

CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
December 18, 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, Roger Meinert, Dave Scharlow and Carol Tillotson. Trevor Guiles was absent. City Attorney, Cynthia Wotila and City Manager, Ron Howell, were also present. Department Heads, Chief Chuck Davis, Fire Chief Jeff Stein, Curt Brackenrich, Rich Rehkopf and Barbara Westerburg also attended. The meeting was opened with the pledge to the flag. There were citizens in the audience.
- Add/Deletions Addition to the Agenda under Department Head reports: No. 4. Discussion and Action to authorize the Police Department to apply for a USDA Grant for a new patrol car.
- Agenda Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to approve the Agenda as amended. Affirmed by voice vote.
- Minutes Motion by Anderlohr, seconded by Burchett, **CARRIED**, to accept the minutes of the November 20, 2017 regular meeting as presented. Affirmed by voice vote.
- Bills Motion by Anderlohr, seconded by Burchett, **CARRIED**, to approve paying bills as presented for a grand total approved amount of \$229,958.63. Roll call vote. Voting yes were, Scharlow, Meinert, Burchett, Tillotson, Anderlohr and McKinney.
- Reports Chief Stein, Fire Dept., Chief Davis, Police Dept, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports.
- Barb Westerburg handed out a Revenue/Expenditure Report as of 11-30-2017.
- Fire Dept. Motion by Meinert, seconded Scharlow, **CARRIED**, to approve the renovation of the upstairs training room by removing the stairs and making false walls at no cost to the City. Affirmed by voice vote.
- District Library Motion by Meinert, seconded by Burchett, **CARRIED**, to approve Treasurer, Barb Westerburg, to move forward with the Accounting Services details for the District Library and bring back those details for council review at the January meeting. Affirmed by voice vote.
- Cemetery Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to approve the Department of Public Works to seek bids for the sale of a 2006 Woods Backhoe with a minimum bid amount of \$2,500.00. Roll call vote. Voting yes were, Meinert, Scharlow, Burchett, McKinney, Tillotson and Anderlohr.
- Police Dept. Motion by Anderlohr, seconded by Burchett, **CARRIED**, to authorize the Police Department to apply for a USDA grant for a new patrol car. Affirmed by voice vote.
- W.W.T.P. Motion by Anderlohr, seconded by Meinert, **CARRIED**, to authorize the Waste Water Treatment Plant to include the Western snowplow in the sale of the 2003 GMC pickup. Affirmed by voice vote.
- GRCARA Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to authorize the City Manager to pursue contacting the other entities to discuss a solution to keep the authority going. Affirmed by voice vote.
- Hydrants Motion by Scharlow, seconded by Burchett, **CARRIED**, acknowledging the USA Blue Book cost of flags to mark the hydrants is estimated at \$2,445.30 which is within the City Manager's authority and to approve going forward with this project. Affirmed by voice vote.

- White Birch The City does the utility billing for water and sewer at this mobile home park. The water comes from a well located on the property owned by Mike Dailey and the sewer is a city sewer line. Ron will look into rates at this location and any written agreement which may have been made.
- Pumper/Tanker Motion by Meinert, seconded by Anderlohr, **CARRIED**, to approve the legal counsel of Bauckham, Sparks, Thall, Seeber & Kaufman, P.C., Roxanne C. Seeber, attorney, to process the Installment Purchase Agreement for the used 1996 Pierce pumper/tanker fire truck. Roll call vote. Voting yes were, Tillotson, Scharlow, McKinney, Anderlohr, Meinert and Burchett.
- Resolution Motion by Burchett, seconded by Meinert, **CARRIED**, to approve Resolution 2017-13, Resolution Establishing 2018 Meeting Schedule. Affirmed by voice vote.

**CITY OF REED CITY
RESOLUTION ESTABLISHING 2018 MEETING SCHEDULE
Resolution 2017-13**

WHEREAS, Section 6.1 of the City Charter requires Council to meet for at least one (1) regular meeting each month, and

WHEREAS, the Reed City Council decided at their regular meeting on Monday, December 18, 2017 to set their monthly meetings for the third Monday of each month except for January and February at 7:00 P.M. according to the City Charter.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Reed City that the meeting schedule for 2018 is approved as follows:

January 16, 2018 (Tuesday)	July 16, 2018
February 20, 2018 (Tuesday)	August 20, 2018
March 19, 2018	September 17, 2018
April 16, 2018	October 15, 2018
May 21, 2018	November 12, 2018 (Due to Election)
June 18, 2018	December 17, 2018

- 2nd Right of Ref Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to reject Tax foreclosed property #67-52-009-007-02 and accept the Waiver of Second Right of Refusal. Affirmed by voice vote.
- Snowmobile Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to accept the Michigan Department of Natural Resources FY 2018 Snowmobile Law Enforcement Program grant in the amount of \$1,100.00 and authorize the Mayor to sign. Affirmed by voice vote.
- Budget Amend Motion by Meinert, seconded by Scharlow, **CARRIED**, to approve Budget Amendments as presented by the City Treasurer. Roll call vote. Voting yes were, Burchett, Tillotson, Anderlohr, McKinney, Scharlow and Meinert.

