

A Regular Meeting of the Otsego City Commission was held on Monday, May 4, 2026.

The meeting was called to order by Mayor Withee at 7:11 p.m. with the following Commissioners present: Lauri Krueger, Chuck Moore, Wayne Rayburn, and Jason Smith. Absent: None. Also present: City Manager, Aaron Mitchell; Director of Police and Fire, Brad Misner; Finance Director, Brian Kelley; and Director of Public Works, Mike Bosch.

The audience joined the Commission in the Pledge of Allegiance.

On a motion by Commissioner Moore, seconded by Commissioner Krueger, April 20, 2026, Regular Minutes were approved as submitted.

CONSIDERATION OF ADDING AN AGENDA ITEM – UNDER AGREEMENTS:

Commissioner Smith moved to add “ A. CONSIDERATION OF AN AGREEMENT WITH JONES & HENRY FOR ENGINEERING SERVICES FOR THE REVIEW OF THE SEWER USE ORDINANCE AND DEVELOPMENT OF AN IPP ORDINANCE” to the agenda, seconded by Commissioner Moore. CARRIED.

REMARKS FROM THE AUDIENCE REGARDING AGENDA ITEMS

None.

I. PRESENTATIONS:

A. COUNTY COMMISSIONER DUGAN UPDATE

Allegan County Commissioner Dugan gave an update on current County activities. He commented that he is very impressed with the professional group of men and women that received awards at the ceremony earlier.

B. PRESENTATION OF 2026-2027 ANNUAL APPROPRIATIONS BILL – GENERAL, PUBLIC SAFETY, CAPITAL PROJECT, EQUIPMENT REPLACEMENT, AND SOLID WASTE REDUCTION FUNDS

City Manager Mitchell gave an overview of the special items included in the General Fund and explained that the Election Fund increased due to the two State elections, where we are mandated to provide nine days of early voting. Director of Public Works Bosch gave an overview of the needs in the parks and the construction of the bathroom facility at the Pavilion. Director of Police and Fire Misner reviewed the current and future needs of the Police and Fire Departments. City Manager Mitchell also stated that our software provider (for taxes, utility billing, accounting functions, etc.) will be wanting all users to go to the cloud by 2030. Finance Director Kelley explained the potential investment in purchasing and maintaining the new “cloud”.

At this time, Finance Director, Brian Kelley, gave an overview of the General, Public Safety, Capital Project, Equipment Replacement, and Solid Waste Funds for the 2026-2027 fiscal year. Anticipated revenues for the General Fund \$2,488,368, and anticipated expenditures \$2,473,034. Anticipated revenues for the Public Safety Fund \$2,166,954, and anticipated expenditures \$2,404,116. Anticipated revenues for the Capital Projects Fund \$445,600, anticipated expenditures \$817,000. Anticipated revenues for the Equipment Replacement Fund \$102,780, anticipated expenditures \$173,000. Anticipated revenues for the Solid Waste/Recycling Fund \$388,333, and anticipated expenditures \$391,661. Finance Director Kelley stated that millage rates have not been set to-date.

Finance Director Kelley answered questions of the Commission. The Commission thanked Finance Director Kelley for his presentation.

Finance Director Kelley thanked the Commission, Director of Public Works Bosch, Director of Police and Fire Misner, Clerk Cronen, and City Manager Mitchell.

II. PUBLIC HEARING:

A. PUBLIC HEARING - FINAL PROJECT PLAN FOR THE REPLACEMENT OF LEAD WATER SERVICES

Mayor Withee opened the public Hearing at 8:27 p.m.

Mickey Bittner of Wightman was in attendance to review the Final Project Plan for the replacement of lead water services. A presentation was given by Mickey Bittner of Wightman regarding the proposed project. He explained the EGGLE DWSRF program, the Project Plan, the alternatives considered, the scope of the selected project, the environmental impacts, the financial impacts, and the implementation schedule. He answered questions of the Commission and audience.

Mayor Withee closed the Public Hearing at 8:52 p.m.

III. PLANNING AND ZONING:

IV. ORDINANCES:

V. REQUESTS:

A. CONSIDERATION OF A REQUEST FROM THE VFW TO HOLD A MEMORIAL DAY PARADE ON MAY 25, 2026, PARADE IMMEDIATELY FOLLOWING THE 9:00 A.M. CEREMONY AT THE CEMETERY

Commissioner Moore moved to grant the request from the VFW to hold a Memorial Day Parade on May 25, 2026, Parade immediately following the 9:00 a.m. ceremony at the cemetery, seconded by Commissioner Smith. CARRIED UNANIMOUSLY

VI. AGREEMENTS:

A. CONSIDERATION OF AN AGREEMENT WITH JONES & HENRY FOR ENGINEERING SERVICES FOR THE REVIEW OF THE SEWER USE ORDINANCE AND DEVELOPMENT OF AN IPP ORDINANCE

City Manager Mitchell gave an overview of the need to review the Sewer Use Ordinance and the development of an IPP Ordinance for Parker. He answered questions of the Commission. Commissioner Krueger moved to approve the authorization of an agreement with Jones & Henry for engineering services for the review of the Sewer Use Ordinance and Development of an IPP Ordinance, seconded by Commissioner Rayburn. CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2026-03- A RESOLUTION ESTABLISHING A BUDGET HEARING ON MAY 18, 2026

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

CITY OF OTSEGO
MICHIGAN
RESOLUTION NO. 2026-03

RESOLUTION TO ESTABLISH A BUDGET HEARING

WHEREAS, Michigan Compiled Laws 141.436 requires a public hearing before final passage of a general appropriation act by a legislative body,

WHEREAS, Michigan Compiled Laws 141.412 requires that a notice of such hearing be given by publication in a newspaper of general circulation at least six (6) days prior to such hearing;

NOW, THEREFORE, BE IT RESOLVED, that a hearing be held on the 2026-2027 Budget of the City of Otsego by the City Commission at City Hall at or after 7:00 p.m. local time, on May 18, 2026, and notice of said hearing shall be published at least six days prior to the hearing in the following form:

CITY OF OTSEGO
PUBLIC NOTICE
HEARING ON 2026-2027 BUDGET

Notice is hereby given that the proposed budget for the City of Otsego for the fiscal year 2026-2027 is now on file and available to the public for inspection at City Hall, 117 East Orleans Street, Otsego, Michigan.

