

CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
March 16, 2020

Mayor Guiles called the meeting to order at 7:00 P.M. in Council Chambers, 227 East Lincoln Avenue, Reed City, Michigan.

Present Mayor, Trevor Guiles. Council Members: Nathan Bailey, Dan Burchett, Karen Lea McKinney, Roger Meinert, Dave Scharlow and Carol Tillotson. City Attorney, Cynthia Wotila and City Manager, Ron Howell, were also present. Department Heads, Police Chief Chris Lockhart, Barb Westerburg, Curt Brackenrich, Rich Rehkopf and Jeffrey Stein also attended. The meeting was opened with the pledge to the flag. There were citizens in the audience.

Agenda Under New Business: No. 6 Discussion and Action on suspending disc golf project.

Motion by McKinney, seconded by Burchett, **CARRIED**, to approve the Agenda as amended. Affirmed by voice vote.

Minutes Motion by Scharlow, seconded by Burchett, **CARRIED**, to accept the minutes of the February 18, 2020 regular meeting as presented. Affirmed by voice vote.

Motion by Scharlow, seconded by Burchett, **CARRIED**, to accept the minutes of the February 28, 2020 special meeting as presented. Affirmed by voice vote.

Bills Motion by Scharlow, seconded by McKinney, **CARRIED**, to approve paying bills as presented for a grand total approved amount of \$302,686.58. Roll call vote. Voting yes were, Tillotson, Bailey, Meinert, Guiles, Burchett, McKinney and Scharlow.

Audience Amber Hutchinson, representing Great American Crossroads Celebration committee, updated council on plans for festival events and ask for council permission to extend the evening hours on the ball fields until midnight due to more teams coming in to play.

GACC Motion by Meinert, seconded by Scharlow, **CARRIED**, to allow the GACC to use the ball fields at Westerburg Park up until the last game is played but not later than midnight when the park closes on both Friday and Saturday nights during the Crossroads Festival. Roll call vote. Voting yes were, McKinney, Scharlow, Meinert, Guiles, Bailey, Tillotson and Burchett.

COVID-19 Motion by Scharlow, seconded by Burchett, **CARRIED**, to close the rental of the Depot and Fire Station to the public until April 20, 2020 and to refund deposits for those who have already paid or reschedule their event to a later date. Roll call vote. Voting yes were, Bailey, Burchett, Tillotson, Guiles, Meinert, Scharlow and McKinney.

Motion by Bailey, seconded by Burchett, **CARRIED**, to appoint the Mayor to have authority to cancel, reschedule and choose another method of convening a meeting within 24 hours of a scheduled meeting until the next council meeting. Roll call vote. Voting yes were, Scharlow, McKinney, Burchett, Tillotson, Guiles, Meinert and Bailey.

Agenda Motion by Meinert, seconded by McKinney, **CARRIED**, to continue following the Agenda as presented and amended and not remove items to shorten it up. Affirmed by voice vote.

Reports Chief Jeffrey Stein, Fire Dept., Interim Chief Brian Koschmider, Police Dept, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports. Barb Westerburg, Treasurer, also submitted a Revenue/Expenditure Report as of February 29, 2020.

Motion by McKinney, seconded by Bailey, **CARRIED**, to approve the Department Head reports as presented. Affirmed by voice vote.

