

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



May 26, 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: 870-6749-8919) 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 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 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.

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Tom Eldridge, Susan Heath, Joe Scheid, Pat Beeman, Pat Pool, Sheila Puffenberger, State DNR Officer Nick Wellman and one other.

PUBLIC COMMENTS

- IT Director Pat Pool introduced newly appointed IT Manager Sheila Puffenberger.

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 May 11, 2020.
2. Coldwater Housing Commission Minutes of April 14, 2020.
3. MERS Defined Benefit Pension Plan Statement for the quarter ending March 31, 2020.
4. Moody's Investors Service Issuer Comment April 15, 2020.

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Knaack, to approve Consent Agenda Items 1-4, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

END OF CONSENT AGENDA

5. Bills and Accounts: \$106,192.60.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Petzko, to approve Bills and Accounts in the amount of \$106,192.60, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

6. City Manager's Report.

- **Yard Waste Drop-Off Site** – The City's yard waste drop-off site has reopened and is available for City and Coldwater Township resident use Monday thru Friday from 8 a.m. to 4 p.m. and Saturdays from 9 a.m. to 2 p.m. The City does not accept construction debris or general refuse. Residents are also welcome to pick up free wood chips and screened compost from the City. The site is located at 45 Industrial Ave. just west of the Branch Area Transportation Authority (BATA) garage.
- **Absentee Ballot Applications** – The City recently mailed all registered voters an absentee ballot application for the August and November elections. The State of Michigan has since made a similar decision to send ballot applications to every registered voter in the State. Therefore, residents may receive two (or more) applications. However, if they wish to receive absentee ballots for the upcoming elections, they only need to return one completed and signed application to the City Clerk. More information is available on the attached page or by calling City Clerk Susan Heath at 279-6928 or sheath@coldwater.org.
- **2020 Sidewalk Replacement Project** – Work has begun on the repair and replacement of concrete sidewalks in the 1st and 2nd Wards. Traffic will be maintained in those neighborhoods where work is underway but we ask residents to be cautious around workers and work sites. Parrish Excavating is the contractor for the project.
- **Downtown Covid-19 Assistance Grants** – The Coldwater Downtown Development Authority has grants available to reimburse downtown businesses for Covid-19 related expenses. The grants will cover 75% of direct costs up to a maximum of \$500 per business. More information can be found at www.coldwater.org.
- **The Match on Main – COVID-19 Response Program** – This program will provide funding to local downtown management organizations to administer to eligible small businesses located in traditional commercial districts. A maximum of \$50,000.00 may be requested and approved for any given community while grants to individual businesses must be between \$2,000.00 and \$10,000.00. Before the DDA can apply for funding, the program requires that the DDA identify the businesses it would give funding to, and include that list of businesses in its application to the program. Full criteria and scoring preferences are available on the DDA web page.
- **MSHDA Home Improvement Grant – Smith/Seeley/Central Park Drive Neighborhood** – The MSHDA Neighborhood Enhancement Program (NEP) is designed to provide direct benefit to homeowners in targeted neighborhoods. The grant is available to residents of the Irwin Park neighborhood which is bound by Seeley, Morse, Smith Streets, and Thompson Blvd. to replace or paint siding, install new roofs, windows, or doors, to

perform porch enhancements, or to repair driveways and sidewalks. To qualify, a resident must own their home, be current on taxes and insurance coverage, and have an income of 120% or less of the Area Median Income for their household size. For further details, please contact Dean Walrack at 517-279-6929 or dwalrack@coldwater.org.

- **Property Maintenance** – With the relaxing of the Governor’s stay at home order, the City is once again conducting code enforcement activities. Residents are reminded that grass should be kept to no higher than six inches, vehicles must be parked in a driveway on an improved surface and indoor furniture, appliances and other items left outside should be removed. Property owners cited for noncompliance will have the violation abated by a City contractor and cost applied to the annual tax bill. Questions or property complaints can be forwarded to the City’s Neighborhood Services Department at 517-279-6929.
- **Race Street Paving Project** – expected to be completed next week barring bad weather.

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

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

7. Letter from Megan Angell, City Attorney, regarding amendment to Chapter 698, Weapons and Explosives for purpose of culling or hunting wild animals – Consider adoption of Ordinance No. 831.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Machan, to adopt Ordinance No. 831 (attached in Addendum A), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

8. Letter from Joe Scheid, Director of Public Safety, regarding Contract for the Provision of School Resource Officer Services – Consider adoption of Resolution No. 20-16 and approval of Agreement No. A20-05.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Johnson, to adopt Resolution No. 20-16 and approve Agreement No. A20-05 (attached in Addendum B), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

9. Letter from Keith Baker, City Manager, regarding setting public hearing for FY 2020-21 budget – Consider adoption of Resolution No. 20-21.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to adopt Resolution No. 20-21 (attached in Addendum C), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

10. Memo from Keith Baker, City Manager, and Tom Eldridge, Finance Director, regarding the Second Budget Amendments for FY 2019-20.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Machan, to approve and place on file the Second Budget Amendments for FY 2019-20, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

PUBLIC COMMENTS

- State DNR Officer Nick Wellman introduced himself to the Council.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

11. Mayor Kramer made note of and encouraged Councilmember attendance to an Electronic DDA Meeting to be held at 10 a.m. May 27, 2020, with anticipated discussion and recommendation to the Planning Commission and Council, regarding Recreational Marihuana Ordinance No. 832.

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 6:15 p.m.



Susan E. Heath, CMC
City Clerk