

**READING CITY COUNCIL
REGULAR MEETING
TUESDAY September 12, 2023
City Hall Council Chambers**

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

ROLL CALL: Matthews, George, Matz, and VanCamp Kimberly Blythe, Manager/Clerk/Treasurer, and Sergeant Cooley and Brad Wright, Fire Chief

Absent: Penney

Guest: Todd Crank, Ken & Gail Anderson, Rich Adams, Frank Oddou, Dan & Christine Gollnick, Shayla & Conrad Gebhardt

-VanCamp moved, Matz seconded to excuse Penney from the meeting. Motion Carried (4-0)

PLEDGE TO ALLEGIANCE

CONSENT AGENDA

-Penney moved, Matz seconded to approve the Consent Agenda, which includes the minutes from the Regular Meeting on August 15, 2023, Treasurer's Report and Financial Statements for July 2023, Payment of operating bills for August 2023 for \$37,413.07, Planning Commission Packet August 2023, TIFA Board Packet August 2023.

ROLL CALL VOTE: Yeas- Matz, George, VanCamp, Matthews, Nays- None. Absent- Penney
Motion Carried (4-0)

Public Hearing-Use & Occupancy Permit Ordinance

The Public Hearing on the proposed ordinance was called to order at 6:33pm, by Mayor Matthews.

There were several guests present to ask questions and share concerns regarding the adoption of the proposed ordinance.

The guests shared that they felt that if such an ordinance is adopted then it should include ALL property, not exclude property that is occupied by the owner as their principal residence. The Ordinance Proposed excepts out premises that are occupied by the owner of the property. This way the permit/inspection process would only apply to commercial buildings and residential premises that are not occupied by their owner. The majority of those in attendance would like to put together a committee to come up with a checklist, in the hopes that the inspection checklist is not so intense.

-Matz moved, VanCamp seconded to adjourn the public hearing and return to the Regular Meeting.
Motion Carried (4-0)
Public Hearing Adjourned at 7:39pm

FIRST CALL TO PUBLIC

None

Correspondence-MML Membership Letter

OLD BUSINESS/ONGOING BUSINESS

Michigan/Strong/East/Lynn Street Project-Updates

The City Manager updated Council on the Michigan/Strong/East/Lynn Street project and stated that we are currently working on the application for USDA for the funding gap for the project, but it does include a requirement for a change in the engineering agreement per RD's specifications. It will also require re-submitting the bids based on USDA's specifications. The application is all on-line, and I have completed most everything, just waiting on some additional information from the Engineer as well as the Special

Meeting we set up for the 20th will be the final piece needed for the application, aside from the Engineer's Preliminary Engineering Report.

The City Manager shared that there are also other funding opportunities that we will apply for as well. A meeting with Baker Tilly, regarding financing, went well, and will most likely apply for USDA Funding for the watermain portion and Commercial Lender for private lines and any additional city funded requirements.

NEW BUSINESS

Halloween 2023 Trick or Treat & Street Closure-Saturday, October 28, 2023

-George moved, Matz seconded to set Trick or Treat Hours from 4pm-6pm as well as close down Michigan Street from Main to Strong Street to accommodate parking and staging for the Fire Trucks from 5pm until after donuts and cider are served on Saturday, October 28, 2023.

Motion Carried (4-0)

Fire Department Contribution

Matz moved, VanCamp seconded to approve \$20,000 contribution to the Reading Community Fire Department for the 2023/2024 Fiscal Year.

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

Motion Carried (4-0)

Approval-City of Reading Park System Plan

-Matz moved, VanCamp seconded to adopt the 2023-2028 edition of the City of Reading Park System Plan, recommended by the Planning Commission, that will expire on December 31,2028.

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

Motion Carried (4-0)

The Planning Commission held a hearing regarding the newly drafted Park System Plan that they had been working on for the past few months as part of their 2023 Work Plan. The Planning Commission recommended the adoption of the plan to the City Council.

Ordinance 2023-01-Use & Occupancy Permit

-VanCamp moved, Matz seconded to table the Use & Occupancy Permit Ordinance, IPMC Property Maintenance Checklist, Use & Occupancy Permit Application, and Resolution to adopt Permit Fees, until the October Meeting.

Motion Carried (4-0)

The council tabled the ordinance adoption to allow the guests to work with Councilor Matz to form a committee to suggest amendments to the Inspection Checklist that would be part of the Ordinance adoption, if said Ordinance is adopted.

Early Voting Plan & Agreement

City of Reading -Single Municipality Early Voting Plan

-VanCamp moved, Matz seconded to approve the Single Municipality Early Voting Plan as presented.

