

**CITY OF READING  
TAX INCREMENT FINANCING AUTHORITY  
REGULAR MEETING MINUTES  
March 4, 2019  
READING CITY HALL**

The Regular TIFA meeting was called to order at 7:15 p.m.  
Roll Call found Matthews, Gollnick, Everett and Penney present. Hartshorn arrived at 7:15pm  
Kimberly Blythe, City Manager also present  
Guests: Brian Ditton and Alex Ditton

Election of Officers due to resignation(s)

-Gollnick moved, Everett seconded to appoint Chad Penney as President, Melani Matthews as Treasurer and Dan Gollnick, Secretary. Motion Carried (4-0)

**Approval of Minutes**

-Everett moved, Penney seconded to approve the minutes from the regular meeting of February 5, 2019. Motion Carried (4-0)

**Payment of Operating Bills- \$40,752.07**

**Treasurer's Report/Financial Statements**

**Total Cash \$257,696.24**

**Treasurer's Report & Financial Statements February 2019**

-Matthews moved, Gollnick seconded to approve the Treasurer's Report and Financial Statements for February 2019. Motion Carried (4-0)

Hartshorn arrived at 7:15pm

**Payment of Bills**

-Gollnick moved, Hartshorn seconded to approve payment of the bills in the amount of \$40,752.07.

Roll Call Vote: Yeas- Matthews, Gollnick, Everett, Hartshorn and Penney Nays-None

Motion Carried (5-0)

-Gollnick moved, Matthews seconded to appoint Charles Hartshorn, Vice President. Motion Carried (5-0)

**Public Comments/Communications Items: None**

**Old Business/Ongoing Business**

**150 S. Main Demo-** Demo was completed in February with the exception of the hand rail replacement that was damaged in the demo process. February 22, 2019 Rutz Excavating was paid \$37,552 as a 2<sup>nd</sup> draw, withholding \$5,000 for any remaining earthwork and clean-up as well as sidewalk replacement. It was decided that because there was no longer a building or the need for the rail as new construction would build to ground level, making a ramp and rail unnecessary, Rutz will remove the sidewalk ramp/steps and level to grade and put in sidewalk.

**Signage-Downtown Commercial Lots**

2-4x4 Signs were completed and as soon as possible signs will be placed on the lot on the corner of W. Cherry/S. Main as well as on the lots on corner of E. Silver/S. Main.

### **Update-Purchase agreement w/Frankfort Green LLC**

Robert Terry, Frankfort Green, LLC, is continuing to move towards the property purchase as well as the construction process. It was discovered, after the survey stakes were placed and Mr. Terry and General Contractor visited the site, that Pinnacle Propane (aka Heritage Propane's) furnace and concrete is encroaching onto the parcel that Mr. Terry would like to purchase, so we are currently working with both Rob and Pinnacle to resolve this issue. Possible resolution could be that Pinnacle needs to remove their furnace/concrete, or that we do a lot line adjustment adding the land to Pinnacles lot and removing from Rob's.

### **TIFA Board Member Resignation(s) and appointments**

Update on membership- Dave Cleveland handed in his resignation at the conclusion of the February TIFA Meeting and City Council did accept the resignation at the February 12, 2019 meeting.

### **120 Enterprise Drive- Pinnacle Propane Survey**

Still waiting on a response from Pinnacle Propane in regards to purchasing the .32 acres of land as previously discussed at the February TIFA Meeting and also the resolution of the land encroachment.

### **Michigan Street Improvements-Near Railroad Crossing**

Still waiting on a proposal from MTEngineering for the Engineering Proposal for the work on Michigan Street near the Railroad Tracks.

### **Update-Survey/Purchase Agreement –Ditton**

Alex Ditton shared a preliminary purchase agreement with the TIFA Board. There was also continued discussion in regards to which 2 acre parcel would be best to sell/purchase in the Industrial Park. The proposed Purchase agreement will be forwarded to the City Attorney for review.

-Gollnick moved, Everett seconded to approve to sell the 2 acre parcel on the Southwest side of Enterprise Drive where Enterprise drive turns and goes towards the South.  
Motion Carried (5-0)

### **New Business**

Due to Spring Break and absences it was decided to Cancel the April 1, 2019 TIFA Meeting.

Next meeting will be Monday, May 6, 2019 at 7:00 pm in City Hall Council Chambers

Hartshorn moved, Matthews seconded to adjourn the meeting.

-Meeting was adjourned at 8:00 pm

Respectfully submitted,

Kimberly Blythe, City Manager/Clerk/Treasurer  
City of Reading