

**READING CITY COUNCIL
REGULAR MEETING
Tuesday, November 11, 2025
City Hall Council Chambers**

MAYOR PENNEY CALLED THE MEETING TO ORDER AT 6:30 P.M. AND LED THOSE IN ATTENDANCE WITH THE PLEDGE OF ALLEGIANCE.

ROLL CALL: George, Crank, Gary, Matz, and Penney present. Also present, Kimberly Blythe, City Manager/Clerk/Treasurer; Grace VanCamp, First Deputy Clerk/Treasurer/Zoning Administrator; Melani Matthews, Deputy Clerk/Treasurer/Cemetery Administrator. Guests: Daniel Rose, Greg Stiverson, Kari Rinard, and Chris Clabaugh.

Crank moved, Matz seconded to approve the agenda as presented. Motion carried (5-0).

CONSENT AGENDA

Matz moved, Gary seconded to approve the Consent agenda as presented, which includes the minutes from the Regular Meeting of October 14, 2025, the Treasurer's Report and Financial Statements for September, 2025, payment of operating bills for October 2025 in the amount of \$71,868.33, as well as receive and file the Library Board Minutes from September 2025 and the TIFA/PC packet from October, 2025.

ROLL CALL VOTE: Yeas – George, Crank, Gary, Matz, and Penney; Nays – None; Absent – None. Motion carried (5-0).

COMMUNICATIONS TO COUNCIL – The City received a letter from the Hillsdale County Economic Development Partnership, thanking us for being a partner.

FIRST CALL TO THE PUBLIC

- Daniel Rose addressed the council regarding bow hunting in the city limits.
- Chris Clabaugh addressed the council regarding OPRA districts in the city.

OLD/ONGOING BUSINESS

A. MELS (Michigan/East/Lynn/Strong) Project Updates

- As of Monday, due to low temperatures, no asphalt work was scheduled until Wednesday through Friday. Concrete contractor was to be onsite today to work on Michigan Street sidewalks.
- Update Tuesday morning - due to additional snow and freezing conditions overnight and this morning, asphalt work is now anticipated Friday and Monday. Concrete work is scheduled to begin Tuesday, November 18, 2025, and continue through the rest of the week. Wednesday and Thursday will be key for allowing snow to melt and water to dry before paving.
- Following that, asphalt crews will complete base course paving on Lynn and East Streets, leveling course on Michigan Street, and final top course paving project-wide, in that order.
- The schedule remains subject to change based on weather and site conditions.

NEW BUSINESS

A. JABBS – DBA Green Tree License Renewal Adult Use Retailer

- Matz moved, Crank seconded to approve renewal of the Adult-Use Marijuana Retailer License for JABBS LLC, dba Green Tree Relief, for the period of January 9, 2026 through January 9, 2027. ROLL CALL VOTE: Yeas – George, Crank, Gary, Matz, and Penney; Nays – None; Absent – None. Motion Carried (5-0).

B. JABBS – DBA Green Tree License Renewal Adult Use Class B Grow

- Crank moved, Matz seconded to approve the renewal of the Adult-Use Class B Grow License for JABBS LLC, dba Green Tree Relief, for the period of January 9, 2026 through January 9, 2027. ROLL CALL VOTE: Yeas – George, Crank, Gary, Matz, and Penney; Nays – None; Absent – None. Motion Carried (5-0).

C. 2026 Winter Tax Collection Interest/Penalty

- Gary moved, Crank seconded to waive the interest and penalty on the 2025 Winter Tax Bills for payments made between February 18, 2026 and February 28, 2026. ROLL CALL VOTE: Yeas – George, Crank, Gary, Matz, and Penney; Nays – None; Absent – None. Motion Carried (5-0).

D. Employee Christmas Gift

- Matz moved, Gary seconded to approve a monetary Christmas gift to City employees in the amount of \$216.57. ROLL CALL VOTE: Yeas – George, Crank, Gary, Matz, and Penney; Nays – None; Absent – None. Motion Carried (5-0).

E. Hillsdale County Equalization & Land Information Service Agreement

- Crank moved, Gary seconded to approve the Hillsdale County Equalization & Land Information service agreement Option #2, for a three year period beginning January 1, 2026 and ending December 31, 2028. ROLL CALL VOTE: Yeas – George, Crank, Gary, Matz, and Penney; Nays – None; Absent – None. Motion Carried (5-0).

F. Next Regular Meeting – Tuesday, December 9, 2025, 6:30 PM Council Chambers

FUTURE BUSINESS

- Re-appointments to the Library Board and Planning Commission/TIFA Board
- Meeting date for January 2026 meeting
- Fire Department Budget Allocation

SECOND CALL TO THE PUBLIC

- No comments

Matz moved, Crank seconded to adjourn the meeting. Motion carried (5-0).

Meeting adjourned at 7:01 P.M.

Respectfully submitted,

Melani Matthews, Deputy Clerk/Treasurer/Cemetery Clerical Adm