

A Regular Meeting of the Otsego City Commission was held on Monday, June 16, 2025.

The meeting was called to order by Mayor Withee at 7:00 p.m. with the following Commissioners present: Lauri Krueger, Chuck Moore, and Wayne Rayburn. Absent: Jason Smith. Also present: City Manager, Aaron Mitchell; and Finance Director, Brian Kelley.

The audience joined the Commission in the Pledge of Allegiance.

Commissioner Krueger moved to excuse Commissioner Smith, seconded by Commissioner Rayburn. CARRIED

On a motion by Commissioner Krueger, seconded by Commissioner Moore, the May 19, 2025, Regular Minutes were approved as submitted.

REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS

None.

I. PRESENTATIONS:

A. ALLEGAN COUNTY WISHBONE

A representative of Allegan County Wishbone was in attendance to give an overview of the program. She gave a brief history of the transition from the Allegan County Shelter to Allegan County Wishbone. She commented that their focus is to be a non-kill shelter. She gave various options as to how donations can be made to the shelter. She commented that they always need volunteers and donations. She answered questions of the Commission.

B. COUNTY COMMISSIONER GALE DUGAN UPDATE

County Commissioner Dugan gave an update on County activities.

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

A. CONSIDERATION OF THE PLANNING COMMISSION'S RECOMMENDATION FOR DISTRIBUTION AND OPENING OF THE COMMENTING PERIOD FOR THE CITY OF OTSEGO MASTER PLAN

City Manager Mitchell reviewed the process and next steps for completing the update to the City's Master Plan. He stated that the Planning Commission will hold a Public Hearing and potentially adopt the amended Master Plan at their July 28th, meeting. Commissioner Krueger moved to approve the distribution and opening of the commenting period for the City of Otsego Master Plan, seconded by Commissioner Moore. CARRIED UNANIMOUSLY

IV. ORDINANCES:

A. CONSIDERATION OF THE FIRST READING OF ORDINANCE #175 - CHICKENS

Mayor Withee introduced Ordinance #175. She stated that the Ordinance Amends Chapter 6 Animals – Sections 6-1; 6-7(b), & Addition of Section 16-10; Article II. In General. She commented that at the next City Commission Meeting there will be a Public Hearing, 2nd Reading, and Proposed Adoption of Ordinance #175.

V. REQUESTS:

- A. CONSIDERATION OF A REQUEST FROM MIKE PROUTY & DANA VANSPPARENTAK TO HOLD A BLOCK PARTY IN THE 300 BLOCK OF EAST ORLEANS ON SATURDAY, JULY 19, 2025, FROM 12:00 P.M. TO 4:00 P.M.

Commissioner Krueger moved to grant the request from Mike Prouty & Dana Vansparrentak to hold a block party in the 300 Block of East Orleans Street on Saturday, July 19, 2025, from 12:00 Noon to 4:00 p.m., seconded by Commissioner Rayburn. CARRIED UNANIMOUSLY

VI. AGREEMENTS:

VII. RESOLUTIONS:

- A. CONSIDERATION OF RESOLUTION NO. 2025-09 - A RESOLUTION TO AMEND THE 2024-2025 ANNUAL APPROPRIATIONS BILL

Finance Director Kelley was in attendance to answer questions of the Commission.

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

CITY OF OTSEGO
ALLEGAN COUNTY MICHIGAN

RESOLUTION NO. 2025-09

RESOLUTION TO AMEND THE 2024-2025 ANNUAL APPROPRIATIONS BILL

WHEREAS, the Otsego City Commission approved the 2024-2025 Annual Appropriations Bill which limited amounts for expenditures and anticipated revenues for the 2024-2025 fiscal year; and

WHEREAS, certain activities and/or revenue sources will exceed previous projections; and

WHEREAS, the Otsego City Commission wishes to formally amend the annual appropriations bill in acknowledgement of the need for revisions,

THEREFORE, BE IT RESOLVED, that the Otsego City Commission hereby approves the following increases and decreases to the 2024-2025 Annual Appropriations Bill:

General Fund Revenues

101-000-626-262	City Charges - Election Services	\$18,400
101-000-665.000	Interest	\$37,000
Net Increase/(Decrease)		\$55,400

General Fund Expenditures

101-172-810.000	City Manager - Legal Services	\$7,000
101-253-704.001	City Treasurer - Part-Time Clerical Wages	(\$6,000)
101-253-806.000	City Treasurer - Computer Services	\$4,000
101-265-703.401	City Hall - Full-Time DPW Wages	\$1,000

