

**CITY OF REED CITY**  
**REGULAR COUNCIL PROCEEDINGS**  
**In Person and Virtual Meeting**  
**October 19, 2020**

Mayor Guiles called the meeting to order at 7:00 P.M. at 523 S. Morse Street, Reed City, Michigan in person, and also electronically for participation via computer or phone.

- Present** Mayor, Trevor Guiles. Council Members: Nathan Bailey, Dan Burchett, Karen McKinney, Roger Meinert and Carol Tillotson attend in person. Dave Scharlow attended electronically. City Manager, Ron Howell, also attended in person. City Attorney, David Porteous attended electronically. Department Heads attending electronically were, Police Chief Chris Lockhart, Curt Brackenrich, Rich Rehkopf, Barb Westerburg and Jeffrey Stein. The meeting was opened with the pledge to the flag. There were citizens attending in person and via electronically.
- Public Hearing** A public hearing was opened at 7:01 P.M. to receive public comments on the Closeout for the Michigan Community Development Block Grant (CDBG) Funding for General Mills Twin Project.
- There were no public comments and no written comments received.
- Motion by McKinney, seconded by Burchett, **CARRIED**, to close the hearing at 7:02 P.M. Affirmed by voice vote.
- Public Hearing** A public hearing was opened at 7:02 P.M. to receive public comments on Ordinance No. 002-2020, an Ordinance to repeal Section 1044.08 of Chapter 1044, Title Four, of the Codified Ordinances regarding Summer Sewer Charges.
- There were no public comments and no written comments received.
- Motion by Bailey, seconded by McKinney, **CARRIED**, to close the hearing at 7:03 P.M. Affirmed by voice vote.
- Agenda** Motion by Tillotson, seconded by Bailey, **CARRIED**, to approve the Agenda as presented. Affirmed by voice vote.
- Minutes** Motion by McKinney, seconded by Tillotson, **CARRIED**, to accept the minutes of the September 21, 2020 regular meeting as presented. Affirmed by voice vote.
- Bills** Motion by McKinney, seconded by Tillotson, **CARRIED**, to approve paying bills as presented and recommended for payment by Councilperson Scharlow, for a grand total approved amount of \$344,274.99. Roll call vote. Voting yes were, Tillotson, Bailey, Meinert, Guiles, Burchett and McKinney. Scharlow abstained.
- Audience** Tricia Wirth, of the Reed City Chamber, appeared to review Evergreen Festival events with council. Wirth has met with Police Chief Lockhart and Emergency Manager, Mark Watkins, to review plans for a parade route which will accommodate social distancing, MDHHS safety protocols and mask wearing. The parade will be Friday, November 27<sup>th</sup>. There will be 2 staging areas for the parade. The parade route starts at the staging area at the high school, down Church Street and Sears Street to Upton Avenue and through downtown to Chestnut Street to the Depot. There will also be a downtown decorating contest for businesses as in the past years.
- Councilperson Scharlow left the meeting at 7:21 P.M.

