

**CITY OF REED CITY  
REGULAR COUNCIL PROCEEDINGS  
November 12, 2018**

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: Nathan Bailey, Dan Burchett, Trevor Guiles, Dave Scharlow and Carol Tillotson. Roger Meinert was absent. City Attorney, Cindy Wotila and City Manager, Ron Howell, were also present. Department Heads, Fire Chief Jeff Stein, Chief Chuck Davis, Curt Brackenrich and Barbara Westerburg also attended. The meeting was opened with the pledge to the flag. There were citizens in the audience.
- Oath of Office** The Oath of Office was given to Nathan Bailey, Trevor Guiles, Karen Lea McKinney and Carol Tillotson.
- Election** Nominations for Mayor -- Carol Tillotson nominated Karen Lea McKinney, Dave Scharlow nominated Nate Bailey, and Dan Burchett nominated Trevor Guiles. Members voted by written ballot. Karen Lea McKinney received two votes, Nate Bailey received one vote and Trevor Guiles received three votes.
- Members voted by written ballot between Karen Lea McKinney and Trevor Guiles. Karen Lea McKinney received two votes and Trevor Guiles received four votes.
- Mayor Guiles took his seat as Mayor.
- Election** Nominations for Mayor Pro-Tem -- Carol Tillotson nominated Karen Lea McKinney and Dave Scharlow nominated Dan Burchett.
- Members voted by written ballot. Karen Lea McKinney received two votes and Dan Burchett received four votes.
- Agenda** Motion by Scharlow, seconded by Burchett, **CARRIED**, to approve the Agenda as presented. Affirmed by voice vote.
- Minutes** Motion by Scharlow, seconded by McKinney, **CARRIED**, to accept the minutes of the October 15, 2018 regular meeting as presented. Affirmed by voice vote.
- Minutes** Motion by Tillotson, seconded by McKinney, **CARRIED**, to accept the minutes of the October 24, 2018 special meeting as presented. Affirmed by voice vote.
- Bills** Motion by Burchett, seconded by Scharlow, **CARRIED**, to approve paying bills as presented for a grand total approved amount of \$252,246.44. Roll call vote. Voting yes were, McKinney, Scharlow, Guiles, Bailey, Tillotson, and Burchett.
- Reports** Chief Stein, Fire Dept., Chief Charles Davis, Police Dept, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports. Barb Westerburg also submitted a Revenue/Expenditure Report as of September 30, 2018.
- Bench** Motion by Scharlow, seconded by Tillotson, **CARRIED**, to approve the donation by Richard and Johnell LeBaron of a foundation and granite bench in memory of Dr. Don Hitzemann to be placed next to the memorial tree at the Depot in an area approved by DPW Superintendent, Rich Rehkopf. Affirmed by voice vote.
- Fire Dept.** Motion by Scharlow, seconded by Burchett, **CARRIED**, to table action on Casair quote for internet, phones and fax at the Fire Department until after the City Manager, and Councilman Bailey, Meinert and Mayor Guiles can discuss the proposal and options. Affirmed by voice vote.

