

CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
June 10, 2024

Mayor Meinert called the meeting to order at 6:00 P.M. in Council Chambers, 227 E. Lincoln Avenue, Reed City, Michigan.

Present	Mayor, Roger Meinert. Council Members: Trevor Guiles, Nicole Woodside, Dan Burchett were present. Russell Nehmer, Brad Nixon and David Belden were absent. The City Attorney, Michael Figiomeni, and law Clerks were also in attendance. Department heads attending were Kadee Kidd, Rich Rehkopf, Chris Lockhart and Curt Brackenrich. The meeting was opened with the pledge to the flag. There were citizens in the audience.
Law Clerks	Mayor Meinert wanted City Attorney Figiomeni to introduce the two law clerks in attendance, they are Daria Linquist and Luke Richard. Council welcomed them.
Public Hearing	Mayor Meinert opened the Public Hearing at 6:01 P.M. to receive public comment on the Special Assessment for Todd Street Improvements. There were no public comments and no written comments received.
	The Public Hearing was closed at 6:02 P.M
Agenda	Motion by Woodside, seconded by Guiles, CARRIED , to approve the agenda as presented with the addition of #17 Bids of Reseal downtown parking lot and moving #4 to the bottom of the new business. Affirmed by voice vote.
Minutes	Motion by Woodside, seconded by Burchett, CARRIED , to accept the minutes of the May 6, 2024, Special meeting as presented. Affirmed by voice vote.
Minutes	Motion by Guiles, seconded by Burchett, CARRIED , to accept the minutes of the May 13, 2024, meeting as presented. Affirmed by voice vote.
Bills	Motion by Burchett, seconded by Guiles CARRIED , to approve paying total amount of \$2,228,964.07 as presented. Roll call vote. Voting yes were Woodside, Burchett, Meinert, Guiles.
Presentation Osceola County	Osceola County Commissioner, Sally Momany wanted to update the council on the Annex building. They will start with asbestos to be removed August 1, 2024, should take a month and demolition will start September 1, 2024. Hoping to have it finished by October 1, 2024, to be seeded and will be City Lots. The second thing she wanted to address is the jail. The past years there has been numerous attempts to reduce the jail budget. Medical costs have risen so much they have had to investigate different alternatives, like moving prisoners and changing meal plans. Osceola County serves three hot meals a day, other surrounding counties do not. On April 4, 2024, Tim Ladd received an email from Sheriff Cool that the Osceola County Jail was not safe for the prisoners or staff because of a leaky roof. The current price for a new roof is \$350,000.00, which is not in the budget. On March 12, 2024, Tim Ladd received an email from Clare County asking multiple counties the status of their jail budget and what cost saving measures they were taking within their counties so they could brainstorm to try to get the cost of jails under control. The email-initiated conversations between Clare County and Osceola County as to how they could save money. Clare County offered their services to house, provide medical care, feed and all inmate transfers for \$45 a day per prisoner. This would be a savings of almost 1 million dollars. On June 12, 2024, Judges Booher and Clapp will tour Clare County and discuss their concerns with Clare County. They don't want to go backwards or get money from reserves. There is not any talk of getting rid of community corrections, nor will there be. There have been zero decisions made. Nothing has been decided. Any questions, please ask.
Presentation GACC	Jesse Kailing, Great American Crossroads Celebration Committee, appeared to update council on the events scheduled for the festival and request approval of a temporary liquor license and waiver of the noise ordinance for the beverage area on Friday and Saturday nights.

GACC Festival Motion by Guiles, seconded by Burchett, **CARRIED**, to approve the Great American Crossroads Celebration's request as based on the handout as presented with starting on Friday not Thursday for road closures date and times of events and variance from the noise ordinance from 10pm to midnight and to approve a temporary liquor license to Sunny's Bar & Grill for the Great American Crossroads Celebration festival in the downtown area as presented from Friday August 16, 2024 – Sunday August 18, 2024,. Roll call vote. Voting yes were, Guiles, Woodside, Meinert, and Burchett.

Reports Fire Chief Jeffrey Stein, Police Chief Christopher Lockhart, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports. Kadee Kidd provided by email Financial Reports including a Revenue/Expenditure Report and Balance Sheet as of May 31, 2024. Motion by Woodside, seconded by Guiles, **CARRIED**, to approve the Department Head reports as submitted. Affirmed by voice vote.

Resolution 2024-05 Motion by Guiles, seconded by Woodside, **CARRIED**, to adopt Resolution 2024-06; Schedule of Fees and allow City Clerk to sign as presented after change of date and name. Roll call vote. Voting yes were, Meinert, Guiles, Woodside, and Burchett.

Resolution 2024-05

CITY OF REED CITY
RESOLUTION FOR PROPERTY TAX
ADMINISTRATION FEE

June 10, 2024

WHEREAS, Act 503 of P.A. 1982, an Act to amend Section 44 (7) of Act No. 206 of P.A. of 1893 states; for levies that become a lien in 1983 or any year thereafter, the local property tax collecting treasurer shall not impose a property tax administration fee (formerly "collection fee") or late penalty charge authorized by law or charter unless the governing body of the local property tax collecting unit approves by resolution or ordinance adopted after the effective date of this subsection.

