

**CITY OF REED CITY  
REGULAR COUNCIL PROCEEDINGS  
November 16, 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, Marlene Fatum, Roger Meinert, David Scharlow and Carol Tillotson. There is a vacant position on council. City Manager, Ron Howell and City Attorney, Nathan Piwowski were also present. Department Heads, Curt Brackenrich, Barbara Westerburg, Chief Chuck Davis, Tom Plummer and Fire Chief Jeff Stein also attended. The meeting was opened with the pledge to the flag. Citizens were in the audience.

A moment of silence was held for the victims in France.

**Minutes** Motion by Meinert, seconded by Fatum, **CARRIED**, to accept the minutes of the October 19, 2015 regular meeting as presented. Affirmed by voice vote.

**Bills** Motion by Fatum, seconded by Bisbee, **CARRIED**, to approve paying bills as presented in the amount of \$185,035.71. Roll call vote. Voting yes were, Scharlow, Meinert, Bisbee, Fatum, Tillotson and McKinney.

**Audience** Doug Vredevelde of Vredevelde Haefner LLC, appeared and presented the 2014/2015 City Audit. Vredevelde reviewed highlights of the audit, advised council the City received the highest audit opinion possible and answered questions from the Council.

**Reports** Chief Jeff Stein, Fire Department., Chief Chuck Davis, Police Department, Tom Plummer, DPW, and Curt Brackenrich, WWTP, filed written reports. Barbara Westerburg provided council with a Revenue/Expenditure Report as of November 2, 2015. Fire Chief Jeff Stein introduced the newest firefighter, Trisha Johnson.

**Tower Truck** Motion by Bisbee, seconded by Fatum, **CARRIED**, to authorize the Fire Chief to obtain bids for the sale of the Fire Department tower truck #10 which has an estimated value of \$20,000. Affirmed by voice vote.

**Council** Motion by Bisbee, seconded by Fatum, **CARRIED**, to appoint Trevor Guiles as Council Member to fill the vacant position. Affirmed by voice vote.

City Clerk, Jacalyn Beam, administered the Oath of Office to Trevor Guiles.

**WWTP** Motion by Bisbee, seconded by Tillotson, **CARRIED**, to accept the bid from Fishbeck, Thompson, Carr & Huber for a Waste Water Treatment Plant Asset Management Plan in the amount of \$6,000.00. Roll call vote. Voting yes were, Bisbee, Fatum, McKinney, and Tillotson. Voting no were, Meinert and Scharlow. Guiles abstained.

Motion by Meinert, seconded by Fatum, **CARRIED**, to excuse Councilman Guiles from vote. Affirmed by unanimous voice vote.

**Parcel Map** Motion by Fatum, seconded by Meinert, **CARRIED**, to accept the bid from Fleis & Vandenbrink to update the parcel map in the amount of \$1,500.00. Roll call vote. Voting yes were, Tillotson, McKinney, Guiles, Scharlow, Meinert and Fatum. Bisbee abstained.

**P.D. copier** Motion by Meinert, seconded by Scharlow, **CARRIED**, to accept the bid from Preferred Office Machines for a Xerox copier to lease the machine for 60 months at \$60.74 per month and .008 cents per copy. Roll call vote. Voting yes were, McKinney, Fatum, Meinert, Bisbee, Guiles, Scharlow and Tillotson.

**Impound Lot** Motion by Meinert, seconded by Bisbee, **CARRIED**, to allow Reed City Towing to rent the old Police impound lot, pending the City review of Reed City Towing’s insurance coverage of the property. Roll call vote. Voting yes were, Scharlow, Meinert, Bisbee, Guiles, Fatum, Tillotson and McKinney.

Motion by Meinert, seconded by Scharlow, **CARRIED**, in addition to the prior motion vote on the impound lot, that all legal expenses for the rental agreement be paid by the tenant of the property. Roll call vote. Voting yes were, Fatum, Tillotson, McKinney, Bisbee, Scharlow, Guiles and Meinert.

**Dump Truck** Motion by Meinert, seconded by Fatum, **CARRIED**, to table the decision on the dump truck bids and request from the companies to extend their bids another 30 days to in order for council to make a decision at the next council meeting and in that time authorize the City Treasurer to seek quotes for funding of the new truck and equipment. Approved by voice vote.

**Park form** Motion by Bisbee, seconded by Meinert, **CARRIED**, to approve the Reed City Pavilion and Gazebo Rental Agreement rental form. Affirmed by voice vote.

**Resolution** Motion by Meinert, seconded by Tillotson, **CARRIED**, to table any action on the Resolution to update the Schedule of Fees for Certain Permits and Services until the December council meeting. Affirmed by voice vote. Councilman Scharlow refused to vote.

