

**CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
April 20, 2015**

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: David Bisbee, Bonnie Danzeisen, Marlene Fatum, Roger Meinert, Dave Scharlow and Carol Tillotson. City Manager, Ron Howell and City Attorney, David Porteous were also present. Department Heads, Curt Brackenrich, interim DPW Superintendent Tom Plummer, Barbara Westerburg and acting Fire Chief David Belden also attended. The meeting was opened with the pledge to the flag. Citizens were in the audience.

Add/Del Addition to the Agenda under New Business No. 8, additional Budget Amendment.

Minutes Motion by Meinert, seconded by Fatum, **CARRIED**, to accept the minutes of the March 16, 2015 regular meeting as presented. Affirmed by voice vote.

Motion by Scharlow, seconded by Tillotson, **CARRIED**, to accept the minutes of the April 1, 2015 special meeting as presented. Affirmed by voice vote.

Motion by Scharlow, seconded by Meinert, **CARRIED**, to accept the minutes of the April 8, 2015 special meeting as presented. Affirmed by voice vote.

Bills Motion by Danzeisen, seconded by Bisbee, **CARRIED**, to approve paying bills as presented with the addition of an Invoice from Ricoh, USA, Inc. for \$529.93 for a grand total of bills in the amount of \$291,169.74. Roll call vote. Voting yes were, Fatum, Tillotson, McKinney, Bisbee, Scharlow, Danzeisen and Meinert.

Audience Bob Grant, appeared on behalf of the Osceola County AYSO soccer program, to present the City Council with an Appreciation plaque in recognition of City support and encouragement to the AYSO program. Mr. Grant also noted they are looking for an area large enough to accommodate three soccer field and parking if the City is aware of any that could be used by the AYSO group.

Juli Travis of 336 W. Stimson Avenue, addressed Council seeking a reduction in her water bill. Last winter and this winter the water main outside their home froze and they had to connect to the neighbor's house. Because the issue is with the water main, she is asking for a reduction in her water bill which is around \$400.00 and if the City will be addressing the issue with the water main. City Manager, Ron Howell, ask if this item could be addressed with the list of other thaw related problems later in the Agenda. Mrs. Travis agreed to be included with the other thaw related repairs.

Suzie Williams, Executive Director D.D.A., reported at the last D.D.A. meeting they approved their budget and ask for Council approval of same. Suzie answered questions regarding the budget and reported the current project is the mulching around town.

Suzie also updated Council on the plans for the Crossroads Celebration. She and Jackie Youngs have applied for a temporary Outdoor License to see if they could get approval. The plan is to block off Upton Avenue Friday night through Saturday evening. Jackie Youngs explained the process, requirements and paperwork as the paperwork will be submitted under Brothers's Sports Bar. Children's activities will be at Westerburg Park. They have scheduled some carnival rides, inflatables and games for younger and older children.

Suzie also invited and reminded everyone of the Michigan Week Dinner to be held on Thursday, May 30, 2015. Ticket sales and reservations can be made by contacting Suzie.

