

**CITY OF REED CITY  
REGULAR COUNCIL PROCEEDINGS  
November 13, 2023**

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, Russell Nehmer, Nicole Woodside, Dan Burchett. David Belden and Brad Nixon. City Manager, Rich Saladin, was also in attendance. Department Heads attending were Curt Brackenrich, Rich Rehkopf, Kadee Kidd, Chris Lockart and Fire Chief, Jeff Stein. The meeting was opened with the pledge to the flag. There were citizens in the audience.
Public Hearing	Public Hearing to establish an industrial development district for 660 & 665 Commerce Drive, Reed City MI 49677 was open at 6:00pm.  Katy Mora, of Vice President of Middle Michigan Development Corporation spoke in support of USC establishing an industrial development district. She states this is a great opportunity to set the stage for future expansions down the road. Thank you for considering this.
	David Porteous, City Attorney stated industrial development districts have been around the State of Michigan for around 30 years or more. He says there really isn't a downside in establishing them. By approving this the company would come back to the council to approve the project. The City has done this for Nabco, RC Tool, Bentek, and Yoplait and every one of these projects has lasted beyond the 12 years.
	Public Hearing was closed at 6:04pm.
Agenda	Motion by Woodside, seconded by Belden, CARRIED, to approve the agenda as presented. Affirmed by voice vote.
Minutes	Motion by Nehmer, seconded by Woodside, CARRIED, to accept the minutes of the October 9, 2023, regular meeting as presented. Affirmed by voice vote.
Bills	Motion by Woodside, seconded by Nixon, CARRIED, to approve paying total amount of \$365,818.16. Roll call vote. Voting yes were Nixon, Woodside, Meinert, Guiles, Belden, Burchett, and Nehmer.
Audience	Don Devries from Fleis & Vandenbrink, Project Manager gave a presentation on the Patterson/220 <sup>th</sup> Corridor Project. He explained how there will be a multi-used pathway from West Franklin to McDonalds. He explained they have been working with Osceola County on this design and had the blueprints to show the council. The project will be .8 of a mile the portion in city is .3 of a mile. It will be a three-lane road, streetlights, trees, and path.
Reports	Chief Jeffrey Stein, Fire Dept., 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 as of October 31, 2023.  Motion by Nehmer, seconded by Woodside, CARRIED, to approve the Department Head reports as submitted. Affirmed by voice vote.
Resolution 2023-21	Motion by Nixon, by Nehmer, CARRIED, to establish an industrial development district or 660 and 665 Commerce, Reed City, MI 49677 and allow the City Clerk to sign as presented. Roll call vote. Voting yes were Guiles, Nixon, Belden, Woodside, Meinert, Burchett, and Nehmer.

RESOLUTION 2023-21  
CITY OF REED CITY  
ESTABLISH AN INDUSTRIAL DEVELOPMENT DISTRICT

**Resolution Establishing an Industrial Development District for Utility Supply and Construction Company (USC)**

WHEREAS, pursuant to PA 198 of 1974, as amended, this City of Reed City has the authority to establish “Industrial Development Districts” within the City of Reed City; and

WHEREAS, USC has petitioned The City of Reed City to establish an Industrial Development District on its property located in City of Reed City hereinafter described; and

WHEREAS, construction, acquisition, alteration, or installation of a proposed facility has not commenced at the time of filing the request to establish this district; and

WHEREAS, written notice has been given by mail to all owners of real property located within the district, and to the public by newspaper advertisement in the Pioneer/or public posting of the hearing on the establishment of the proposed district; and

WHEREAS, on November 13, 2023, a public hearing was held at which all owners of real property within the proposed Industrial Development District and all residents and taxpayers of The City of Reed City were afforded an opportunity to be heard thereon; and

WHEREAS, The City of Reed City deems it to be in the public interest of The City of Reed City to establish the Industrial Development District as proposed; and

NOW, THEREFORE, BE IT RESOLVED by The City of Reed City of Reed City that the following described parcels of land situated in The City of Reed City, Osceola, and State of Michigan, to wit:

