

A Regular Meeting of the Otsego City Commission was held Monday, February 5, 2018.

The meeting was called to order by Mayor Trobeck at 7:00 p.m. with the following Commissioners present: Nick Breedveld, Stacey Withee, and Jim Misner. Absent: Tom Gilmer. Also present: Fire Chief, Brandon Weber; WWTP Superintendent, Luke Keyzer; Interim City Manager/Finance Director Storbeck and Interim City Manager/Police Chief Konkle.

The audience joined the Commission in the Pledge of Allegiance.

Commissioner Withee moved to excuse Commissioner Gilmer, seconded by Commissioner Misner. CARRIED UNANIMOUSLY

The Regular January 15, 2018, and Special January 25, 2018, Meeting Minutes were approved.

I. PRESENTATIONS:

II. PUBLIC HEARING:

A. PUBLIC HEARING - TO ESTABLISH SINGLE PREMISE ASSESSMENTS FOR DELINQUENT CHARGES FOR CITY SERVICES

Mayor Trobeck opened the Public Hearing at 7:02 p.m. Interim City Manager Storbeck briefly explained that charges that would be presented in a resolution later in the meeting. There being no comments, the Public Hearing was closed at 7:03 p.m.

III. PLANNING AND ZONING:

IV. ORDINANCES:

A. SECOND READING AND ADOPTION OF ORDINANCE #159 - AN ORDINANCE TO AMEND CHAPTER 26 OF THE CODE OF ORDINANCES TO ENSURE COMPLIANCE WITH THE MICHIGAN ELECTION LAW

Interim City Manager Cronen briefly explained the proposed ordinance. She stated that the ordinance was recently published in the Union Enterprise and would become effective on February 25, 2018.

Commissioner Breedveld, supported by Commissioner Misner, moved the adoption of the following ordinance:

CITY OF OTSEGO

ORDINANCE NO. 159

AN ORDINANCE TO AMEND CHAPTER 26 OF THE CODE OF ORDINANCES TO ENSURE COMPLIANCE WITH THE MICHIGAN ELECTION LAW

THE CITY OF OTSEGO ORDAINS:

Section 1. Amendment. Chapter 26, "Elections," Sections 26-1 through 26-4, of the Code of Ordinances of the City of Otsego, Michigan, is amended to read as follows:

Sec. 26-1. Even-year elections established.

In accordance with 1954 PA 116, as amended, MCL 168.642, the regular nonpartisan municipal election in the City is hereby established to be held on the first Tuesday following the first Monday in November in the year 2006, and every two years thereafter.

Sec. 26-2. Election and terms of Commissioners.

Pursuant to the Charter, the City Commission shall consist of five Commissioners to be elected as set forth in this section. Commencing with the election in November 2006, and every two years thereafter, there shall be elected, from one ballot, three Commissioners, the two persons receiving the highest number of votes being elected for four-year terms and the person receiving the third highest number of votes being elected for a two-year term.

Sec. 26-3. Organization meeting of Commissioners.

The City Commission shall, at its next regularly scheduled meeting following the election provided for in this chapter, meet for the purpose of organization, at which time the members shall be sworn and assume their official duties. They shall select from among their number a Mayor, who shall be the chair of the City Commission and who shall have an equal vote with the other commissioners on all matters.

Sec. 26-4. Deadline for filing nomination petitions for the office of Commissioner.

The filing date for petitions for the office of City Commissioner shall be 4:00 p.m., local time, on the 15th Tuesday prior to the City's general election date in November.

Section 2. Effective Date. This ordinance shall take effect upon the latter of publication or the passage of twenty (20) days time following its final adoption in accordance with the City Charter.

YEAS: Commissioners: Cyndi Trobeck, Nick Breedveld, Stacey Withee, & Jim Misner.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Tom Gilmer.

ORDINANCE ADOPTED.

V. REQUESTS:

VI. AGREEMENTS:

A. CONSIDERATION OF AN AGREEMENT WITH DAVIS CONSTRUCTION TO PROVIDE THE TELEMETRY AND SCADA AS OUTLINED IN THE JONES & HENRY PROJECT MANUAL, SECTION 01010 – ITEM 3

Aaron Davenport of Jones & Henry, and Luke Keyzer, WWTP Superintendent, were in attendance to give an overview of the Telemetry and SCADA Project and answer questions of the Commission. Mr. Davenport stated that this project was originally bid with the State project, but was eliminated. He explained that the timing of the project is in line with the activities that are now taking place at the WWTP with the new upgrades, and it would be logical to do this

project now. Mr. Davenport also stated that this project would assist WWTP Supervisor Keyzer with being able to produce better reports and gather more information for reporting purposes. Commissioner Withee moved to authorize the Mayor and City Clerk to enter into an agreement with Davis Construction, for Telemetry and SCADA, as outlined in the Jones & Henry Project Manual, Section 01010 – Item 3, not to exceed \$265,800, seconded by Commissioner Misner. CARRIED UNANIMOUSLY

