

**CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
September 18, 2017**

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: James Anderlohr, Dan Burchett, Trevor Guiles, Roger Meinert, Dave Scharlow and Carol Tillotson. City Attorney, Cynthia Wotila and City Manager, Ron Howell, were also present. Department Heads, Chief Chuck Davis, Fire Chief Jeff Stein, Curt Brackenrich and Barbara Westerburg also attended. The meeting was opened with the pledge to the flag. There were citizens in the audience.
- Silence A moment of silence was held in honor for resident Emerson Brown who passed away this past week.
- Add/Dele Addition under New Business No. 7. Fireworks.
- Minutes Motion by Scharlow, seconded by Burchett, **CARRIED**, to accept the minutes of the August 21, 2017 regular meeting as presented. Affirmed by voice vote.
- Bills Motion by Burchett, seconded by Scharlow, **CARRIED**, to approve paying bills as presented with the deletion of the Holton's LP Gas invoice in the amount of \$191.00 and the addition of Fibertec Environmental invoice for \$282.00 for a grand total approved amount of \$213,593.79. Roll call vote. Voting yes were, Scharlow, Meinert, Guiles, Burchett, Tillotson, Anderlohr and McKinney.
- Audience David Bisbee addressed council on behalf the Old Rugged Cross Historical Museum as an update on their proposed addition. They would like to pursue a 40' x 40' pole type addition on the north end of the museum. The new addition would cost approximately \$45,000 to \$60,000. They are seeking various funding grants and were not asking for any money at this time but they hope the City will be willing to be a part of helping to build it. The Mayor suggested to create a Facebook page and "Go Fund Me" page to reach out for donations.
- Brian Rice of Flies & VandenBrink, appeared to give an update on projects in Reed City. The water well site study is almost closed up. This would be for a potential new city well site for when the need arises. As for the Asset Management Program, Mr. Rice has received confirmation from the State that the 100% grant has been awarded to the city and the state has begun processing the contract and work should start sometime in December. This is a three year program of the stormwater collection and sanitary sewer collection. Year one, they will be field locating where assets are, condition of the assets and cleaning and assessment for the collection system. There will be data collection, mapping and updating to the GIS system.
- Reports Chief Stein, Fire Dept., Chief Davis, Police Dept, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports.
- Phones There are still concerns with telephone replacements and moving to a hosted phone system. The City Manager will contact the vendors who submitted bids and get clarification of these systems meet the dial back criteria.
- Resolution Motion by Burchett, seconded by Tillotson, **CARRIED**, to approve Resolution No. 2017-11, Michigan Land Bank, Veteran's Memorial Park. Roll call vote. Voting yes were, Anderlohr, Burchett, Tillotson, Guiles, Meinert, Scharlow and McKinney.

**CITY OF REED CITY - RESOLUTION No. 2017-11
MICHIGAN LAND BANK - Veteran's Memorial Park**

WHEREAS, the City of Reed City Council has recently started a search for a site for a Veteran's Memorial park, and

WHEREAS, the Michigan Land Bank holds title to a small parcel (67-52-113-001-00) that was a former gas station and is now being monitored by the MI DEQ but is cleared for public use, and

WHEREAS, the City has already received a donated statue to recognize the ultimate sacrifice paid by Robert Schilling in service to his country, and

WHEREAS, the City has some preliminary plans for a Veteran's Memorial Park that might fit on this parcel, and

WHEREAS, the City considers that \$1.00 is a fair and equitable purchase price for a parcel to be dedicated as a public park, so

THEREFORE BE IT RESOLVED, that the City Council of the City of Reed City requests that the Michigan Land Bank transfer ownership of the above described parcel to the City of Reed City, and

BE IT FURTHER RESOLVED that if conveyed to the City, we will start a 5 year campaign to raise the necessary funds and construct the Veteran's Memorial Park on that site.

- PILOT PK Housing & Management Co. is reapplying to MSHDA and is asking the City for confirmation the Ordinance passed on March 21, 2016 is still valid. Attorney Wotila reviewed Ordinance 002-2016, Tax Exemption, in lieu of taxes for PK Housing & Management Co. and gave her opinion the Ordinance has immediate effect once funding is procured and remains in effect.
- MEDC RRC Motion by Guiles, seconded by Tillotson, **CARRIED**, authorizing the City Manager to submit to the Michigan Economic Development Corporation (MEDC) the Redevelopment Ready Communities (RRC) Best Practices summary presented as work in progress. Affirmed by voice vote.
- Graves Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to purchase back two (2) graves in Woodland Cemetery from William Yost and Kathleen Yost in the amount of \$300.00. Roll call vote. Voting yes were, Anderlohr, Burchett, Guiles, McKinney, Meinert, Scharlow and Tillotson.
- New Businesses Motion by Anderlohr, seconded by Burchett, **CARRIED**, to direct the City Manager to draft a New Business information form asking basic information and optional information and bring back at the next council meeting. Affirmed by voice vote.
- Ordinance Councilperson Guiles introduced Commercial C1 and C2 ordinance update 002-2017.
- Ordinance Councilperson McKinney introduced Commercial C1 ordinance update 003-2017.
- Halloween Motion by Scharlow, seconded by Anderlohr, **CARRIED**, to observe Halloween Trick or Treat night on Tuesday, October 31, 2017, from 5:00 P.M. to 7:00 P.M. Affirmed by voice vote. Guiles voted no.
- PSA Motion by Anderlohr, seconded by Tillotson, **CARRIED**, to approve the revised Professional Services Agreement dated September 13, 2017 with Fishbeck, Thompson, Carr & Huber and authorize the City Manager to sign, for DESIGN ENGINEERING services for W. Stimson in the amount of \$11,980.52, Todd Avenue and Church St. Water Tower Rehabilitation in the amount of \$37,400 and USDA Application services in the amount of \$4,500.00, for CONSTRUCTION ENGINEERING for W. Stimson in the amount of \$33,020.06 and Todd Ave. and Church St. Water Tower Rehabilitation in the amount of \$86,900. Roll call vote. Voting yes were, Burchett, Tillotson, Anderlohr, McKinney, Guiles, Scharlow and Meinert.
- Fireworks Discussion on concerns over the fireworks which occurred in the late evenings over the Labor Day weekend from the Dairy Depot parking lot. Attorney Wotila will review the specific language of the act and see if a local ordinance can be put in place to regulate fireworks in the city.