SEC 10 T17N R10W PT OF SE 1/4 OF SW 1/4 COM 35 FT N OF S 1/4 COR, TH W 392 FT, TH N03DEG01'05"E 20 FT, TH N88DEG03'45"W 535.81 FT, TH N0DEG36'47"W 190 FT, TH S87DEG31'17"E 251.44 FT, TH N26DEG41'43"E 594.96 FT TO S ROW OF US 10, TH S52DEG37'53"E ALG ROW TO N-S 1/4 LN, TH S TO POB 9.46A M/L

SEC 15 T17N R10W NE 1/4 OF NW 1/4 LYG N OF C&O RR ROW COM AT N 1/4 COR, TH S0DEG10'20"E 337.56 FT TO N RR ROW, TH N71DEG41'20"W 1142.62 FT TO N SEC LN, TH S88DEG52'04"E 1083.97 FT TO POB 4.2A M/L

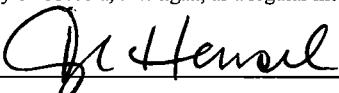
is established as an Industrial Development District pursuant to the provisions of PA 198 of 1974, as amended, to be known as USC Industrial Development District No. 1.

AYES: 7

NAYS: 0

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by The City of Reed City of The City of Reed City, County of Osceola, Michigan, as a regular meeting held on November 13, 2023.



Amye Hensel, City Clerk

11-14-23

Date

FD Safer Grant Motion by Belden, seconded by Nixon, **CARRIED**, to table applying for the Safer Grant until next year and to form a committee to work on this prior to the grant time next year. Roll Call vote. Voting yes were, Burchett, Nixon, Woodside, Belden, Guiles, Nehmer and Meinert.

Patterson/220<sup>th</sup> Cor Motion by Burchett, seconded by Meinert, **CARRIED**, to approve the letter of intent and have the City Manager sign as presented. Voting yes were, Belden, Burchett, Nixon, Guiles, Meinert, Nehmer and Woodside.

Pocket Park Motion by Belden, seconded by Nehmer **CARRIED**, approve proposal for design and engineering for Reed City Pocket Park and allow City Manager to sign as presented. Roll call vote. Voting yes were, Meinert, Guiles, Belden, Nehmer, Woodside, Nixon, and Burchett.

EGLE water Motion by Nixon, seconded by Nehmer, **CARRIED**, to accept CJ Excavating for the EGLE 23' water System Improvements Project contract 1 Distribution System for 1,365,161.61 as presented. Roll call vote. Voting yes were, Guiles, Nixon, Woodside, Meinert, Burchett, and Nehmer. Voting no was Belden.

Bid Alt 1 Motion by Meinert, seconded by Woodside, **CARRIED**, to exercise contract with Fleis and Vandenbrink if General Mills approves additional cost as presented. Roll call vote. Voting yes were, Guiles, Nixon, Belden, Woodside, Meinert, Burchett, and Nehmer.

EGLE DWSRF FY 24 Motion by Belden, seconded by Meinert, **CARRIED**, on proposal for design and construction engineering for EGLE DWSRF FY 24 water system improvements project and allow City Manager and City Clerk to sign contingent on David Porteous, City Attorney approving the contract. Roll call vote. Voting yes were, Guiles, Nixon, Belden, Woodside, Meinert, Burchett, and Nehmer.

Special Land Perm Motion by Belden seconded by Meinert, **CARRIED**, to approve Special Land Permit for 326 Tomahawk for Jennifer Windquist as presented. Roll call vote. Voting yes were, Guiles, Nixon, Woodside, Meinert, Burchett, Belden and Nehmer.

Budget Admed Motion by Nixon, seconded by Meinert, **CARRIED**, to approve the MDOT down payment of \$7,300 budget amendment as presented. Voting yes were, Belden, Burchett, Nixon, Guiles, Meinert, Nehmer and Woodside.

**RESOLUTION FOR BUDGET AMENDMENTS**

DATE: November 9, 2023

Resolution by the City Council to Amend the 2023/2024 fund/department budgets as follows:

FUND/ACCOUNT DESCRIPTION	PRESENT BUDGET	ACTUAL TO DATE	ESTIMATED YEAR END	AMENDED BUDGET	INCREASE (DECREASE)
<b>Fund # 101 General Fund</b>					
Expenditures (by Department)					
Dept. 441 Public Works	381,600	48,556	388,900	388,900	7,300
<b>Total Increase in Expenditures</b>					\$ 7,300
Revenues (by account)					
692- Fund Reserve	241,090		248,390	248,390	7,300
<b>Total Increase in Revenues</b>					\$ 7,300

Reason:

To amend budget for MDOT bridge/sidewalk contract on S Chestnut.

