

**CITY OF REED CITY**  
**REGULAR COUNCIL PROCEEDINGS**  
**October 16, 2017**

Mayor McKinney called the meeting to order at 7:00 P.M. in Council Chambers, 227 East Lincoln Avenue, Reed City, Michigan.

**Present** Mayor, Karen Lea McKinney. Council Members: Dan Burchett, Trevor Guiles, Roger Meinert, Dave Scharlow and Carol Tillotson arrived at 7:01 P.M. James Anderlohr was absent. City Attorney, Cynthia Wotila and City Manager, Ron Howell, were also present. Department Heads, Chief Chuck Davis, Fire Chief Jeff Stein, Curt Brackenrich, Rich Rehkopf and Barbara Westerborg also attended. The meeting was opened with the pledge to the flag. There were citizens in the audience.

**Public Hearing** Mayor McKinney opened the Public Hearing at 7:01 P.M. to receive public comments on Zoning Ordinance No. 002-2017 which adds Health clubs and health centers as a principal use allowed in the C-1 and C-2 district and Ordinance No. 003-2017 which adds Fueling service stations as a Special Use Permit in the C-1 district. No comments were received from the public or in writing. The hearing was closed at 7:02 P.M.

**Minutes** Motion by Scharlow, seconded by Guiles, **CARRIED**, to accept the minutes of the September 18, 2017 regular meeting as presented. Affirmed by voice vote.

**Bills** Motion by Tillotson, seconded by Burchett, **CARRIED**, to approve paying bills as presented with the addition of final payment in the amount of \$750.00 to Rambadt Caretaker, Kathy Yost, for a grand total approved amount of \$292,557.14. Roll call vote. Voting yes were, Scharlow, Meinert, Guiles, Burchett, Tillotson and McKinney.

**Audience** Jason Mitchell of Vredeveld Haefner, LLC, appeared and presented the 2016-2017 Audit. Mitchell reviewed highlights of the audit, noted no adjustments needed to be made and answered questions from the Council. Auditors did not identify any material weaknesses and also commented the City received the highest audit opinion possible.

Marv Hensel Jr., owner of the former Northend Grocery, addressed council expressing his interest in pursuing a medical marihuana provisioning center, processing and growing system under the new Michigan Marihuana Facilities Licensing Act at his store located at 419 N. Chestnut. The City Attorney will review the current city ordinance and compare it with the new MMFLA.

**Audit** Motion by Guiles, seconded by Meinert, **CARRIED**, to accept the 2016/2017 Audit as presented. Affirmed by voice vote.

**Reports** Chief Stein, Fire Dept., Chief Davis, Police Dept, Rich Rehkopf, DPW, and Curt Brackenrich, WWTP, filed written reports.

Barb Westerborg handed out a Revenue/Expenditure Report as of 8-31-2017.

Fire Chief Stein advised council the USDA grant with Evart was approved and the Reed City Fire Department will be receiving 20 pagers. This was a 60/40 grant and the City portion to pay will be \$5,142.90. The budget will need to be amended to make this payment.

**Pumper/tanker** Motion by Guiles, seconded by Meinert, **CARRIED**, to approve the quote from Chemical Bank with interest rate of 2.69% for financing the purchase of the pumper/tanker, contingent upon the reception from at least Richmond Township and Chase Township, and authorize the Treasurer, Mayor and City Manager to sign the documents. Roll call vote. Voting yes were, McKinney, Burchett, Tillotson, Guiles and Meinert. Scharlow voted no.

- Resolution Motion by Meinert, seconded by Burchett, **CARRIED**, to approve the MERS Health Care Savings Program Uniform Resolution and MERS Health Care Savings Program Participation Agreement for Administration employees stated. Affirmed by voice vote.
- Phones Motion by Meinert, seconded by Guiles, **CARRIED**, to approve the bid from Casair for Cisco phones in the amount of \$6,760.00 with a monthly charge of \$517.95 for phone service and free fiber optic cable to City Hall and the Police Department. Roll call vote. Voting yes were, Burchett, Guiles, McKinney, Meinert, Scharlow and Tillotson.
- MEDC RRC Motion by Guiles, seconded by McKinney, **CARRIED**, to approve A Resolution Authorizing the City of Reed City to Participate in the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities Program. Affirmed by voice vote.

