

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



March 22, 2021
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES REGULAR MEETING

Any interested person or group may address the City Council on any agenda item or on any matter of City concern including items not on the Agenda during the agenda items designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Council.

For individuals who may wish to give public comment, the method for providing public comment during this remote-participation meeting is to call the following toll-free numbers: 1-888-475-4499 or 1-877-853-5257 (Meeting ID: 825-8655-2590) Participant ID is not required. Callers wishing to give public comment may call in before the meeting starts and wait in a "virtual waiting room." Those calling in will be able to hear the audio of the City Council meeting, but their telephone/microphone will be muted. At the time for Public Comment, press *9 on your telephone to "raise your hand," and you will be called upon. Once you have been called upon, press *6 to unmute your telephone/microphone so that you may be heard. Callers who do not wish to give public comment are encouraged to view the meeting live-streamed on YouTube at, bit.ly/ColdwaterVideo or on Skitter channel 61.

CALL MEETING TO ORDER

ROLL CALL

MEMBERS PRESENT: Mayor Kramer called the meeting to order with the following Councilmembers present: Councilmembers Emily Rissman and Travis Machan, representing the 1st Ward; Councilmember Jim Knaack representing the 2nd Ward; Councilmember Michael Beckwith, representing the 3rd Ward; Councilmembers Randall Hazelbaker and Scott Houtz, representing the 4th Ward. The Mayor indicated he was located in Venice, Florida, and all other Councilmembers indicated they were located inside the City of Coldwater during this electronic meeting. There were no email comments received before 3:30 p.m. prior to the meeting.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Beckwith, to excuse the absence of Councilmembers Chad Johnson and John Petzko, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Tom Eldridge, Pat Pool, Sue Heath, Shauna Chávez, Jeff Budd, Dean Walrack, Deb Sikorski; Don Reid, plus two others.

PUBLIC COMMENTS

None.

CONSENT AGENDA (Item Numbers 1-5):

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 March 8, 2021.
2. Coldwater Public Library Advisory Board Regular Minutes of October 5, 2020.
3. Planning Commission Regular Minutes of February 1, 2021.
4. Coldwater Housing Commission Regular Minutes of February 9, 2021.
5. Memo from Mayor Kramer regarding board appointments.

END OF CONSENT AGENDA

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to approve Consent Agenda Items 1-5, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

END OF CONSENT AGENDA

6. Bills and Accounts: \$176,240.48.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Houtz, to approve Bills and Accounts in the amount of \$176,240.48, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

7. City Manager's Report.

- **New Staff** – It is my pleasure to announce that Jill Ware has joined the City of Coldwater and the Coldwater Board of Public Utilities in ASD as our newest Customer Service Representative. Jill is a graduate of Coldwater High School and has numerous years of experience in office work with her most recent employment being at Firekeepers Casino. Jill and her husband, Todd, live in Coldwater. We would like to welcome Jill to the organization! The City/CBPU would also like to welcome Ms. Abbey Hoffman as its new Marketing Coordinator. Abbey is completing her degree in marketing and communications at Florida Southern College but is originally from Camden, MI. Abbey will be moving back to Michigan and joining the staff in May.
- **Property Maintenance** – With the snow gone and warmer weather almost here, it is time for residents to make sure their properties are being properly maintained. Residents are reminded that yards should be kept free of junk and mowed no higher than six inches long. Vehicles should be parked on improved driveway surfaces (concrete, asphalt or stone). Parking in the front yard is prohibited as is having a dismantled or junk vehicle stored outside of a garage or storage building. Residents with pets must keep their yards sufficiently picked up so as to not create a nuisance to their neighbors. Porches should be kept free of indoor furniture and junk. Property owners cited by the City for a property maintenance code violation who do not correct the problem will result in the City hiring a contractor to complete the work and assess the cost of the abatement to the property's tax bill. Please help keep Coldwater a clean and attractive community in which to live!
- **Leaf & Brush Pick Up** – Monthly brush pick up will begin on Monday April 5, 2021 and continue on the first Monday of each month through October. Please see the City's

website for rules for placing brush at the side of the road. Weekly yard waste pick up will also begin on Monday April 5, 2021. Yard waste must be placed out by the road in paper bags only. Yard waste and brush can also be taken to the City's Municipal Services yard at 45 Industrial Ave.

