

CITY OF REED CITY
REGULAR COUNCIL PROCEEDINGS
May 10, 2022

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: Nathan Bailey, Dan Burchett, Trevor Guiles, Russell Nehmer and Brad Nixon arrived at 6:34 P.M. Nicole Woodside was absent. City Attorney, David Porteous and City Manager, Rich Saladin, were also in attendance. Department Heads attending were, Police Chief Chris Lockhart, Rich Rehkopf, Jeffrey Stein, Barbara Westerburg 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 the proposed 2022/2023 City Budget.

There were no public comments and no written comments received.

The Public Hearing was closed at 6:01 P.M

Agenda Motion by Guiles, seconded by Burchett, **CARRIED**, to approve the Agenda as amended with addition under Unfinished Business: No. 4. Reed City Brewing update to OktoBEERfest and additions under New Business: No. 4. Discussion and Action on Little Libraries, No. 9. Discussion and Action on Disc Golf, No. 10. Discussion and Action on Dog Park, No. 11. Discussion on upcoming City Manager Evaluation and No. 12. Discussion and Action on Praise in the Park. Affirmed by voice vote.

Minutes Motion by Bailey, seconded by Nehmer, **CARRIED**, to accept the minutes of the April 14, 2022 special meeting as presented. Affirmed by voice vote.

Minutes Motion by Guiles, seconded by Burchett, **CARRIED**, to accept the minutes of the April 18, 2022 regular meeting as presented. Affirmed by voice vote.

Minutes Motion by Guiles, seconded by Nehmer, **CARRIED**, to accept the minutes of the April 19, 2022 special meeting as presented. Affirmed by voice vote.

Minutes Motion by Nehmer, seconded by Burchett, **CARRIED**, to accept the minutes of the April 26, 2022 special meeting as presented. Affirmed by voice vote.

Bills Motion by Bailey, seconded by Burchett, **CARRIED**, to approve paying bills as presented for payment for a grand total approved amount of \$229,632.89. Roll call vote. Voting yes were, Nehmer, Meinert, Guiles, Bailey and Burchett.

Audience Pat Osborn, resident, addressed council to express her concern with the possibility of council passing an ordinance allowing the sale of marihuana within the Reed City limits. At the end of her comments, Mrs. Osborne made copies available for council and audience of the SAMHSA (Substance Abuse/Mental Health Services Administration) facts concerning the use of marihuana.

Reports Chief Jeffrey Stein, Fire Dept., Police Chief Christopher Lockhart, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports. Barb Westerburg provided Financial Reports including a Revenue/Expenditure Report as of March 31, 2022.

Motion by Bailey, seconded by Guiles, **CARRIED**, to approve the Department Head reports as submitted. Affirmed by voice vote.

Budget Motion by Guiles, seconded by Nehmer, **CARRIED**, to adopt Resolution 2022-06, approving the 2022-2023 Budget Resolution for General, Special Revenue, Capital Projects, Debt Service, Enterprise, and Internal Service Fund for the City of Reed City Appropriations Act, set the millages and appropriate the funds as presented. Roll call vote. Voting yes were, Meinert, Guiles, Bailey, Nehmer and Burchett.

**CITY OF REED CITY 2022-2023
BUDGET RESOLUTION for GENERAL, SPECIAL REVENUE,
CAPITAL PROJECTS, DEBT SERVICE, ENTERPRISE,
AND INTERNAL SERVICE FUNDS FOR THE CITY OF REED CITY
APPROPRIATIONS ACT
Resolution 2022-06**

At a special meeting of the City Council of the City of Reed City, County of Osceola, Michigan, held in said City on May 10, 2022.

PRESENT: Nate Bailey, Dan Burchett, Trevor Guiles, Roger Meinert and Russ Nehmer.
ABSENT: Brad Nixon and Nicole Woodside.

The following resolution was offered by Councilperson **GUILES** and seconded by Councilperson **NEHMER**.

