

A Regular Meeting of the Otsego City Commission was held Monday, June 4, 2018.

The meeting was called to order by Mayor Trobeck at 7:00 p.m. with the following Commissioners present: Tom Gilmer, Nick Breedveld, Stacey Withee and Jim Misner. Absent: None.

Also present: DPW Supervisor, Mike Bosch; WWTP Superintendent, Luke Keyzer; and City Manager, Aaron Mitchell.

The audience joined the Commission in the Pledge of Allegiance.

The May 21, 2018, Regular and Workshop Meeting Minutes were approved.

There were no remarks on agenda items.

I. PRESENTATIONS:

II. PUBLIC HEARING:

III. PLANNING AND ZONING:

A. CONSIDERATION OF AMENDMENTS TO SECTION NO. 18 OF THE CITY'S ZONING ORDINANCE – SIGN CONTENT, AS RECOMMENDED BY THE PLANNING COMMISSION

City Manager Mitchell gave an overview of the amendments to the Sign Ordinance, in reference to temporary signs. Commissioner Gilmer moved to approve the amendments to Section No. 18 of the City's Zoning Ordinance – Sign Content, as recommended by the Planning Commission, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

B. CONSIDERATION OF AMENDMENTS TO SECTION NO. 2 AND 3 OF THE CITY'S ZONING ORDINANCE IN REFERENCE TO PORTABLE STORAGE UNITS/PODS, AS RECOMMENDED BY THE PLANNING COMMISSION

City Manager Mitchell gave an overview of the new POD Ordinance. He stated that there will be a permit process and the ability for the City Manager to extend the permit, if needed. Commissioner Breedveld stated that the length of the permit - thirty days was a short period of time. Commissioner Breedveld commented that he would be more comfortable with a sixty day time frame. Commissioner Gilmer suggested that the permit start out at thirty days, and if there are too many extensions, bring it back to the Commission. Commissioner Gilmer moved to approve the amendments to Section No. 2 and No. 3 of the City's Zoning Ordinance in reference to Portable Storage Units/POD's, as recommended by the Planning Commission, seconded by Commissioner Miser. CARRIED. No- Commissioner Breedveld.

IV. ORDINANCES:

V. REQUESTS:

A. CONSIDERATION OF A REQUEST TO PURCHASE AN ALUMINUM TRENCH BOX FOR THE DEPARTMENT OF PUBLIC WORKS, AS PRESENTED

City Manager Mitchell reviewed the three quotes that were obtained for the trench box. DPW Superintendent Bosch explained the use of the trench box. Commissioner Misner asked if the trench box would increase safety. Superintendent Bosch stated that if the trench box is used correctly it will increase safety. Commissioner Withee moved to grant the request to purchase an aluminum trench box for the Department of Public Works, from Pro-Tec not to exceed \$5,588.00, seconded by Commissioner Misner. CARRIED UNANIMOUSLY

B. CONSIDERATION OF A REQUEST TO PURCHASE THE SERVICES OF PIXELVINE FOR CREATION AND MAINTENANCE OF THE CITY OF OTSEGO WEBSITE

City Manager Mitchell stated that he had spoken with the references that were given by Pixelvine. He commented that all of the comments were raving and fit the conversations that we had with Pixelvine. Commissioner Breedveld moved to grant the request to purchase the services of Pixelvine for creation and maintenance of the City of Otsego's website, seconded by Commissioner Gilmer. CARRIED UNANIMOUSLY

VI. AGREEMENTS:

A. CONSIDERATION OF COLLECTIVE BARGAINING AGREEMENT WITH POLICE OFFICERS LABOR COUNCIL

Commissioner Misner moved to authorize the Mayor and City Clerk to enter into a collective bargaining agreement with the Police Officer's Labor Council, seconded by Commissioner Withee. CARRIED UNANIMOUSLY

B. CONSIDERATION OF CHANGES WITHIN AGREEMENT WITH JONES AND HENRY ENGINEERS, LTD., WWTP IMPROVEMENTS CWSRF PROJECT 5638-01

City Manager Mitchell gave an overview of the changes with the agreement with Jones & Henry. Aaron Davenport of Jones & Henry gave a detailed outline of the changes to the pump and the North Street Lift Station. He commented that he does not anticipate any additional significant changes in the future. Commissioner Breedveld moved to authorize the City Manager to execute the changes within the agreement with Jones and Henry LTD, for WWTP Improvements CWSRF Project 5638-01, as presented, seconded by Commissioner Misner. CARRIED UNANIMOUSLY

VII. RESOLUTIONS:

VIII. APPOINTMENTS:

IX. DISCUSSION ITEMS:

A. BLIGHT ORDINANCE

City Manager Mitchell presented the Commission with a draft copy of the proposed Blight Ordinance that was prepared by the City's Attorney. City Manager Mitchell asked for the Commission's direction regarding citation appeals, if they should come to the City Commission or to District Court. He explained that the City's Attorney had listed the pro and cons in the

memo that was distributed to the Commission. After a discussion took place, it was the consensus of the Commission to have the appeals go to District Court. The section regarding not having functioning utilities for more than one year was discussed. City Manager Mitchell will bring the revised Ordinance to the Commission for the first reading at the next meeting or the first meeting in July.

MANAGER'S REPORT

1. Updates on the following: RRC Baseline Evaluation & next steps; and 3rd Grader's visit City Hall today – he thanked the Mayor Pro-Tem Gilmer for speaking.
2. He answered questions of the Commission.

COMMUNICATIONS

None.

REMARKS FROM THE AUDIENCE

County Commissioner, Gale Dugan – he gave a County Commission update.

Robert Alway, 1012 Barton – he commented that people might need additional time for their POD's and the judgement call will be difficult for the City Manager. He reminded City Manager Mitchell that he should think hard about extensions on the permits for the POD's.

COMMISSIONERS' COMMENTS

Commissioner Withee – she commented that DPW Supervisor Bosch was in a hole this past week working in sewage and she thanked the DPW and WWTP employees for all they do for the City.

Commissioner Misner – he thanked DPW Supervisor, Mike Bosch and WWTP Superintendent, Luke Keyzer, for keeping their employees safe and bringing these types of request to the Commission.

Commissioner Breedveld – he asked if Main Street had asked for permission from the City to have a beer tent at the upcoming Mud Volleyball Tournament. He voiced his concerns regarding the City's liability and the fact that the business serving the alcohol is not located in the City. City Manager Mitchell will contact the Main Street Manager for additional information.

Mayor Trobeck – she thanked County Commissioner Dugan, Aaron Davenport of Jones & Henry and the audience for attending the meeting.

The meeting was adjourned on a motion by Commissioner Misner, seconded by Commissioner Withee. CARRIED – 8:02 p.m.

Angela M. Cronen, MMC
City Clerk