

**READING CITY COUNCIL
REGULAR MEETING
TUESDAY, December 10, 2024
City Hall Council Chambers**

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

PLEDGE TO ALLEGIANCE

ROLL CALL: George, Matz, VanCamp, Penney, and Matthews are present. Also present, Kimberly Blythe, City Manager/Clerk/Treasurer and Chief Stolberg.

Guest: Todd Crank, Simon Clabaugh, Chris Clabaugh, and Steve Nemeth

APPROVAL OF AGENDA

-Penney moved, VanCamp seconded to approve the agenda as presented.

Motion Carried (5-0)

Communications with the Council

The following correspondence were shared with the City Council: Region 2 Planning Commission-Membership Letter, Reading TIFA-Notice of Informational Meeting and Reading City Planning Commission Notice of Special Use Hearing for NSRY, LLC.

FIRST CALL TO THE PUBLIC

It was mentioned that there is a copy of a Police Report regarding the stealing of campaign signs.

CONSENT AGENDA

-Penney moved, Matz seconded to approve the Consent Agenda, which includes the minutes from the Regular Meeting of November 12, 2024, as well as the Treasurer's Report and Financial Statements for October 2024, payment of operating bills for November 2024 in the amount of 229,590.29 as well as receive and file the TIFA/PC Packet for November 2024.

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

Nays- None. Motion Carried (5-0)

OLD BUSINESS/ONGOING BUSINESS

MELS (Michigan/East/Lynn/Strong) Project Updates No updates currently.

Lease-Reading Community Schools -Softball Field

We are still waiting at the school to approve and sign the lease once that is done, I will make sure you receive a copy for your binder.

SRO-Reading Community Schools

-VanCamp moved, Matz seconded to approve the Memorandum of Agreement (MOA) between the City of Reading and Reading Community Schools to be effective as of January 6, 2025, for one year, to provide a School Resource Officer (SRO) to Reading Community Schools for the 1,480 Hours requested.

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

Nays- None. Motion Carried (5-0)

NEW BUSINESS

Application for MRTMA Retailer License-Conditional Authorization NSRY

-Penney moved, VanCamp seconded to grant conditional authorization to NSRY for a one-year period from December 10, 2024, to December 10, 2025 to get their full license with the Marihuana Regulatory Agency.

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

Purchasing Policy & Addendums 1 & 2

VanCamp moved, Matz seconded to approve the proposed Purchasing Policy as well as Addendums 1 & 2 to the policy to replace the 2006 adopted purchasing policy and to take effect as of January 1, 2025.

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

Employee Handbook Amendment-Employee Benefit Sheet

VanCamp moved, Penney seconded to approve to add the proposed Employee Benefit Sheet to the Employee Handbook that was adopted September 11, 2018.

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

Approval of Tree Bids- Cemetery and Tree on Union Street

Matz moved, Penney seconded to approve the bid from Complete Tree Services in the amount of \$4800 for the removal of five trees, three stumps at the Cemetery and the large tree north of 107 S. union Street.

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

Re-appointment to Library Board

Matthews moved, VanCamp seconded to re-appoint Jennifer Steele to a three-year term on the Library Board beginning January 1, 2025, and ending December 31, 2027. Motion Carried (5-0)

Re-appointment(s) to Planning Commission/TIFA Board

VanCamp moved, Matz seconded to re-appoint Chad Penney and Charles Hartshorn to the Planning Commission/TIFA Board to three terms beginning on January 1, 2025, and expiring on December 31, 2027. Motion Carried (4-0) Penney Abstained

Set January 2025 Meeting Date (January 14, 2025 -2nd Tuesday)

Matz moved, VanCamp seconded to motion to set the January 2025 meeting date as January 14, 2025, at 6:30pm. Motion Carried (5-0)

Fire Department Budget Allocation 2024/2025

Reading City Council

Meeting Minutes December 10, 2024

Approved January 14, 2025

Penney moved, Matz seconded to approve the remaining budget allocation of \$20,000 to the Reading Community Fire Department for the 2024/2025 Fiscal Year.

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

Council Resignation & Announcement of Vacancy

-Matthews moved, VanCamp seconded to accept the resignation from Chad Penney from his Council Term ending January 1, 2027, as of December 31, 2024, to assume his duty as Mayor as of January 1, 2025. Motion Carried (4-0) Penney Abstained

Mayor and Council announce the vacancy on City Council for the remainder of a term that will end on January 1, 2027 and to accept applications and letters of interest from qualified electors of the City up to 4pm on Wednesday, January 8, 2025.

SECOND CALL TO PUBLIC

Todd Crank wanted to confirm that we did receive his letter of interest for now vacant council seat.

Mayor Matthews shared a few words to Council and Guests regarding her tenure on City Council and how grateful she is to have worked with all of them, and she is extremely proud of their accomplishments. She also stated that she is not leaving town and will still be on the Planning Commission/TIFA Board and is still an active member of the Chamber, and looks forward to continuing her work with all of them, only now in a different capacity.

-VanCamp moved, Matz seconded to adjourn the meeting. Motion Carried (5-0)
Meeting adjourned at 7:04 pm.

Respectfully Submitted,
Kimberly Blythe, City Manager/Clerk/Treasurer