THEREFORE BE IT RESOLVED, by the Council of the City of Reed City, Michigan, that the City Treasurer, of the City of Reed City, be authorized to collect a 1 percent administration fee on all County and School Taxes collected before February 15, and an additional 3 percent late penalty charge on all County, School and District Library Taxes due February 14, until March 1 when the taxes are turned back to the County Treasurer for collection.

BE IT FURTHER RESOLVED, that the City Treasurer be authorized to enforce Chapter 9, Section 9.16 and 9.17 of the amended January 13, 1975 issue of the City of Reed City Charter pertaining to City taxes.

CERTIFICATION

I, Amye Hensel, the duly qualified City Clerk of the City of Reed City, Michigan do certify that the foregoing is a true copy of a resolution adopted by the Council of the City of Reed City, Osceola County, Michigan, at a regular meeting held on the 10th day of June 2024.

DATED: June 10, 2024



Amye Hensel
Reed City Clerk

Resolution 2024-06 Motion by Guiles, seconded by Burchett, **CARRIED**, to adopt Resolution 2024-06, for Property Tax Administration Fee and allow City Clerk to sign as presented. Roll call vote. Voting yes were, Meinert, Guiles, Woodside, and Burchett.

CITY OF REED CITY
RESOLUTION NO. 2024-06 - SCHEDULE OF FEES

Effective July 1, 2024

At a regular meeting of the City Council of the City of Reed City, County of Osceola, Michigan, held in said City on June 10, 2024.

PRESENT: Meinert, Burchett, Guiles and Woodside
ABSENT: Belden, Nixon, and Nehmer

The following resolution was offered by Councilperson Guiles seconded by Councilperson Woodside.

RESOLUTION TO ADOPT AN UPDATED SCHEDULE
OF FEES FOR CERTAIN PERMITS AND SERVICES

City Code Violations

City Charter- Penalties for Violations of Ordinances:

Section 7.6 The Council may provide in any ordinance for the punishment of those who violate its provisions. The punishment for the violation of any city ordinance shall not exceed a fine of five hundred dollars or imprisonment for ninety days, or both in the discretion of the court.

Metropolitan Extension Telecommunications Rights-of-Way Oversight Act (Act No. 48 of the Public Acts of 2002) ("Act")

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The purposes of this code is to regulate access to and ongoing use of public rights-of-way by telecommunications providers for their telecommunications facilities while protecting the public health, safety, and welfare and exercising reasonable control of the public rights-of-way.
Application Fee Except as otherwise provided by the Act, the application shall be accompanied by a one-time non-refundable application fee in the amount of \$500.00.

City Charter 1044.02 FIXING RATES.
 The rates to be charged for water and sewage disposal service furnished by the system shall be as prescribed by the City Council. (1981 Code § 2.112)

WHEREAS, Act 94 and the Bond Ordinance require the City Council to establish, by separate resolution of the City Council, rates and charges which will be sufficient to provide for the payment of the Water System's administration and operation expenses, such expenses for the Water System's maintenance as may be necessary to preserve it in good repair and working order and expenses incurred in the acquisition and construction of the Water System; to provide for the payment of principal of and interest on all bonds and junior lien bonds payable therefrom as and when the bonds and junior lien bonds shall become due and payable; and to provide for such other expenditures and funds for the Water System as are required by Act 94 and the Ordinance;

WATER RATES

Ready to Serve Charge – Effective with July 2024 billing cycle

Meter Size Monthly Charge

5/8" and 3/4"	\$16.50
1"	\$29.21
1 1/2"	\$45.05
1.5"	\$66.00
2"	\$117.48
3"	\$264.00
4"	\$469.43
6"	\$1,056.00
8"	\$1,472.96

Consumption Charge

\$2.63 per 1000 gallons

Connection Fees

Meter Size Residential Commercial

5/8" - 3/4"	\$ 350.00	\$ 700.00
1"	\$ 420.00	\$ 840.00
1 1/2"	\$ 512.00	\$ 1,024.00
2"	\$ 695.00	\$ 1,390.00
3"	\$ 1,544.00	\$ 3,088.00
4"	\$ 2,779.00	\$ 5,558.00
6"	\$ 6,176.00	\$12,352.00
8"	\$11,001.00	\$22,002.00
10"	\$16,984.00	\$33,968.00

SEWER RATES

Ready to Serve Charge

Meter Size Monthly Charge Volume Included

5/8" 3/4"	\$ 4.69	0
1"	\$ 8.34	0
1 1/4"	\$ 11.20	0
1 1/2"	\$ 18.77	0
2"	\$ 33.36	0
3"	\$ 75.07	0
4"	\$ 133.45	0
6"	\$ 173.56	0
8"	\$ 480.00	0