- Audience Jon Zelinski, appeared to speak with council about approving a mountain bike skills track on city owned property located next to the trail on 200<sup>th</sup> Avenue. Council members expressed concerns about the city's liability and the cost to the city for construction and maintenance of the project. City Attorney, David Porteous, recommended city officials check with the city's insurance carrier to determine their level of coverage. Zelinski commented the construction work could be done by volunteers but would like to coordinate volunteers, professional developers and shop students from the school to be involved. City Manager, Howell, suggested the city could sell the timber from the lot. Councilperson Tillotson requested Zelinski come to the council with a more concrete plan of action including construction details and a timeframe, funding options and long term maintenance plans as well as answers to the liability issue.
- Audience Kevin Knapp, submitted a written request to council, a map and recorded copy of a Resolution approved by Richmond Township vacating the alley/road way his home and those of his neighbors. The City recently had a boundary survey done to clarify the property lines of Westerburg Park. The survey indicated the land being used by Mr. Knapp and the adjoining neighbors is city property. Mr. Knapp and the adjoining neighbors are interested in purchasing the strip of city land behind their property. Attorney Porteous suggested a title search be done to see how the property was acquired and if there are restrictions in selling this property.
- Parade Plan Motion by Bailey, seconded by Meinert, **CARRIED**, to approve the Evergreen Festival Parade plan as presented. Affirmed by voice vote.
- Reports Chief Jeffrey Stein, Fire Dept., Police Chief Christopher Lockhart, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports. Barb Westerburg, submitted Financial Reports electronically.
- Police Chief Lockhart met with Brooks Security who provided prices for four additional cameras to be located in various areas in the city. The Police Department budget does not support this purchase but the proposal is submitted to council for informational purposes. Chief will look into grant opportunities to help find funding for the future purchase of additional cameras.
- Motion by McKinney, seconded by Burchett, **CARRIED**, to accept the Department Head reports as presented. Affirmed by voice vote.
- Closeout Motion by McKinney, seconded by Bailey, **CARRIED**, to approve the completion and Closeout of the Michigan Community Development Block Grant (CDBG) funding for General Mills Twin Project (Yoplait Project). Roll call vote. Voting yes were, Meinert, Guiles, Bailey, Tillotson, McKinney and Burchett.
- Ordinance Motion by McKinney, seconded by Tillotson, **CARRIED**, to adopt Ordinance No. 002-2020, an Ordinance to Repeal Section 1044.08 of Chapter 1044, Title Four, of the Codified Ordinances of the City of Reed City regarding Summer Sewer Charges. Roll call vote. Voting yes were, Bailey, Burchett, Guiles, McKinney, Meinert and Tillotson.

**CITY OF REED CITY  
ORDINANCE NO: 002-2020**

AN ORDINANCE TO REPEAL SECTION 1044.08 OF CHAPTER 1044, TITLE FOUR,  
OF THE CODIFIED ORDINANCES OF THE CITY OF REED CITY.

At a October 19, 2020 regular meeting of the City Council held at 7:00 P.M. at the City Hall, 227 East Lincoln Avenue, Reed City, Michigan 49677.

**The City of Reed City ordains that:**

That Section 1044.08 regarding “Summer Sewer Charges” wherein the residential sewer charge for the months of June, July and August is reduced by fifteen percent (15%) is repealed.

**Effective Date:** Thirty (30) days after publication

This ordinance was introduced on September 21, 2020, by Councilperson BAILEY.

On the 19th day of October, 2020, upon the motion by Councilperson McKINNEY and seconded by Councilperson TILLOTSON this ordinance was adopted.

Voting yeas: Bailey, Burchett, Guiles, McKinney, Meinert and Tillotson.

Voting nays: None.

- F.D. Pickup Motion by Tillotson, seconded by Bailey, **CARRIED**, to approve the bid from Babb Ford in the amount of \$30,661.32 for a 2020 Ford F350 pickup for the Fire Department. Roll call vote. Voting yes were, Tillotson, McKinney, Guiles, Bailey, Meinert and Burchett.
- Water Tower Motion by McKinney, seconded by Tillotson, **CARRIED**, to approve the completion of the Water Tower Project and the Change Order for \$1,000.00 for a total approved amount of \$349,430.00. Roll call vote. Voting yes were, McKinney, Burchett, Meinert, Bailey, Guiles and Tillotson.
- Rental Property Ron Howell, approached council and the city attorney regarding if the city code is enforceable for rental property that has been a non conforming use and is not maintained or used in 180 days. Attorney Porteous verified the city has an Ordinance that is enforceable for property to lose the ability to use the nonconforming use for that reason. No action was taken.
- SAW Grant Motion by McKinney, seconded by Burchett, **CARRIED**, to approve Disbursement Request #26 from Fleis & VandenBrink in the amount of \$44,408.30 for the SAW Grant Project. Roll call vote. Voting yes were, Meinert, Guiles, Burchett, Tillotson, Bailey and McKinney.
- Tree tops Motion by Tillotson, seconded by McKinney, **CARRIED**, to approve reinstating the permits to cut the downed tree tops at Rambadt Park until April 1, 2021 with the same terms as last time and a permit fee of \$25.00. Affirmed by voice vote.
- Halloween Motion by McKinney, seconded by Tillotson, **CARRIED**, to observe Halloween Trick or Treat night on Saturday, October 31, 2020, from 5:00 P.M. to 7:00 P.M. Affirmed by voice vote.
- Dog Park Motion by Bailey, seconded by Tillotson, **CARRIED**, to approve the designation of the proposed land as presented for a future dog park site pending approval from the DNR and a plan for funding the project. Affirmed by voice vote. Meinert voted no.
- Mt. Bike Track Motion by Bailey, seconded by McKinney, **CARRIED**, to approve the designation of the City land abutting the trail and 200<sup>th</sup> Avenue for a future Mountain Bike Skills Track site. Affirmed by voice vote.
- Meeting Motion by Meinert, seconded by Burchett, **CARRIED**, to approve extending the meeting by half an hour to complete the business on the Agenda. Affirmed by voice vote.
- MERS No action was taken to allow time for the Department Heads to meet with the Treasurer or go over the changes to the MERS plan.
- Budget Amend Motion by Tillotson, seconded by Bailey, **CARRIED**, to approve Budget Amendments as presented by the City Treasurer. Roll call vote. Voting yes were, Meinert, Guiles, Bailey, Tillotson, McKinney and Burchett.