- Reports Acting Chief Belden, Fire Dept., Chief Davis, Police Department, Tom Plummer, DPW, and Curt Brackenrich, WWTP, filed written reports.
- Tom Plummer, advised Council members the Dept. of Public Works will be working with Suzie Williams, DDA, to assist her in seeking bids to replace the asphalt at N. Higbee and trail crossing, and Park and trail crossing and the intersection of Higbee and Upton.
- W.W.T.P. Motion by Bisbee, seconded by Scharlow, **CARRIED**, to approve the bid from Franklin Miller in the amount of \$22,875.00 for a Taskmaster grinder for the W.W.T.P. Roll call vote. Voting yes were, Tillotson, McKinney, Danzeisen, Bisbee, Scharlow, Meinert and Fatum.
- Fire Dept. Motion by Tillotson, seconded by Fatum, **CARRIED**, to approve the bid from Douglass Safety Systems, for Option A in the amount of \$8,479.52 for 16 SCBA cylinders delivered before 6/30/15 and for Option B in the amount of \$8,479.52 for 16 SCBA cylinders delivered after 7/01/15 for the Fire Department. Roll call vote. Voting yes were, McKinney, Fatum, Meinert, Bisbee, Danzeisen, Scharlow and Tillotson.
- Police Dept. Motion by Meinert, seconded by Bisbee, **CARRIED**, to approve pre-payment to Pro-Vision in the amount of \$1,159.00 for four body cameras in order to receive a 5% discount. Roll call vote. Voting yes were, Bisbee, Scharlow, McKinney, Tillotson, Fatum, Meinert and Danzeisen.
- Flag Pole Motion by Bisbee, seconded by Fatum, **CARRIED**, to approve the location for the new flag pole at Westerburg Park as shown in the drawing presented. Affirmed by voice vote.
- Pump Motion by Bisbee, seconded by Meinert, **CARRIED**, to authorize the DPW to seek bids for a new water well pump and bladder tanks at the Westerburg Park. Affirmed by voice vote.
- Audit Motion by Bisbee, seconded by Meinert, **CARRIED**, to authorize the City Treasurer to request RFQ's for four audit years for the City Audit. Affirmed by voice vote.
- Headstone Motion by Bisbee, seconded by Fatum, **CARRIED**, to authorize the City Manager to seek bids for the replacement of a headstone at Woodland Cemetery. Affirmed by voice vote.
- User Agt. Motion by Meinert, seconded by Scharlow, **CARRIED**, to approve the Michigan's Public Safety Communications System Member Subscriber Agreement for the Police Department and authorize the Mayor to sign. Affirmed by voice vote.
- Easement Motion by Meinert, seconded by Scharlow, **CARRIED**, to authorize legal counsel to meet with Wolverine Power with the understanding any and all document expenses of the City will be paid by Wolverine Power to prepare such easement for approval. Affirmed by voice vote.
- Library Motion by Tillotson, seconded by Danzeisen, **CARRIED**, to authorize legal council to meet with the District Library Building Committee to discuss the renovation of the building at 829 S. Chestnut to work through issues and come back with a report for council. Affirmed by voice vote.
- C.M. Contract Motion by Bisbee, seconded by Fatum, **CARRIED**, to approve Ron Howell of RMH Associates, Memo of Understanding to extend City Manager services for one year beginning May 1, 2015. Roll call vote. Voting yes were, Meinert, Danzeisen, Bisbee, Tillotson, McKinney, Scharlow and Fatum.

Budget Amend Motion by Meinert, seconded by Fatum, **CARRIED**, to approve Budget Amendments #1 and #2 as presented. Roll call vote. Voting yes were, Bisbee, Danzeisen, Fatum, McKinney, Meinert, Scharlow and Tillotson.

RESOLUTION FOR BUDGET AMENDMENTS

DATE: April 20, 2015

Resolution by the City Council to Amend the 2014/2015 fund/department budgets as follows:

<u>FUND/ACCOUNT DESCRIPTION</u>	<u>PRESENT BUDGET</u>	<u>ACTUAL TO DATE</u>	<u>ESTIMATED YEAR END</u>	<u>AMENDED BUDGET</u>	<u>INCREASE (DECREASE)</u>
1. Fund #101 General Fund					
Expenditures (by Department)					
Dept. 172 City Manager	30,250	19,103	26,750	26,750	(3,500)
Dept. 101 City Council	55,786	53,716	63,786	63,786	8,000
Dept. 253 City Treasurer	66,095	46,519	65,500	65,500	(595)
Dept. 336 Fire Dept. - C.O.	131,185	73,863	129,185	129,185	(2,000)
Dept. 262 Elections	3,840	3,253	5,300	5,300	1,460
Dept. 301 Police Dept. - Unemp.	423,420	302,808	420,420	420,420	(3,000)
Dept. 269 City Properties - Other	8,300	6,681	9,735	9,735	1,435
Total Increase In Expenditures					\$ 1,800
Revenues (by account)					
Acct. #677 Reimb.-Elections	-	-	1,800	1,800	1,800
Total Increase In Revenues					\$ 1,800

Reason:

Need to increase legal fees - due to Yoplat tax appeal, City Other Properties - needed to fill the Museum propane tank a second time, and Elections - due to the May election reimbursable from the State. These increases are being covered by reductions as follows: City Manager pension no longer needed (Council took action to roll that group with another so no minimum requirement was needed), Fire Dept. capital outlay budget for SCBA's has \$12,948 remaining and the bid is for \$8,500, Police Dept budget for unemployment has excess funds due to a reduction in our unemployment rate eff. 1/1/15.