Consumption Charge

\$5.49 per 1000 gallons

Connection Fees

5/8" 3/4"	\$ 1,050.00	\$ 2,100.00
1"	\$ 1,260.00	\$ 2,520.00
1 1/2"	\$ 1,251.00	\$ 3,108.00
2"	\$ 2,321.00	\$ 4,648.00
3"	\$ 4,396.00	\$ 8,792.00
4"	\$ 9,296.00	\$ 18,592.00
6"	\$17,384.00	\$ 35,168.00
8"	\$37,100.00	\$ 74,200.00
10"	\$64,190.00	\$128,380.00

Surcharge Fees

Phosphorus	\$3.488 per pound	>300 mg/L
BOD	\$.315 per pound	>7.5 mg/L

Miscellaneous Fees

Delinquent account Shut Off fee	\$100.00
Delinquent utility account which has to be added to tax roll for delinquency	\$100.00
After hours call out fee	\$50.00
Turn on fee – after a customer has requested that the water be turned off	\$25.00

Solid Waste Collection Fees

1060.07 RATES FOR Residential GARBAGE COLLECTION SERVICES.

The rate for garbage collection services for each single-family residential unit shall be as established from time to time by Council.

Reed City uses a per bag charge to pay for residential waste collection.

Garbage bags [Effective January 1, 2023]	\$ 25.90/package of 10
[Effective January 1, 2024]	\$ 27.20/package of 10
[Effective January 1, 2025]	\$ 28.60/package of 10

Reed City uses a monthly charge on the utility bill to pay for monthly clean up expenses

Monthly Clean Up (Code CU) [Effective January 1, 2023]	\$ 2.44/ month
[Effective January 1, 2024]	\$2.57/ month
[Effective January 1, 2025]	\$2.69/ month

Yard Waste (Code YW) \$2.00/month

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1061.10 LICENSE; WASTE HAULERS.

Commencing on December 1, 1993, no person shall engage in the business of collecting, transporting, delivering, or disposing of solid waste in the City without first obtaining a Waste Hauler License.

Annual Waste Hauler License fee \$250.00

Property Tax Administration Fee

Whereas, in accordance with Section 44 (7) of Act No. 206 of P.A. of 1893
1% Property Tax Administration Fee

THEREFORE BE IT RESOLVED, by the Council of the City of Reed City, Michigan, that the City Treasurer, of the City of Reed City, be authorized to collect a 1 percent administration fee on all County and School Taxes collected before February 15, and an additional 3 percent late penalty charge from September 1 on County and School Taxes due August 31 and from February 15 on all County and School Taxes due February 14, until March 1 when the taxes are turned back to the County Treasurer for collection. DATED: June 15, 2020

<u>Adopted March 15, 2004 effective May 1, 2004</u>		
Street Opening Permit	\$20.00	(After Hours \$30.00)
Curb Cuts	\$10.00	
Sidewalk Permit	\$40.00	
(Refundable security deposit plus proof of liability insurance) (Returned after inspection)		
Fence Permit	\$10.00	
Demolition Permit	\$50.00	
Outdoor Café Permit (initial permit)	\$100.00	- annual renewal \$25.00

ZONING FEES

Zoning Compliance Permit	\$ 10.00
Rezoning Petition	\$400.00
Site Plan Review	\$100.00
Special Land Use Application	\$300.00
Variance Application	\$300.00

SIGN PERMIT

<u>Wall Mount</u>	\$10.00 for 1 – 50 sq ft
	\$15.00 for 51-100 sq ft
	\$20.00 for 101-150 sq ft
	\$25.00 for 150

<u>Free Standing</u>	\$.60 per sq ft
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MISCELLANEOUS

Winter Parking Violations	\$30.00 plus towing charges
Accident Report	\$ 5.00
Photocopies	\$.25 Black and White .50 Color
Fax (sending)	\$.25 per page
Marriage Performed by Mayor	\$25.00
Notary Fee	\$10.00
NSF Fee	\$25.00

ASSESSMENT RECORDS

View tax assessment records	No Charge
Copy of a tax assessment record by a City resident	No Charge
Copy of a tax assessment record by Appraisers, Realtors and non City residents	No Charge
Parcel Division Application	\$ 30.00 each new parcel

DEPOT RENTAL RATES

Community Meeting Room:	Monday – Wednesday: \$20.00/hour
	Thursday – Sunday: \$25.00/hour
	Full Day Rental (any day): \$175.00/day

Outdoor Pavilion (any day): \$10.00/hour up to \$50.00 for Full Day

FIRE DEPT. TRAINING ROOM (effective July 2023)

Non-Profit – Resident	\$50.00
Non-Profit – Non-Resident	\$75.00
Profit Businesses – Resident	\$75.00
Profit Businesses – Non-Resident	\$100.00

CITY PARK FEES

Pavilion in either park	(Resident)	\$50.00
	(Non-resident)	\$75.00
Concession Building		\$100.00 plus \$100.00 security deposit
Ball Field rental		\$ 50.00 per day/night
Ball Field lights		\$ 5.00 per hour
Gazebo in Linear Park		\$10.00
Camp Sites		\$25.00 per night
Dumping Fees		\$15.00 Non-Campers
Shower key deposit		\$ 5.00 Charged if key not returned.