- Tablets Council members discussed the option of Tablets and Laptops, Office 365 software and anti-virus protection and padded carrying cases. City Manager, Ron Howell, will contact JT Burgess to have him get a couple of different quotes for council to discuss.
- Mobile Stage Under the recommendation from Planning Commission to purchase a mobile stage, council members discussed the use of a portable stage for community events. City Manager, Ron Howell will bring back a cost estimate for council to review.
- Councilman Scharlow left the council chambers at 8:03 P.M.  
Councilman Scharlow returned to council chambers at 8:04 P.M.
- Museum Council reviewed financial information on bills paid by the City for operation and maintaining of the Museum. It was the consensus of the members for the City Manager to contact David Porteous regarding the possibility of the Historical Society to obtain a 501C3 status.
- DPW pickup Motion by Scharlow, seconded by McKinney, **CARRIED**, to accept the bid from Reed City Towing in the amount of \$3,100.00 for the sale of the DPW 2004 Ford F-250 pickup with a 7-1/2' V-Plow. Roll call vote. Voting yes were, Bailey, Scharlow, McKinney, Tillotson, Burchett and Guiles.
- DPW Equip. Motion by Scharlow, seconded by Burchett, **CARRIED**, to accept the bid from Dave May in the amount of \$1,000.00 for the sale of the DPW used New Holland 716B Snowblower, snow plow, front mount broom and undercarriage. Roll call vote. Voting yes were, Scharlow, Guiles, Burchett, Tillotson, Bailey and McKinney.
- Parking Lot Motion by Scharlow, seconded by McKinney, **CARRIED**, to authorize the City Manager to try and negotiate an offer with the Michigan Land Bank not to exceed \$1,000.00 for the purchase of the parking lot at 129 S. Chestnut. Roll call vote. Voting yes were, Burchett, Tillotson, Bailey, McKinney, Guiles and Scharlow.
- Patrol Car Police Chief Davis was on the Agenda requesting permission to obtain bids for a new patrol car. Mayor Guiles inquired what had happened with the USDA grant for a new patrol car. Chief Davis explained when he applied for the grant money he was told the City Sam's number was not active. The City Manager activated the Sam's number, but when Chief Davis contacted them with the activated Sam's number, they sent correspondence back to him that there was no money left to be given out, it was gone for the year. Members discussed chain of events and why the City had missed out. Chief Davis recommended he be allowed to contact USDA and get more information on the time frame and bring it back to the next meeting.
- SAW Grant Motion by Tillotson, seconded by Scharlow, **CARRIED**, to approve Disbursement Request #4 from Fleis & VandenBrink in the amount of \$7,522.03 for the SAW Grant Project. Roll call vote. Voting yes were, Scharlow, Burchett, McKinney, Guiles, Tillotson and Bailey.
- Fire Contract Motion by Scharlow, seconded by Tillotson, **CARRIED**, to approve the Agreement for Fire/Medical Services with Richmond Township for 2018/2019 in the amount of \$54,138.93 and authorize the Mayor and Clerk to sign. Roll call vote. Voting yes were, McKinney, Scharlow, Guiles, Bailey, Tillotson and Burchett.
- Fire Contract Motion by Tillotson, seconded by McKinney, **CARRIED**, to approve the Agreement for Fire/Medical Services with Pinora Township for 2018/2019 in the amount of \$10,246.84 and authorize the Mayor and Clerk to sign. Roll call vote. Bailey, Burchett, Tillotson, Guiles, Scharlow and McKinney.

Covered Bridge Motion by Scharlow, seconded by Burchett, **CARRIED**, to approve Resolution No. 2018-118, a Resolution of support for DNR application for \$100,000 Aquatic Habitat Grant for the Hersey River bridge replacement project. Roll call vote. Voting yes were, Scharlow, McKinney, Burchett, Tillotson, Guiles and Bailey.

**CITY OF REED CITY  
RESOLUTION  
Resolution No. 2018-18**

**WHEREAS**, the Michigan Department of Natural Resources has announced its intent to rebuild the Hersey River Covered bridge with a free span structure that removes all the old pilings from the river dating back to when rail road operations crossed the bridge; and

**WHEREAS**, the City of Reed City has a Linear park that goes under the bridge and follows the Hersey river from Westerburg Park on to our elevated walkway and over the Little Mac Bridge to Rambadt Park and campground; and

**WHEREAS**, the City of Reed City and the Michigan DNR have agreed to partner in the Covered Bridge project and the MI DNR is now filing for a \$100,000 Aquatic Habitat grant;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Reed City offers public support for the grant application and pledges to maintain the Linear Park and Covered bridge as it meets and is part of the White Pine Trail and applauds the MI DNR effort to improve the fishing habitat of the Hersey river by including piling removal as part of the project.

