

**CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
February 21, 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: Dan Burchett, Trevor Guiles, Roger Meinert, Dave Scharlow and Carol Tillotson. James Anderlohr was absent. City Manager, Ron Howell and City Attorney, Cynthia Wotila were also present. Department Heads, Chief Chuck Davis, Chief Jeff Stein, Rich Rehkopf and Barbara Westerburg also attended. The meeting was opened with the pledge to the flag. Citizens were in the audience.

Minutes Motion by Tillotson, seconded by Meinert, **CARRIED**, to accept the minutes of the January 17, 2017 regular meeting as presented. Affirmed by voice vote.

Motion by Burchett, seconded by Meinert, **CARRIED**, to accept the minutes of the February 7, 2017 special meeting as presented. Affirmed by voice vote.

Bills Motion by McKinney, seconded by Guiles, **CARRIED**, to approve paying bills as presented with the addition of an invoice for \$340.00 from Reed City Tool for a total approved amount of \$296,383.51. Roll call vote. Voting yes were, Scharlow, Meinert, Guiles, Burchett, Tillotson and McKinney.

Audience Brian Rice and Dave Johnson, engineers from Fleis & VandenBrink, distributed a packet to council of information regarding the background of the SAW grant (Stormwater Asset Management and Wastewater) and advised them the next round of funding will include \$1,403,260.00 for the City of Reed City under the SAW infrastructure grant. The City originally applied for this grant in June of 2013.

Mark Watkins of Osceola County Emergency Management presented a summary of the Emergency Management Emergency Plan for our jurisdiction. The Site Response project will be conducting drills over the summer months.

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 1/31/2017.

Chief Davis handed out his 2016 Yearly Report and reviewed it with council. He also handed out and reviewed information on quotes he had received for changing his reporting software provider. The current provider, Caliber Public Safety, will no longer support their current software package after October of this year. Chief Davis is seriously considering the TBL Systems Inc. that will supply new software and as incentive they will receive the E-citation package with 2 printers for \$2,214.00 for the first year with annual support thereafter of \$1,254.00 per year. They would also need to purchase 2 refurbished I pads for use with the system.

Rich Rehkopf went over street maps indicating the streets to be chip sealed, those proposed to be milled and repaved and the DDA proposed streets to mill and repave combining the current budget year and the 2017/2018 budget year for these projects. Rich also addressed the problems with Building Sewers and Connections ordinance 1042.6. If there were to be several sewer replacements, the sewer fund cannot handle it and if the ordinance stands, the property owner should be required to get 3 quotes and the City should only be obligated to pay 50% of the least amount.

Chief Stein reported to upgrade the pump of Tower 10 would be approximately \$46,000 for a 1,000 gallon upgrade which would be 3,500 gallons per minute capacity. This would allow the City to maintain its ISO rating. Cargill has offered a substantial amount of aid to fix the truck.

- Tower Truck Motion by Scharlow, seconded by Guiles, **CARRIED**, to not accept the \$5,000.00 bid from W. J. Doyle for purchase of the Fire Department truck Tower 10. Affirmed by voice vote.
- Fire Dept. Motion by Meinert, seconded by Guiles, **CARRIED**, to authorize the Fire Chief to complete the paper work with Cargill for repair of the ladder truck. Affirmed by voice vote.
- Purchasing The second draft of the proposed Purchasing Ordinance was reviewed and a suggestion to add “hand delivered” on page 3 section e #1.

Councilman Scharlow left the council chambers at 8:24 P.M.

Councilman Scharlow returned to the council chambers at 8:26 P.M.

Motion by Guiles, seconded by Burchett, **CARRIED**, to table action on the second draft of the Purchasing Procedures until the next regular meeting. Affirmed by voice vote.

- Resolution Motion by Tillotson, seconded by Scharlow, **CARRIED**, to approve Resolution 2017-03, Resolution to Write Off Delinquent Accounts. Roll call vote. Voting yes were, McKinney, Burchett, Meinert, Guiles, Scharlow and Tillotson.

