

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



April 13, 2020
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 number:

1-888-475-4499 or 1-877-853-5257 (Meeting ID: 698-968-817) Participant ID is not required.

Callers wishing to give public comment may call in before the meeting starts and wait in “virtual waiting room.” Those calling in will be able to hear the audio of the City Council meeting, yet their microphone will be muted until the public comment periods, when they may “raise their hands” by pressing *9 on their keypad or touchtone phone. Callers who do not wish to give public comment are encouraged to view the meeting live-streamed on YouTube at, bit.ly/ColdwaterVideo.

CALL MEETING TO ORDER

ROLL CALL

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; Councilmembers Michael Beckwith and John Petzko, representing the 3rd Ward; Councilmember Scott Houtz, representing the 4th Ward.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to excuse the absence of Councilmember Randall Hazelbaker, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

1. Recommendation from Councilmember James Knaack regarding appointment of Second Ward Councilmember.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Houtz, to appoint Chad Johnson to the vacant Second Ward Councilmember position, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

Newly appointed Second Ward Councilmember Chad Johnson was sworn in and immediately began his term on the City Council.

OTHERS PRESENT: Keith Baker, Megan Angell, Tom Eldridge, Joe Scheid, Dave Schmaltz, Dave Sattler, Susan Heath, Shauna Chávez; and three others.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 2-6):

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.

2. City Council Regular Minutes of March 9, 2020.
 - Closed session Minutes of March 9, 2020.
3. City Council Electronic Special Meeting Minutes of March 31, 2020.
4. Planning Commission Special Meeting Minutes of February 27, 2020.

5. City of Coldwater monthly Financial Report for February, 2020.
6. Memo from Mayor Kramer regarding board reappointments.
 - Construction Board of Appeals – George Hawver – term expires May, 2025
 - Economic Development Corporation – Reb Turner – term expires October, 2025
 - Historic District Commission - Don Shemel – term expires November, 2022
 - City Library Advisory Board – Carole Bolton – term expires May, 2025
 - Planning Commission – Michael Beckwith – term expires April, 2021; R. David Rumsey – term expires May, 2023; Zack Stempien – term expires May, 2023
 - Property Maintenance Code Board of Appeals – Diana Conant – term expires April, 2025
 - Recreation Board – Robert Steel – term expires May, 2025
 - Zoning Board of Appeals – Michael Renshaw – term expires May, 2023; Gordon Swan – term expires May, 2023; Jim Bilsborrow, Alternate – term expires May, 2023

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to approve Consent Agenda Items 2-6, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

END OF CONSENT AGENDA

7. Bills and Accounts: \$121,402.86.
 - a. 3/1/20-3/17/20: \$57,210.02;
 - b. 3/18/20-4/9/20: \$64,192.84.

Council Action: Motion by Councilmember Houtz, seconded by Councilmember Beckwith, to approve Bills and Accounts in the amount of \$121,402.86, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

Councilmember Randall Hazelbaker joined the meeting at 5:43 p.m.

8. City Manager's Report.

- **Employee Recognition** – I would like to recognize the ongoing efforts of the City's Police and Fire department employees. They continue to perform their duties in as safe a manner as possible under difficult circumstances. The Police and Fire department staff are directly involved with other local and county agencies in the daily emergency planning in response to the Covid-19 pandemic. All City employees are currently healthy and we remain at full staffing.
- **Maintaining Operations** – The City and CBPU are maintaining essential functions and services even while our facilities are closed. Utility payments, permits and other "office" services are still available by calling City Hall at 279-9531 or going online at www.coldwater.org. In addition, customers and residents can use the drop box in front of City Hall. The City's Department of Municipal Services is working as necessary to pick up yard waste, patch pot holes and other required maintenance. Mowing will begin in the next couple of weeks to maintain the City's parks and cemeteries.
- **2020 Census** – Please take this time as you are staying home to participate in the 2020 US Census. You can take the ten-question survey even without having received a letter or post card. The City needs every resident to participate as it positively impacts the amount of State and Federal funding that we receive and helps determine political representation at the State and Federal level. Please go to www.2020census.gov to take the survey or for further information.
- **Community Events Update** – As you may have already heard, the annual Mother's Day Car Show & Swap Meet has been canceled for this year. For other large upcoming public events such as the City's annual Memorial Day Parade and Ceremony, River Through Time (Civil War Days) and Strawberry Fest, we are delaying any decisions until the end of the month or until the organizers of those events notify the City of their intentions. Announcements will be made in the press and the City's social media sites.
- **Yard Waste Pick Up Resumes** – The City of Coldwater's yard waste pickup will continue now through October. Residents can place their bagged yard waste in a paper bag on the curb off of the street and City crews will make their rounds each Monday. Brush can be placed at the curb the weekend prior to the first Monday of each month. The City's yard waste drop-off site on Industrial Avenue is closed until the Governor's Executive Order to Stay Home Stay Safe is lifted.

- **Code Enforcement Update** – With the current Stay Safe Stay Home executive order, the City has suspended most building and property maintenance code inspections, enforcement and abatement. However, we would like to remind residents that it is unlawful to park on the grass in the front yard, grass should be kept to no higher than six inches and we ask residents to keep yards free of litter and junk. In addition, open burning of garbage, brush or yard waste is not allowed in the City. Please help keep Coldwater a beautiful community in which to live and work.
- **Happy Easter!** – Coldwater is a great community. There are many examples of volunteerism, donations and going “above and beyond” for our neighbors. While difficult, we will all get through the current situation by working together. I hope you have a great Easter weekend. Be safe, stay home and stay healthy!
- **Rec Center Update** – Councilmember Rissman asked about and was informed that all spring leagues have been cancelled through April 30, 2020, however, they are continuing to take registration.
- **Staff Update** – Mayor Kramer asked about and was informed there have been no layoffs as staff members are alternating shifts and some are working remotely.

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

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

9. Letter from Keith Baker, City Manager, regarding MDOT Local Bridge Program for S. Clay Street bridge repair project – Consider adoption of Resolution No. 20-13.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Machan, to adopt Resolution No. 20-13 (attached in Addendum A), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

10. Letter from Keith Baker, City Manager, regarding Smith and N. Monroe Street road and utility improvements bid award – Consider adoption of Resolution No. 20-14.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Petzko, to adopt Resolution No. 20-14 awarding bid to Concord Excavating in the amount of \$646,399.70 (attached in Addendum B), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

11. Letter from Megan Angell, City Attorney, regarding temporary amendment of nominating procedures for elected officials – Consider adoption of Resolution No. 20-15.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to allow Councilmember Johnson to abstain from the vote on this item, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Abstain: Councilmember: Johnson.

Motion carried.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Knaack to adopt Resolution No. 20-15, but to eliminate the \$100 filing fee (attached in Addendum C), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Abstain: Councilmember: Johnson.

Motion carried.

PUBLIC COMMENTS

- None.

UNFINISHED BUSINESS

12. City Manager was asked about and reported the progress of bridge near the Willows. Currently scheduled for 2023. City Manager to provide Councilmembers with a cost of a pedestrian walkway under the bridge.

NEW BUSINESS

13. Councilmember Rissman asked for an Economic Development Update at our next Council meeting.

14. Councilmember Knaack thanked all of our frontline personnel and the community for all of their hard work during this time.

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 6:21 p.m.



Shauna Chávez
Deputy City Clerk