

**CITY OF REED CITY  
REGULAR COUNCIL PROCEEDINGS  
July 8, 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, Russell Nehmer, Brad Nixon and David Belden were present. The City Attorney, David Porteous and law Clerks were also in attendance. Department heads attending were Kadee Kidd, Rich Rehkorf, Chris Lockhart and Curt Brackenrich. The meeting was opened with the pledge to the flag. There were citizens in the audience.
Public Hearing	Mayor Meinert opened the Public Hearing at 6:01 P.M. to receive public comment on Ordinance 0003-2024-Rezone 715 S Mill from R-2 to C-2.  Janice Brinkert, 133 E Church, lives next to 715 S Mill Street and she is for this change. The house is in shambles and needs work. She believes Ebels will do a great job with it and supports them.
	The Public Hearing was closed at 6:02 P.M.
Public Hearing	Mayor Meinert opened the Public Hearing at 6:03 P.M. to receive public comment on Resolution 2024-11 the Special Assessment for E Todd Ave Improvements.  There were no public comments and no written comments received.
	The Public Hearing was closed at 6:04 P.M
Agenda	Motion by Guiles, seconded by Woodside, <b>CARRIED</b> , to approve the agenda as presented with the addition of Tracey Cochran on presentation. Affirmed by voice vote.
Minutes	Motion by Guiles, seconded by Nehmer, <b>CARRIED</b> , to accept the minutes of the June 10, 2024, meeting as presented. Affirmed by voice vote.
Bills	Motion by Meinert, seconded by Nixon <b>CARRIED</b> , to approve paying total amount of \$1,954,093.93 as presented. Roll call vote. Voting yes were Nixon, Woodside, Burchett, Meinert, Guiles, Nehmer and Belden.
Presentation	
Osceola County	Tracey Cochran, Osceola County Clerk, from Hersey Township wanted to introduce herself and let everyone know she is running for County Clerk on August 6, 2024, and would like your support and vote. She has 13 years county government clerk experience and currently is the Osceola County Clerk.
Chamber	Alanna McBee from the Chamber of Commerce, gave a presentation on the 3 <sup>rd</sup> annual Beer Festival, scheduled for Saturday April 19, 2025, at Rambadt Park. She presented a packet with a summary, maps, times and schedule of the festival. Guiles stated Easter was on Sunday and didn't think this was a good weekend for the festival. McBee stated is it always the third Saturday in April and would like to keep the festival the third Saturday in April, so every year people know the day.
	Motion by Nixon, seconded by Burchett, <b>CARRIED</b> , to approve the 3 <sup>rd</sup> annual Beer festival as presented for Saturday April 19, 2025, at Rambadt Park as presented. Voting yes were Nehmer, Woodside, Meinert, Nixon and Burchett. No votes were Belden and Guiles.
Reports	Fire Chief Jeffrey Stein, Police Chief Christopher Lockhart, Rich Rehkorf, 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 June 30, 2024. Motion by Woodside, seconded by Burchett, <b>CARRIED</b> , to approve the Department Head reports as submitted. Affirmed by voice vote.

Ordinance 003-2024 Motion by Nixon, seconded by Nehmer, **CARRIED**, to adopt Ordinance 003-2024 Rezone 715 S Mill from R-2 to C-2 as presented and allow City Clerk and Mayor to sign. Roll call vote. Voting yes were Meinert, Nixon, Nehmer, Woodside, and Burchett. Voting no were Guiles and Belden.

**CITY OF REED CITY**  
**ORDINANCE NO. 0003-2024**

**AN ORDINANCE TO AMEND PART 12, TITLE IV, APPENDIX 1, ZONING MAP  
CHANGES**

The City of Reed ordains that:

Appendix 1, Zoning Map of the City of Reed City, is hereby amended as follows:

Property located at 715 South Mill Street, Reed City, with the following property description is rezoned from R-2 (Residential-2) to C-2 (Commercial-2).