WHEREAS, in accordance with Chapter 8 of the City Charter of the City of Reed City governing budget procedure and general finance, and in compliance with the requirements of the Michigan Uniform Accounting and Budgeting Act, a balanced budget has been set up for the City of Reed City for the fiscal year of July 1, 2022 through June 30, 2023; and

WHEREAS, a Public Hearing was held on May 10, 2022 on the proposed 2022-2023 City Budget in accordance with the City Charter provisions;

WHEREAS, the Council has determined the amount of money to be raised by taxation necessary for expenditures and liabilities for 2022-2023 fiscal year and has ordered that money to be raised by taxation within statutory and constitutional limitations; and

WHEREAS, the Uniform Budgeting and Accounting Act, Act No. 2 of the Public Acts of Michigan 1968, as amended ("UBAA"), requires that the Council enact a general appropriations act designed to meet City funded expenditures; and

WHEREAS, the Reed City Manager has examined the fiscal requests for 2022-2023 of the various departments, which it must be funded or assist in financing;

NOW, THEREFORE, BE IT RESOLVED that the City of Reed City Council hereby adopts the budget and appropriates the following sums for all Funds for the municipal purposes set forth below:

(101) General Fund

Legislative/Chief Executive/Financial & Tax Administration

(101) City Council	\$37,961
(172) City Manager	\$49,725
(215) City Clerk	\$95,180
(223) Other Accounting Activities-Audit	\$ 4,200
(247) Board of Review	\$ 1,900
(253) City Treasurer	\$103,535
(257) City Assessor	\$21,100

General Government

(262) Elections	\$ 5,730
(265) Building and Grounds	\$77,780
(269) City Properties – Other	\$29,120

Public Safety

(301) Police Department	\$538,920
(332) Snow Mobile Enforcement	\$ 1,320
(336) Fire Department	\$218,995

Public Works		
	(441) Dept. of Public Works	\$278,830
	(448) Street Lighting	\$ 41,500
	(528) Refuse	\$ 38,000
	(567) Cemetery	\$ 61,540
Recreation/Culture		
	(721) Planning Commission	\$ 1,100
	(751) Parks & Recreation	\$110,350
Other Governmental Functions		
	(851) Insurance/Bonds	\$ 70,140
Contingencies		
	(990) Contingencies	\$ 0
Appropriations		
	(958) Contributions (396 & 402)	\$ 24,000
Total 2022-2023 General Fund Expenditures		\$1,810,926
(151) Cemetery Trust Fund		\$ 1,250
Special Revenue Funds		
	(202) Major Streets	\$349,727
	(203) Local Streets	\$307,405
	(208) Park Commission Fund	\$ 3,000
	(267) Law Enforcement Training	\$ 500
	(292) Small Business Revolving Loan	<u>\$ 50,120</u>
	Total Special Revenue Funds	\$ 710,752
Debt Service Funds		
	(397) Fire Bldg. Dept.	<u>\$ 36,600</u>
	Total Debt Service Funds	\$ 36,600
Capital Projects Funds		
	(402) Equipment Replacement	\$ 12,500
	(446) Fire Equipment Replacement	<u>\$ 20,030</u>
	Total Capital Projects Funds	\$ 32,530
Enterprise/Internal Service Funds		
(590) Sewer Fund		
Dept.	(536) Administration	\$119,650
	(543) Operation & Maintenance	\$1,009,630
	(549) Collection System	\$103,580
	(564) Meter Reading	\$ 15,361
	(586) Depreciation	\$450,000
	(902) Construction-system	-0-
	(905) Debt Service	\$ 95,900
	(958) Appropriations-Contributions	<u>\$ 42,000</u>
	Total Sewer Expenditures	\$1,836,121
(591) Water Fund		
Dept.	(536) Administration	\$ 115,185
	(542) Water Production	\$ 522,225
	(564) Meter Reading	\$ 13,690
	(566) Depreciation	\$ 155,000
	(902) Construction	\$ -0-
	(905) Debt Service	\$ 16,500
	(958) Appropriations-Contributions	<u>\$ 21,000</u>
	Total Water Expenditures	\$843,600

(661) Equipment Pool Fund		
Dept. (536) Administration		\$ 5,760
(982) Maintenance repairs		\$ 175,740
Total Equipment Expenditures		\$ 181,500
Grand Total 2022-23 Expenditures		\$ 5,453,279

BE IT FURTHER RESOLVED that the City Council of The City of Reed City authorizes the levy of 13.9741 (2022) mills on real and personal property within the City of Reed City for municipal operating purposes.

BE IT FURTHER RESOLVED that the City Council of the City of Reed City hereby authorize the levy of .6200 mills on real and personal property within the City of Reed City for the Fire Department Building Debt Service Fund.

BE IT FURTHER RESOLVED that the City Council of the City of Reed City does hereby direct the Assessor for the City of Reed City to spread upon the tax roll the levies necessary for municipal purposes and does hereby authorize the City Treasurer to collect such taxes.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to make budgetary transfers within the funds/departments in accordance with the fund/departmental totals established through this budget, and that all other transfers may be made only by further action of the City Council, pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act.