**CITY OF REED CITY**  
**A Resolution Authorizing the City of Reed City to**  
**Participate in the Michigan Economic Development Corporation (MEDC)**  
**Redevelopment Ready Communities Program**

**Resolution No. 2017-12**

**WHEREAS**, The Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities (RRC) Program to empower communities to shape their future and maximize economic potential; and

**WHEREAS**, RRC is a program that provides technical assistance to and certifies Michigan Communities who actively engage stakeholders and plan deliberate, fair, and consistent processes; and

**WHEREAS**, the City of Reed City recognizes the value of the RRC Program and seeks to improve its redevelopment readiness via a detailed review of existing development processes; and

**WHEREAS**, the RRC Program includes evaluating and strengthening development-related partnerships; and

**WHEREAS**, the City of Reed City has begun an update to its Master Plan to incorporate certain elements required for RRC certification; and

**NOW THEREFORE BE IT RESOLVED**, that the City of Reed City is willing to participate in the MEDC Redevelopment Ready Communities Program.

**RESOLVED:** It is the intention of the City of Reed City to utilize the RRC Best Practices and evaluation process to improve our processes and communication with stakeholders.

**RESOLVED:** City Administration is hereby authorized to proceed toward implementation of the recommendations necessary to receive RRC Certification from the MEDC.

- Ordinance Motion by Guiles, seconded by Meinert, **CARRIED**, to adopt Ordinance 002-2017 an Ordinance to Amend Part Twelve, Chapters 1258 and 1260 of the City Code, Governing Central Business and General Commercial Districts. Roll call vote. Voting yes were, McKinney, Burchett, Meinert, Guiles, Scharlow and Tillotson.

**CITY OF REED CITY**  
**ORDINANCE NO. 002-2017**

AN ORDINANCE TO AMEND PART TWELVE, CHAPTERS 1258  
AND 1260 OF THE CITY CODE, GOVERNING CENTRAL BUSINESS  
AND GENERAL COMMERCIAL DISTRICTS

The City of Reed City ordains that:

Section 1258.02 of the City Code is renumbered 1258.02a and is amended to read as follows:

1258.02a PRINCIPAL USES ALLOWED BY RIGHT.

- (a) Apparel and accessory stores.
- (b) Appliance stores.
- (c) Book stores.
- (d) Camera and photographic supply stores.
- (e) Drug stores.
- (f) Florists.
- (g) Tobacco stores and stands.
- (h) News dealers and stands.
- (i) Optical goods stores.
- (j) Gift, novelty and souvenir shops.
- (k) Luggage and leather goods stores.
- (l) Sewing, needlework, and piece goods stores.
- (m) Hardware stores.
- (n) Eating and drinking places.
- (o) Department stores.
- (p) Variety stores.
- (q) General merchandise stores.
- (r) Candy, nut, and confectionery stores.
- (s) Dairy products stores.
- (t) Retail bakeries.
- (u) Home furniture, furnishings, and equipment stores.
- (v) Used merchandise stores.
- (w) Sporting goods stores.
- (x) Stationery stores.
- (y) Jewelry stores.
- (z) Hobby, toy, and game shops.
- (aa) Tax preparations services.
- (ab) Depository institutions.
- (ac) Nondepository credit institutions.
- (ad) Security and commodity brokers, dealers, exchanges, and services.
- (ae) Insurance carriers.
- (af) Insurance agents, brokers, and services.
- (ag) Real estate.
- (ah) Holding and other investment offices.
- (ai) Funeral homes.
- (aj) Barber shops and beauty salons.
- (ak) Coin-operated laundries and dry cleaners.
- (al) Governmental administrative facilities.
- (am) Membership organizations and fraternal associations.
- (an) Motels or hotels.
- (ao) Legal services.
- (ap) Movie and stage theaters.
- (aq) Video rental.
- (ar) Engineering, accounting, research, and consulting services.
- (as) Tattoo parlors.
- (at) Medical offices and clinic.
- (au) Health clubs and health centers.

Section 1260.02 of the City Code is renumbered 1260.02a and is amended to read as follows:

1260.02a PRINCIPAL USES ALLOWED BY RIGHT.