B. CONSIDERATION OF AN AGREEMENT WITH ALLEGAN COUNTY RESOURCE RECOVERY FOR COSTS RELATING TO RECYCLING DEPOT STATION SERVICES

Interim Manager Storbeck explained Allegan County Resource Recovery is asking units collecting recycle surcharges to share in County recycling depot overhead, however the City is unique, in that we have our own recycling station. He answered questions of the Commission. Commissioner Withee moved to authorize the Mayor and City Clerk to enter into an agreement with Resource Recovery for costs relating to Recycling Depot Station Services, seconded by Commissioner Misner. NOT CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

A. CONSIDERATION OF RESOLUTION NO. 2018-04 - A RESOLUTION TO ESTABLISH SINGLE PREMISE ASSESSMENTS FOR DELINQUENT CHARGES FOR CITY SERVICES

Commissioner Breedveld offered the following resolution and moved for its adoption, seconded by Commissioner Withee.

**CITY OF OTSEGO
ALLEGAN COUNTY, MICHIGAN
RESOLUTION NO. 2018-04**

A RESOLUTION TO ESTABLISH SINGLE PREMISE ASSESSMENTS FOR DELINQUENT CHARGES FOR CITY SERVICES

WHEREAS, Otsego City Code of Ordinances Section 62-11 establishes the procedure for the collection of expenditures incurred by the city for services rendered for particular premise or premises which are not of the class required to be prorated among several lots and parcels in a special assessment district; and

WHEREAS, the City of Otsego has provided such services and has not received payments from the respective property owners for more than 30 days upon sending notice of outstanding amounts; and

WHEREAS, property owners with outstanding amounts for services were notified that a public hearing would be held concerning the establishment of a single premise assessment roll more than ten days prior to the hearing date.

NOW, THEREFORE, IT IS RESOLVED THAT: the City of Otsego hereby establishes the following Single Premise Assessment Roll for the following parcels of property which are identified by their tax identification number, property owner, address, amount owing and service rendered:

Parcel Number	Owner Name	Property Address	Invoice Number	Amount Due	Service Provide
03-54-102-008-00	Taylor, Jeffrey & Cheryl	239 E Allegan St	2106	\$700.00	Sidewalk Repair
03-54-116-014-00	Pueblo Amy & Roy	411 S Fair St	2070	\$450.00	Sidewalk
03-54-400-045-00	Watts Douglas	422 W Morrell St	2051	\$131.78	Mowing
03-54-800-018-00	Null Investments	516 Catherine St	2084	\$105.83	Mowing

BE IT FURTHER RESOLVED that the above single premise assessments are due in full by Wednesday, February 22, 2017; and

BE IT FURTHER RESOLVED that after the due date, all unpaid single site assessments shall be returned delinquent to the Allegan County Treasurer and be placed as a lien against the respective properties.

YEAS: Commissioners: Cyndi Trobeck, Nick Breedveld, Stacey Withee, & Jim Misner.

NAYS: Commissioners: None.

ABSTAIN: Commissioners: None.

ABSENT: Commissioners: Tome Gilmer.

RESOLUTION DECLARED ADOPTED.

VIII. APPOINTMENTS:

A. CONSIDERATION OF THE MAYOR'S APPOINTMENT OF LAURIE ANDRUS TO THE LIBRARY BOARD, TERM TO EXPIRE DECEMBER 31, 2022

Commissioner Misner moved to affirm the Mayor's appointment of Laurie Andrus to the Library Board, term to expire December 31, 2022, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

IX. DISCUSSION ITEMS:

A. CLOSED SESSION – CITY ATTORNEY, KEN LANE

At this time, Commissioner Breedveld moved to go into Closed Session, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

At 7:29 p.m., Commissioner Withee moved to resume the Regular Meeting, seconded by Commissioner Misner. CARRIED UNANIMOUSLY

MANAGER'S REPORT

1. The Interim Managers answered questions of the Commission at this time.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

County Commissioner Gale Dugan – gave an update on County Commission activities.

COMMISSIONERS' COMMENTS

Commissioner Withee – she commented that she is glad the final steps in filling of the City Manager position are going quickly. She complimented the Interim Managers and Department Heads for the great job on the weekly reports.

Commissioner Breedveld – he commented that he had mentioned to the Mayor that if there is ever a Medical Marijuana Sub-Committee he would like to serve on that committee. He commented about the Jewell Street parking lot and the timing of the DPW's plowing.

Mayor Trobeck – she commented that she is very thankful for WWTP Superintendent, Luke Keyzer. The improvements at the WWTP will be better for his team.

The meeting was adjourned on a motion by Commissioner Breedveld, seconded by Commissioner Misner. CARRIED – 8:12 p.m.

Angela M. Cronen, MMC
City Clerk