This Resolution shall become effective July 1, 2022. This Resolution may be amended by the City Council at any time and any appropriations made hereunder may be increased or decreased in the Council's decision.

The Resolution and attachments as incorporated by reference herein and all amendments hereto shall constitute the 2022-2023 General Appropriations Act of the City of Reed City, Osceola County, Michigan.

BUDGET ADOPTED WITH APPROPRIATIONS:

YEAS: Roger Meinert, Trevor Guiles, Nate Bailey, Russ Nehmer and Dan Burchett.
NAYS: None.

- Lease Motion by Guiles, seconded by Burchett, **CARRIED**, to approve entering into the Lease Agreement with the Reed City Scout Center Board effective June 1, 2022 as presented and authorize the Mayor to sign. Roll call vote. Voting yes were, Bailey, Burchett, Guiles and Meinert. Nehmer abstained.

6:34 P.M. Councilman Nixon arrived during discussion on marihuana.
- Marihuana Motion by Bailey, seconded by Nixon, **CARRIED**, to proceed with having the City Attorney create a marihuana ordinance. Affirmed by voice vote. Voting no was Guiles.
- OktoBEERfest Motion by Bailey, seconded by Burchett, **CARRIED**, to approve the request from Reed City Brewing to change the date of OktoBEERfest from September 24th to October 1, 2022, with all other details of event remain the same as approved by council on March 21, 2022. Affirmed by voice vote.
- Depot Lease Motion by Guiles, seconded by Burchett, **CARRIED**, to approve the extension of the Depot Lease with the Reed City Chamber of Commerce for up to three (3) years effective January 10, 2023 as presented and authorize the City Manager to sign. Roll call vote. Voting yes were, Guiles, Nixon, Bailey, Burchett, Meinert and Nehmer.
- F.D. Grant Motion by Guiles, seconded by Burchett, **CARRIED**, to authorize the Fire Chief to apply for a USDA grant for a new fire truck. Affirmed by voice vote.
- DTE Grant Motion by Guiles, seconded by Nixon, **CARRIED**, to authorize the City Manager to apply to the DTE Energy Foundation for a grant for tree planting. Affirmed by voice vote.

Little Libraries Motion by Guiles, seconded by Bailey, **CARRIED**, to allow Dan and Lyndsey Burchett to place a couple of Little Library boxes at Westerburg Park and Rambadt Park working with the City Manager and DPW Superintendent for locations. Affirmed by voice vote.

Resolution Motion by Bailey, seconded by Nixon, **CARRIED**, to adopt Resolution 2022-07, Waiver of Penalty & Interest for Untimely Filed Property Transfer Affidavits. Roll call vote. Voting yes were, Meinert, Nixon, Burchett, Guiles, Nehmer and Bailey.

**City of Reed City
Resolution No. 2022-07
Waiver of penalty and interest for untimely filed property transfer affidavits**

WHEREAS, Under PA026 of 1893, the governing body of a local tax collecting unit may waive, by resolution, the penalty levied under subsection (1) (c) or (d) (MCL 211.7b),

NOW THEREFORE, BE IT RESOLVED that pursuant to PA206 of 1893, the City of Reed City, Osceola County authorizes the Assessor or their designee to waive the collection of penalty and interest for untimely filed property transfer affidavits.

The foregoing resolution offered by City Council Member BAILEY and supported by City Council Member NIXON

Upon roll call vote the following voted:

“Aye”: Meinert, Nixon, Burchett, Guiles, Nehmer and Bailey.

“Nay”: None.

Adopted: May 10, 2022

Resolution Motion by Bailey, seconded by Burchett, **CARRIED**, to approve Resolution 2022-08, Procedures for Granting and Removing Real Property Exemption. Roll call vote. Voting yes were, Nehmer, Meinert, Guiles, Bailey, Nixon and Burchett

**CITY OF REED CITY
RESOLUTION NO. 2022-08
Procedures for Granting and Removing Real Property Exemptions**

The City of Reed City is abiding by the recommendations made by the State Tax Commission in Bulletin 26 of 2017 when granting and removing real property exemptions.

Initial Request

Taxpayers who wish to apply for a real property exemptions in the City of Reed City, must first complete and submit an application adopted by the Reed City Council. The completed application will be scanned and retained on file and will include all documents submitted by the taxpayer to support the request for exemption. The Reed City Assessor shall review the application and either approve or deny the application. Written notice shall be provided to the taxpayer.