PEDDLERS AND SOLICITORS

<u>Peddler (850.01)</u>	Per day	\$20.00
	Per week	\$60.00
	Per year	\$300.00
<u>Solicitor (850.02)</u>	Per Day	\$20.00
	Per Week	\$60.00
	Per Year	\$300.00

WOODLAND CEMETERY - Burial Fees (Effective 2015)

<u>Grave Opening</u>	Weekdays	Weekend
Adult	\$480.00	\$720.00
Infant – Child under 3 years	\$200.00	\$275.00
Cremains	\$150.00	\$200.00
Family burial of Ashes are NOT ALLOWED		
Holidays		Burial rate applies plus additional \$400.00

Winter Burial rates begin on December 1 \$800.00 \$1,000.00

Winter interments may be restricted during inclement weather at the discretion of the Sexton.

Additional Fee after 3:30 P.M. - \$100.00 per half hour per employee

Lot Transfer \$15.00

<u>Graves:</u>	Per grave (Residents)	\$400.00	Per grave (Non-Resident)	\$600.00
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Disinterment - Add \$100.00 to burial rate

Reinterment - Burial rate applies

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Reimbursement for Cleanup of Dangerous or Hazardous Materials

1066.01 The purpose of this chapter is to enable the City of Reed City, hereinafter referred to as the City, to require reimbursement from those responsible for the leaking, spilling, or otherwise allowing certain dangerous or hazardous substances or materials to escape containment, thereby requiring cleanup and disposal by the City or its agents. (Ord. 9.137. Passed 12-15-97.)

Any such person or entity which fails to comply with Section 1066.04 shall be liable to and shall pay the City for its costs and expenses, including the costs incurred by the City to any party which it engages (which includes any fire suppression unit utilized) for the complete abatement, cleanup and restoration of the affected area. Costs incurred by the City shall include, but shall not be limited to, the following: actual labor costs of City personnel, including worker's compensation benefits, fringe benefits, administrative overhead; cost of equipment operation, cost of materials obtained directly by the City; and cost of and contract labor and materials.

REMOVAL OF TREES, PLANTS, SHRUBBERY AND GRASS BY CITY.

674.06 ASSESSMENT OF COSTS BY CITY.

Whenever any tree, plant or shrubbery, or part thereof, or weeds, noxious weeds, and grass are growing in any street or public place, or upon private property contiguous to a street or sidewalk, or public place, or are a public nuisance as defined by this chapter, and are trimmed or removed by the City or its contractor, then, after the work is done, the City shall give five days notice, by regular mail, to the owner of such lot or parcel of land, at his or her last known address, to pay the cost of such trimming or removal of trees, plants, shrubbery, grass, noxious weeds, or weeds, or parts thereof. The expense shall include any actual costs or charges incurred by the City, plus any administrative charges as deemed necessary by the City Council. Said notice shall be accompanied by a statement of the amount of cost incurred, and in the event the same is not paid within thirty days after the mailing of said notice, then such amount shall be certified to the City Treasurer for collection of the same as other taxes and assessments are collected. The City Clerk or Treasurer may also file with the County Register of Deeds a statement of lien claim. This statement shall contain a legal description of the premises, the amount of the costs and expenses incurred, the date the weeds, grass, or other vegetation was cut or removed, and a notice that the City claims a lien in that amount.

674.99 PENALTY

Any violation of this chapter shall constitute a violation punishable as a municipal civil infraction. For purposes of enforcing this chapter, appearance citations may be issued by any police officer of the City.

Increased civil fines may be imposed for repeated violations by a person of any requirement or provisions of this chapter. As used in this chapter, "repeat offense" means any second (or any subsequent) municipal civil infraction violation of the same requirement or provision committed by a person within the calendar year (January 01 - December 31) and for which the person admits responsibility or is determined to be responsible. The increased fine for a repeat offender shall be as follows:

- (a) The fine for any offense which is a first repeat offense shall be no less than one hundred dollars (\$100.00) plus reimbursement to the City for charges assessed for the expense of abatement, plus costs and other sanctions for each infraction.
- (b) The fine for any offense which is a second repeat offense or any subsequent repeat offense shall be no less than two hundred dollars (\$200.00) plus reimbursement to the City for charges assessed for the expense of the abatement, plus costs and other sanctions for each infraction.
- (c) If the offender has received a municipal civil infraction citation during the previous calendar year for an offense of this chapter, after serving an abatement notice for the current calendar year, the person shall be deemed a chronic offender and fines for the first repeat offense shall be increased to \$200 and increased to \$400 for any second or subsequent repeat offense plus reimbursement to the City for charges assessed for the expense of the abatement, plus costs and other sanctions for each infraction.

Ord. 001-2020. Passed 9-21-2020.)

UNIFORM TRAFFIC CODE VIOLATIONS

****The below listed violations are by example and not limited by those presented and do not include any fees imposed by the Court.