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

Motion Carried (4-0)

The Single Municipality Voting Plan is a requirement to be filed with the County Clerk no later than 120 Days before the first Statewide or Federal Election in each even numbered year. The Single Municipality Early Voting Plan, states that we will utilize the Early Voting Site #1, states the location of the early voting site, the times for each of the nine days of constitutionally required early voting. It also states why the location of the precinct was selected, stating that the location is centrally located in the highest populated portion of the county with numerous public parking options and public transportation available within the city.

County Agreement for Early Voting Precinct

-Matz moved, VanCamp seconded to approve the Agreement for Election Services for a County Early Voting Site as well as the proposed budget addendum presented by the County Clerk's Office.
ROLL CALL VOTE: Yeas- Matz, George, VanCamp, Matthews, Nays- None. Absent- Penney
Motion Carried (4-0)

The County Early Voting Plan is an agreement for Election Services between the County of Hillsdale and the TOWNSHIPS OF ADAMS, ALLEN, AMBOY, CAMBRIA, CAMDEN, FAYETTE, HILLSDALE, JEFFERSON, LITCHFIELD, MOSCOW, PITTSFORD, RANSOM, READING, SCIPPIO, SOMERSET, WHEATLAND, WOODBRIDGE, AND WRIGHT; AND THE CITIES OF HILLSDALE, JONESVILLE, LITCHFIELD, AND READING. The County and each of the Municipalities entering into this Agreement pursuant to Article II, Section 4(m) of the Michigan Constitution of 1963, and the Michigan Election Law, 1954 Public Act 116, MCL 168.720a *et seq.*, for the purpose of operating a joint early voting site. For all purposes associated with carrying out the terms of this Agreement, the County shall be represented by the County Clerk in their official capacity, and each of the Municipalities will be represented by their respective municipal clerk in their official capacity.

Pavilion-Parking Lot/Green Space Phase 2-Updates & Adjustments Santure Construction would like to recommend allowing for 2-3 parking spots for the Fire Department on the south end of the future sidewalk that will go on the East Side of the pavilion between Michigan Street and State Street.

It was the Consensus of the Council to keep the sidewalk as was originally planned by going continuously from the sidewalk on State Street and connecting to the sidewalk on Michigan Street. The Council discussed that due to the closing of the drive that was between the Fire Department and the Pavilion, we can look at a Traffic Control Order that will designate the current two parking spots on the northside of Michigan Street in front of the pavilion with an additional space as Fire Personnel Parking for Fire Calls.

Amended TIFA Agreement

-VanCamp moved, Matz seconded to approve the amended TIFA Agreement, which increases the Monthly Fee paid to the City by TIFA, for Services, with an increase of \$431.46 per month for the remainder of the FY.
Motion Carried (4-0)

Special Meeting/Public Meeting-Wednesday, September 20, 2023, at 6:00 pm

A Special Meeting/Public Meeting has been scheduled for the purpose of approval to file a notice of intent to apply to Rural Development for the funding gap for the Michigan/Strong/East & Lynn Street Project as well as receiving public comment on the application and project.

Proposal for Street Work HCRC

-George moved, Matz seconded to approve the agreement with the Hillsdale County Road Commission to Sealcoat, Fog Seal and include Pavement Markings to 1.27 miles of streets in an amount of \$46,122.36.
ROLL CALL VOTE: Yeas- Matz, George, VanCamp, Matthews, Nays- None. Absent- Penney
Motion Carried (4-0)

Street work to be done on Center from M49-Warner, Warner from Center to the Legion Parking Lot, E. Lincoln from M49 to Strong, E. State from M49 to Strong, Maple from Chestnut to East Street, N. Ann from Michigan to dead end and Enterprise from M49 to dead end. We may be removing Maple Street from the job, due to school now being in session as well as work that may interrupt the intersections as part of Michigan/Strong/Lynn and East Street project.

-Next meeting will be Tuesday, October 10, 2023, at 6:30 pm

SECOND CALL TO PUBLIC:

There was an inquiry about when and how many of the tenant parking signs were going to go up in the Westside Parking Lot. It was stated that the plan put together by the parking committee was eight spaces. Also, it was asked why TIFA was not paying for the work to be performed on Enterprise Drive, and it was stated that TIFA will be paying for that portion as reimbursement to the City. Also, it was asked when the Donor Plaques would be going up at the Pavilion, and was mentioned that as the Maintenance Department Schedule allowed for it to be.

-VanCamp moved, Matz seconded to adjourn the meeting. Motion Carried (4-0)

The meeting adjourned at 8:27 pm

Respectfully Submitted,

Kimberly Blythe, City Manager/Clerk/Treasurer