

**CITY OF REED CITY**  
**REGULAR COUNCIL PROCEEDINGS**  
**April 17, 2017**

Mayor McKinney called the meeting to order at 7:00 P.M. in Council Chambers, 227 East Lincoln Avenue, Reed City, Michigan.

- Present** Mayor, Karen Lea McKinney. Council Members: James Anderlohr, Dan Burchett, Trevor Guiles, Roger Meinert and Dave Scharlow. Carol Tillotson was absent. City Manager, Ron Howell and City Attorney, Cynthia Wotila were also present. Department Heads, Chief Chuck Davis, Chief Jeff Stein, Rich Rehkopf, Curt Brackenrich and Barbara Westerburg also attended. The meeting was opened with the pledge to the flag. There was one citizen in the audience.
- Minutes** Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to accept the minutes of the March 21, 2017 regular meeting as presented. Affirmed by voice vote.
- Bills** Motion by Anderlohr, seconded by Scharlow, **CARRIED**, to approve paying bills as presented for a total approved amount of \$256,046.93. Roll call vote. Voting yes were, Anderlohr, Scharlow, McKinney, Burchett, Meinert and Guiles.
- Audience** Larry Horchner of 519 W. Upton Avenue, had requested time to address the council regarding purchasing the city owned vacant strip of land behind his house. Mr. Horchner did not appear at the meeting but council requested the City Manager to compose a draft of a Bid Request for the property with restrictions and present it at the next regular meeting.
- Marlies Manning of Manning Design, presented proposed DDA improvement projects for the Depot, Westerburg Park and downtown area. Marlies put together bid packets for the following projects. Depot: Swing set for play area, fencing for play area, bicycle rack, cleanup landscape, rebuild fire pit, fire wood shelter, and add a walkway from the fire pit to the play area. Crossroad area of the trail: leveling bricks, replace large sign, move bench closer to area and cleanup landscaping. Westerburg Park: Upgrades to old pavilion, replace basketball backboards and court, replace tennis court with 6 foot tall climbing net, add shade shelter with picnic table, fence in the play area, repurpose concrete slab, new kayak/canoe launch site and signage to identify the park. Downtown area: Improve landscaping at bump outs. Olds Construction was the lower bidder.
- Reports** Chief Stein, Fire Dept., Chief Davis, Police Department, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports.
- Barbara Westerburg handed out a Revenue/Expenditure Report as of 3/31/2017.
- US10 Inter** It was the consensus of the council for the City Manager to prepare a cover letter and forward the petitions and testimonials to MDOT.
- Purchasing** Motion by Guiles, seconded by Anderlohr, **CARRIED**, to approve the third draft of the Purchasing Ordinance with the change in Section 1. first paragraph to \$10,000.00 and change in Section 1 (a) (1) to \$10,000.00 and with those two changes, introduced the ordinance to amend Part Two, Chapter 210 of the City code, which will govern purchasing procedures. Roll call vote. Voting yes were, McKinney, Scharlow, Meinert, Guiles, Anderlohr and Burchett.
- Promo Tour** Motion by Anderlohr, seconded by Scharlow, **CARRIED**, to approve closing off downtown streets on June 10, 2017, Upton Avenue between Chestnut Street to Higbee Street, N. Higbee Street to S. Higbee Street starting at one alley and ending at the other alley downtown, Upton Avenue between Higbee Street to Huntington Bank/Pruitt Livingston Funeral Home, for the Back to the Bricks Annual Promo Tour. Affirmed by voice vote.

Resolution Motion by Anderlohr, seconded by Scharlow, **CARRIED**, to approve Resolution 2017-04 Uniform Chart of Accounts. Affirmed by voice vote.

**CITY OF REED CITY  
RESOLUTION #2017-04 – UNIFORM CHART OF ACCOUNTS**

**WHEREAS**, the Uniform Budgeting and Accounting Act (Public Act 2 of 1968), and the Uniform System of Accounting (Public Act 71 of 1919), requires all local units of government in Michigan to follow a uniform chart of accounts as prescribed by the State Treasurer, and

**WHEREAS**, the official who by law or charter is charged with the responsibility for the financial affairs of the local unit shall insure that the local unit accounts are maintained and kept in accordance with the chart of accounts, and

**WHEREAS**, the Michigan Department of Treasury has issued a 2017 revision of the Uniform Chart of Accounts, effective for fiscal years ending June 30, 2018 and thereafter,

**THEREFORE BE IT RESOLVED**, that the City of Reed City, Michigan adopt the 2017 Revised Uniform Chart of Accounts, and

**BE IT FURTHER RESOLVED**, that the City of Reed City, Michigan will comply with the requirements of the Uniform Chart of Accounts beginning with fiscal year ending June 30, 2018.

Donation Motion by Guiles, seconded by Anderlohr, **CARRIED**, to table action on the donation of the property and block house located at 214 N. Chestnut until further information can be obtained on contamination and/or cleanup process and costs for the site. Affirmed by voice vote.

Councilperson Anderlohr left council chambers at 8:14 P.M.  
Councilperson Anderlohr returned to council chambers at 8:15 P.M.

CM contract Motion by Guiles, seconded by Burchett, **CARRIED**, to approve Ron Howell of RMH Associates, Memorandum of Understanding for Part-Time City Manager, to extend City Manager services for two years beginning May 1, 2017 to April 30, 2019. Roll call vote. Voting yes were, Anderlohr, Burchett, Guiles, McKinney, Meinert and Scharlow.

Covered Bridge The City Manager reported he had been contacted by the DNR regarding the condition of the covered bridge. The bridge has been declared unsafe for vehicles and the DNR will be replacing the bridge. When they replace it, they will be making the width wider and the cover will not fit it so it will have to be rebuilt. The DNR suggested the City apply for a Trust Fund grant for funds to replace the cover at the same time as the bridge is being replaced because that is where the funds are coming from to replace the bridge. Until it can be rebuilt, the DNR may place bollards on it to prevent vehicles from going across the bridge.

Consent Motion by Anderlohr, seconded by Guiles, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.

Committee No committees have met.

City Manager Ron Howell presented the 2017 – 2018 Budget. Council members scheduled a workshop on the Budget for Monday, May 8 at 5:30 P.M. and a Public Hearing on the Budget for Monday, May 8 at 6:30 P.M. Ron encouraged all members to contact him with any questions or concerns they have regarding the proposed budget.

Councilperson Anderlohr let council chambers at 8:40 P.M.

Ron provided a summary copy of the Income Tax Study performed in 1995. Council members agreed the City Manager needs to get quotes to update the study.

Councilperson Anderlohr returned to council chambers at 8:44 P.M.

Ron also presented his updated List of Uncompleted Items. The Gordon and Diane Ritchey letter and Invoices were discussed.

- Bills** Mayor McKinney appointed Trevor Guiles to review bills prior to the next meeting.
- City Attorney** Cindy reported she was working with the General Mills attorney on the Yoplait back sewer charges, and she is also working on the Drone Ordinance and will be working on the update of the C1 and C2 District Ordinance.
- Council** Dan Burchett stated he had attended a Health & Safety Fair in Farwell and felt it would be an event Reed City could host to promote community involvement and visitors to the area. Dave Scharlow commented he had stopped at the Red Tail Brewing and the owner hopes to open by Memorial Day in May and is going to change the name to Reed City Brewing. Ron commented that by changing their name, they would have to reapply with the State of Michigan for their Micro Brewer and Small Wine Maker license under their new name.
- Adjourn** Mayor McKinney adjourned the meeting at 8:57 P.M.

Jacalyn R. Beam  
City Clerk