430.05 TRAFFIC TICKETS AND VIOLATION NOTICES.

The issuance of a traffic ticket or notice of violation by a police officer of the City shall be deemed an allegation of a parking violation. Such traffic ticket or notice of violation shall indicate the length of time in which the person to whom the same was issued must respond before the Parking Violations Bureau. It shall also indicate the address of the Bureau, the hours during which the Bureau is open and the amount of the penalty scheduled for the offense for which the ticket was issued and advise that a warrant for the arrest of the person to whom the ticket was issued will be sought if such person fails to respond within the time limit. (1981 Code § 10.105)

430.06 SCHEDULE OF FINES.

The following schedule of fines shall apply for all violations relating thereto:

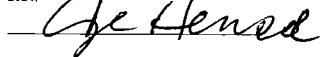
OFFENSE	UTC SECTION	PENALTY
Parking too far from curb	(8.1, 8.2)	*
Angle parking violations	(8.3)	*
Obstructing traffic	(8.5)	*
Prohibited parking (signs unnecessary)	(8.10)	
(a) on sidewalk		*
(b) in front of drive		*
(c) within intersection		*
(d) within 15 feet of hydrant		*
(e) on cross walk		*
(f) within 20 feet of cross walk or 15 feet of corner lot lines		*
(g) within 30 feet of street side traffic sign or signal		*
(h) within 50 feet of railroad crossing or within ten feet of the nearest track of a railroad track		*
(i) within 20 feet of fire station entrance		*
(j) within 75 feet of fire station entrance on opposite side of street (signs required)		*
(k) beside street excavation when traffic obstructed		*
(l) double parking		*
(m) on bridge		*
(n) within 200 feet of accident where police in attendance		*
(o) blocking emergency exit		*
(p) blocking fire escape		*
In prohibited zone (signs required)	(8.10(i))	*
In alley	(8.13)	*
Parking for prohibited purpose	(8.14)	
(a) displaying vehicle for sale		*
(b) working on or repairing vehicle		*
(c) displaying advertising		*
(d) selling merchandise		*
(e) storage over 48 hours		*
Wrong side of boulevard roadway	(8.15)	*
Loading zone violation	(8.16, 8.17)	*
Bus, parking other than bus stop	(8.19)	*
Failure to set brakes	(5.58)	*
Parked on grade wheels not turned to curb	(5.58)	*
Parking when prohibited for snow removal plus, if impounded, towing fee	(8.26)	*
Bicycle parking violations	(6.17)	*

* The penalty (fine) for a violation of any offense in this section shall be \$30.00 as established by resolution of the City Council.
(Ord. Uno. Passed 6-17-96; Ord. 007-05-A. Passed 12-18-06.)

430.07 PARKING IN MUNICIPAL PARKING LOTS.

No person shall park in a municipal parking lot in violation of any of the posted signs. A person who parks a vehicle in a municipal parking lot in violation of any of the posted signs will be subject to a fine as provided in Section 430.06 and the vehicle may be towed and the person is responsible for all towing and storage costs.
(Ord. 006-06. Passed 12-18-06.)

I, Amye Hensel, the duly qualified City Clerk for the City of Reed City, Michigan do certify that the foregoing is a true copy of a Resolution adopted by the Reed City Council, Osceola County, Michigan, at a special meeting held on June 10, 2024.



Amye Hensel, City Clerk

Resolution 2024-07 Motion by Guiles, seconded by Burchett, **CARRIED**, to adopt Resolution 2024-07, for Department Head/Admin Benefit Resolution and allow City Clerk to sign as presented. Roll call vote. Voting yes were, Meinert, Guiles, Woodside, and Burchett.

**CITY OF REED CITY
DEPARTMENT HEAD/ADMIN
BENEFIT RESOLUTION
Resolution 2024-07**

Effective July 1, 2024

WHEREAS, the City Council of the City of Reed City, Michigan, pursuant to the provisions of Section 5.16 of the City Charter has heretofore established the positions of the Department Heads and Administrative Officers and designated benefits and;

WHEREAS, it is necessary to enumerate the benefits from time to time;

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Reed City, Michigan that the following benefits are provided to Department Heads and Administrative Officers effective July 1, 2024.

A. Insurance

1. Life Insurance: Term life insurance for each Department Head in the amount of Fifty Thousand (\$50,000) dollars except the Chief of Police which will be in the amount of One Hundred Thousand (\$100,000) dollars.
2. Medical Insurance: Blue Cross Blue Shield SB Gold 1500 Medical Insurance is current plan.

Employee Monthly Copay: Calculated by using state hard cap and age and number of current employees. This is susceptible to change in January 2024 based on introduction of new plans and compliance PA 152. Available to all full-time employees.

Employees are now allowed to have more than one medical insurance plan and Treasury "hard cap" would be subtracted from the individual premium to determine total coverage to be split amongst the participants of the plan.

3. Dental Insurance: (80/50/50)

4. Optical Insurance: (24-24-24)

5. Payment in lieu of Medical Insurance coverage is the amount \$500.00 per month.

6. Health Care Savings Plan: The City agrees to adopt Health Care Savings Plans selected by majority vote of the non-union employees that allows employees to authorize a payroll deduction deposit of pre-tax earnings to that plan.

