

**READING CITY COUNCIL
REGULAR MEETING
Tuesday, November 15, 2016
READING CITY HALL**

MEETING CALLED TO ORDER BY MAYOR DONIHUE AT 6:30 P.M.

ROLL CALL: Everett, Cook, Donihue and Briggs were present. Kimberly Blythe, City Manager/Clerk/Treasurer also present.

Absent: Wheeler

GUESTS: Betty Blount, Bob Jepson, Dustin Wheeler and Officer Cooley

PLEDGE TO ALLEGIANCE

Approval of Minutes

-Everett moved, Briggs seconded to approve the minutes from the Regular Meeting and Election Commission Meeting of October 11, 2016. Motion Carried (4-0)

Treasurer's Report and Financial Statements

-Briggs moved, Cook seconded to approve the Treasurer's Report and Financial Statements for October 2016. Motion Carried (4-0)

Wheeler arrived at 6:35pm

Payment of Operating Bills

-Everett moved, Briggs seconded to pay the operating bills in the amount of \$49,576.98 drawn from the proper accounts. Motion Carried (5-0)

Consent Agenda

-Wheeler moved, Briggs seconded to accept the Consent Agenda as presented. Motion Carried (5-0)

FIRST CALL TO PUBLIC

Betty Blount let Council and Guests know that the Chamber is planning and finalizing plans for the Old Fashioned Christmas Activities on December 9th & 10th. The Chamber craft show will be held on Saturday, November 19th from 9am-3pm in the Reynolds Elementary Gym. She also stated that the Chamber will be replacing the pumpkin stands before next Halloween.

Albert Wheeler shared that the Reading American Legion 2017 Tip-Up Festival will take place February 1st-5th.

OLD BUSINESS:

Flow Meters at Wells #6&7 and Water Treatment Plant:

Donihue moved, Briggs seconded to approve option #3, from memorandum dated November 15, 2016, that will include the professional services agreement good through June 30, 2017 for labor charges up to \$12,500 plus the cost of three flow meters in the amount of \$16,062.50 for a total project amount of \$28,562.50 from Control Dynamics, Inc., of Hudsonville, MI and to as part of the Professional Services Agreement have CDI complete the Filter Panel Integration that was included on the Control System Pricing in the amount of \$3,890 less contract discount.

Roll Call Vote: Yeas- Everett, Wheeler, Cook, Donihue and Briggs Nays- None Absent- None Motion Carried 5-0

Since the last meeting the third flow meter on the north well quit, so we are in need of replacing all three meters. Two quotes were provided to Council with three possible options the third option would also include a professional services agreement with CDI for labor only to begin identifying and rectifying issues with the communications and controls at the Water Treatment Plant. The Filter Panel Integration will be one of the steps in this process and will include communications, differential pressure monitoring and control, backwash sequence control from the Main Operator station (Wonderware) and modification of current power up default for standby functions.

DPW Equipment Purchase: Council had authorized the purchase of Gantries, 2 Jet Trollies and chain hoist for the Equipment garage and hopes that it would aid in the installation and removal of the new salt spreader. After discussing it and realizing that the Gantry System was not going to work exactly as we all thought; it was decided to hold off on this purchase until a later date and maybe possibly look at something different.

Update on 190 Michigan Street: Council was updated on the meeting with the USDA in regards to possible grant/loan funds for the renovations of the building at 190 Michigan Street. Currently interest rates on USDA loans are around 2.75% and that the loan could include building and parking lot renovations as well as any needed equipment for the building. Also, we met with David Kubiske, President and CEO of David Arthur Consultants. Dave talked about projects that his company has been involved with as well as their working relationship with the USDA and what we could expect from them.

NEW BUSINESS:

-Briggs moved, Everett seconded that the council moves to waive the interest and penalty of the 2016 Winter Tax Bills between February 15, 2017 and February 28, 2017. Motion Carried (5-0)

-Donihue moved, Wheeler seconded that Council approves the agreement, Option #2, with the Hillsdale County Equalization & Land Information Department for a three year period beginning January 1, 2017 and ending December 31, 2018. Motion Carried (5-0)

Option #2 will include Parcel Mapping, Splits and new descriptions in the GIS and Assessing Software, name and address changes, availability of mapping analyst to City Officials, Tax Payers as well as the General Public. It will also include millage request forms, personal property statements, assessment rolls, various reports required by the State tax Commission as well as the printing of the Summer & Winter Tax Bills and Tax Rolls and the total cost to the City for this will be \$1.90/Parcel. Because the City only has one tax bill printed per tax season, we can deduct 10 cents per parcel; therefore bring the cost to \$1.80/parcel.

-Everett moved, Briggs seconded to approve the contribution of \$10,000 of budget money to the Fire Department Operating Fund.

Roll Call Vote: Yeas- Everett, Wheeler, Cook, Donihue and Briggs Nays- None Absent- None
Motion Carried 5-0

-Wheeler moved, Donihue seconded to approve the live Nativity Scene during the "Old Fashioned Christmas" Festivities on December 9th & 10th. Motion Carried (5-0)

The Council approves the “Live Nativity Scene” by formal motion for the two day period only due to the fact that the City has an Ordinance regulating Farm Animals in town.

-Donihue moved, Cook seconded to approve a Monetary Christmas Gift to the 8 city employees of \$216.57 each.

Roll Call Vote: Yeas- Everett, Wheeler, Cook, Donihue and Briggs Nays- None Absent- None
Motion Carried 5-0

-Donihue moved, Wheeler seconded to contract with a consultant to provide a preliminary architectural feasibility report with preliminary floor plan as well as the necessary documents and requirements for the submission of pre-approval to the USDA Rural Development for grant funding/loan funding for the renovation of the building and parking lot at 190 Michigan in the amount of \$15,000, plus \$1500 for a certificate of survey with David Arthur Consultants, Inc. of Dundee MI, upon review of references as well as looking for additional pricing from other consulting firms to compare fees and also final approval of City Attorney of the contract.

Roll Call Vote: Yeas- Everett, Wheeler, Cook, Donihue and Briggs Nays- None Absent- None
Motion Carried 5-0

The Council would like the staff to obtain additional quotes from another consulting firm for comparison of pricing as well as making sure to check references of the consulting firm and possibly visiting a similar project completed by the consulting firm.

-Donihue moved, Briggs seconded to excuse the City Manager/Clerk/Treasurer from the December Council Meeting. Motion Carried 5-0

Next Council meeting will be Tuesday, December 13, 2016 at 6:30 pm in Council Chambers.

SECOND CALL TO PUBLIC: Betty Blount shared with Council and Guests to be aware of scam phone calls.

ADJOURNMENT:

-Cook moved, Donihue seconded to adjourn the Meeting. Motion Carried (5-0)
Meeting was adjourned at 7:57 pm

Respectfully Submitted,

Kimberly Blythe, City Manager/Clerk Treasurer