

**READING CITY COUNCIL
REGULAR MEETING
TUESDAY JUNE 9, 2020
CITY HALL COUNCIL CHAMBERS & REMOTE ELECTRONIC ATTENDANCE
ZOOM MEETING #81089384075**

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

ROLL CALL: George, Matz, Matthews, Penney, Briggs

Cheryl King, Deputy Clerk/Treasurer and Kimberly Blythe, City Manager/Clerk/Treasurer

GUESTS: Bob Jepson, Brian Toma, Zina Anton, Chris Clabaugh, Mark Wiley, Karen Scugoza, Brian Ditton, Seth Tompkins from Alvarez Cultivation

PLEDGE TO ALLEGIANCE

CONSENT AGENDA

-Penney moved, Briggs seconded to approve the minutes from the Regular Meeting of May 12, 2020, Financial reports May 2020, Payment of operating bills in the amount of \$96,834.53 and also to receive and file TIFA Report and Planning Commission report for May.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

PUBLIC HEARING

Mayor Matthews opened Public Hearing at 6:35p.m. to discuss the 2020/2021 Budget.

The Budget will propose the estimated expenditures and revenues. Also, salary information and how it will affect each fund. TIFA's budget was also presented. The budget process also included the water, sewer and refuse rate schedules. There is a proposed 3% increase to the sewer monthly maintenance and 5% increase to the monthly refuse rates for both residential and the few business customers included in the City's Contract. There is no increase to the Water Fees at this time. Discussion was held on the 2020 tax millage rate and Truth in Taxation and the rate will stay the same 12.5302 mills. Cemetery Rate Schedule & Foundation Rate- Increase to foundation minimum charge from \$200 to \$250. Rate Schedule for Misc Charges, such as Copies, fax, zoning permits- there is a proposed Increase for Special/Conditional Use, Rezone and Variance Fees to \$400 application fee for all (Due to Increase Publishing Charges). There is a proposed fee adjustment to the Cemetery Rate Schedule for the minimum charge for foundation installation recommended to increase from \$200 to \$250. There was also discussion on TIFA's budget and discussion that the TIFA Capture percentage. TIFA's percentage will most likely increase over last year's figures due to the addition of a new manufacturing facility on the Industrial Park. It was also mentioned that revenues in the proposed budget are very preliminary as we are not exactly sure what the impact on the economy will be due to the COVID-19 Pandemic and the lockdown of many manufacturing and retail establishments and a large decrease in travel over the past few months due to the lockdown.

-Briggs motioned, Penney seconded to close public hearing at 6:41p.m. Motion Carried (5-0)

FIRST CALL TO PUBLIC:

-Mark Wiley, Hillsdale County Board of Commissioners present. Mr. Wiley stated that the county offices would be opening on June 15, 2020 with screeners at the doors. People will have temps taken and asked a list of questions before entry. Employees temps will be taken and they will be required to sign a

paper before entering. Entrance will be through the back door only and hours will be 8-12 and 1-5. Clerk and Courts have permanent shielding in place. Informed Council there are 33,000 parcels in county with 70% valued at less than \$50,000 with a \$.22 value per \$1,000. With an ambulance mileage of .1491 and .8450 this would increase a 50,000 property by \$11.00. Board of Commissioners will have a live meeting June 23, 2020.

OLD BUSINESS/Ongoing Business:

MMFLA License Application BRT Capital 3, LLC- 112 S. Main:

Councilor Penney shared with the Council that the Planning Commission approved signage for BRT Capital 3, LLC as well as approved for them to put up a temporary banner to be placed on the building for no longer than a 30 day period.

-Penney moved, Briggs seconded to accept the closing documentation and Title Insurance as presented for BRT Capital 3, LLC for licensing purposes.

ROLL CALL VOTE: Yeas- Matz, Matthews, Penney, Briggs; Nays- George; Motion Carried (4-1)

NEW BUSINESS:

Councilor Penney shared with City Council that the Planning Commission approved a Special Use under both the MMFLA and MRTMA for a Medical Marihuana Provisioning License and Adult Use Retail Establishment License as well as recommended that City Council grant Alvarez Cultivation, LLC conditional authorization for both the MMFLA Provisioning License and MRTMA Adult Use Retail License.

-Penney moved, George seconded to grant conditional authorization to Alvarez Cultivation for a MMFLA Provisioning Center License.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Matz moved, Penney seconded to grant conditional authorization to Alvarez Cultivation for a MRTMA Retailer License.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

A conditional authorization will allow Alvarez Cultivation, LLC to apply for full licensing with the State of Michigan for a Medical Marihuana Provisioning Center License and Adult Use Retail License, but they would not be fully licensed with the City of Reading to operate a Medical Marihuana Provisioning Center or an Adult Use Retailer until they have satisfied all of the City's requirements for Licensing.

