

CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
Virtual Meeting
June 15, 2020

Mayor Guiles called the meeting to order at 7:00 P.M. electronically for participation via computer or phone.

- Present** Mayor, Trevor Guiles. Council Members: Nathan Bailey, Dan Burchett, Karen Lea McKinney, Roger Meinert, Dave Scharlow and Carol Tillotson. City Attorney, David Porteous and City Manager, Ron Howell, were also present. Department Heads, Police Chief Chris Lockhart, Barb Westerburg, Curt Brackenrich, and Jeffrey Stein also attended electronically. The meeting was opened with the pledge to the flag. There were citizens attending via electronically.
- Add/Delete** Additions to the Agenda: Under New Business No. 8. Bicycle Path.
- Agenda** Motion by McKinney, seconded by Bailey, **CARRIED**, to approve the Agenda as amended. Roll call vote. Voting yes were, McKinney, Burchett, Meinert, Bailey, Guiles, Scharlow and Tillotson.
- Minutes** Motion by McKinney, seconded by Scharlow, **CARRIED**, to accept the minutes of the May 14, 2020 special meeting as presented. Roll call vote. Voting yes were, Bailey, Scharlow, McKinney, Tillotson, Burchett, Meinert and Guiles.
- Motion by McKinney, seconded by Scharlow, **CARRIED**, to accept the minutes of the May 18, 2020 regular meeting as presented. Roll call vote. Voting yes were, Scharlow, Meinert, Guiles, Burchett, Tillotson, Bailey and McKinney.
- Motion by Scharlow, seconded by Tillotson, **CARRIED**, to accept the minutes of the June 4, 2020 special meeting as presented. Roll call vote. Voting yes were, Burchett, Tillotson, Bailey, McKinney, Guiles, Scharlow and Meinert.
- Bills** Motion by Meinert, seconded by McKinney, **CARRIED**, to approve paying bills as presented EXCEPT for the Disc Golf Course Designs Invoice in the amount of \$4,500.00, for a grand total approved amount of \$160,226.38. Roll call vote. Voting yes were, Tillotson, Bailey, Meinert, Guiles, Burchett, McKinney and Scharlow.
- Audience** City Manager informed the council a resident, Isabee Thiebuet, took it upon herself to cleanup the defaced mural under the bridge at the linear park. Thiebuet repainted over the areas defaced to restore it. Unfortunately the mural was defaced again and Thiebuet had to restore it a second time. Council requested a Certificate of Appreciation be prepared and also suggested a security camera should be placed down there.
- Amber Hutchinson, Great American Crossroads Celebration, presented update information regarding activities, locations and road closures for the festival scheduled in August. Amber also reviewed precautions which would be taken due to the Covid-19.
- Haley Watson, 213 S. Higbee Street, addressed the council regarding an error over setback requirements on a Fence Permit issued by the Zoning Administrator. The adjoining lot which she purchased to the north of her home is a corner lot which has different setback requirements. Unfortunately, Ms. Watson already had installed the fence in the front lots. It was decided to have a meeting with Ms Watson, the City Manager, neighbor, James McCloed and the City Attorney to discuss the matter.
- Festival** Motion by McKinney, seconded by Bailey, **CARRIED**, to approve a temporary liquor license to Sunny's Bar & Grill and the Buckboard Bar for the Great American Crossroads Celebration festival in the downtown area as presented. Roll call vote. Voting yes were, Guiles, Bailey, Tillotson, McKinney and Burchett. Voting no was, Meinert and Scharlow.

