

A Regular Meeting of the Otsego City Commission was held on Monday, March 17, 2025.

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

The audience joined the Commission in the Pledge of Allegiance.

On a motion by Commissioner Krueger, seconded by Commissioner Rayburn, the March 3, 2025, Minutes were approved as submitted. CARRIED

REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS

None.

I. PRESENTATIONS:

A. DAN MINOR PROCLAMATION #2025-02

At this time, City Manager Mitchell presented Mr. Dan Minor with Proclamation #2025-02. Mr. Minor thanked the Commission and City Manager Mitchell. He commented that “God is good” and that he was overwhelmed to receive this proclamation.

PROCLAMATION NO. 2025-02 THE CITY COMMISSION OF THE CITY OF OTSEGO, MICHIGAN

DESIRES TO CONVEY TO REV. DAN MINOR CONGRATULATIONS AND APPRECIATION FOR SERVING THE OTSEGO COMMUNITY IN MULTIPLE WAYS FOR MULTIPLE DECADES. AFTER A LONG AND PRESTIGIOUS CAREER AS A PASTOR (FOLLOWING IN THE STEPS OF HIS FATHER AND GRANDFATHER), HE HAS SERVED THE OTSEGO METHODIST CHURCH FOR OVER 10 YEARS AND CONTINUES TODAY. DAN HAS ALSO PLAYED A VITAL ROLE IN THE CREATION AND SUCCESS OF THE “READY OR NOT 5K” FOR THE LAST 15 YEARS.

DAN’S SUPPORT AND PROMOTION OF THE OTSEGO COMMUNITY HAS BEEN UNMATCHED. WITH DAN’S 80TH BIRTHDAY ON MARCH 19TH LET IT BE KNOWN AS DAN MINOR DAY!

FURTHER, LET IT BE KNOWN THAT THIS PROCLAMATION WILL BE SPREAD UPON THE PERMANENT RECORD OF THE REGULAR MEETING OF THE OTSEGO CITY COMMISSION HELD MARCH 17, 2025

B. AMY STENDER - BOND EXTENSION AND THE OPS SUPERINTENDENT SEARCH

Amy Stender, President of the Otsego Public Schools Board of Education was in attendance to give an update on the Superintendent search and the upcoming Bond Proposal. She stated that information can be found on the school’s website. She commented that she would appreciate the support.

C. ALLEGAN COUNTY COMMUNITY FOUNDATION

Chris Kleinjans of the Allegan County Community Foundation was in attendance to give an overview of the Allegan County Community Foundation. He stated that he is involved with the housing needs within the county. He commented that the Allegan County Community Foundation is in collaboration with Allegan County communities.

D. WIGHTMAN – WASTE WATER ASSET MANAGEMENT PLAN

Mary Nykamp of Wightman was in attendance to answer questions of the Commission regarding the proposed Waste Water Asset Management Plan. City Manager Mitchell commented that Wightman had submitted a quote recently for the Waste Water Asset Management Plan. Ms. Nykamp explained that the Plan is used to (but not limited to):

- Assist in making confident decisions
- Understand if funds are being used wisely
- Create an inventory
- Conditions of assets
- Most critical components
- Rates – planning for the future

City Manager Mitchell stated that the quote is for \$99,000, from our Engineer of Record. He also commented that Infrastructure Alternatives recommended Wightman for the Waste Water Asset Management Plan. He stated that the Plan will be considered later in the meeting.

E. COUNTY COMMISSIONER GALE DUGAN UPDATE

County Commissioner Dugan gave an update on County activities.

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

IV. ORDINANCES:

V. REQUESTS:

A. CONSIDERATION OF A REQUEST FROM THE OTSEGO ROTARY TO HOLD AN EASTER EGG HUNT AT MEMORIAL PARK ON APRIL 19, 2025

Commissioner Krueger moved to grant the request from the Otsego Rotary to hold an Easter Egg Hunt at Memorial Park on April 19, 2025, seconded by Commissioner Rayburn. **CARRIED UNANIMOUSLY**

B. CONSIDERATION OF A PERSONNEL POLICY UPDATE TO COMPLY WITH NEW EARNED SICK TIME ACT (ESTA)

City Manager Mitchell gave an overview of the new laws that will go into effect in April 2025, regarding the sick time. He stated that this will only effect part-time employees and they will receive one hour of sick time for every thirty hours worked. He stated that there is also a ninety-day period before hours would be accumulated. He also explained the “banking” up to seventy-two hours. He stated that that the amendments were approved by the City Attorney. Commissioner Moore moved to approve the Personnel Policy update to comply with the New Earned Sick Time Act (ESTA), seconded by Commissioner Krueger. **CARRIED UNANIMOUSLY**

VI. AGREEMENTS:

A. CONSIDERATION OF AN AGREEMENT WITH WIGHTMAN FOR WASTE

WATER ASSET MANAGEMENT PLAN

City Manager Mitchell stated that it will take nine to twelve months to complete the plan. At this time, Ms. Nykamp, City Manager Mitchell, and Director of Public Services Bosch answered questions of the Commission regarding the Waste Water Treatment Plant and the proposed Asset Management Plan. Commissioner Smith moved to authorize the Mayor and City Clerk to enter into an agreement with Wightman for Waste Water Asset Management Plan, seconded by Commissioner Rayburn. CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2025-05 – A RESOLUTION OF AUTHORIZATION - LOCAL UNIT OF GOVERNMENT MATCH WITHOUT DONATED FUNDS