101-265-704.401	City Hall - Part-Time/Seasonal Wages	\$1,000
101-265-801.000	City Hall - Professional & Contractual Services	\$6,000
101-265-821.000	City Hall - Lawn Maintenance Services	\$2,000
101-651-802.000	Ambulance Service Contract	\$4,000
101-701-801.000	Planning Commission - Professional & Contr Serv	(\$4,000)
101-728-704.006	Economic Development - Part-Time Director Wage	(\$5,000)
101-751-703.401	Parks - Full-Time DPW Wages	\$8,000
101-751-801.000	Parks - Professional & Contractor Services	\$27,400
101-751-940.000	Parks - Rentals - Motor Equip Rental	\$10,000
Net Increase/(Decrease)		\$55,400
Major Street Fund Revenues		
202-000-665.000	Interest	\$9,000
Net Increase/(Decrease)		\$9,000
Major Street Fund Expenditures		
202-464-801.000	Surface Maintenance - Professional & Contractual	(\$1,000)
202-478-703.401	Winter Maintenance - Full-Time DPW Wages	\$4,000
202-478-740.000	Winter Maintenance - Operating Supplies	\$3,000
202-478-940.000	Winter Maintenance - Rentals - Motor Pool	\$2,000
202-486-801.000	M-89 Surface Maintenance - Professional & Contractual	\$1,000
202-490-703.401	M-89 Trees & Shrubs - FT DPW Wages	(\$1,100)
202-491-940.000	M-89 Drainage - Rentals - Motor Pool	(\$300)
202-497-940.000	M-89 Snow Plowing - Rentals - Motor Pool	(\$1,300)
202-498-703.401	M-89 Snow Hauling - FT DPW Wages	\$1,100
202-498-940.000	M-89 Snow Hauling - Rentals - Motor Pool	\$1,600
Net Increase/(Decrease)		\$9,000
Local Street Fund Revenues		
203-000-665.000	Interest	\$7,500
Net Increase/(Decrease)		\$7,500
Local Street Fund Expenditures		
203-464-740.000	Surface Maintenance - Operating Supplies	(\$2,000)
203-467-703.401	Right-of-Way Maintenance - Full-Time DPW Wages	(\$3,000)
203-468-703.401	Trees & Shrubs - Full-Time DPW Wages	(\$2,000)
203-468-940.000	Trees & Shrubs - Rentals - Motor Pool	\$6,000
203-478-703.401	Winter Maintenance - Full-Time DPW Wages	\$3,000
203-478-712.000	Winter Maintenance - Health Insurance	\$500
203-478-740.000	Winter Maintenance - Operating Supplies	\$2,000
203-478-940.000	Winter Maintenance - Rentals - Motor Pool	\$3,000
Net Increase/(Decrease)		\$7,500
Street & Bridge Fund Expenditures		
211-966-995.202	Transfer to Major Street Fund	\$25,000
Net Increase/(Decrease)		\$25,000

Solid Waste Fund Revenues		
225-000-573.000	Local Community Stabilization Share	\$55,000
Net Increase/(Decrease)		\$55,000

Solid Waste Fund Expenditures		
225-528-712.000	Rubbish Collection - Health Insurance	\$2,500
225-528-940.00	Rubbish Collection - Rentals - Motor Pool	\$5,500
Net Increase/(Decrease)		\$8,000

Capital Projects Fund Expenditures		
401-901-974.751	Capital Outlay - Land Improvements - Parks	\$50,000
Net Increase/(Decrease)		\$50,000

Equipment Replacement Fund Expenditures		
402-901-977.336	Capital Outlay - Shop/Dept Equipment - Fire	\$31,000
402-901-981.301	Capital Outlay - Vehicles - Police Dept	(\$31,000)
Net Increase/(Decrease)		\$0

Sewer Fund Expenditures		
590-537-702.501	Sewer Mains - WWTP Superintendent	(\$10,000)
590-538-702.501	Wastewater Treatment Plant - WWTP Superintendent	(\$6,000)
590-539-712.000	Sewer Administration - Health Insurance	\$12,000
590-539-806.000	Sewer Administration - Computer Services	\$4,000
Net Increase/(Decrease)		\$0

Water Fund Expenditures		
591-550-820.000	Water Mains - Water Tower Maintenance	(\$2,000)
591-551-801.000	Water Pumping - Prof & Contractual Svc	\$4,000
591-551-934.000	Water Pumping - Well Maintenance	\$27,500
591-552-712.000	Water Administration - Health Insurance	\$2,000
591-552-712.000	Water Administration - Health Insurance	\$9,000
Net Increase/(Decrease)		\$40,500

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Jason Smith.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

- A. CONSIDERATION OF THE APPOINTMENT OF NATE HUNT & SARAH PATIN TO THE PLANNING COMMISSION – TERMS TO EXPIRE NOVEMBER 2026

Commissioner Krueger moved to confirm the Mayor’s appointment of Nate Hunt and Sarah Patin to the Planning Commission– terms to expire November 2026, seconded by Commissioner Rayburn. CARRIED UNANIMOUSLY

IX. DISCUSSION ITEMS:

MANAGER’S REPORT

The City Manager commented and gave updates on the following:

1. Congratulated Ryan Wheeler for passing his Wastewater Operators Licensing Test. He will now be the Operator in Charge at the Wastewater Treatment Plant.
2. Elk’s Sale will be on Saturday, June 28th, from 9am to 12 Noon.
3. Dam Update

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

None.

COMMISSIONER’S’ COMMENTS

Commissioner Rayburn – he thanked County Commissioner Dugan, April from Wishbone, and Finance Director Kelley for their reports and for attending the meeting.

ADJOURN

Commissioner Krueger moved to adjourn the meeting, seconded by Commissioner Rayburn. CARRIED. 7:49 p.m.

Angela M. Cronen, MMC
City Clerk