- Reports Chief Jeffrey Stein, Fire Dept., Police Chief Christopher Lockhart, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports. Barb Westerburg, Treasurer, also submitted an electronic copy of the Revenue/Expenditure Report as of May 30, 2020.
- Motion by McKinney, seconded by Scharlow, **CARRIED**, to approve the Department Head reports as presented. Roll call vote. Voting yes were, Tillotson, Scharlow, McKinney, Guiles, Bailey, Meinert and Burchett.
- Ordinance Motion by Scharlow, seconded by Bailey, **CARRIED**, to table Ordinance No. 001-2020 trees, weeds and grass for edits by the City Attorney and to bring it back at next month’s regular meeting. Roll call vote. Voting yes were, McKinney, Burchett, Meinert, Bailey, Guiles, Scharlow and Tillotson.
- Resolution Motion by Scharlow, seconded by Bailey, **CARRIED**, to waive the Outdoor Café-Use Permit fee this year for the downtown businesses and to refund the Reed City Brewing for the Outdoor Café-Use fee which was paid last year in the amount of \$100.00. Roll call vote. Voting yes was, Bailey, Scharlow, McKinney, Tillotson, Burchett, Meinert and Guiles.
- SAW Grant Motion by McKinney, seconded by Scharlow, **CARRIED**, to approve Disbursement Request #22 from Fleis&VandenBrink in the amount of \$55,487.79 for the SAW Grant Project. Roll call vote. Voting yes were, Scharlow, Meinert, Guiles, Burchett, Tillotson, Bailey and McKinney.
- Admin Fee Motion by McKinney, seconded by Bailey, **CARRIED**, to adopt Resolution 2020-06 Resolution for Property Tax Administration Fee. Roll call vote. Voting yes were, Burchett, Tillotson, Bailey, McKinney, Guiles, Scharlow and Meinert.

Resolution 2020-06

**CITY OF REED CITY
RESOLUTION FOR PROPERTY TAX
ADMINISTRATION FEE
June 15, 2020**

WHEREAS, Act 503 of P.A. 1982, an Act to amend Section 44 (7) of Act No. 206 of P.A. of 1893 states; for levies that become a lien in 1983 or any year thereafter, the local property tax collecting treasurer shall not impose a property tax administration fee (formerly “collection fee”)or late penalty charge authorized by law or charter unless the governing body of the local property tax collecting unit approves by resolution or ordinance adopted after the effective date of this subsection.

THEREFORE BE IT RESOLVED, by the Council of the City of Reed City, Michigan, that the City Treasurer, of the City of Reed City, be authorized to collect a 1 percent administration fee on all County and School Taxes collected before February 15, and an additional 3 percent late penalty charge on all County, School and District Library Taxes due February 14, until March 2 when the taxes are turned back to the County Treasurer for collection.

BE IT FURTHER RESOLVED, that the City Treasurer be authorized to enforce Chapter 9, Section 9.16 and 9.17 of the amended January 13, 1975 issue of the City of Reed City Charter pertaining to City taxes.

- SDM License Motion by Scharlow, seconded by McKinney, **CARRIED**, to approve a SDM License for Seven Slot Grille, LLC at 111 – 113 N. Chestnut Street. Roll call vote. Voting yes were, Tillotson, Bailey, Meinert, Guiles, Burchett, McKinney and Scharlow.

Resolution Motion by Bailey, seconded by McKinney, **CARRIED**, to approve Resolution No. 2020-08 a Resolution to Seek Certification Under the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities (RRC) Program. Roll call vote. Voting yes were, Meinert, Scharlow, Burchett, McKinney, Guiles, Tillotson and Bailey.

**CITY OF REED CITY
RESOLUTION TO SEEK CERTIFICATION UNDER THE
MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC)
REDEVELOPMENT READY COMMUNITIES (RRC) PROGRAM**

Resolution 2020-08

WHEREAS, the Reed City Council recognizes the importance for Reed City to implement the Best Practices for a Redevelopment Ready Community (RRC) as developed by the Michigan Economic Development Corporation (MEDC); and

WHEREAS, the City Council has asked the Planning Commission to complete the certification process and they are now forming the Economic Strategy Committee; and

WHEREAS, the City Council and Planning Commission have received the April 2020 Base Line report from the RRC staff noting the tasks to be completed and is committed to completing those tasks within the designated time frame; so

THEREFORE, BE IT RESOLVED that the City of Reed City commits to achieving RRC Certification and entering into a Memorandum of Understanding with MEDC thus making the City eligible for assistance under the RRC program.