- USDA Grant Motion by Scharlow, seconded by Meinert, **CARRIED**, to authorize the Fire Department to apply for a 75/25 USDA grant for a new grass rig. Roll call vote. Voting yes were, Tillotson, Scharlow, McKinney, Guiles, Bailey, Meinert and Burchett.
- AAA Grant Motion by Meinert, seconded by Scharlow, **CARRIED**, to authorize the Fire Department to apply for a 100% AAA Grant for safety supplies. Affirmed by voice vote.
- W.W.T.P. Motion by Scharlow, seconded by Bailey, **CARRIED**, to approve the bid from Greg Rogers in the amount of \$2,178.00 for the W.W.T.P. 2006 Ford pickup and plow. Roll call vote. Voting yes were, Scharlow, Meinert, Guiles, Burchett, Tillotson, Bailey and McKinney.
- DPW pickup Motion by Scharlow, seconded by Meinert, **CARRIED**, to accept the bid from Highpoint Auto in the amount of \$34,689.00 for a new pickup for the Department of Public Works. Roll call vote. Voting yes were, Burchett, Tillotson, Bailey, McKinney, Guiles, Scharlow and Meinert.
- Well #3 Motion by McKinney, seconded by Tillotson, **CARRIED**, to accept the bid from Peerless Midwest Inc. in the amount of \$29,919.36 for Well #3 pump overhaul and well cleaning. Roll call vote. Voting yes were, Tillotson, Bailey, Meinert, Guiles, Burchett, McKinney and Scharlow.
- Chamber Motion by Meinert, seconded by Bailey, **CARRIED**, to approve the Memorandum of Understanding agreement with the Chamber of Commerce with suggestions as made by the Mayor for the office rental of the Depot and authorize the Mayor to sign. Roll call vote. Voting yes were, Meinert, Scharlow, Burchett, McKinney, Guiles, Tillotson and Bailey.
- Roth St. Bridge Motion by McKinney, seconded by Scharlow, **CARRIED**, to accept the bid from Fleis & VandenBrink in the amount of \$18,200.00 for the Roth Street Bridge Resurfacing Project. Roll call vote. Voting yes were, McKinney, Scharlow, Meinert, Guiles, Bailey, Tillotson and Burchett.
- Disc Golf Motion by Guiles, seconded by Burchett, **CARRIED**, to suspend the disc golf project pending going out for bids. Roll call vote. Voting yes were, Bailey, Burchett, Tillotson, Guiles, Meinert and McKinney. Voting no was Scharlow.
- SAW Grant Motion by Scharlow, seconded by Bailey, **CARRIED**, to approve Disbursement Request #20 from Fleis & VandenBrink in the amount of \$30,869.92 for the SAW Grant Project. Roll call vote. Voting yes were, Scharlow, McKinney, Burchett, Tillotson, Guiles, Meinert and Bailey.
- Depot Pavers Motion by Meinert, seconded by Burchett, **CARRIED**, to approve the Chamber of Commerce to sell the 4 X 8 and 12 X 12 Depot bricks and the Chamber designate that money for an advertising fund to promote our City. Roll call vote. Voting yes were, Meinert, Guiles, Bailey, Tillotson, McKinney, Scharlow and Burchett.
- PD - copier Motion by Scharlow, seconded by McKinney, **CARRIED**, to approve the Lease with Preferred Office Machines for a five year lease beginning April 1, 2020 and ending March 31, 2025 for a Xerox copier/fax at \$74.98 per month. Roll call vote. Voting yes were, Bailey, Burchett, Guiles, McKinney, Meinert, Scharlow and Tillotson.
- Revoke Rehab Motion by Scharlow, seconded by Bailey, **CARRIED**, to approve the revocation of the Vic's Commercial Rehabilitation Exemption and set a Public Hearing for the next council meeting on April 20th. Roll call vote. Voting yes were, Tillotson, Scharlow, McKinney, Guiles, Bailey, Meinert and Burchett.
- Consent Motion by Scharlow, seconded by Tillotson, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.

- Committee There were no committee reports.
- City Manager Ron reported on the following:
- No update on the Disc Golf project as the project has been suspended.
 - Ron received an email from some interested in setting up a portable bike repair shop.
 - Presented a proposed equalized Step system for Department Heads salaries.
 - Presented a Projects List update.
- Committee Motion by Meinert, seconded by Burchett, **CARRIED**, to form a committee with a representative from the Admin staff to fix, bring current and have a go forward plan for salaries for all Administrators. Roll call vote. Voting yes were, Meinert, Scharlow, Burchett, McKinney, Guiles, Tillotson and Bailey.
- Committee Motion by Guiles, seconded by Bailey, **CARRIED**, to appoint Roger Meinert, Dave Scharlow and Dan Burchett as committee to meet with Admin staff representation regarding salaries. Affirmed by voice vote.
- Planning Motion by Bailey, seconded by Burchett, **CARRIED**, to confirm the Mayor appointment of Sarah Spruit to Planning Commission term ending 1/03/2022. Affirmed by voice vote.
- Blue Ribbon The Mayor ask council members to reach out and bring back names of individuals who would be candidates for a Blue Ribbon committee for the proposed Veteran’s Memorial Park.
- Bills Mayor Guiles 2020 Schedule of Reviewing Bills appoints Karen McKinney to review bills prior to the April meeting.
- Attorney City Attorney Wotila reported on finalizing the OPRA district and having a public hearing on it, finalized attorney paperwork for the Patrol Car grant, Marihuana information distributed last month’s meeting, is preparing the deed with utility language for the E. Osceola Street vacate, is working with the Police Dept. on the weed and tall grass ordinance update and explained what mechanisms which are in place regarding future tax audits.
- Comments Dave Scharlow inquired of the status of the City Manager’s evaluation. Mayor Guiles reported he will have it compiled for the next meeting. Roger ask that the City Manager meet with the Dept. Heads and have the Dept. Heads an active participant in the budget. Dan Burchett reported the Smithsonian is all wrapped up and about 1,000 people attended and a huge thank you to the Library for getting it here to us. Carol Tillotson passed out some information on marihuana for members to look over. Nate Bailey commented he would like to get the DDA back into effect to recapture the county taxes and is looking into it and will have a full report for the next regular meeting.
- Adjourn Mayor Guiles adjourned the meeting at 8:55 P.M.

Jacalyn R. Beam, City Clerk