-Matz moved, Briggs seconded to approve Assessor/Zoning Administrator/Website Services Agreement with Ben Wheeler Company for \$1,225.00 per month.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

Maintenance of the Assessment Roll as mandated by the State Tax Commission, Assess all real and personal property in accordance with State Tax Commission guidelines (land value studies, economic condition factors, etc.), Maintain property descriptions (in cooperation with County Mapping) Processing of name and address changes (in cooperation with County Mapping), Processing of all deeds (in cooperation with County Mapping), Processing of land divisions, combinations, and lot line adjustments, Review County Equalization studies as well as other business conducted by County that affects the CityFile all required reports of the Assessing Officer to the appropriate entities. Appraise all new construction (typically but not limited to building permits issued by County Inspection department), Represent the City at Small Claims Hearings of the Michigan Tax Tribunal, Printing of Annual

Assessment notices (City shall pay for postage), Maintain a current record of all properties on Assessing Software, Certify the Assessment and Tax Rolls, Assistance to city council, planning commissions, zoning board of appeals, other city officials as requested with information maintained by the Assessing Department and Zoning Administrator. Perform all duties of the Zoning Administrator as prescribed by City Zoning Ordinance Maintenance of City website content, including but not limited to updating of contact information, timely publishing of public notices and meeting minutes. (Website redesign may incur additional costs, to be approved in a separate agreement), Administrative support, enforcement and continued development of the City of Reading's Michigan Medical Marihuana Facilities Licensing Act and Michigan Regulation and Taxation of Marihuana Act Ordinances.

-Penney moved, Briggs seconded to purchase a Lanier IM C3000 SP Digital Color MFP from Current Office Solutions in the amount of \$5,702 which will include the wireless extender.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

The City received a quote from American Office Solutions in the amount of \$6,143, as well as Current Office Solutions in the amount of \$5,702 for a Copier, Printer, Scanner, Fax to replace the main unit at City Hall that was purchased used back in 2010.

-Matthews moved, Matz seconded to approve the Fiscal Year 2020/2021 Budget, that includes the Activity Budget and Salary Schedule as well as approval of the TIFA Budget.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Penney moved, Briggs seconded to set the 2020 Tax Millage Rate at 12.5302 mills.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Matthews moved, Matz seconded to adopt the Resolution for the Water, Sewer and Refuse rate schedule for the 2020/2021 fiscal year to become effective July 1, 2020.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Penney moved, George seconded to amend the Cemetery Rate Schedule to increase the minimum charge for foundations from \$200 to \$250 effective July 1, 2020.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Matthews moved, Matz seconded to amend the Miscellaneous Rate Schedule for Special/Conditional Use, Rezone and Variance Fees to a \$400 application fee for all effective July 1, 2020.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Penney moved, Matz seconded to extend the current TIFA Plan through June 30, 2022.

ROLL CALL VOTE: Yeas- George, Matz, Matthews, Penney, Briggs; Nays- None; Motion Carried (5-0)

-Matz moved, Briggs seconded to post a special meeting on June 29, 2020 at 6:30p.m. at Reading City Hall, to approve the Budget Adjustments and Fund Transfers for the current fiscal year as well as any needed updates to the 2020/2021 Budget prior to the beginning of FY 020/2021. Motion Carried (5-0)

-It was the consensus of the City Council to open up Waterworks and Rotary Park and to place signage in regards to high touch areas.

-Penney motioned, Matz seconded to support the Chamber's efforts to move forward with the 2020 Festival Day's Activities and to approve the use of Magic Square, Michigan Street Pavilion and other city owned properties for the 2020 Reading Festival Days.

ROLL CALL VOTE: Yeas- Matz, Matthews, Penney, Briggs; Nays- George; Motion Carried (4-1)

-Matthews moved, George seconded to appoint Councilor Rebecca Matz to the Planning Commission. Motion carried (4-0) Matz Abstained

-Penney moved, Matz seconded to ratify Mayor Matthews Proclamation declaring June 19, 2020 as JUNETEENTH DAY in the City of Reading. Motion Carried (5-0)

-Penney moved, Matz seconded to have City Manager Blythe contact city attorney in regards to ordinances concerning parking in the B2 (Downtown Business District). Motion Carried (5-0)

Next meeting will be Tuesday, July 14, 2020 at 6:30 pm.

SECOND CALL TO PUBLIC:

Karen Scugoza shared Covid 19 Concerns.

Brian Toma from Joyology was seeking confirmation that he is okay to open with a temporary banner. He was told that once he has his signage up Ben Wheeler, Zoning Administrator has to sign off and Blythe will print his license for the City of Reading.

-Briggs moved, Penney seconded to adjourn the meeting. Motion Carried (5-0)
Meeting was adjourned at 8:11 pm.

Respectfully Submitted,
Cheryl King, Deputy Clerk /Treasurer