Wage & Salary Motion by Burchett, seconded by Bailey, **CARRIED**, to table Resolution 2020-09 Wage & Salary Resolution for Dept. Head/Admin until committee can meet with staff. Roll call vote. Voting yes were, McKinney, Scharlow, Meinert, Guiles, Bailey, Tillotson and Burchett.

StoryWalk Motion by McKinney, seconded by Tillotson, **CARRIED**, to approve the proposal from the Reed City District Library to use the linear park for a STEM StoryWalk program as presented. Roll call vote. Voting yes were, Bailey, Burchett, Tillotson, Guiles, Meinert, Scharlow and McKinney.

Budget Amend Motion by McKinney, seconded by Tillotson, **CARRIED**, to approve Budget Amendments as presented by the City Treasurer. Roll call vote. Voting yes were, Scharlow, McKinney, Burchett, Tillotson, Guiles, Meinert and Bailey.

RESOLUTION FOR BUDGET AMENDMENTS

DATE: June 15, 2020

Resolution by the City Council to Amend the 2019/20 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)					
#567 Cemetery	43,734	37,160	45,319	45,319	1,585
				-	-
Total Increase in Expenditures					\$ 1,585
Revenues (by account)					
#676.000 Reimbursements	-	1,585	1,585	1,585	1,585
				-	-
Total Increase in Revenues					\$ 1,585

Reason:

Increase Cemetery budget for damage to headstone reimbursed by our insurance company \$1,585.

- Bike Path** Councilman Scharlow advised there is an unmarked bike path on the south side of W. Church Avenue from Patterson Road to the ball field and unmarked parking on the north side of W. Church Avenue. He would like to see signage and striping done to show designation for these. Discussion was tabled pending the City Manager and Clerk verifying these were developed when Church Avenue was redone.
- Consent** Motion by McKinney, seconded by Bailey, **CARRIED**, to accept the Consent Agenda as presented. Roll call vote. Voting yes were, Bailey, Scharlow, McKinney, Tillotson, Burchett, Meinert and Guiles.
- City Manager** Ron submitted a written report. Discussion took place on concerns with people using the fire pit at the Depot. No decisions were made.
- Mayor** Mayor Guiles reported he has been having weekly phone conference with the City Manager and Mayor Pro-Tem since COVID began. Today they discussed trying to organize a fire works display for Reed City in celebration of Independence Day. They are concerned there is not enough time to acquire permits. If the project can be put together, a special meeting will be called.
- Bills** Mayor Guiles 2020 Schedule of Reviewing Bills appoints himself to review bills prior to the July meeting.
- Attorney** City Attorney Wotila submitted a written report. Questions were asked of Dave Porteous regarding the Disc Golf project and moving forward with getting bids for the July meeting.
- Comments** Karen McKinney commented as of May 13 we're not getting the 2 million dollar grant for the South plant and instead of being done in 2 phases it will be done in 1 phase. McKinney also inquired if WWTP has found a replacement for Eric Worm. City Manager responded yes. Roger Meinert explained his internet was very poor at the last meeting and wanted to explain his no vote on free use of the parks. He felt the motion was very broad and needs more thought for guidelines and in the future it should be readdressed in more detail. Trevor Guiles directed his comment to the Police Chief that as far as he is concerned, we support your Sir; there is a lot going around in the nation about police and I believe there is a lot of work for police in our area especially our City Police. Thank You.
- Public Comment** Megan Erickson, Director of Meceola Dispatch, addressed council members to make them aware there will be a proposal on the August 4th ballot for a surcharge renewal and increase from \$2.25 to \$3.00, and request support of this proposal.
- Lyndsey Eccles-Burchett, President of the Reed City Area District Library Board, gave council a quick update on the Library. They have opened for curbside and a phase plan for reopening which can be found on their website or Facebook page. Summer Reading Program will start next month.
- Fire Chief, Jeff Stein, advised council he is down a brush truck. Brush No. 9 (1986 Chevy) blew the engine and the department will be dismantling it and giving it back to the DNR.
- Adjourn** Mayor Guiles adjourned the meeting at 9:31P.M.