The City Commission will hold a public hearing on the proposed budget on Monday, May 18, 2026, at 7:00 p.m. at the City of Otsego Municipal Building, at 117 East Orleans Street, Otsego, Michigan. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.**

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

B. CONSIDERATION OF RESOLUTION NO. 2026-04 - A RESOLUTION ADOPTING A FINAL PROJECT PLAN FOR THE REPLACEMENT OF LEAD WATER SERVICES AND DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE

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

CITY OF OTSEGO
MICHIGAN

RESOLUTION NO. 2026-04

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN FOR THE
REPLACEMENT OF LEAD WATER SERVICES AND DESIGNATING AN
AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the City of Otsego recognizes the need to make improvements to its existing water treatment and distribution system; and

WHEREAS, the City of Otsego authorized Wightman to prepare a Project Plan, which recommends the replacement of lead water services with the existing water system; and

WHEREAS, said Project Planning Document was presented at a Public Hearing held on May 4, 2026 and all public comments have been considered and addressed;

NOW THEREFORE BE IT RESOLVED, that the City of Otsego formally adopts said Project Planning Document and agrees to implement the selected alternative of replacement of lead water service lines.

BE IT FURTHER RESOLVED, that the City Manager, a position that is currently held by Aaron Mitchell, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Planning Document as the first step in applying to the State of Michigan for a Drinking Water State Revolving Fund loan to assist in the implementation of the selected alternative.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

**C. CONSIDERATION OF RESOLUTION NO. 2026-05 – A RESOLUTION - A
RESOLUTION AFFIRMING THE DENIAL OF A FREEDOM OF
INFORMATION ACT REQUEST FILED BY WILLIAM F. PIPER**

City Manager Mitchell gave an overview of the request filed by William F. Piper and the process. He explained to the Commission that the Otsego Police Department was not in possession of any of the documents that were requested. He also stated that the City's Attorney was informed of this appeal.

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

CITY OF OTSEGO
MICHIGAN
RESOLUTION NO. 2026-05

**A RESOLUTION AFFIRMING THE DENIAL OF A
FREEDOM OF INFORMATION ACT REQUEST FILED BY
WILLIAM F. PIPER**

WHEREAS, William F. Piper submitted a Michigan Freedom of Information Act (“FOIA”) request on April 13, 2026, for “a copy of all police reports, supplemental reports, all body cam/audio cam relating to the stop and arrest of a person identified on the scene as Mtisha Branson on March 19, 2024 at 412 Oaks Crossing Plainwell, MI 49080.”; and

WHEREAS, the City’s FOIA Coordinator denied that request by a letter dated April 13, 2016, for the reason “no such records exist”, which is attached; and

WHEREAS, William F. Piper appealed the denial to the City Commission; and

WHEREAS, the City Commission is obligated to issue a written notice addressing that appeal to Section 10 of the FOIA, being MCL 15.240.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Commission affirms the denial of the FOIA request submitted by William Piper on April 13, 2026, after exercising due diligence, the City found no records that were responsive to the FOIA request for records, as records cannot be produced, if they do not exist.
2. The City Clerk is directed to mail a certified copy of this resolution to William Piper.
3. William Piper is further hereby notified as follows:
If you believe the requested records are wrongfully being withheld you may commence an action in the Allegan County Circuit Court to compel disclosure.
4. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.

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

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: None.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

A. DISCUSSION REGARDING FULL-TIME FIREFIGHTER SCHEDULE

City Manager Mitchell explained the four-person rotation, and how it will work. He announced that a new hire will be coming onboard as the fourth person and the new schedule will be starting soon.

MANAGER'S REPORT

The City Manager commented and gave updates on the following:

1. He complimented Director of Police and Fire Misner for a great ceremony honoring the police officers, firefighters, and citizens who received various awards. He commented that it was very impressive, it was well-done, and there was excitement.
2. He commented that he is looking into the Solicitor/Transient Merchant Ordinance and suggesting a substantial rise in the cost of the permit. He will be conferring with the City's Attorney.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

None.

COMMISSIONER'S' COMMENTS

Commissioner Smith, Commissioner Krueger, and Commissioner Moore – they thanked Director of Police and Fire Misner for the great ceremony honoring the Police Officers, Fire Fighters, and citizens. They thanked everyone for their presentations.

Commissioner Rayburn - he thanked City Manager Mitchell, Director of Police and Fire Misner, and Finance Director Kelley. He commented that he was impressed with the ceremony, the citizens getting the awards, and seeing all of the people and families there.

Mayor Withee – she thanked everyone to attending the meetings, for the presentations, and the ceremony.

ADJOURN

Commissioner Krueger moved to adjourn the meeting, seconded by Commissioner Smith.
CARRIED. 9:29 p.m.

Angela Cronen
City Clerk