

Council Chamber  
Henry L. Brown Municipal Bldg.  
One Grand Street  
Coldwater, Michigan



**March 9, 2020**  
5:30 p.m.  
(517) 279-9501  
[www.coldwater.org](http://www.coldwater.org)

**CITY COUNCIL MINUTES  
REGULAR MEETING**

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Mayor Kramer called the meeting to order with the following Councilmembers present: Councilmembers Emily Rissman and Travis Machan, representing the 1<sup>st</sup> Ward; Councilmember Jim Knaack, representing the 2<sup>nd</sup> Ward; Councilmembers Michael Beckwith and John Petzko, representing the 3<sup>rd</sup> Ward; Councilmembers Scott Houtz and Randall Hazelbaker, representing the 4<sup>th</sup> Ward.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Petzko, to excuse the absence of Councilmember Chris Pierce, as presented.

Ayes: 8

Nays: 0

Motion carried.

**OTHERS PRESENT:** Keith Baker, Megan Angell, Tom Eldridge, Jeff Budd, Joe Scheid, Pat Beeman, Dave Schmaltz, Dave Sattler, Shauna Chávez; Don Reid, David Woodham plus four more.

**PUBLIC COMMENTS**

- None

**CONSENT AGENDA (Item Numbers 1-8):**

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember or citizen. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item. Those items so approved under the heading "Consent Agenda" will appear in the Council minutes in their proper form.

1. City Council Regular Minutes of February 24, 2020.
2. Planning Commission Regular Minutes of February 3, 2020.
3. Recreation Board Regular Minutes of January 8, 2020.
4. Coldwater Housing Commission Regular Minutes of February 11, 2020.
5. Board of Public Utilities' Regular Minutes of February 5, 2020.
6. Board of Public Utilities' Reports and Financial Statements for January 2020.
7. City of Coldwater monthly Financial Report for January, 2020.
8. Memo from Mayor Kramer regarding board appointment/reappointments – Removed from consent agenda.

**ACTION ON CONSENT  
AGENDA**

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Petzko, to approve Consent Agenda Items 1-7, as presented.

Ayes: 8

Nays: 0

Motion carried.

**END OF CONSENT AGENDA**

8. Memo from Mayor Kramer regarding board appointment/reappointments.
  - Terry Whelan – Coldwater Board of Public Utilities – term expires May, 2024.
  - Christopher Stevens – term expires May, 2025.
  - Terry Whelan – Brownfield Redevelopment Authority – term expires October, 2022.
  - Tracy Kelley – Historic District Commission – term expires November, 2022.
  - Tom Kramer – Economic Development Corporation – term expires October, 2023.

**Council Action:** Motion by Councilmember Rissman, seconded by Councilmember Knaack, to approve item 8, as presented.

Ayes: 8

Nays: 0

Motion carried.

9. Bills and Accounts: \$143,486.91.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Machan, to approve Bills and Accounts in the amount of \$143,486.91, as presented.

Ayes: 8

Nays: 0

Motion carried.

10. City Manager's Report.

- **2020 Property Tax Assessment Notices** – Residents and property owners should have received their Notice of Assessment and Taxable Valuation notice from the City. Please be advised, some of the notices have a typo showing the 2020 Inflation Rate Multiplier as “1.029” instead of “1.019.” However, the system has been checked and the actual value calculations are correct and reflect the correct 1.019 multiplier. Anyone having any questions or concerns should contact the City Assessor's office at 517-279-6929.
- **Personnel** – The City would like to welcome Sue Aldinger who has accepted the receptionist position at the Henry L. Brown Municipal Building for the recently retired Cheryl Robison. Sue has worked the last several years on a part time basis at the Dr. Robert W. Browne Recreation Center. We look forward to Sue being on our team fulltime.
- **ITC** – Residents will notice ITC trucks in and around the Michigan Avenue area. ITC provides our electrical power supply through their transmission lines. They are upgrading their infrastructure from wood poles to steel poles. Other improvements relating to relaying and communications are also being made. This work will be continuing through the summer. Ultimately, this will culminate in having a true 3rd redundant source of power to our electrical system. It will also tie into the construction of the new Butters Avenue substation.
- **CBPU Email** – The CBPU has notified customers that email services will be turned off effective June 1, 2020. This will not impact internet or cable services, only the “cbpu.com” email addresses. If needed, CBPU staff will assist customers in their transition to a free email solution such as Gmail, Outlook, Yahoo, etc. We understand that this is inconvenient, but the CBPU can no longer provide this service as it is not financially viable.
- **St. Joseph River Watershed Water Quality Project Grant** – The City was recently selected to participate in the “Interstate Collaboration: Improving Water Quality in the St. Joseph River Watershed of Michigan and Indiana” project. The intent of this