715 South Mill Street, Parcel ID: 67-52-275-008-00  
More fully described as Lot 8, Henry I Bittner's Add

The District boundaries of the official Zoning Map of the City of Reed City shall be amended to reflect these changes, and this amendment shall be added to the annotations on the Zoning Map.

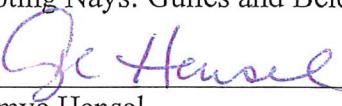
Effective Date: Thirty days after publication

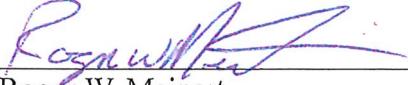
This ordinance was introduced on June 10, 2024 by  
Councilperson Roger Meinert.

On the 8 day of July, 2024, upon the motion by  
Councilperson Brad Nixon this ordinance was adopted.

Voting Yeas: Meinert, Nixon Burchett, Woodside, Nehmer.

Voting Nays: Guiles and Belden.

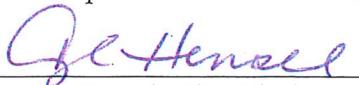
  
Amye Hensel  
City Clerk

  
Roger W. Meinert  
City Mayor

**CERTIFICATION**

The Ordinance was published on 12th day of July, 2024, and is effective 30 days after publication.

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted at a meeting of the Board of the City of Reed City, Osceola County, Michigan, held on the 8th day of July, 2024, and the public notice of said meeting was given as required by law.

  
Amye Hensel, City Clerk

Resolution 2024-08 Motion by Guiles, seconded by Burchett, **CARRIED**, to adopt Resolution 2024-06, wage and salary resolution to allow City Clerk to sign as presented. Roll call vote. Voting yes were Nehmer, Belden, Meinert, Guiles, Nixon, and Burchett. Woodside abstained.

**CITY OF REED CITY  
WAGE AND SALARY RESOLUTION  
Effective July 1, 2024**

Resolution 2024-08

**WHEREAS**, the City Council of the City of Reed City, Michigan, pursuant to the provisions of Section 5.15 of the City Charter has heretofore established the positions and designated wages of the City, and;

**WHEREAS**, it is appropriate and necessary to amend wages of those positions from time to time:

**NOW, THEREFORE BE IT RESOLVED** by the Council of the City of Reed City, Michigan that the salaries/hourly/yearly rates be hereby established as follows: Note: Council did not make any provisions for the step system to increase annually with the rate of inflation.

	Current Step	<u>July 1, 2024 – 3.5% increase</u>
City Clerk	Step 4	
City Treasurer/Finance Dir.	Step 1	
Chief of Police	Step 6	
Supt. W.W.T.P.	Step 7	
Supt. DPW	Step 8	

**Step System – Fiscal Year 24/25**

Position Title	Minimum				Midpoint				Maximum	
	Base 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
City Clerk	\$49,000	\$50,960	\$52,998	\$55,118	\$57,323	\$59,616	\$62,001	\$64,481	\$67,060	
Treasurer/Finance Director	\$50,799	\$52,831	\$54,944	\$57,142	\$59,427	\$61,805	\$64,277	\$66,848	\$69,522	
DPW Superintendent	\$56,311	\$58,564	\$60,906	\$63,342	\$65,876	\$68,511	\$71,252	\$74,102	\$77,066	
Chief of Police	\$56,855	\$59,129	\$61,494	\$63,954	\$66,512	\$69,172	\$71,939	\$74,817	\$77,809	
WWTP Superintendent	\$63,478	\$66,017	\$68,657	\$71,404	\$74,260	\$77,230	\$80,319	\$83,532	\$86,873	