Resolution by the City Council to Amend the 2014/2015 fund/department budgets as follows:

<u>FUND/ACCOUNT DESCRIPTION</u>	<u>PRESENT BUDGET</u>	<u>ACTUAL TO DATE</u>	<u>ESTIMATED YEAR END</u>	<u>AMENDED BUDGET</u>	<u>INCREASE (DECREASE)</u>
1. Fund #					
Expenditures (by Department)					
Dept. 265 City Other Properties	9,735	6,685	13,235	13,235	3,500
Dept.	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Total Increase In Expenditures					\$ 3,500
Revenues (by account)					
Reimbursement - Ins. Co.	-	-	3,500	3,500	3,500
	-	-	-	-	-
Total Increase In Revenues					\$ 3,500

Reason:

Record revenue received from EMC Insurance Company for repairs to light pole/fixture near the Depot and increase expenditures for the work to be performed.

- Light Pole Motion by Meinert, seconded by Fatum, **CARRIED**, to approve the bid from Windemuller, Inc. in the amount of \$3,500.00 for light pole and fixture on Rails to Trails. Roll call vote. Voting yes were, Tillotson, McKinney, Danzeisen, Bisbee, Scharlow, Meinert and Fatum.
- Patterson Rd. Motion by Bisbee, seconded by Tillotson, **CARRIED**, to authorize the City Manager to work with Luke Houlton of the Osceola County Road Commission and Richmond Township DDA to explore all the possibilities along with the City DPW and WWTP on the Patterson Road project from 3 Mile Road to US10. Affirmed by voice vote.
- Consent Motion by Danzeisen, seconded by Scharlow, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
- Committee No Committees have met.
- City Manager Ron Howell reported on the following:
1. Reviewed process of the Budget Schedule and pointed out a correction in the Budget Resolution previously submitted to council, on page 2 under Capital Project Funds. The Fire Equipment Replacement fund lists an amount in error. Technically it should be a "0". A workshop on the Budget was set for Wednesday, April 29, 2015 at 6:00 P.M. after the Public Hearing on the Budget.
 2. Reviewed a list of frozen water and sewer line repairs. The thaws will be handled according to the recently passed Ordinance regarding thaw-related repairs. Also reviewed the dead end problem of the transite type pipe water main freezing in front of the home at 336 W. Stimson and that the line needs to be looped and buried deeper.
 3. Provided an uncompleted items list.
- WA bill Motion by Fatum, seconded by Danzeisen, **CARRIED**, to approve any overage over the 6,000 gallons with the water bill at 336 W. Stimson be forgiven for those people hooked by hoses at the dead end. Roll call vote. Voting yes were, Meinert, Scharlow, Fatum, McKinney, Danzeisen, Tillotson and Bisbee.
- Fire Chief Motion by Danzeisen, seconded by Meinert, **CARRIED**, to approve Jeffrey Stein as Fire Chief of the Fire Department. Roll call vote. Voting yes were, McKinney, Bisbee, Meinert, Danzeisen, Tillotson with reservations and Fatum. Voting no was Scharlow.
- Bills Mayor McKinney appointed Bonnie Danzeisen to review bills prior to the next meeting.
- Council Dave Scharlow congratulated Jeff Stein on his appointment to Fire Chief and also commented he thinks having the beer tent downtown will be a good idea. Marlene Fatum commented it is nice to see the vendor's listed in the bills are mostly all local businesses. Bonnie Danzeisen reported she went to the GCRC meeting and they are looking into changes to make it better and they need more volunteers. David Bisbee report the District Library is opening proposals for request for proposals for architectural design and inspection firms to do the design and demolition. David met with one last week who proposed to do the entire project and lease the building back to the Library in a ten year period. Carol Tillotson thanked Ron for his service, knowledge and expertise, that it makes Council's job easier. It's a great benefit to Reed City.
- Audience There were no audience comments.
- Adjourn Motion by McKinney, seconded by Scharlow, **CARRIED**, to adjourn at 8:44 P.M.