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

CITY OF OTSEGO ALLEGAN COUNTY, MICHIGAN

RESOLUTION NO. 2025-05

Resolution of AUTHORIZATION - LOCAL UNIT OF GOVERNMENT MATCH WITHOUT DONATED FUNDS

WHEREAS, the Otsego City Commission supports the submission of an application titled, “Riverfront Park Improvements” to the Michigan Natural Resources Trust Fund (MNRTF) for development of a bathroom, firepit, and other amenities at Riverfront Park located at 210 N Farmer St, Otsego, MI 49078; and,

WHEREAS, the proposed application is supported by the Community’s 5-Year Approved Parks and Recreation Plan; and,

WHEREAS, the City of Otsego is hereby making a financial commitment to the project in the amount of \$400,000 matching funds, in cash; and,

NOW THEREFORE, BE IT RESOLVED that the City of Otsego hereby authorizes submission of a MNRTF Application for \$400,000, and further resolves to make available its financial obligation amount of \$400,000 (50 %) of a total \$800,000 project cost, during the 2025-2026 fiscal year.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

B. CONSIDERATION OF RESOLUTION NO. 2025-06 – A RESOLUTION OF SUPPORT FOR THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) LOCAL BRIDGE PROGRAM GRANT APPLICATION

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

**CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN**

RESOLUTION NO. 2025-06

RESOLUTION OF SUPPORT FOR THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) LOCAL BRIDGE PROGRAM GRANT APPLICATION

WHEREAS, the City of Otsego supports the submission of FY 2028 Michigan Department of Transportation (MDOT) Local Bridge Program grant applications for the N. Farmer Street Bridge and N. North Street Bridge, and

WHEREAS, the City of Otsego supports the preventative maintenance of the N. Farmer Street Bridge and N. North Street Bridge, and

WHEREAS, the City of Otsego is hereby making a fifteen percent (15%) local financial commitment to the N. Farmer Street Bridge and N. North Street Bridge to secure and commit the matching funds for a Local Bridge Program statewide grant request in FY 2028, and

NOW, THEREFORE BE IT RESOLVED the Otsego City Commission hereby authorizes the City Manager to submit FY 2028 MDOT Local Bridge Program grant applications for the N. Farmer Street Bridge and N. North Street Bridge, and

BE IT FURTHER RESOLVED the Otsego City Commission will make available its financial obligation during the 2028-2029 fiscal year.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

A. CHICKEN ORDINANCE DISCUSSION

City Manager Mitchell stated that he had sent the Commission sample ordinances regarding chickens. He stated that at a recent Wayland Meeting Michigan State University gave their opinion on their proposed Chicken Ordinance, and they stated that chickens should not be allowed within a four-mile radius of a commercial chicken producer. He stated that the Konos Farm is within the four-mile radius of the City. He commented that he thought that the City of Rockford had a good chicken ordinance. City Manager Mitchell stated that if a decision were to be made it could be done by the City Commission or at the Planning Commission level, through the Zoning Ordinance.

At this time, a lengthy discussion took place regarding:

- The number of chickens
- Permitting process
- Size of property
- Fenced yard
- Setback of structure
- Construction of structure
- No roosters
- Maximum number of chickens
- No slaughtering
- Comply with Ordinances

At this time, a lengthy, open conversation took place between the Commission and audience. City Manager Mitchell explained why the Chicken Ordinance couldn't be put on the ballot. City Manager Mitchell asked the Commission to let him know their thoughts moving forward.

MANAGER'S REPORT

The City Manager commented and gave updates on the following:

1. He thanked all of the presenters for their presentations.
2. He announced that Dave Rayman retired this week, due to health issues. We all wish him well .
3. Update on HoM Flats.

COMMUNICATIONS

Clerk Cronen read a letter from Nikki Gomber, Todd & Leslie Giuzio, and Doug & Julie DePauw in regards to 217 West Hammond. They thanked the City of Otsego Team and specifically Todd Curry and Mike Bosch, stating "from start to finish your team was quick, professional, and incredibly helpful."

REMARKS FROM THE AUDIENCE

David Fouch, 359 W Franklin – he commented that snow fall ends on April 1st and the parking restrictions for parking on the street are until the end of the month. He asked that the snowfall be watched, as we usually don't get snow after April 1st. City Manager Mitchell commented that it is through the month of April if there is a fluke snow storm and the roads need to be plowed.

Robert Alway, 1012 Barton – he stated that CAG will be having a meeting on Friday. He stated the there is going to be a lot of retesting done this Spring. He stated that they are re-testing soils and are expecting good results.

COMMISSIONER'S' COMMENTS

Commissioner Moore – he commented that he appreciated the information regarding the school bond proposal.

Commissioner Rayburn – he commented that it will be good to have a maintenance plan for the Waste Water Treatment Plant, for preventative maintenance. He stated that it will be a plus, as it will be expensive to have it done, but it will be documented. He thanked the audience for their comments.

ADJOURN

Commissioner Smith moved to adjourn the meeting, seconded by Commissioner Rayburn. CARRIED.
8:45 p.m.

Angela M. Cronen, MMC
City Clerk