- **Rotary Park Restrooms** – The restrooms in Rotary Park do not currently have electricity and have deteriorated over time. Department of Municipal Services and CBPU staff will be working over the course of the summer to upgrade the Rotary Park restrooms with electricity for lighting, a new roof, new plumbing fixtures, painting and other improvements. Stay tuned for updates!
- **2021 City Council Elections** – The deadline to file to run for a City Council seat is 4 p.m. Tuesday, April 20, 2021. If there are more than two candidates for any one council seat a primary election would be required to be held on August 3, 2021 to narrow the field to no more than two candidates per seat. If only two candidates or fewer file for each seat there will only be a general election on November 2, 2021. Persons interested in running for election are required to complete a nominating petition with no less than 25 valid signatures. Questions can be directed to City Clerk Susan Heath at 517-279-6928 or sheath@coldwater.org.
- **Renter Utility Assistance** – If you are a renter and could use help with your rent and utilities, please visit our website or www.michigan.gov/cera directly to learn more about the COVID Emergency Rental Assistance (CERA) Program available through the Michigan State Housing Development Authority (MSHDA). This website will give you eligibility information, how to apply, and program details. Don't miss out on this valuable resource to help with your housing costs.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Knaack, to approve and place on file the City Manager's report, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

8. Letter from Keith Baker, City Manager, regarding Four Corners Park project bid award – Consider adoption of Resolution No. 21-14.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Knaack, to adopt Resolution No. 21-14 and award the bid to Parrish Excavating in the amount of \$478,933.00 (attached in Addendum A), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

9. Memo from Jeffrey Budd, CBPU Director, regarding amendment to Chapter 1044, Rules, Regulations & Rates, Solar Net Billing program revision – Consider adoption of Ordinance No. 843.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to adopt Ordinance No. 843 (attached in Addendum B), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

10. Memo from Jeffrey Budd, CBPU Director, regarding amendment to Chapter 1044, Rules, Regulations & Rates, Water and Wastewater rate adjustment – Consider adoption of Resolution No. 21-13.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Hazelbaker, to adopt Resolution No. 21-13 (attached in Addendum C), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

*Councilmember Chad Johnson arrived at 6:15 p.m. and indicated he was located in the City of Coldwater.

11. Letter from Megan Angell, City Attorney, regarding Declaration of State of Emergency to Continue Remote Meetings – Consider adoption of Resolution No. 21-18.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Hazelbaker, to adopt Resolution No. 21-18 (attached in Addendum D), as presented.

Roll Call Vote:

Ayes: Councilmember: Hazelbaker, Houtz, Rissman, Machan, Johnson, Knaack, Beckwith and Mayor Kramer.

Nays: Councilmember: None.

Motion carried.

12. Presentation of the recent Council Chamber upgrades by Patrick Pool, IT Director.

Council Action: None – Presentation only.

13. Presentation of the 2020 Annual Neighborhood Services Department Report by Debra Sikorski, Assessor/ NSD Director.

Council Action: None – Presentation only.

PUBLIC COMMENTS

- None.

UNFINISHED BUSINESS

- None

NEW BUSINESS

14. Closed session pursuant to Section 8(c) of PA 267 of 1976 to discuss collective bargaining agreement.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Houtz, to enter into closed session pursuant to Section 8(c) of PA 267 of 1976 to discuss collective bargaining agreement, as presented.

Roll Call Vote:

Ayes: Councilmember: Hazelbaker, Houtz, Rissman, Machan, Johnson, Knaack, Beckwith, and Mayor Kramer.

Nays: Councilmember: None.

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

*Mayor Kramer did not return after closed session.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to reconvene to regular meeting of March 22, 2021, as presented.

Roll Call Vote:

Ayes: Councilmember: Houtz, Rissman, Machan, Johnson, Knaack, Beckwith and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried. (7:20 p.m.)

ADJOURNMENT

Noting no other business to come before Council, Mayor Pro Tem Hazelbaker adjourned the regular meeting at 7:20 p.m.



Shauna Chávez
Deputy City Clerk