<u>Effective July 1, 2024 Hourly</u>	
Deputy Clerk/Treasurer	\$17.60/hour
Seasonal Part Time parks maintenance	\$13.00/hour
Election Worker	\$11.50/hour
Election Chairperson	\$12.50/hour
Police	
School Liaison	\$18.00/hour
	\$18.00-\$20.00/hour
Snowmobile Enforcement	\$13.00/hour
Part Time Officer	\$18.00/hour
P.T. Front office	\$13.98/hour
<u>2024-2025 Budget Year</u>	
Board of Review Member(s)	\$300/Budget yr.
	\$300/Budget yr.
	\$ 75/meeting
	\$ 75/meeting

**Fire Department**

All paid part time firefighters shall receive an hourly call rate of minimum wage plus training, years of service and command officer status increments according to the following schedule:

Base Rate-Min Wage - Rate \$10.33/Hr. Increase set by Federal & State government.

<u>Years of Service</u>	<u>Training</u>	<u>Command Training</u>	<u>Command Officer</u>
3 yrs. Continuous Service	+\$ .50	Fire Officer 1 [FO1]	+\$ .50
7 yrs. Continuous Service	+\$ .50	Fire Officer 2 [FO2]	+\$ .50
10 yrs. Continuous Service	+\$ .50	Fire Officer 3 [FO3]	+\$ .50
15 yrs. Continuous Service	+\$ .50		
Fire Fighter 1 [FF1]	+\$ .75	Fire Chief	+\$ 1.50
Fire Fighter 2 [FF2]	+\$ .75	Assist. Chief	+\$ 1.00
		Captain/Lieutenant	+\$ .75
		Medical First Responder [MFR]	+\$ 1.50

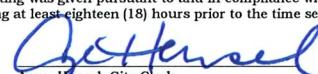
All previous provisions inconsistent with the provisions of this resolution are hereby superseded.

Adopted at a regular meeting of the Reed City Council on July 8, 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 12, 2022, 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: July 8, 2024

  
Amye Hensel, City Clerk

Patterson Rd/220 Motion by Guiles, seconded by Woodside, **CARRIED**, to approve final amount of \$924,111.64 for the Patterson Road/220<sup>th</sup> corridor project post bid as presented. Voting yes were Nehmer, Nixon, Belden, Meinert, Guiles, Burchett, and Woodside.

Resolution 2024-11 Motion by Guiles, seconded by Nehmer, **CARRIED**, to Resolution 2024-11 confirming Special Assessments for Todd Street Improvements. Voting yes were Nehmer, Nixon, Belden, Meinert, Guiles, Burchett, and Woodside.

**RESOLUTION 2024-11**  
**RESOLUTION CONFIRMING SPECIAL ASSESSMENT ROLL FOR TODD STREET IMPROVEMENTS**

Minutes of a Regular Meeting of the Reed City Council, held in the City Hall, 227 East Lincoln Avenue, Reed City, Michigan 49677 on July 8, 2024, at 6:00 p.m.

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

ABSENT: None

**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

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

The City of Reed City, following a public hearing, adopted a Resolution of Necessity and directing the City Assessor to prepare a Special Assessment Roll; and

The City Assessor has prepared the Special Assessment Roll which has been certified by the Assessor, filed with the City Clerk and made available for public examination; and

**WHEREAS:**

A public hearing was held at the City Hall, 227 East Lincoln Avenue, Reed City, Michigan to review the Special Assessment Roll and hear any objections to it on July 8, 2024 at 6:00 p.m.

**THEREFORE, IT IS RESOLVED THAT:**

1. Council has considered any objections to the Special Assessment Roll.
2. Council determines that the Special Assessment Roll is accurate.
3. The Council confirms such Special Assessment Roll and that the Special Assessment Roll is final and conclusive.

AYES: Belden, Burchett, Guiles, Meinert, Nehmer, Nixon, and Woodside

NAYS: None

**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 July 8, 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.

  
Reed City Clerk

Resolution 2024-12 Motion by Guiles, seconded by Woodside, **CARRIED**, to Resolution 2024-12 on DWSRF 24 Bid contract award as presented and authorized City Manager/City Clerk to sign. Voting yes were Nixon, Belden, Meinert, Guiles, Burchett, Nehmer, and Woodside.