7. Sick and Accident Insurance: The City agrees to pay for all full-time employees to be on a Short-Term Disability (STD) and Long Term Disability (LTD) insurance through the Municipal Employees Retirement System of Michigan – Standard Insurance Company of Portland, Oregon, with plan based on paying 66 2/3 of base pay not to exceed \$1,000/week.

B. Retirement

Municipal Employees Retirement System of Michigan Defined Benefit Plan B-3 with F55/15 rider. New Employees after October 19, 2009 will receive B-2 Plan with F55/25.

C. Vacations

Employees shall be eligible for vacation according to the following schedule:

<u>Years of Service</u>	<u>Days Paid Vacation</u>
Less than 5	10
At least 5 but less than 10 or step 3 or 4 on Dept Head Pay Scale	15
At least 10 or Step 5 or higher on Dept Head Pay Scale	20

A maximum accumulation equal to twice the employee's annual benefit may be carried over from, fiscal year to fiscal year.

D. Sick Leave

All employees shall accumulate paid sick leave on the basis of one (1) day of paid sick leave for each month of service with a maximum accumulation of one hundred forty five (145) days.

- A. After reaching the maximum an employee does not earn monthly days but if sick may use the bank then "re-earn" the days to the maximum.

- B. Those employees who are eligible to retire may (1) request a full pay out at their current rate of pay; (2) transfer accumulated sick leave to a city or private retirement account or current city health savings account (HSA) in accordance with the maximums allowed by the plan or federal or state regulations.

- C. For those employees currently not eligible to retire, upon reaching 70 days of accumulated sick leave they may transfer up to 10 days in January of each calendar year to a city or private retirement account or current city health savings account (HSA) in accordance with the maximums allowed by the plan or federal or state regulations. Those days transferred or paid out shall be subtracted from the accumulation and permanently reduce the maximum accumulation (145 days) allowed.

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D. Sick Leave Payout: If and when an employee retires (and begins receiving benefits under the MERS program) from his employment, or if the employee is forced to terminate his employment due to medical reasons, any unused accumulation of sick leave shall be paid at one hundred (100%) per cent of the employee's current rate of pay when said employee retires, up to 145 days.

If an employee voluntarily leaves the employ of the City under any other condition, he shall receive fifty (50%) per cent of his sick leave accumulation, provided he has at least two (2) years of continuous service with the Employer.

In the event the employee is laid-off, he/she shall receive one hundred percent (100%) of his/her sick leave accumulation, up to 145 days.

E. **Funeral Leave**

Employees may be granted a paid Funeral leave to attend the funeral of a member of the immediate family. Paid leave shall be limited to three (3) regularly scheduled workdays for the Lower Peninsula or five (5) days if outside the Lower Peninsula. The immediate family is defined as spouse, child, parent, grandparent, brother, sister, mother-in-law, father-in-law, brother-in-law, and sister-in-law, son-in-law and daughter-in-law.

F. **Holidays**

The following are designated as holidays:

New Year's Eve Day
New Year's Day
Martin Luther King Jr's Birthday
President's Day
Good Friday
Memorial Day
Juneteenth (Emancipation Day)
Independence Day (July 4)
Labor Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Eve Day
Christmas

G. **Personal Days**

Employees shall be entitled to five (5) personal leave days per fiscal year.

H. **Longevity Pay**

Employees shall be paid an annual lump sum longevity payment, based on their hiring anniversary date, on the first pay period in November as follows:

<u>Years of Service</u>	<u>Longevity Pay</u>
At least 3 but less than 6	\$400.00
At least 6 but less than 11	\$600.00
At least 11 but less than 16	\$750.00
At least 16 but less than 21	\$850.00
21 or more	\$950.00

I. **Work Clothing/Uniform Allowance**

The City will provide an allowance for the Department Heads of the Public Works, Wastewater, and Police Departments for obtaining approved work clothing or uniforms.

An allocation of \$416.00 will be designated for the Police Department to have their uniforms dry cleaned.

The City will provide an allotment to the Director of Public Works and the Wastewater Treatment Plant Superintendent for safety shoes.

The City will provide at hire 1 Pair of Approved Safety summer and winter Shoes or Boots (75 lb. test per ANSI Z41.1 – 1967) not to exceed \$200 value each of the employees choice. The employee turns them in when damaged or unusable for replacement by employer with equal or better pair.

J. **Automobile Allowance**

The Director of Public Works, Wastewater Treatment Plant Superintendent and Chief of Police will be provided, depending on availability, either a City owned vehicle for official use or an equivalent monetary allowance for using their private vehicle on official business.

All other Department Heads and Administrative employees shall be reimbursed mileage for using their private vehicle on official business at the prevailing IRS rate.

K. **Phone Allowance**

Any full-time regular employee who is offered by the City Manager to compensate them for the use of their personal cell phone for City business, and accepts, shall be paid \$30/month.

