

**READING CITY COUNCIL
REGULAR MEETING
TUESDAY August 15, 2023
City Hall Council Chambers**

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

ROLL CALL: Matthews, George, Matz, VanCamp & Penney. Kimberly Blythe, Manager/Clerk/Treasurer, and Sergeant Cooley
Guest: Lola Matz

PLEDGE TO ALLEGIANCE

CONSENT AGENDA

-Penney moved, Matz seconded to approve the Consent Agenda, which includes the minutes from the Regular Meeting on July 11, 2023 & Special Meeting July 24, 2023, and the Election Commission Minutes of July 11, 2023. Payment of operating bills for July 2023 for \$121,647.52, Planning Commission Packet July 2023, TIFA Board Packet July 2023 and Library Board Minutes for June 2023.

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

FIRST CALL TO PUBLIC

None

OLD BUSINESS/ONGOING BUSINESS

Water Infrastructure Improvement/Street Improvement Bids

The City Manager updated Council on the Michigan/Strong/East/Lynn Street project and stated that there have been additional meetings with MEDC and USDA held, as well as emailed conversations with Baker Tilly who are assisting with financing. City can apply for RD (USDA) Funds, but will be required to re-bid and may have to look at both Tax Limited Bonding with a Private Financial Institution as well as Revenue Bonds with USDA, as the USDA funding cannot be used for the streets and sidewalk, other than where necessary due to replacement of watermain and leads from main to curb-stop, and definitely not on private property for replacement of private lines.

The City Manager shared that there are also other funding opportunities that may be possible and those will be looked at as well.

There may be another resolution we need to adopt to approve an additional referendum for the additional funds, so we may start the 45-day referendum period, which we are allowed to do before loan approval with USDA. Please be open to the possibility of additional Special Meetings as we continue the planning and implementation of this project.

NEW BUSINESS

Introduction of Ordinance-Inspection/Occupancy Permit Ordinance for IPMC

Matz moved, Penney seconded to approve publishing a hearing, for the September 12, 2023, regular Council Meeting, for a proposed Ordinance requiring a Use & Occupancy Permit for any property that is not occupied by the owner as their principal residence. Motion Carried (5-0)

The Proposed Ordinance would make it unlawful for any person to enter into the use or occupancy of any structure or portion thereof or to permit or suffer the use and occupancy of any structure or portion thereof located in the City of Reading without having first obtained a valid use and occupancy permit from the City's code official as designated by the City Council for purposes of the enforcement of the International Property Maintenance Code, as adopted by the City of Reading, or his or her designee. The

Ordinance would require a permit application as well and will state that fees may be set by resolution of the City Council from time to time. The council will also review for adoption the inspection checklist as well as permit application fee and resolution for fee structure.

Budget Adjustments & Fund Transfers

Recommendation: To approve budget adjustments as presented in the budget amendment packet. ROLL CALL VOTE

-Matz moved, George seconded to approve the budget adjustments and fund transfers as presented in the budget amendment packet.

ROLL CALL VOTE: Yeas- Matz, George, VanCamp, Penney, Matthews, Nays- None.

Motion Carried (5-0)

The budget adjustments in the amount of \$23,130 in additional expenses to the General Fund, Sewer Funds, Water Fund, and Refuse Fund. These additional expenditures are to update the salary schedule to include amounts for the benefits portion for the proposed Chief Deputy Clerk/Treasurer position that we will be posting soon. When this position was added to the 2023/2024 Salary Schedule there was nothing budgeted for the retirement, health Insurance as well as the life & disability benefits, and this needed to be taken care of prior to accepting applications/resumes and hiring of this position.

-Next meeting will be Tuesday, September 12, 2023, at 6:30 pm and will include a Public Hearing for the proposed Ordinance requiring Inspections & Use & Occupancy Permits for Non-Principal Residence Properties.

SECOND CALL TO PUBLIC:

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

The meeting adjourned at 7:00pm.

Respectfully Submitted,

Kimberly Blythe, City Manager/Clerk/Treasurer