Date Motion made Nixon and Passed by a vote of 7 to 0

ATTESTED BY



DATE

11-14-23

Resolution 2023-11 Motion by Nehmer, seconded by Burchett **CARRIED**, approve amended resolution 2023-11 as presented and have City Clerk sign. Roll call vote. Voting yes were, Meinert, Guiles, Belden, Nehmer, Nixon, and Burchett. Woodside abstained.

**CITY OF REED CITY  
DEPARTMENT HEAD/ADMIN  
BENEFIT RESOLUTION  
Resolution 2023-11**

**Effective July 1, 2023**

**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, 2023.

**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: Offer three plans: Blue Cross Blue Shield SB PPO Gold 1500 Medical Insurance, ~~is-current plan~~, Blue Care Network Gold Option B HMO, and Blue Care Network HAS Gold Option C HMO.

~~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. Co-pay is calculated based on each individual or family unit. 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 overage to be split amongst the participants of the plan used to calculate monthly copay. Employee pays any amount over the treasury "hard cap." If employee chooses an HSA plan and is below the Treasury "hard cap," then city would contribute the difference up to the hard cap amount to be deposited into the employee's HSA 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	15
At least 10	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.

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.

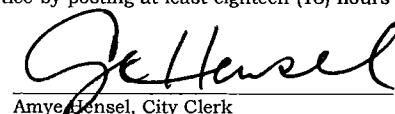
The foregoing resolution declared approved on this date June 12, 2023.

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**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 12, 2023 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 12, 2023 November 13, 2023

  
Amye Hensel, City Clerk

Letter Union	Motion by Meinert, seconded by Nehmer, <b>CARRIED</b> , to approve City Manager to send written letter to unions for open enrollment as presented. Voting yes were, Meinert, Guiles, Belden, Nehmer, Woodside, Nixon, and Burchett.
Consent	Motion by Woodside, seconded by Belden, <b>CARRIED</b> , to approve the Consent Agenda as presented. Affirmed by voice vote.
City Manager	Rich Saladin submitted a written report and highlighted the following: <ul style="list-style-type: none"><li>• Working on DDA research and is moving forward.</li><li>• Sent a letter to Mr. Palmer for the 1946 Fire Truck. There is a book that Chief Stein will keep at Fire Hall.</li></ul>
Mayor Report:	
Cemetery	Motion by Nixon, seconded by Nehmer, <b>CARRIED</b> , to approve Kylene Nix to the Cemetery Board term ending 1/3/2025. Affirmed by voice vote.
Board of Rev	Motion by Belden, seconded by Nixon, <b>CARRIED</b> , to approve council member Jim Brodoski to the Board of Review term ending 12/31/2026. Affirmed by voice vote.
Planning	Motion by Woodside, seconded by Nehmer, <b>CARRIED</b> , to approve council member Dawnetta Montague to Planning Commission term ending 01/03/2027. Affirmed by voice vote.
Planning	Motion by Woodside, seconded by Nehmer, <b>CARRIED</b> , to approve council member Karen McKinney to Planning Commission term ending 01/03/2027. Affirmed by voice vote.
ZBA	Motion by Meinert, seconded by Burchett, <b>CARRIED</b> , to approve James White to the Zoning Board of Appeals term ending 1/18/2027. Affirmed by voice vote.
Attorney Report	No written report.
Council	Brad Nixon: Will not be at the December Council Meeting. Nicole Woodside: The Reed City Football team will be playing Kingsley Saturday 11/18/2023, in Cadillac, it's the semi-final game to go to the finals in Detroit. Come support the boys.
Audience	Charles Lupo, from Planning Commission reported that the Sesquicentennial Planning meeting is at the Fire Hall on 11-28-2023 at 6:00pm.
Adjourn	Mayor Meinert adjourned the meeting at 8:26 P.M.

Amye Hensel, City Clerk