**RESOLUTION 2024-12**  
**A RESOLUTION TO TENTATIVELY AWARD**  
**A CONSTRUCTION CONTRACT FOR WATER SYSTEM IMPROVEMENTS**

**WHEREAS**, the City of Reed City wishes to construct improvements to its existing water system; and

**WHEREAS**, the water system improvements project formally adopted on May 8, 2023 will be funded through the state of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

**WHEREAS**, the City of Reed City has sought and received construction bids for the proposed improvements and has received bids in the amounts and from contractors summarized below; and

**WHEREAS**, the City's engineer, Fleis and VandenBrink has recommended awarding the contract to the following bidders.

**NOW THEREFORE BE IT RESOLVED**, that the City of Reed City tentatively awards the contract for construction of the proposed water system improvements project to the following contractors, contingent upon successful financial arrangements with the DWSRF.

<u>Contract 1 Water Distribution</u> : Gerber Construction Co. in the amount not to exceed	\$ 3,457,177.00
<u>Contract 2 Water Supply</u> : Gerber Construction Co. in the amount not to exceed	\$ 1,395,562.00
of which, \$631,281.00 will be funded utilizing previously secured FY 2023 DWSRF Funds and the remaining \$764,281.00 will be included in the FY 2024 DWSRF funding package.	
<u>Contract 3 Lead Service Lines</u> : Gerber Construction Co. in the amount not to exceed	\$ 1,080,220.00
<u>Contract 4 Water Storage</u> : Stoic Industrial Coatings, LLC in the amount not to exceed	\$ 351,000.00
<u>Contract 5 Water Meters</u> : Ferguson Enterprises LLC in the amount not to exceed	\$ 652,645.52

Yea: Belden, Meinert, Woodside, Guiles, Nixon, Burchett, Nehmer.

Nay: none

Abstain: none

Absent: none

I certify that the above Resolution was adopted by the City of Reed City on July 8, 2024.

BY:   
Amye Hensel, City Clerk

7-8-24  
Date

  
Rich Saladin, City Manager

7-8-24  
Date

BS&A Motion by Guiles, seconded by Woodside, **CARRIED**, to table the BS&A contract until next month so we get clarification that is needed. Voting yes were Nixon, Belden, Guiles, Burchett, Nixon, and Woodside. Voting no was Meinert.

Resolution 2024-13 Motion by Guiles, seconded by Nehmer, **CARRIED**, to Resolution 2024-13 on M-Dot shared Grant as presented with City Clerk to sign as presented. Voting yes were Nehmer, Nixon, Belden, Meinert, Guiles, Burchett, and Woodside

Depot Rent Motion by Woodside, seconded by Guiles, **CARRIED**, to approve the farmers market to rent the Porteous Depot weekly for \$50 on Wednesday nights for 4 hours during weekly farmers' market. Voting yes were Belden, Nehmer, Meinert, Guiles, Burchett, Nixon, and Woodside.

Authorize Treas Motion by Nixon, seconded by Belden, **CARRIED**, to approve The City Treasurer to sign on behalf of City Manager vacation from July 10, 2024, until July 19, 2024. Affirmed by voice vote.

Sesquicentennial Motion by Meinert, seconded by Guiles, **CARRIED**, to allow Sesquicentennial Committee to send out engagement letters as presented. Affirmed by voice vote.

Sesquicentennial Motion by Guiles, seconded by Woodside, **CARRIED**, to allow Sesquicentennial Committee to apply for non-matching grants in coordination with City Manager for celebration as presented. Affirmed by voice vote.

MI Public Safe Motion by Belden, seconded by Nehmer, **CARRIED**, to update Michigan Public Safety Agreement for FD & PD as presented and allow the City Manager and Mayor to sign. Voting yes were Nehmer, Belden, Meinert, Guiles, Nixon, and Woodside. Burchett didn't vote.