The Resolution was moved by council member SCHARLOW, seconded by council member BURCHETT.

Members in favor of the Resolution: Scharlow, McKinney, Burchett, Tillotson, Guiles and Bailey.  
Members opposed to the Resolution: None.

- Sewer Ron Howell reported the televising of the main sewer line on S. Chestnut revealed a serious problem with a lateral coming in that meets at that location, which is just a few feet from the manhole that was repaired this fall. DPW Superintendent, Rich Rehkopf, feels a narrow cut in the street will work to get down to the main and repair that portion, disconnect the lateral, shift the pipe and bore it under the street to put it in the manhole without tearing up the street other than a narrow cut. An approximate cost will be \$10,000.
- Consent Motion by McKinney, seconded by Burchett, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
- Committee There were no committee reports. Ron Howell reported the City/Township Economic committee has not met.
- City Manager Ron reported on the following:
- Presented an Update dated October 2018 from Fleis & VandenBrink on the Stormwater, Asset Management, Wastewater (SAW) Grant.
  - Michigan DEQ report on PFAS Non Detectable Testing Results of four (4) City Wells.
  - Presented a spreadsheet of Dangerous Buildings List – November 2018 and the status of each address. City Manager was directed by council to send out notices again.
  - Reviewed a Letter of Limited Engagement with the Dickinson Wright PLLC which he will be executing to opt into a consortium on the Michigan Regulation and Taxation of Marihuana Act for a fee of \$700.00.
  - Reported he had attended an Asset Management for Water Workshop. Michigan Rural Water will be here in early December to do a rate study.

- Presented a copy of the Grant Guidelines for the 2019 Rural Development Fund Grants which is the grant for the WWTP.
- City Manager presented a request from Police Chief Davis who is currently maxed out on his sick time accrual. Chief Davis has requested to transfer 300 hours of sick time into his deferred comp program. The current City policy allows for excess accumulated sick hours be paid out yearly at the discretion of council. Ron will bring back the numbers to the Chiefs request at the next meeting and council agreed they need to address the policy.
- Ron advised council of approximately 10-12 sewer backup incidents from the sewer cleaning program. Recommended a one- time credit of \$125.00 toward their utility bill to those affected by this. It was the consensus of council for Ron to bring back a proposal to the next meeting.
- Ron received a concern of council members use of Facebook/social media to discuss city business. Ron presented samples of Social Media Policies from other cities and townships. It was the consensus that guidelines should be put in place. Live steaming council meetings was also discussed. Ron will work on a draft policy for council to review.
- Uncompleted items list.

**Bills** Mayor Guiles appointed Carol Tillotson to review bills prior to the next meeting.

**Special Mtg.** A special meeting was discussed to award an Assessing Firm the reappraisal. It was decided to call the special meeting for Monday, November 19, 2018 at 6:00 P.M.

**Reminder** The Audit will be presented at the December regular meeting and council members were reminded to bring their Audit book to the meeting.

**City Attorney** Cindy Wotila reported on the status of the reappraisal work and where things stand with the State Tax Commission. Cindy has talked with Chief Davis and will be adding specific language in the Vaping Ordinance to include the school zone. She is currently working on the ordinance change to include Adult Day Care facilities language. It will need to go before the Planning Commission for recommendations of what zoning districts would be an appropriate area for this use.

**Comments** Dan Burchett inquired if there has been any communications from Desiree Dowling of AT&T regarding the First Net which Ron Howell responded we have received nothing yet. Dan also ask about the status of the group who wanted to place Human Trafficking Help labels in the City public restrooms. Ron reported Rich had met with them and labels have been placed in the restrooms. Trevor Guiles commented he feels it would be appropriate to have a float with City Council members on it in the Evergreen Festival parade on Saturday, November 24<sup>th</sup>. Carol Tillotson thanked all veterans for their service.

**Adjourn** Mayor Guiles adjourned the meeting at 11:16 P.M.

Jacalyn R. Beam  
City Clerk