- Consent Motion by Anderlohr, seconded by Scharlow, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
- Committee Ron Howell summarized the Fire Committee meeting with the townships. There was discussion of Fire District and Fire Boards and how to divide up the shares (percentage) of the annual fire contracts. The building is owned by the city as well as the current fire trucks and equipment and the city would retain title and ownership of these. All future trucks and equipment would be purchased based on a formula and owned by the district.
- City Manager Ron Howell reported on the following:
- A memo to council responding to questions and maintenance concerns regarding Rambadt Park.
 - In a second memo to council, he addressed questions regarding data drops, advertising sign at Rambadt Park, marijuana business intent and C.O.L.A. use in the sewer rate survey. Ron also explained he had spoken with Mr. Horchner regarding leasing the city strip of land off of W. Slosson and Mr. Horchner is not interested in a lease but would like to purchase it.
 - In a third memo to the council, Ron responded to council concerns regarding where the Department Heads have their equipment/vehicles repaired or maintained and where they buy their equipment/supplies.
 - For council's review, Ron provided the form and criteria the Assessor uses for an actual tax exemption.
 - Ron advised council Manning Design provided a drawing for the ADA swing at the Westerburg Park but the quotes for installation were so high, it was decided the city would do the installation.
 - Ron summarized the report from FTC&H on the Hersey River utility bridge condition assessment and advised council the DPW and WWTP Superintendants are working on an emergency plan if the need should arise.
 - Richmond Township and the Reed City Economic Committees met and Ron felt it was a positive meeting. The township committee said to make them a proposal. The city committee would like to present them one based on the 2006 425 Agreement. The consensus of the Council members was to move ahead.
 - Ron gave the history of a downtown business with the storm drain and sanitary sewer pipes in the MDOT storm drain. In June repairs and separation were made. The separation of the pipes and the replacement of the lines are all combined on the Invoice submitted for 50% city reimbursement. It is the support of the council not to reimburse the business owner until the Invoice is separated out by the contractor to distinguish the replacement portion eligible for 50% reimbursement.
 - Also presented for review was Ron's Unfinished Items list.
- Lot Lease Motion by Meinert, seconded by McKinney, **CARRIED**, to only enter into a lease with Mr. Horchner for the strip of land on W. Slosson and all legal fees for lease will be incurred by Mr. Horchner. Roll call vote. Voting yes were, McKinney, Tillotson, Guiles and Meinert. Voting no were, Scharlow, Burchett and Anderlohr.
- Bills Mayor McKinney appointed Councilperson Tillotson to review bills prior to the next meeting.
- City Attorney Attorney Wotila reviewed the Tax Exemption forms the Assessor uses for making a determination and found them to be adequate and is also working on the update Set of Standards for the R-3 district but needs some clarification from the Planning Commission on the various areas of the Ordinance it affects. Attorney Wotila explained the DDA Plan needs to be amended and it is fairly a simple process to change the termination date.

- DDA Plan Motion by Meinert, seconded by Burchett, **CARRIED**, authorizing the City Attorney to prepare an Ordinance to amend the DDA Plan to extend the termination date to June 30, 2018. Affirmed by voice vote.
- Audience Kevin and Deanna Murphy, owners of Reed City Brewing, appeared to inquire if they could donate the area in front of the garage door to the north of their building, to create a handicap parking space in the street right-of-way. At this time there is no parking spaces in that area. It was the consensus of the council and authorization from Chief Davis that the additional parking space would be very nice and appreciated.
- Council Councilman Burchett commented he had attended the Chamber of Commerce luncheon last week and they announced Halloween in the Park will be on October 27. He also commented the District Library will be having a power hour covering new content at the Library on September 26. Councilman Scharlow directed a question to the City Manager and ask if he had meet with the new Superintendent at the school. Howell responded he did not know Reed City had a new Superintendent as well as several others in the room responded the same.
- Adjourn Mayor McKinney adjourned the meeting at 8:48 P.M.

Jacalyn R. Beam
City Clerk