- (a) Lumber and other building materials dealers.
- (b) Paint, glass, and wallpaper stores.
- (c) Hardware stores.
- (d) Lawn and garden supply stores.
- (e) Meat and fish markets.
- (f) Fruit and vegetable markets.
- (g) Funeral homes.
- (h) Liquor stores.
- (i) Motels or hotels.
- (j) Motor vehicle dealers (new and used).
- (k) Automobile and home supply stores.
- (l) Boat dealers.

- (m) Recreational vehicle dealers.
- (n) Motorcycle dealers.
- (o) Movie and stage theaters.
- (p) Radio and television broadcasting studios without communications towers.
- (q) Drive-through or drive-in businesses.
- (r) New and used mobile home sales and service.
- (s) New and used recreational vehicle sales and service.
- (t) Lumber, hardware, and building supplies.
- (u) Yard and garden supplies and services.
- (v) Fuel dealers.
- (w) Advertising businesses.
- (x) Pest control services.
- (y) Equipment rental and leasing.
- (z) Equipment and machine repair services.
- (aa) Motor vehicle repair.
- (ab) Shopping centers.
- (ac) Depository institutions.
- (ad) Eating and drinking establishments.
- (ae) Health clubs and health centers.

**Effective Date.** This Ordinance shall be effective upon publication of either the Ordinance’s full text or a summary of the Ordinance prepared by the City Attorney.

This ordinance was introduced on September 18, 2017, by Councilperson Guiles.

On the 16th day of October, 2017, upon the motion by Councilperson GUILLES, and seconded by Councilperson MEINERT, this ordinance was adopted.

Voting yeas: Karen Lea McKinney, Dan Burchett, Roger Meinert, Trevor Guiles, Dave Scharlow and Carol Tillotson.

Voting nays: None.

Ordinance Motion by Meinert, seconded by Burchett, **CARRIED**, to adopt Ordinance 003-2017 an Ordinance to Amend Part Twelve, Chapters 1258 of the City Code, Governing Central Business and General Commercial Districts. Roll call vote. Voting yes were, Scharlow, McKinney, Tillotson, Burchett, Meinert and Guiles.

**CITY OF REED CITY  
ORDINANCE NO. 003-2017**

AN ORDINANCE TO AMEND PART TWELVE, CHAPTER 1258 OF THE CITY CODE, GOVERNING CENTRAL BUSINESS AND GENERAL COMMERCIAL DISTRICTS

At an October 16, 2017 regular meeting of the City Council held at 7:00 P.M. at the City Hall, 227 East Lincoln Avenue, Reed City, Michigan 49677.

The City of Reed City ordains that:

**Section 1.** Section 1258.04 of the City Code is renumbered 1258.04a and is amended to read as follows:

**1258.04 SPECIAL LAND USE PERMITS.**

- (a) Drive-through or drive-in businesses.
- (b) Cleaners and laundries.
- (c) Upper floor dwellings.
- (d) Public utility facilities (without storage yards).
- (e) Individual and family social services.
- (f) Educational services.
- (g) Child care center.
- (h) Museums and art galleries.
- (i) Radio and television broadcasting studios without communications towers.
- (j) Public and institutional uses.
- (k) Educational services.
- (l) Essential government services.
- (m) Fueling service stations.

**Section 2.**                    **Effective Date.** This Ordinance shall be effective upon publication of either the Ordinance’s full text or a summary of the Ordinance prepared by the City Attorney.

This ordinance was introduced on September 18, 2017, by Councilperson McKinney.

On the 16th day of October, 2017, upon the motion by Councilperson MEINERT, and seconded by Councilperson BURCHETT, this ordinance was adopted.

Voting yeas:                Dave Scharlow, Karen Lea McKinney, Carol Tillotson, Dan Burchett, Roger Meinert and Trevor Guiles.

Voting nays:                None.