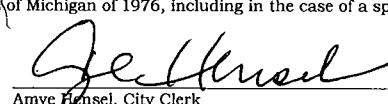
All previous provisions inconsistent with this resolution are hereby declared not applicable.

The foregoing resolution declared approved on this date June 10, 2024.

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Reed City, County of Osceola, State of Michigan, at a regular meeting held on June 10, 2024 the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

Dated: June 10, 2024


Amye Densel, City Clerk

Resolution 2024-09 Motion by Guiles, seconded by Burchett, **CARRIED**, to adopt Resolution 2024-09, Designation of Fund Balance as of 6-30-2024 and allow City Clerk/City Manager/Mayor to sign as presented. Roll call vote. Voting yes were, Meinert, Guiles, Woodside, and Burchett.

Resolution No. 2024-09

Resolution for Designation of General Fund Fund Balance

As of June 30, 2024, the City Manager and City Treasurer hereby designates the General Fund 6-30-24 estimated Fund Balance in the following five components as follows:

		Balance 6-30-23	Additions/Deletions	Balance 6-30-24
1. <u>Nonspendable Items</u>				
Prepaid Items - estimate		\$20,000.00	\$10,000.00	\$30,000.00
Inventory - estimate		\$20,000.00	\$16,000.00	\$36,000.00
2. <u>Restricted (only spent for specific purpose by external provider, such as grants)</u>				
None		\$0.00	\$0.00	\$0.00
	Total Restricted Fund Balance	<u>\$40,000.00</u>	<u>\$26,000.00</u>	<u>\$66,000.00</u>
3. Committed (can only be used for a specific purpose by formal action of Council)				
Budget Stabilization	Total Committed Fund Balance	\$232,405.00	\$0.00	\$232,405.00
4. Assigned (action by Council, City Manager, or City Treasurer)				
Police Dept.(90% of Weighmaster fines) (Council action 2010)		1,200.00	0.00	1,200.00
Donations Reserved for Capital Projects:				
Veteran's Memorial Park - car show donation		13,082.00	14,200.00	27,282.00
Tree Program Donations - estimated funds remaining from grants (Cargill, Rotary, OCCF)		1,100.00	0.00	1,100.00
Fire Dept. Cargill \$2,194.73 washer, Lake Co. \$1,000 safety jackets, F-350 Truck \$60,025		60,025.00	-60,025.00	0.00
Police Dept, \$2368 Great Lakes Energy Handheld Lidar		2,368.00	-2,368.00	0.00
Ice Rink Donations - unused donations reserved for next yr- estimate		1,299.00	0.00	1,299.00
Donation from side-by-side Poker Run to be used for program exp (signage)		710.00	0.00	710.00
Subsequent year deficit-portion of fundbalance needed to balance 22/23 FY		<u>212,710.00</u>	<u>343,748.00</u>	<u>556,458.00</u>
	Total Assigned Fund Balance	\$292,494.00	\$295,555.00	\$588,049.00
5. Unassigned (Available for any purpose)				
	Total Unassigned Fund Balance	\$2,095,459.00	\$41,385.00	\$2,136,844.00
	Total Fund Balance	<u>\$1,530,560.00</u>	<u>\$ (280,170.00)</u>	<u>\$1,250,390.00</u>
Minimum Unassigned Fund Balance Target - (25% of G.F. revenue)		\$382,640.00		\$312,597.50

CITY COUNCIL *Roger W. Munn* DATE 6/12/24
 CITY MANAGER *Paula J. Schaefer* DATE 6/10/24
 TREASURER/FINANCE DIRECTOR *Karen E. Kishida* DATE 6/10/24
 ATTESTED BY _____ DATE _____

Resolution 2024-10 Motion by Guiles, seconded by Burchett, **CARRIED**, to adopt Resolution 2024-10, necessity regarding Todd Street Special Assessment District and allow City Clerk to sign as presented. Roll call vote.
Voting yes were, Meinert, Guiles, Woodside, and Burchett.

RESOLUTION 2024-10
RESOLUTION OF NECESSITY REGARDING TODD STREET SPECIAL ASSESSMENT DISTRICT

Minutes of a Regular Meeting of the Reed City Council, held in the City Hall, 227 East Lincoln Avenue, Reed City, Michigan 49677 on June 10, 2024 at 6:00 p.m.

PRESENT: Woodside, Meinert, Burchett, & Guiles

ABSENT: Belden, Nixon and Nehmer.

WHEREAS;

The City of Reed City wishes to make improvements to Todd Street; and

Reed City may defray the costs of said improvements in whole or in part by Special Assessment; and

Reed City Code Chapter 208 specifies the procedures related to the making, levying and collection of Special Assessments for the costs of public improvements; and

The engineer has submitted plans and specifications for the improvements estimating the costs of the Todd Street project at \$267,000.00; and

Reed City deems it advisable and necessary to proceed with said public improvements and to defray the cost of said improvement by Special Assessment upon the properties especially benefitted; and

Reed City held a public hearing on June 10, 2024, to hear comments from any person to be affected by the improvements and the creation of a Special Assessment District.

