

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



April 25, 2022
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES REGULAR MEETING

Meeting is live-streamed on YouTube at, bit.ly/ColdwaterVideo or on Skitter channel 61.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

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; Councilmembers Chad Johnson and Jim Knaack, representing the 2nd Ward; Councilmembers Michael Beckwith and John Petzko, representing the 3rd Ward; Councilmembers Randall Hazelbaker and Scott Houtz, representing the 4th Ward.

OTHERS PRESENT: Keith Baker, Tom Eldridge, Megan Angell, Dean Walrack, Paul Jakubczak, Joe Scheid, Lisa Miller, Katie Higgs, Dave Schmaltz, Deb Sikorski-Bernath, Samantha Albright, Susan Heath, Don Reid and Brian Stevens.

PUBLIC COMMENTS

- Brian Stevens, Branch County Coalition Against Domestic and Sexual Violence (BCCADSV) board member, thanked the Council, City Manager and the Police Department for their efforts on behalf of BCCADSV and invited all to participate in the Walk A Mile In Their Shoes event scheduled for April 30, 2022 in downtown Coldwater.

CONSENT AGENDA (Item Numbers 1-17):

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 April 11, 2022.

2. Coldwater Housing Commission Regular Minutes of February 8, 2022.
3. Downtown Development Authority Special Minutes of March 8, 2022.
4. Downtown Development Authority Regular Minutes of March 23, 2022.
5. Planning Commission Regular Minutes of March 7, 2022.
6. Historic District Commission Regular Minutes of January 12, 2022.
7. Zoning Board of Appeals Regular Minutes of December 15, 2021.
8. Zoning Board of Appeals Regular Minutes of March 16, 2022.
9. Local Development Finance Authority Regular Minutes of November 11, 2021.
10. Local Development Finance Authority Regular Minutes of April 11, 2022.
11. Board of Public Utilities' Regular Minutes of March 2, 2022.
12. Michigan South Central Power Agency Board Regular Minutes of February 7, 2022.
13. Michigan South Central Power Agency Board Regular Minutes of March 3, 2022.
14. Board of Public Utilities' Reports and Financial Statements for February, 2022.
15. Arbor Day Proclamation.
16. Walk A Mile In Their Shoes Proclamation.
17. Memo from Mayor Kramer regarding board appointment/reappointment.
 - Branch District Library Board – City of Coldwater Representative – Robert Hostetler – term expiring December 31, 2022
 - Planning Commission – Salwa Alsuraimi – term expires May, 2025

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Petzko, to approve Consent Agenda Items 1-17, as presented.

Ayes: 9

Nays: 0

Motion carried.

END OF CONSENT AGENDA

18. Bills and Accounts: \$125,658.16.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Machan, to approve Bills and Accounts in the amount of \$125,658.16, as presented.

Ayes: 9

Nays: 0

Motion carried.

19. City Manager's Report.

- **Construction Update** – Ward 2 and downtown sidewalk work is complete. Work is tentatively scheduled to begin on the Michigan/Washington/Perkins street reconstruction project the first week of June. Work is scheduled to begin on the NW & SW 4 Corners Park project on June 20, 2022. Residential street paving will take place later this summer.
- **Volunteer Projects** – The City would like to recognize and thank the Coldwater American Legion and students from Bronson for conducting a spring clean-up of the Morse Street Cemetery last week. In addition, the Coldwater Noon Rotary Club conducted its second tree planting event planting 25 trees at various locations in Ward 4. Groups or organizations interested in volunteering and completing a project in the City should contact Municipal Services Director Todd Mistor at 279-6936.
- **Walk A Mile Event** – The 12th Annual Walk A Mile in Their Shoes fundraising event sponsored by the Branch County Coalition Against Domestic and Sexual Violence is scheduled for Saturday April 30, 2022. A one-mile walk, 5K run, pancake breakfast, and other activities are planned to provide a morning full of fun while raising awareness to fight domestic and sexual abuse and violence. The event is being held for the second year on what is fast becoming the City's festival and event space on S. Monroe Street.
- **Recreation Department** – The City is still seeking vendors for Strawberry Fest which is

scheduled for Saturday June 18, 2022 in Downtown Coldwater. Registration deadline is June 1, 2022 after which, there is a \$25 late fee.

- **Code Enforcement** – While the temperatures haven't made it feel too much like Spring recently, you will be hearing new public service announcements on the radio reminding residents of the various property maintenance code requirements enforced by the City. These include not parking vehicles in front yards, keeping grass mowed to six inches or less, keeping yards free of litter and junk and keeping indoor furniture indoors and not on outdoor porches to name a few. In addition, open burning is not allowed in the City. Please be a good neighbor and help keep Coldwater an attractive community in which to live and work.
- **Police Department** – The Coldwater Police Department, working in conjunction with the Branch County Prosecutor's Office and the BCCADSV, applied for and was granted a scholarship to send Officer Hannah Salvati to a Forensic Experiential Trauma Interview Training certification course. This was a highly competitive scholarship process as only 29 spots were offered statewide. Officer Salvati will complete the 35 hours of instruction within a 10-day period cohort that includes five interactive classroom experiences, participation as an interviewer and participant in six interviews each. This training will be a great benefit for the Coldwater Police Department, the Child Advocacy Center and our community.
- **Bishop Avenue Watermain Break** – Councilmember Petzko asked about and was informed this watermain break and other utility issues located within sidewalk work and road work areas will be addressed during the completion of those projects.
- **Strawberry Fest** – Councilmember Rissman suggested this event may be an excellent opportunity for public information sharing and interactive feedback for the downtown corridor improvement project.

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

Ayes: 9

Nays: 0

Motion carried.

20. Letter from Keith Baker, City Manager, regarding waste contract extension – Consider adoption of Resolution No. 22-39 and approval of Agreement No. A22-17.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to adopt Resolution No. 22-39 and approve Agreement No. A22-17 (attached in Addendum A), as presented.

Ayes: 9

Nays: 0

Motion carried.

21. Memo from Dave Schmaltz, Fire Chief, regarding purchase of turn out gear – Consider adoption of Resolution No. 22-38.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Petzko, to adopt Resolution No. 22-38 (attached in Addendum B), as presented.

Ayes: 9

Nays: 0

Motion carried.

22. Letter from Keith Baker, City Manager, regarding Putnam building painting – Consider adoption of Resolution No. 22-37.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Petzko, to adopt Resolution No. 22-37 (attached in Addendum C), as presented.

Roll Call Vote:

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

Nays: Councilmembers: Rissman and Johnson.

Motion carried.

23. Letter from Dean Walrack, Planning and Zoning Administrator, regarding rezoning at N. Willowbrook Rd. - Consider introduction of Ordinance No. 850.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Machan, to introduce for first reading Ordinance No. 850, as presented.

Ayes: 9

Nays: 0

Motion carried.

24. Memo from Tom Eldridge regarding budget funds.

Council Action: None – Presentation only.

25. Letter from Katie Higgs, Community Development Fellow, regarding Guide to Boards and Commissions – Consider adoption of Resolution No. 22-36.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Rissman, to adopt Resolution No. 22-36 (attached in Addendum D), as presented.

Ayes: 9

Nays: 0

Motion carried.

26. Presentation of the 2021 Annual Neighborhood Services Department Report by Debra Sikorski-Bernath, Assessor/NSD Director.

Council Action: None – Presentation only.

PUBLIC COMMENTS

- None.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

- None.

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 6:31 p.m.

A handwritten signature in blue ink that reads "SEHeath". The signature is written in a cursive style with a large, looped initial "S".

Susan E. Heath, CMC, MiPMC
City Clerk