- Sewer Rates                Motion by Meinert, seconded by Guiles, **CARRIED**, to table discussion and action on sewer rates. Affirmed by voice vote.
- Ordinance                 Motion by Guiles, seconded by Meinert, **CARRIED**, to introduce Ordinance 27E An Ordinance to Amend Ordinance No. 27D Entitled “An Ordinance to Adopt and Approve a Development Plan and a Tax Increment Financing Plan for Reed City Downtown Development Area No. 1 Pursuant to the Provisions of Act 197, Public Acts of Michigan of 1975 and Provide for all matters related thereto” and proceed with the Ordinance adoption process. Affirmed by voice vote.
- Bids                         Motion by Meinert, seconded by Burchett, **CARRIED**, to authorize the W.W.T.P. to seek bids for the sale of the 2003 GMC pickup truck. Affirmed by voice vote.
- MML Dues                 Motion by Scharlow, seconded by Meinert, **CARRIED**, to authorize paying the MML Dues in the amount of \$1,722.00. Roll call vote. Voting yes were, Meinert, Scharlow, Burchett, McKinney, Guiles and Tillotson.
- Chamber/Depot            Discussion on the future of the Depot and Chamber of Commerce. It was suggested to have a town hall meeting with the businesses to discuss the future of the Chamber and to get input from the members. The City Manager will check with the Chamber Director to get a meeting scheduled.
- Dog Park                  Members discussed the pros and cons, locations and benefits of a dog park. The City Manager will contact the City of Big Rapids and get information on how they developed their dog park and the costs.
- Rentals                    The City Manager will get some samples of Home Rental Regulations from other cities for members to review.
- Recreation Plan         The current Recreation Plan expires on December 31, 2017. It was the consensus of the council members, for the City Manager to get quotes from engineering firms to work on the 5-Year Recreation Plan update.
- GRCARA                    Council reviewed notification from GRCARA they had voted to dissolve the authority. Council directed the City Manager, Ron Howell, to talk with the townships involved and see how they feel about the dissolution.
- MDOT                      The City Manager to will contact MDOT and clarify if the form received from them for “Excess Property Request” is for the City to provide an angle parking area on the west side of the street between US10 and the bridge on Chestnut Street or if it is for the entire area between US10 and the bridge on Chestnut Street.
- CAP                         Motion by Guiles, seconded by Tillotson, **CARRIED**, to approve the Corrective Action Plan as presented addressing the deficiencies of the 2017 Audit. Affirmed by voice vote.

- Consent Motion by Guiles, seconded by Tillotson, **CARRIED**, to accept the Consent Agenda as presented. Affirmed by voice vote.
- Committee Ron Howell commented the Fire Committee is moving in the right direction and meetings have been very positive.
- City Manager Ron Howell reported on the following:
- Ron forgot to get with Mr. Horchner regarding the lease of the lot on W. Slosson, but will make sure he contacts him prior to the next council meeting and report back.
  - Presented for review was Ron's Unfinished Items list.
- Richmond Twp. Motion by Meinert, seconded by Guiles, **CARRIED**, to approve City Manager Memo of Understanding dated October 2, 2017 and Letter of Assurance with Richmond Township and Reed City Fields Assisted Living dated October 2, 2017. Affirmed by voice. Vote.
- Bills Mayor McKinney appointed herself to review bills prior to the next meeting.
- City Attorney Attorney Wotila updated council on the steps to amend the DDA Plan and will be working with City Hall to get the publication notice and Notices out for the Public Hearing. Cindy will research the current city marihuana ordinance and the new Michigan Marihuana Facilities Licensing Act and report back to council. She is also working on the R-3 updated set of standards. Cindy advised council member that the Big Box oral arguments were last Thursday and indicated it is hard to get a read on where that will end up.
- Council Councilman Scharlow commented the City Manager was on Facebook from being in the classroom of Mrs. Saladin at the Middle School. Trevor Guiles commented he would have liked to have seen better coordination of the recent street paving. Carol Tillotson thanked Barb, Jackie, Amye and Ron for a great audit.
- Audience Tom Burnosky, Director of the District Library, appeared and updated council on scheduled events happening at the Library. On October 26 from 6:00 – 7:00 PM there will be "New @ Your Library" and on October 31 from 5:00 – 7:00 PM there will be trick or treat. He would be happy to help anyone look up information on the web and if anyone needs to contact him by email his address is: [tburnosky@reedcitylibrary.org](mailto:tburnosky@reedcitylibrary.org).
- Adjourn Mayor McKinney adjourned the meeting at 9:06 P.M.

Jacalyn R. Beam  
City Clerk