Clerk’s Note: Councilman Scharlow was standing by the doorway conversing with the Police Chief when Councilman Bisbee ask if he was going to come to the table and vote, Councilman Scharlow responded “no; I’m busy right now”.

**COPS Grant** Motion by Bisbee, seconded by Guiles, **CARRIED**, of approve the Police Chief to request an extension of the COPS grant. Affirmed by voice vote.

**Budget Amend.** Motion by Tillotson, seconded by Fatum, **CARRIED**, to approve the budget amendments as presented. Roll call vote. Voting yes were, Meinert, Guiles, Bisbee, Tillotson, McKinney, Scharlow and Fatum.

**RESOLUTION FOR BUDGET AMENDMENTS**

DATE: November 16, 2015

Resolution by the City Council to Amend the 2015/16 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. <b>#590 Sewer Fund</b>					
<u>Expenditures (by Department)</u>					
Dept. 649 Transmission Sewer	35,717	24,322	46,717	46,717	11,000
					-
<u>Total Increase In Expenditures</u>					\$ 11,000
<u>Revenues (by account)</u>					
Acct. No. 677 Reimbursements	1,000	-	12,000	12,000	11,000
					-
<u>Total Increase In Revenues</u>					\$ 11,000

Reason:  
To increase the budget in Transmission – Sewer for the cost of rebuilding the sewer manhole on Chestnut Str. Cost will be reimbursed by Yoplait.

<b>2. #202 Major Street</b>					
<u>Expenditures (by Department)</u>					
State Trunkline Contract	22,000	337	24,517	24,517	2,517
				-	-
<b>Total Increase In Expenditures</b>					<b>\$ 2,517</b>
<u>Revenues (by account)</u>					
Acct. # 577.200 State Shared Rev.	22,000	337	24,517	24,517	2,517
				-	-
<b>Total Increase In Revenues</b>					<b>\$ 2,517</b>

Reason:

To increase the budget per MDOT revised figures – they increased the budget for surface maintenance.

<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>
<b>3. #101 General Fund</b>					
<u>Expenditures (by Department)</u>					
#448 Street Lighting	48,000	12,427	57,425	57,425	9,425
				-	-
<b>Total Increase In Expenditures</b>					<b>\$ 9,425</b>
<u>Revenues (by account)</u>					
#677 Reimbursements	-	9,425	9,425	9,425	9,425
				-	-
<b>Total Increase In Revenues</b>					<b>\$ 9,425</b>

Reason:

To increase the budget to cover the cost of the light pole repair on W. Upton. Reimbursement of \$9,425 was received from our insurance co.

- Tap Fee            Motion by Meinert, seconded by Guiles, **CARRIED**, to table discussion any action on the "Y" sanitary sewer connections/separations until the December council meeting. Affirmed by voice vote.
  
- Generator Agt.    Motion by Bisbee, seconded by Fatum, **CARRIED**, to approve the Generator Maintenance Agreement with W.W. Williams for the Waste Water Treatment Plant for three (3) years in the amount of \$1,480.00 per year. Roll call vote. Voting yes were, Tillotson, McKinney, Guiles, Bisbee, Scharlow, Meinert and Fatum.
  
- Consent            Motion by Fatum, seconded by Bisbee, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
  
- Committee        Mayor McKinney reported D.D.A. would like to have a public meeting joint with Council to discuss projects the City could benefit from in the next few years with the help from D.D.A. Council agreed to have a workshop to develop a list of City projects to provide to D.D.A. The workshop was set for Tuesday, December 1, 2015 at 6:30 P.M.

- City Manager Ron Howell provided a copy of correspondence from the U.S. Department of Justice with their regrets that Reed City was not selected for funding of the COPS Grant. Also, provided correspondence with the Osceola County Commission regarding arbitrary enforcement of State Building Codes. Last item provided was the City Manager's Uncompleted Items List.
- Board of Review Motion by McKinney, seconded by Meinert, **CARRIED**, to appoint Jason Woodside as alternate Board of Review member. Affirmed by voice vote.
- Bills Mayor McKinney appointed David Bisbee to review bills prior to the next meeting.
- City Atty. City Attorney, Nathan Piwowarski, advised council he will prepare the Charter amendments as discussed and an alternative purchasing amendment.
- Council Karen McKinney thanked Trevor Guiles for his willingness to serve on the City Council. Marlene Fatum would like to see an ADA handi-cap swing for Rambadt Park and suggested writing a grant for the purchase. Trevor Guiles thanked council for the opportunity to serve on council.
- Audience There were no audience comments.
- Adjourn Mayor McKinney adjourned the meeting at 9:38 P.M.

Jacalyn R. Beam  
City Clerk