Existing Exemptions

Existing exemptions shall be reviewed annually by either visiting the property and/or reviewing the exemption file. Adjustments to the status of the exemptions may be made by the Reed City Assessor upon review. The Reed City Assessor may request that a new application be completed as part of the review process if it is believed that the exemption status of an applicant has changed.

Removing Exemptions

If the Reed City Assessor has sufficient evidence that the taxpayer no longer qualifies for the real property exemption, they need to immediately remove the exemption and send proper notification to the taxpayer outlining their appeal rights. If the Reed City Assessor does not receive sufficient supporting documentation accompanying the application the Reed City Assessor should also send the taxpayer denial information along with their appeal rights.

The Reed City Assessor does not have the authority to grant/approve exemptions that are not complete. Applications that are submitted without proper documentation are considered to be incomplete.

Adopted: May 10, 2022

Title VI Motion by Guiles, seconded by Bailey, **CARRIED**, to designate Rich Saladin as Title IV Non-Discrimination Plan Coordinator and authorize the Mayor to sign the Policy Statement. Roll call vote. Voting yes were, Bailey, Burchett, Nixon, Guiles, Meinert and Nehmer.

- Graves Motion by Guiles, seconded by Nehmer, **CARRIED**, to purchase back two (2) graves in Woodland Cemetery from Daniel Stemen in the amount of \$100.00. Roll call vote. Voting yes were, Nixon, Burchett, Nehmer, Guiles, Meinert and Bailey.
- Disc Golf Dan Burchett met with Steve Hedstrom and they walked the disc golf area at Rambadt Park. Dan provided an updated map of the proposed Disc Golf Course. Dan feels with 10 or 12 volunteers and a wood chipper they can get the storm damage cleanup in a good hard weekend. They plan to use the chips to make trails (path) between the baskets. Council directed the City Manager to contact the city's insurance carrier to see what the coverage is and there is not an exception with a chipper on site and volunteers.
- Dog Park Motion by Guiles, seconded by Bailey, **CARRIED**, to allow the area (location) to the west of the north parking area at Westerburg Park to be used for a Dog Park. Affirmed by voice vote.
- Evaluation Mayor Meinert provided a copy of the form for the City Manager Evaluation. Roger would like the completed form emailed back to him or filled out and returned to him by June 6th. Once he has collected them, packaged them up into a pdf and will then distribute them back to council for their review. At the June council meeting, council will have the annual evaluation of the City Manager.
- Rambadt Park Motion by Burchett, seconded by Nehmer, **CARRIED**, to allow Liberty Baptist Church to have Praise in the Park at Rambadt Park on Sunday evenings at 6:00 P.M. from Memorial weekend through Labor Day weekend at no charge. Affirmed by voice vote. Guiles Abstained.
- Consent Motion by Bailey, seconded by Burchett, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
- City Manager Rich Saladin submitted a written report. In addition to the written report he reported on the following:
- The Refresh Reed City a success. It was a big impact and the volunteers take great pride in participating and making a difference.
 - Osceola County Community Foundation grant was approved. It will be bringing back some art and cultural things that have been missed. Rich is working on bringing in musical and variety type shows on Saturday nights at the Depot. He did get a commitment from Roosevelt Diggs for a concert this summer. Art in the Park is also being revived.
 - Radar signs have been placed on W. Franklin and W. Church Street. These radar signs are compliments of a Cargill grant for the Police Department.
- Mayor Mayor Meinert appointed Dan Burchett to the Election Commission.
- Roger reminded Trevor Guiles he is appointed to review bills prior to the June meeting.
- Council Nate Bailey reported his campaign for State Representative is kicking off as of yesterday. The state has approved his campaign committee.
- Trevor Guiles reminded everyone of the Men's Bullets and BBQ at the Church on May 21st and the Family Bullets and BBQ on June 18th. Everyone is invited. Trevor thanked council members for approving Praise in the Park.
- Dan Burchett thanked everyone for letting him continue on with the parks.
- Russ Nehmer commented the car show is coming along well and has lots of sponsors and items for raffle. He has raised approximately \$3,000. Russ also ask Chief Lockhart to be a judge again this year of "most likely to get pulled over". There will be a trophy presentation.

Closed Door Motion by Guiles, seconded by Burchett, **CARRIED**, to enter into closed door session on the basis of attorney-client privilege exemption. Affirmed by unanimous voice vote.

Council went into closed session at 7:58 P.M.

Council returned to open session at 8:08 P.M.

No decisions were made in closed session.

Adjourn Mayor Meinert adjourned the meeting at 8:08 P.M.

Jacalyn R. Beam, City Clerk