

**READING CITY COUNCIL
REGULAR MEETING
TUESDAY February 14, 2023
City Hall Council Chambers**

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

ROLL CALL: Matthews, Penney, VanCamp, Matz and George present. Kimberly Blythe, City Manager/Clerk/Treasurer and Sgt. Cooley and Fire Chief, Brad Wright

Absent: None

Guests: Tom Lavigne, Native Leaf Attorney; Michael VanOpynen, Nicholas Corbin, Keith O'Neill, Executive Director REU; and Lola Matz.

Zoom Guests: Lauren Chatterton, Gabridge & Company; Pam Rosenberry, Anne Schultz, and Joe Glusak

PLEDGE TO ALLEGIANCE

CONSENT AGENDA

-Penney moved, Matz seconded to approve the Consent Agenda, which includes the minutes from the Regular Meeting of January 11, 2023 & Special Meeting January 23, 2023. Payment of operating bills for January 2023 for \$64,894.15, Treasurer's Report and Financial Statements December 2022 and the 2022 Annual Report from the Planning Commission.

ROLL CALL VOTE: Yeas- George, Matz, VanCamp, Penney & Matthews Nays- None. Absent: None
Motion Carried (5-0)

GUESTS:

Lauren Chatterton – Gabridge & Company – Presented the 2021/2022 Audit

Ms. Chatterton went over the Financial Highlights included that the General Fund-Fund Balance increased by \$151,159, and that the Governmental Funds increased fund balance increased by \$199,894 for a total Fund Balance of \$981,679 which would cover approximately 20 months of operating expenses. The Governmental Funds include the Major & Local Streets, General Fund, and the Capital Improvement Fund. It was also mentioned that the City's MERS defined benefit pension plan is 83.2% funded and that is well over the States minimum required 60%. Also, it was noted that the City received an Unqualified Opinion on the Audit, which is the highest opinion, as well as there were not any non-compliance issues.

Keith O'Neil-Executive Director Reading Emergency Unit-Presented a report to Council of the stats of the Reading Emergency Unit within the City for 2022. He also shared that REU would be making some upgrades to Station One this year, and they also have ordered a new Crestline ambulance from Kodiak Emergency Services. The full report is attached to the minutes.

FIRST CALL TO PUBLIC:

No Comments

OLD BUSINESS:

Board of Review Appointment: The City did not receive any applications for the vacancy on the Board of Review so we will reach out to the appointed alternate to make sure they will be available for the March Board of Review Dates.

There was discussion regarding the Public Act that will allow the governing bodies of two or more contiguous cities or townships to enter into an agreement to appoint a

single board of review to serve as the combined board of review for each of those cities or townships. The consensus from the City Council was to pursue this possibility, as it continues to be more difficult to find individuals willing to sit on the Boards of Review.

NEW BUSINESS:

Application for 2 Class C Grow Licenses at 116 Enterprise Drive

-Penney moved, VanCamp seconded to grant conditional authorization to Joe Glusiak of Native Leaf for two Class C Adult Use Grow Licenses for 116 Enterprise Drive, and that all conditions of the Special Use issued for that property be maintained also pending sale/purchase of property and proof of Insurance for Joe Glusiak, and Native Leaf for business and property at 116 Enterprise Drive.

ROLL CALL VOTE: Yeas- George, Matz, VanCamp, Penney & Matthews Nays- None. Absent: None Motion Carried (5-0)

Conditional Authorization will allow Mr. Glusiak to complete the requirements for State Licensing and once Licensing is approved by State, and final inspections by City Staff, then City will issue the Licenses.

Notice of Intent Resolution-Capital Improvement Bonds

-Matz moved, Penney seconded to approve the Notice of Intent Resolution 2023-03 authorizing the City Clerk to publish a notice of intent to issue bonds in an aggregate principal amount of not to exceed Nine Hundred Fifty Thousand Dollars (\$950,000) for the purpose of paying all or part of the costs of capital improvement items in the City including, but not limited to, paving, repaving, repairing, widening and improving streets within the City, including necessary rights of way, curbs and gutters and proper drainage facilities therefor, and improving sidewalks, water mains, service lines and stormwater sewer in the City, together with all related appurtenances and attachments thereto.

ROLL CALL VOTE: Yeas- George, Matz, VanCamp, Penney & Matthews Nays- None. Absent: None Motion Carried (5-0)

The notice will be published in the *Hillsdale Daily News* as a display advertisement not less than one-quarter (1/4) page in size in the form attached to this resolution as Exhibit A. The resolution also states that the City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds and the manner of publication directed is the method best calculated to give notice.

Bond Council-Engagement Letter Approval

-Penney, moved, Matz seconded to approve the Letter of Engagement with Miller Canfield to assist the city with the Bonding for the upcoming Michigan/Strong/Lynn & East Street repair & Renovation Project.

ROLL CALL VOTE: Yeas- George, Matz, VanCamp, Penney & Matthews Nays- None. Absent: None Motion Carried (5-0)

Miller Canfield will assist the city with the necessary bonding for the Michigan/Strong/Lynn & East Street Repair & Renovation Project, and the bond counsel fees will be \$13,500.

Federal Poverty Guidelines for 2023 Assessments:

-Matz moved, George seconded to adopt the Federal Poverty Guidelines for 2023 Assessments as presented.

ROLL CALL VOTE: Yeas- George, Matz, VanCamp, Penney & Matthews Nays- None.
Absent: None Motion Carried (5-0)

March Board of Review:

March Board of Review will meet Monday, March 13, 2023, from 1pm-4pm and 6pm-9pm and Tuesday, March 14, 2023, from 9am-12pm and 1pm-4pm. The Board of Review will also meet with the Assessor on March 7, 2023, to receive the Tax Roll and to go over any questions or changes for the upcoming Tax Year.

Resignation from Planning Commission/TIFA Board

-Penney moved, Matz seconded to accept the resignation from Betty Blount from the Planning Commission/TIFA Board with regrets, and to thank Betty for her many years of service to the city. Motion Carried (5-0)

SECOND CALL TO PUBLIC: No comments

-Next meeting will be Tuesday, March 14, 2023, at 6:30 p.m.

-Penney moved, VanCamp seconded to adjourn the meeting. Motion Carried (5-0)

Meeting adjourned at 7:17 pm.

Respectfully Submitted,

Kimberly Blythe, City Manager/Clerk/Treasurer