GIS DWSRF 23 Motion by Guiles, seconded by Belden, **CARRIED**, to amend the GSI Maintenance form DWSRF 23' as presented and allow the City Manager to sign. Voting yes were Burchett, Nehmer, Belden, Meinert, Guiles, Burchett, Nixon, and Woodside.

Loan DWSRF 24 Motion by Guiles, seconded by Burchett, **CARRIED**, to approve DWSRF 24' loan with 20-year term as presented. Voting yes were Belden, Nixon, Nehmer, Meinert, Guiles, Burchett, and Woodside.

Consent Agenda Motion by Burchett, seconded by Nehmer, **CARRIED**, to approve consent agenda as presented. Affirmed by voice vote.

City Manager Rich Saladin submitted a written report. Also reported:

- DWSRF 2023/2024 is very favorable to the city. F & V has worked with us to enhance both DWSRF 23 & 24 to take full advantage of the grants.
- WWTP great progress continues to be made. If anyone wants a tour let Rich know we can coordinate.
- MDOT Bridge repairs. Chestnut Bridge is open and US 10 ahead of schedule.
- The Prosecuting Attorney sent out letters to RC Motel owners.
- Fire Contracts are out, and payments are starting to come in.
- Meinert and CM met with County to discuss DDA proposal. Commissioners unanimously passed resolution of support for the city to create a DDA. Will be working with Bob Toland to determine boundaries and hope to have a proposal back to council.
- Some great things are going on every day in Reed City, get out and enjoy them.

Mayor Report Brad Nixon and Dan Burchett switched so Dan Burchett has bills next month.

Attorney Report Written report. Introduced the two MSU law school summer clerks Dee Dee from Clare/Mt Pleasant and Bree from Perry. This helps the firm during the summer, including The City work. They hope to recruit these future Attorneys to our area. Thank you for all the Council does for Reed City. Rich Saladin gave a shout out to Dave Porteous on his hard work on old loan he was able to collect on.

Russ Nehmer: The Veterans Memorial Park Car Show is Saturday with a Craft Show. Thank you to Rich and DPW crew for all the help down at Rambadt Park.

Nicole Woodside: Community Member approached her on no fencing around the Pocket Park.

Council Dan Burchett: Moving the pavilion to Rambadt Park this weekend so anyone that can help it would be appreciated. Thank you to Rich and DPW for all the help.

Audience Charles Lupo: Sesquicentennial update. There is a meeting at the Heritage Museum on Thursday at 6:00p.m. would like to invite all to come. The council thanked Charles and Donna Wheeler for all the hard work they had already put in.

Jon Zelinski and John Colley: On behalf of the Bike Park. They have started a Bike Park Committee for the future of the park. The committee includes Jon Zelinski, John Colley, Steve Pohl, Bailey Devor and Clayton Finney. Thanked the DPW for moving a shed for them. Thank you to the Council for allowing them to grow and flourish. The Bike Park is growing so much they have people from Traverse City, Grand Rapids, Ludington, Fremont, Big Rapids, and Cadillac that come to the park. Word is spreading and more people are coming. They are in Phase 2 right now and are improving the park. The Council thank John and Jon for all the hard work. Class one pedal assist bikes are the only bikes allowed at the Bike Park.

Sally Momany, Osceola County Commissioner: When Rich Saladin did his presentation to the county, he was absolutely phenomenal explaining the DDA well and answering questions. There is a delay with the Anex because of paperwork for a month but it is still a go.

Jeff Stien, Fire Chief: Two of the Reed City Fire Department Abby and Mark Walkins responded to someone at Hamlin Lake while on vacation they gave CPR and Chief Stein got a call saying they saved the person's life. When people from another town call and say our people do a wonderful job, Chief Stein feels he needs to let Council know.

Adjourn Mayor Meinert adjourned the meeting at 8:03 PM.



Amye Hensel, City Clerk