**RESOLUTION FOR BUDGET AMENDMENTS**

DATE: October 19, 2020

Resolution by the City Council to Amend the 2020/21 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. <u>Fund #590 Sewer Fund</u>					
<u>Expenditures (by Department)</u>					
<u>#549 Transmission Sewer</u>	<u>108,360</u>	<u>63,340</u>	<u>299,765</u>	<u>299,765</u>	<u>191,405</u>
<u>Total Increase in Expenditures</u>					<u>\$ 191,405</u>
<u>Revenues (by account)</u>					
<u>#501 Federal Grants</u>	<u>-</u>		<u>191,405</u>	<u>191,405</u>	<u>191,405</u>
<u>Total Increase in Revenues</u>					<u>\$ 191,405</u>

Reason:

Budget the remaining balance as of June 30, 2020 of the Saw Grant.

- Water Rates      Motion by Meinert, seconded by Tillotson, **CARRIED**, to approve the increase of the water rates Ready to Serve charges as presented in the rate study by the City Manager. Roll call vote. Voting yes were, Bailey, Burchett, Guiles, McKinney, Meinert and Tillotson.
  
- MML Dues        Motion by Bailey, seconded by McKinney, **CARRIED**, to authorize paying the MML Dues in the amount of \$1,834.00. Roll call vote. Voting yes were, Tillotson, McKinney, Bailey, Meinert and Burchett. Voting no was Guiles.
  
- Consent          Motion by McKinney, seconded by Bailey, **CARRIED**, to accept the Consent Agenda as presented. Roll call vote. Affirmed by voice vote.
  
- City Manager    City Manager, Ron Howell, reported the final walk thru on the Roth Street bridge project will be tomorrow. Also reported the Ebels Application for the Commercial Rehabilitation Exemption has been submitted to the State Tax Commission for approval.
  
- Mayor Report    Mayor Guiles commented two members have chosen not to seek re-election and will not be on council at the next regular meeting. Mayor Guiles expressed his thanks to Carol Tillotson and Dave Scharlow for their service and support of our community.  
  
Carol Tillotson replied her thanks to the Reed City residents supporting her to serve on the Planning Commission and City Council since 2014. She also conveyed her thanks to all of the Department Heads, Barb, Amye, Jackie and Ron and that it has been a pleasure working with everyone and a rewarding opportunity.
  
- Bills             Mayor Guiles 2020 Schedule of Reviewing Bills appoints Karen McKinney to review bills prior to the November meeting.
  
- Comments        Nate Bailey commented he will be bringing an update concerning the Museum to the December council meeting.
  
- Audience        Jeff Stein, expressed his thanks to Carol Tillotson and Dave Scharlow and commented it was a pleasure working with them.
  
- Adjourn          Mayor Guiles adjourned the meeting at 9:33 P.M.