grant is to collaborate with communities to implement green infrastructure practices designed to impact water quality in the watershed. This grant is funded through the United States Forest Service through the Great Lakes Restoration Initiative. The City will receive technical assistance, GIS analysis and data on our urban forest and 50 trees to plant as part of community volunteer “planting blitz” in the fall of 2020. More information to follow!

- **MSHDA Grant** – The City has been awarded \$40,000 from the Michigan State Housing Development Authority for single family residential repairs and pedestrian upgrades in the neighborhood immediately surrounding the MSHDA Modular Home project at 74 Thompson Blvd. Promotion of the program and household eligibility will begin later this spring.

**Council Action:** Motion by Councilmember Houtz, seconded by Councilmember Beckwith, to approve and place on file the City Manager’s Report, as presented.

Ayes: 8

Nays: 0

Motion carried.

11. Acceptance of resignation of Second Ward Councilmember, Chris Pierce.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Hazelbaker, to regretfully accept the resignation of councilmember Chris Pierce, as presented.

Ayes: 8

Nays: 0

Motion carried.

12. Letter from Keith Baker, City Manager, regarding Electric Utility System Revenue Bonds, Series 2020 – Consider introduction and adoption of Ordinance No. 830.

**Council Action:** Motion by Councilmember Machan, seconded by Councilmember Petzko, to introduce for first reading and adopt Ordinance No. 830 (attached in Addendum A), as presented.

Ayes: 8

Nays: 0

Motion carried.

13. Letter from Keith Baker, City Manager, regarding proposed sale of 25 Munson Street – Consider adoption of Resolution No. 20-08 and approval of Agreement No. A20-02.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Knaack, to adopt Resolution No. 20-08 and approve Agreement No. A20-02 (attached in Addendum B), as presented.

Roll Call Vote:

Ayes: Councilmembers: Hazelbaker, Houtz, Knaack, Machan, Rissman, Beckwith, Petzko and Mayor Kramer.

Nays: Councilmembers: None.

Motion carried.

14. Letter from Keith Baker, City Manager, regarding MSHDA MOD Home Grant Amendment – Consider adoption of Resolution No. 20-10.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Houtz, to adopt Resolution No. 20-10 (attached in Addendum C), as presented.

Ayes: 8

Nays: 0

Motion carried.

15. Letter from Megan Angell, City Attorney, regarding donation of 350 W. Pearl Street to the City of Coldwater – Consider adoption of Resolution No. 20-11 and approval of Agreement No. A20-03.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Machan, to adopt Resolution No. 20-11 and approve Agreement No. A20-03 (attached in Addendum D), as presented.

Ayes: 8

Nays: 0

Motion carried.

16. Presentation of the 2019 Annual Police Department Report by Joseph Scheid, Public Safety Director.

**Council Action:** None – Presentation only.

**PUBLIC COMMENTS**

- None

**UNFINISHED BUSINESS**

- None

**NEW BUSINESS**

17. Closed session pursuant to Section 8(d) of PA 267 of 1976 to discuss land acquisition.

**Council Action:** Motion by Councilmember Houtz, seconded by Councilmember Hazelbaker, to enter Closed Session pursuant to Section 8(d) of PA 267 of 1976 to discuss land acquisition, as presented.

Roll Call Vote:

Ayes: Councilmembers: Knaack, Beckwith, Petzko, Hazelbaker, Houtz, Rissman, Machan and Mayor Kramer.

Nays: Councilmembers: None.

Motion carried. (6:25 p.m.)

18. Reconvene to regular meeting of March 9, 2020.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Beckwith, to reconvene to regular meeting of March 9, 2020, as presented.

Ayes: 8

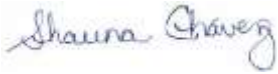
Nays: 0

Motion carried. (7:01 p.m.)

**ADJOURNMENT**

Noting no other business to come before Council, Mayor Kramer adjourned the regular

meeting at 7:02 p.m.

A handwritten signature in blue ink that reads "Shauna Chávez". The signature is written in a cursive style.

Shauna Chávez  
Deputy City  
Clerk