THEREFORE, IT IS RESOLVED THAT:

1. The engineer report showing the items and estimated costs of the Todd Street improvement filed with the Reed City Clerk is approved.
2. The Reed City Council tentatively designates as a Special Assessment District against which these costs are to be assessed as Parcel ID 52-009-001-01.
3. The cost of the Special Assessment is to be paid by the property owners of the Special Assessment District, and no portion of the cost shall be a general obligation of the City.
4. The City Assessor is hereby directed to prepare a Special Assessment Roll in accordance with this Resolution.

AYES: Woodside, Burchett, Guiles & Meinert

NAYS: None

Resolution declared adopted.

CERTIFICATION

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Reed City Council of Reed City, Osceola County, Michigan at a regular meeting held on June 10, 2024, and that public notice of said meeting was given under Act Number 267, Public Acts of Michigan, 1976, including in the case of a special or rescheduled meeting noticed by publication or posting at least 18 hours prior to the time set for the meeting.


Amye Hensel, City of Reed City Clerk

City Hall	Motion by Burchett, seconded by Woodside, CARRIED , to approve closing City Hall on 7-5-2024 and employees to use personal or vacation day. Voting yes were Meinert, Guiles, Burchett, and Woodside.
Budget Admen	Motion by Guiles, seconded by Burchett, CARRIED , to approve and adopt the budget amendments as presented. Voting yes were Meinert, Guiles, Burchett, and Woodside.
Disc golf	Motion by Meinert, seconded by Woodside, CARRIED , to approve Disc Golf to repurposing the red shed at the old farmers market and move it to Rambadt Park for Disc Golf to use. Affirmed voice vote.
Step Increase	Motion by Guiles, seconded by Burchett, CARRIED , to approve pay discrepancy for step increase to Chief of Police to make it right for \$2,237.52. Voting yes were Meinert, Guiles, Burchett, and Woodside.

Vaca Payout	Motion by Burchett, seconded by Guiles, CARRIED , to approve payout to Department of Public Works for vacation time of \$5,477.70. Voting yes were Meinert, Guiles, Burchett, and Woodside.
Payment policy	Motion by Guiles, seconded by Woodside, CARRIED , to approve pay to authorize payment policy prior to approval as presented. Voting yes were Meinert, Guiles, Burchett, and Woodside.
Car show	Motion by Woodside, seconded by Burchett, CARRIED , to approve opening the Social District at 10:00am and extending the boundaries for July 13, 2024, Veterans Park Memorial Car Show as presented. Voting yes were Meinert, Burchett, and Woodside. Guiles voted no.
Auditor Services	Motion by Guiles, seconded by Burchett, CARRIED , to extend Audit contract with Vredeveld & Haefner for five years as presented. Voting yes were Meinert, Guiles, Burchett, and Woodside.
Ordinance	Roger Meinert introduced Ordinance No. 0003-2024, a zoning ordinance to rezone 715 Mill Street from R-2 to C-2, this was Approved by the Planning Commission on 6-3-2024 to be introduced to Council.
Change order	Motion by Burchett, seconded by Woodside, CARRIED , to approve Change order No 03 EGLE FY 23' Water Distribution -CJ's contract for -4,995.85 as presented. Voting yes were Meinert, Guiles, Burchett, and Woodside.
Bid reseal	Motion by Woodside, seconded by Burchett, CARRIED , to approve Star Pavement to reseal the downtown parking lot for \$10,824.20 as presented. Voting yes were Meinert, Burchett, Woodside, and Guiles.
Wage/Salary	Motion by Guiles, seconded by Woodside, CARRIED , to table Resolution 2024-08 Wage and Salary Resolution until July 8, 2024, Council Meeting. Affirmed by voice vote.
Consent Agenda	Motion by Woodside, seconded by Burchett, CARRIED , to approve consent agenda as presented. Affirmed by voice vote.
City Manager	Rich Saladin submitted a written report. Also reported: <ul style="list-style-type: none">• DWSRF 2023/024 F&V held a pre-bid meeting, great turn out. Bids will be opened on June 20, 2024, and be at the July Meeting.• Farmers' Market was well attended and will continue monitoring the parking. Lots of positive feedback from the community on this.• WWTP great progress continues to be made. If anyone wants a tour let Rich know.• MDOT Bridge repairs are ahead of schedule. Chestnut Bridge should be finished by the end of June and US 10 by September.• Paving was started Thursday and finished Friday; the roads look wonderful.• DDA contract is being finalized by Attorney and Bob Toland & Rich will be going to County on July 2, 2024, to present to them.• Some great things are going on every day in Reed City, get out and enjoy them.
Mayor Report	Roger Meinert has bills next month.
Attorney Report	Written report.
Council	Trevor Guiles: On Sundays Praise in the Park at Rambadt Park at 6pm potluck this Sunday. On June 16, 2024, Liberty Baptist Church Family Bullets and BBQ after everyone is welcome.
Audience	No audience comments.
Adjourn	Mayor Meinert adjourned the meeting at 7:25 PM.