

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



**April 27, 2020**  
5:30 p.m.  
(517) 279-9501  
[www.coldwater.org](http://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: 870-6220-6838) 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 microphone will be muted. At the time for Public Comment, press \*9 on your telephone, and you will be called upon. Callers who do not wish to give public comment are encouraged to view the meeting live-streamed on YouTube at, [bit.ly/ColdwaterVideo](http://bit.ly/ColdwaterVideo) or on Skitter channel 61.

### **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 1<sup>st</sup> Ward; Councilmember Chad Johnson, representing the 2<sup>nd</sup> Ward; Councilmembers Michael Beckwith and John Petzko, representing the 3<sup>rd</sup> Ward; Councilmembers Randall Hazelbaker and Scott Houtz, representing the 4<sup>th</sup> Ward.

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

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

**OTHERS PRESENT:** Keith Baker, Megan Angell, Dylan Strehle, Audrey Tappenden, Lisa Miller, Tom Eldridge, Susan Heath; Sue Bitton and three others.

**PUBLIC COMMENTS**

- Sue Bitton of Green Tree Relief introduced herself to the Council

**CONSENT AGENDA (Item Numbers 1-4):**

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 13, 2020.
2. Planning Commission Special Minutes of April 2, 2020.
3. Coldwater Housing Commission Special Minutes of March 4, 2020.
4. City of Coldwater Investment Report for March 31, 2020.

**ACTION ON CONSENT AGENDA**

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Machan, to approve Consent Agenda Items 1-4, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

**END OF CONSENT AGENDA**

5. Bills and Accounts: \$204,198.95.

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Houtz, to approve Bills and Accounts in the amount of \$204,198.95, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

6. City Manager's Report.

- **City Operations Update** – Police and Fire Departments are operating at full staff. The City has one employee who was tested and has self-quarantined awaiting results. Recreation Department staff are working to adjust the youth and adult softball leagues. We are also evaluating the future of Strawberry Fest and are waiting for the next guidance from the Governor's office. The Municipal Services Department is rotating staff and conducting only essential maintenance including mowing, cold patching, cemetery and other maintenance as necessary.
- **Large Item Pick Up to Resume** – Republic Waste Services will be resuming weekly large item pick up beginning the week of May 4, 2020. Residents can contact City Hall at 279-9531 to schedule a pick up. Please remember, there is a one-item limit per week with size and weight restrictions. Items are picked up on Thursdays and requests must be made by 3 p.m. on the Wednesday before.
- **Covid-19 Related Community Event Cancellations** – Mother's Day Car Show & Swap Meet – Canceled. River Through Time (Memorial Day Weekend) – Canceled. Memorial Day Parade and Cemetery Ceremonies – Canceled. Great Hospice Duck Race – Canceled.
- **City Hall Safety Precautions** – When the Governor's stay at home order is eventually lifted, residents and customers will notice some changes at City Hall. Protective shields have been installed at the customer service counter to help protect staff. In addition, more hand sanitizer stations will be available. With an average of 500 people visiting City Hall per week, the City/CBPU will be implementing an appointment-based system to reduce the number of people that are in the building at any one time to help maintain appropriate social distancing.
- **BPU Safety Award** – The Coldwater Board of Public Utilities has earned the American Public Power Association's Safety Award of Excellence for safe operating practices in 2019. The utility earned a 1st place award in the category for utilities with 49339.75 worker-hours of annual worker exposure. Brandon Wylie, Chair of the Association's Safety Committee and Director of Training & Safety at Electric Cities of Georgia,

presented the award during the Association's annual Engineering & Operations Technical Conference, held in Kansas City, Missouri.

- **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](http://www.coldwater.org). In addition, customers and residents can use the drop box in front of City Hall.
- **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. The City's response rate is currently **57.5%** which is just behind the State response rate of 57.9% but ahead of the National rate of 51.6%. Please go to [www.2020census.gov](http://www.2020census.gov) to take the survey or for further information. You do not need to have received a postcard or letter to take the Census survey on line or by phone.
- **Acknowledgements** – We would like to thank the local Amish community for donations of cloth masks and the American Muslim Society for a donation of KN-95 masks. In addition, the Coldwater Fire Department has brightened the birthdays of six local children with a drive by and gift and the Coldwater Police Department has conducted 14 prescription deliveries to elderly and disabled residents. Finally, there have been a number of organizations and individuals who have kept our officers and fire fighters well fed over the past few weeks and we would like to thank everyone who have donated meals to our local emergency first responders.
- **Councilmember Rissman** asked about and was informed regarding Covid-19 related precautions at the Recreation Building.

**Council Action:** Motion by Councilmember Johnson, seconded by Councilmember Beckwith, 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, and Mayor Kramer.

Nays: Councilmember: None.

Motion carried.

7. Presentation: COVID Facebook Analytics by Jodi Shook, Customer Service Director, and Dylan Strehle, Marketing Coordinator.

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

8. Presentation: Economic Development update by Lisa Miller, Economic Development Consultant, and Audrey Tappenden, Economic Development Assistant.

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

#### **PUBLIC COMMENTS**

- None.

#### **UNFINISHED BUSINESS**

- None.

#### **NEW BUSINESS**

9. Councilmember Petzko asked about the draft recreational marihuana ordinance and the possibility of including retail sales in the downtown area.

**Council Action:** Motion by Councilmember Petzko, and seconded by Councilmember Machan, to recommend to the Planning Commission, the inclusion of recreational marihuana retail sales in the downtown area as part of the draft Recreational Marihuana Ordinance, as presented.

Roll Call Vote:

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

Nays: Councilmember: Johnson.

Motion carried.

#### **ADJOURNMENT**

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 7:01 p.m.



Susan E. Heath, CMC  
City Clerk