RESOLUTION FOR BUDGET AMENDMENTS

DATE: December 18, 2017

Resolution by the City Council to Amend the 2017/18 fund/department budgets as follows:

FUND/ACCOUNT DESCRIPTION	PRESENT BUDGET	ACTUAL TO DATE	ESTIMATED YEAR END	AMENDED BUDGET	INCREASE (DECREASE)
#101 General Fund					
Expenditures (by Department)					
Dept. 441 DPW	164,130	76,381	175,130	175,130	11,000
Total Increase in Expenditures					\$ 11,000
Revenues (by account)					
#676.235 Contr. From DDA	101,250	-	112,250	112,250	11,000
Total Increase in Revenues					\$ 11,000

Reason:
Amend budget for DPW downtown landscape watering approved by DDA and Council.

<u>#202 Major Street Fund</u>					
<u>Expenditures (by Department)</u>					
State Trunkline Maint. Contract				-	-
#490 Trees and Shrubs	-	2,274	3,000	3,000	3,000
#491 Drainage & Backslopes	250	2,378	3,000	3,000	2,750
Total Increase in Expenditures					\$ 5,750
<u>Revenues (by account)</u>					
#577.200 State Trunkline Reimb.	30,400	5,833	36,150	36,150	5,750
Total Increase in Revenues					\$ 5,750

Reason:
 Increase State Trunkline revenue and maintenance expenditures for additional work approved by MDOT.

- DDA projects Council review the DDA Budget list of projects. There is about \$100,000 remaining that has not been spoken for or committed.

- Sidewalks Sidewalk clearing Ordinance states it is the responsibility of the property owner to keep the sidewalk cleared. Reminder Notices will be going out to the downtown businesses after the Christmas holiday.

- Covered Bridge City Manager, Ron Howell, presented the new budget from the DNR for the covered bridge and advised the cost for the covered bridge alone is \$100,000.

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

- Committee Motion by Anderlohr, seconded by Burchett, **CARRIED**, to table discussion as the Fire Committee did not meet. Affirmed by voice vote.

- Committee MML Newly Elected Official Training – it was advised that council members should have their own city email account for the purpose of FOIA. Cost estimates will be pursued for a better price.

 It was the consensus of members for the City Manager to look into the cost of a tablet or laptop for council members for the purpose of an electronic council packet and receiving emails.

- City Manager Ron Howell reported on the following:
 - As certifying officer, Ron signed the Notice of Intent to Request Release of Funds which is required annually by the federal government for the Reed City Housing Commission.
 - Presented for review, was Ron’s Unfinished Items List.
 Councilman Anderlohr left council chambers at 8:05 P.M.

- BOR Motion by Scharlow, seconded by Burchett, **CARRIED**, to re-appoint Michael McMillen to Board of Review term ending 12/31/2020. Affirmed by voice vote.

 Councilman Anderlohr returned to council chamber at 8:06 P.M.

- Planning Motion by McKinney, seconded by Burchett, **CARRIED**, to re-appoint Russell Nehmer to Planning Commission term ending 1/03/2021. Affirmed by voice vote.
- Motion by McKinney, seconded by Burchett, **CARRIED**, to re-appoint Dawnetta Montague to Planning Commission term ending 1/03/2021. Affirmed by voice vote.
- Cemetery Motion by McKinney, seconded by Scharlow, **CARRIED**, to re-appoint Dianne Agler to the Cemetery Board term ending 1/1/2019. Affirmed by voice vote.
- Housing Motion by Burchett, seconded by Tillotson, **CARRIED**, to appoint Marlene Fatum to the Reed City Housing Commission unexpired term ending 3/31/2019. Affirmed by voice vote.
- Bills Mayor McKinney appointed councilperson James Anderlohr to review bills prior to the next meeting.
- City Attorney Attorney Wotila reviewed the individual ordinances for the R-3 updated set of standards. Cindy is working on a draft of a Rental Ordinance and informed council the Medical Marihuana applications are now available with the State of Michigan. Nothing will happen within the City unless the City opts in. Drone Ordinance – new FAA Standards, Weavers-Reed City Institutional Controls Close Out Agreement.
- Audience Tom Burnosky, Director of the District Library, appeared to thank Rich Rehkopf, DPW Superintendent, for taking time to flush out the water at the Library after they were affected with brown water from the water main break at the school.
- Adjourn Mayor McKinney adjourned the meeting at 8:31 P.M.

Jacalyn R. Beam
City Clerk