

Minutes
Rental Inspection Ad Hoc Committee Meeting
227 East Lincoln Avenue, Reed City, Michigan
May 12, 2025, at 11:00 A.M.

- A. Rich Saladin called the meeting to order.
- B. Committee members present were Candace Wolgamott, Kathy Fiebig, Edward Williams, Matthew VanPeeren, Chris Lockhart, Jeff Stein, Jodi Graber with Rich Saladin facilitating the first meeting.
Absent: Perry Borntreger and committee member Evan Erickson, whom prior to the meeting resigned.
- C. Approval of the agenda.
Approval of the agenda affirmed by unanimous voice vote.
- D. Nomination of Chairperson
Matthew VanPeeren was nominated for Chair, unanimous yay vote, nomination passed, affirmed by voice vote.
- E. Introduction of Committee members
Each member introduced themselves and gave a brief description of their interest in the committee.
- Matthew VanPeeren- current landlord with rentals in the City.
 - Candy Wolgamott- new City homeowner and prior renter.
 - Jeff Stein – Fire Chief.
 - Jodi Graber – 43 years of housing experience, employed by Housing Commission.
 - Ed Williams – renter for 30 years.
 - Kathy Fiebig – renter for 12 years, City homeowner and retired.
 - Chris Lockhart- Chief of Police and former landlord.
- F. Committee Discussion of current procedures
- Chris Lockhart explained that if the Police Department receives a concerned complaint of any of the following ordinance violations:
 - Unhealthy living conditions
 - Fire hazard
 - Structure dilapidated and in neglected state
 - Dilapidated structure that allows restricted persons to enter the premisesThe department would consult and verify any complaints to the appropriate person and go to the site with the tenant or the landlord and ensure it is compliant with the ordinance.
 - Jeff Stein explained that as the Fire Chief he goes into houses for calls and can ask questions regarding any safety concerns they notice, they either try to correct it at the time of the visit or will report it to the Police Chief.
 - Jodi Graber explained the Housing Commission's inspection process for Meadowview units, which includes maintenance staff reporting housekeeping status and follow-up inspections to ensure clear windows, doors, and accessible paths for emergency personnel. She also mentioned that annual inspections are required and conducted in April and October by certified staff and mentioned the use of Summit for fire extinguisher checks.
- G. Committee Topics to further discuss:
- Registering rental units to track complaints to ensure issues are addressed.
 - Providing landlords with a list of expected maintenance items and use standardized inspection checklists.
 - Avoiding government overreach and how to balance safety with burden to landlords.
 - Providing better education for both landlords and tenants on safety and maintenance responsibilities, and how to appease both landlords and tenants.
 - Developing a list of available rentals.

H. Meeting Conclusion.

- Proposed date of May 27, 2025, at 11 am for next meeting.
- The goal of this committee is to gather input from landlords, tenants, and residents to determine the need for an ordinance and its characteristics.

I. Meeting Adjourned.

- Meeting was adjourned at 12:31 PM.

Amanda Grant
City of Reed City Clerk