

A Regular Meeting of the Otsego City Commission was held on Monday, February 19, 2024. The Meeting was held at the Department of Public Works.

The meeting was called to order by Mayor Withee at 7:00 p.m. with the following Commissioners present: Lauri Krueger, Jason Smith, Chuck Moore, and Wayne Rayburn. Absent: None. Also present: City Manager, Aaron Mitchell.

The audience joined the Commission in the Pledge of Allegiance.

On a motion by Commissioner Krueger, seconded by Commissioner Moore, February 5, 2024, Regular Minutes were approved as submitted. CARRIED

## **REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS**

### **I. PRESENTATIONS:**

Robert Alway, 1012 Barton – he commented that the VFW’s 3030 Social District Permit is worthy of being granted.

#### **A. COUNTY COMMISSIONER GALE DUGAN**

He gave a report on the County Board’s recent activities. He answered questions of the Commission.

#### **B. INTRODUCTION OF NEW EMPLOYEES – DENISE MERLAU, UTILITY BILLING SPECIALIST & DAVID SELBY, DPW TECHNICIAN**

At this time, Clerk Cronen introduced Denise Merlau the City’s new Utility Billing Specialist. Clerk Cronen gave a brief overview of her working background and commented that she is a great asset to the City, the Clerk’s Office, and has been a vital part of assisting with the implementation of Early Voting. Denise Merlau introduced herself and gave a brief overview of her work experience. She commented that she is excited to work for the City.

DPW Superintendent Bosch introduced David Selby the City’s newest DPW Technician. DPW Superintendent Bosch commented that he had recently given David his performance evaluation and highlighted that he was very impressed with his many talents and the way he fits in with the staff. At this time, David Selby introduced himself and gave a brief background of his work history. He commented that he appreciates the opportunity to work for the City and stated that it is a great place to work.

### **II. PUBLIC HEARING:**

### **III. PLANNING AND ZONING:**

### **IV. ORDINANCES:**

### **V. REQUESTS:**

### **VI. AGREEMENTS:**

**A. CONSIDERATION OF AN AGREEMENT WITH WIGHTMAN FOR HELEN AVE PROJECT – ENGINEERING SERVICES**

City Manager Mitchell stated that the final engineering bid was for a total of \$323,500. He stated that Wightman will prepare the final specifications, which are also required by EGLE for the project. City Manager Mitchell stated that the anticipated project total is approximately three million dollars, and this is in line with the typical ten-percent for engineering services. Commissioner Krueger moved to authorize the Mayor and City Clerk to enter into an agreement with Wightman for the Helen Avenue Project, for engineering services, as presented, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

**B. CONSIDERATION OF AN AMENDMENT TO A LICENSE AGREEMENT WITH MAUDE’S – ADDITION OF 133 EAST ALLEGAN STREET**

City Manager Mitchell stated that this request is to add Maude’s recently acquired property to the current lease agreement. Commissioner Krueger moved authorize the Mayor and City Clerk to amend the License Agreement with Maude’s, to include the addition of 133 East Allegan Street, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

**VII. RESOLUTIONS:**

**A. CONSIDERATION OF RESOLUTION NO. 2024-05 - A RESOLUTION RECOMMENDING A SOCIAL DISTRICT PERMIT FOR OTSEGO VFW 3030**

City Manager Mitchell gave a brief overview of the process of obtaining a Social District Permit. A brief discussion took place among the Commission and audience about the possible events in the Social District.

Commissioner Moore offered the following resolution and moved for its adoption, seconded by Commissioner Rayburn.

**CITY OF OTSEGO  
ALLEGAN COUNTY, MICHIGAN  
RESOLUTION NO. 2024-05**

**A RESOLUTION RECOMMENDING A SOCIAL DISTRICT PERMIT  
FOR OTSEGO VFW 3030**

WHEREAS, the application from Otsego VFW 3030 for a Social District Permit is recommended by this body for consideration for approval by the Michigan Liquor Control Commission, and

BE IT FURTHER RESOLVED, the City Clerk further certifies that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

YEAS: Commissioners: Stacey Withee, Lauri Krueger, Chuck Moore, Jason Smith, & Wayne Rayburn.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

## **VIII. APPOINTMENTS:**

## **IX. DISCUSSION ITEMS:**

### **1. PARKS & RECREATION PLAN**

City Manager Mitchell gave a brief overview of the Planning Commission's visit to HoM Flats in Wyoming. He explained that the Parks & Recreation Plan is utilized to receive grants from the State. He commented that he will be looking at preparing the document in-house and Clerk Cronen will look at the Plan after the elections. He asked any members of the Commission who are interested in assisting with the Plan and being on a committee to contact him.

### **2. 113 SOUTH FARMER STREET**

City Manager Mitchell gave a brief overview of the recently purchased property at 113 South Farmer – the Elk's building. He explained that he had prepared an RFP (Request For Proposal) that he had sent to the Commission for their review. He asked if there were any suggestions. It was suggested to make it clear that a timeline would need to be in the contract; add a sketch of the layout, and add a picture of the front of the building.

## **MANAGER'S REPORT**

The City Manager commented and gave updates on the following:

1. He thanked DPW Superintendent Bosch for the use of the DPW building for the meeting.
2. He welcomed new employees David Selby and Denise Merlau. He commented that they are both good workers and fantastic people.
3. He stated that the Fire Department's Assistant Chief will be on the news this evening, answering questions regarding how the loss of West Michigan Air Care will affect the area.

## **COMMUNICATIONS**

None.

## **REMARKS FROM THE AUDIENCE**

Mike Bosch – he thanked everyone for attending the meeting tonight at the DPW facility. He stated that he would be happy to give tours of the building and answer any questions. He offered cookies that were prepared by his wife.

Doug Wine, 10425 Douglas Ave, Plainwell – he thanked the Commission for considering and approving the VFW's application.

## **COMMISSIONER'S' COMMENTS**

Commissioner Krueger – she thanked the following: the audience for attending; Superintendent Bosh and staff for making the shop look great. She thanked Mark McPherson and his family for

making the downtown better. She commented that she is happy that the VFW is now wanting to utilize the Social District. She stated that she is excited for the July 27<sup>th</sup> event.

Commissioner Smith – he thanked County Commissioner Dugan for his report and updates. He welcomed new employees David Selby and Denise Merlau. He stated that he is excited for the upcoming events in the Social District with the VFW and Maude's. He commented that he is excited about the Parks and Recreation Plan.

Commissioner Rayburn – he thanked County Commissioner Dugan for his report. He welcomed new employees David Selby and Denise Merlau. He thanked DPW Superintendent Bosch and the DPW employees for setting up the garage to the meeting. He commented that it is nice to see a lot of people at the meeting. He commented that he is excited to see Maude's and the VFW working together and it should be a big success. He stated that he would like to see someone make something of the Elk's building as it is a piece of history.

Commissioner Moore – he echoed the comments of his fellow Commissioners. He commented that the tour of HoM Flats was amazing and if it comes to our community it will be great. He stated that there is a lot going on and many things to look forward to in our town. He thanked the audience for attending.

Mayor Withee – she welcomed Denise Merlau and David Selby, commenting that they both come highly recommended. She thanked the members of the VFW 3030 for coming to the meeting and commented that she is excited for their events. She commented that the Commission always likes to hear the community's thoughts. She thanked everyone for attending.

#### **ADJOURN**

Commissioner Moore moved to adjourn the Regular Meeting, seconded by Commissioner Rayburn. CARRIED. 7:59 p.m.

Angela M. Cronen, MMC  
City Clerk