**City of Reed City
Resolution 2017-03**

Resolution to Write Off Delinquent Accounts

The following receivables are recommended for write-off:

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|---|----------|---------------------------------------|
| Delinquent w/s bill Angela Bohman, 205 E. Church | \$257.34 | Property sold at tax sale. From 2016. |
| Delinquent w/s bill Heidi L. Reid, 231 W. Todd | \$270.36 | Unable to locate. From 2013. |
| Delinquent w/s bill Roberta Pontz, 319 N. Sears | \$14.98 | Deceased. From 2014. |
| Delinquent w/s bill Loric Bessette, 231 W. Todd | \$193.12 | Unable to locate. From 2015. |
| Total | \$735.80 | |

- USDA Motion by Meinert, seconded by McKinney, **FAILED**, to award Fishbeck, Thompson, Carr & Huber, Inc. for engineering services for the USDA Rural Development pre-application for the Todd Avenue Water Main project and recoating of the Church Street Water Tower tank in the amount of \$3,500.00. Roll call vote. Voting yes were, McKinney, and Meinert. Voting no were, Scharlow, Tillotson, Burchett and Guiles.
- USDA Motion by Guiles, seconded by Meinert, **CARRIED**, to table awarding the pre application services for the Todd Avenue Water Main project and recoating of the Church Street Water Tower tank project until the City Attorney can review the proposals and give an opinion. Affirmed by voice vote.

- Resignation Motion by Meinert, seconded by Burchett, **CARRIED**, to accept the Resignation of Barbara Graham from the Downtown Development Authority. Affirmed by voice vote.
- Consent Motion by Burchett, seconded by Tillotson, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
- Committee No committees have met.
- City Manager Ron Howell reported the DDA had a special meeting and is working on plans for wrapping up. They have hired a professional to help them with the process of wrapping up to make sure everything is correct. DDA budget committee has come up with a draft budget that includes a series of projects: Streets, Westerburg Park improvements, Depot upgrades, Hersey River access, considering a bandshell at the Depot, Park & Trails, maintenance downtown and trail lights. DDA will review the draft budget at their March meeting and will bring it to the City once they have approved it. As of March, they will begin meeting monthly until DDA is wrapped up. Ron also reported he had received an email from MDOT issuing a Bid Notice for the deep milling of Chestnut Street from Church Avenue to US10 curb to curb for the spring of 2018.
Ron finished his report with his Uncompleted Items List.
- Planning Mayor McKinney re-appointed Jim Murnik and Randy Laramore to the Planning Commission. Affirmed by voice vote.
- BOR Mayor McKinney appointed Brad Elton to Board of Review term ending 12/31/2018. Affirmed by voice vote.

Mayor McKinney appointed Melody Boyer as Alternate to the Board of Review. Affirmed by voice vote.
- Election Com Mayor McKinney appointed Roger Meinert to the Election Commission. Affirmed by voice vote.
- Bills Mayor McKinney appointed Roger Meinert to review bills prior to the next meeting.
- Comments Dave Scharlow commented he felt the council should have been informed that the DDA collected \$30,000 off of renting out the NABCO building. It was clarified, yes, but in no way did it off set the loss connected with that building. Trevor Guiles requested that he not be appointed to a committee if he is absent at the meeting. He would like to be present to agree with the appointment.
- Audience Brian Allen of 21277 Elm Street, (Richmond Township) Reed City, MI, appeared to advise council the City dump trucks use Elm Street to haul up to 38 loads of snow a day to Westerburg Park and Elm Street is being trashed. Brain ask if anything can be done to help with the holes in the street or can the snow be dumped at the south parking lot in the park. Rich Rehkopf said the crew can use the other parking lot for dumping snow for the rest of the winter season to avoid the use of Elm Street.
- Adjourn Mayor McKinney adjourned the meeting at 9:26 P.M.

Jacalyn R. Beam
City Clerk