

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



June 22, 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: 840-1476-2467) 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; Councilmembers Chad Johnson and Jim Knaack, representing the 2<sup>nd</sup> Ward; Councilmember John Petzko, representing the 3<sup>rd</sup> Ward; Councilmember Scott Houtz, representing the 4<sup>th</sup> Ward.

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

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

**OTHERS PRESENT:** Keith Baker, Megan Angell, Tom Eldridge, Susan Heath, Pat Pool, Sheila Puffenberger, Dean Walrack, Dave Schmaltz, Shauna Chávez, Dave Sattler, Christine Delaney, Josh Covert, Julie Waterbury and three others.

### **PUBLIC COMMENTS**

- Julie Waterbury, candidate for Branch County Treasurer, introduced herself to the City Council.

### **CONSENT AGENDA (Item Numbers 1-3):**

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 June 8, 2020.
2. Coldwater Housing Commission Minutes of May 12, 2020.
3. Letter from Sean Watson, Director of Video Services, and Terry Whelan, Superintendent/Chief Financial Officer, Coldwater Community Schools, requesting \$15,000.00 funding for FY 2019-20.

### **ACTION ON CONSENT AGENDA**

**Council Action:** Motion by Councilmember Johnson, seconded by Councilmember Knaack, to approve Consent Agenda Items 1-3, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

**END OF CONSENT AGENDA**

4. Bills and Accounts: \$187,989.43.

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Johnson, to approve Bills and Accounts in the amount of \$187,989.43, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

\*Councilmember Michael Beckwith arrived at 5:40 p.m.

5. City Manager's Report.

- **July 4th Fireworks** – The City's annual Independence Day fireworks display is a go! The show will be held on Saturday July 4, 2020 at Heritage Park at dark. We would like to recognize this year's sponsors of the event; the Coldwater Noon Rotary, the Coldwater Township Sunrise Rotary and the Coldwater Board of Public Utilities. Please practice safe social distancing and take precautions when in close proximity to others. Parking can be found south of the City's dog park off of US-12 as well as the Legg Middle School parking lot, Coldwater High School parking lot, Robert W. Browne Aquatic Center among others. Parking is not permitted on any grass areas except south of the dog park.
- **Community Events:**
  - Farmers Market** – The first weekend for the Coldwater Farmers Market is coming up on Saturday June 27, 2020. This Summer's market is being held at the AYSO soccer complex on the corner of Marshall Street and State Street to provide more room for social distancing of vendors and shoppers. Come out each Saturday through September from 9 a.m. to 1 p.m. to see and be seen as you purchase your fruits, vegetables and baked goods.
  - Arts Alive! Art Walk** – The second annual Arts Alive! Art Walk is scheduled for downtown Coldwater on Saturday July 11, 2020 from 2 p.m. to 10 p.m. Juried artists will have art available for purchase, food vendors, music will be available. The event will take place on S. Monroe St.
  - Entertainment Under the Stars/Hops on Monroe** – Just a reminder that this year's Entertainment Under the Stars concert series and Hops on Monroe beer garden have been moved from Tuesdays and Thursdays in July to Tuesdays and Thursdays in August. Mark your calendars to attend these great events.

- **City Project Updates:**

**Roosevelt Plaza** – Asphalt patching, sealcoating and striping have been completed for the Roosevelt Plaza parking lot which is located behind the Elks Lodge, Public Safety Building and Infinisource office buildings. Excell Paving of Coldwater performed the work.

**Sidewalk Project Complete** – Parrish Excavating of Quincy recently completed the sidewalk replacement project for the 1st and 2nd wards with some additional work near Coldwater High School in the 3rd ward.

**Allen Ave. Project Complete** – We are happy to announce the completion of the Allen Ave. reconstruction project. The project included the reconstruction and widening of Allen Ave. to facilitate employee and truck delivery traffic for two local industries and an electrical contracting company. Thompson Construction of Coldwater performed the work.

**Rotary Splash Pad** – The Rotary Splash Pad in Heritage Park is now open. This year there are two new spray features as well. The park is open from 10 a.m. to 8 p.m. Enjoy!

- **Volunteer Projects** – The City is often approached by groups and organizations to complete volunteer projects around the community. These events are a great help to the City and gets things done that might not otherwise get completed or wouldn't be completed as soon if it weren't for the volunteers. With the pandemic and statewide shutdown, we haven't had the normal interest in volunteer projects and compounded by the City scaling back on seasonal staffing and City crews being off for approximately one month, we could really use the help. If there are any groups that would like to organize a volunteer project, the City provides the tools and supplies, the volunteers provide the labor. Projects can be done in such a way as to comply with social distancing and safety precautions and on the volunteer group's schedule. Please Contact City Manager Keith Baker if you have a group that would like to volunteer for a project.

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

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

6. Letter from Dean Walrack, Planning/Zoning Administrator, regarding amending Codified Ordinances, Planning and Zoning Code, to Allow Certain Marihuana Establishments as a Special Use - Consider introduction of Ordinance No. 832.

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Machan, to adopt Ordinance No. 832 (attached in Addendum A), as presented.

Roll Call Vote:

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

Nays: Councilmember: Johnson and Knaack.

Motion carried.

7. Letter from Megan Angell, City Attorney, regarding amending Codified Ordinances, Chapter 880, Business Regulations, to Allow Certain Marihuana Establishments in the City - Consider introduction of Ordinance No. 833.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Houtz, to adopt Ordinance No. 833 (attached in Addendum B), as presented.

Roll Call Vote:

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

Nays: Councilmember: Johnson and Knaack.

Motion carried.

\*Councilmember Randall Hazelbaker arrived at 5:56 p.m.

8. FY 2020-21 Budget.

- a. Consider adoption of Resolution No. 20-17 - General Appropriations Act.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to adopt Resolution No. 20-17 (attached in Addendum C), as presented.

Roll Call Vote:

Ayes: Councilmember: Knaack, Beckwith, Petzko, Hazelbaker, Houtz, Rissman, Machan,

Johnson and Mayor Kramer.

Nays: Councilmember: None.

Motion carried.

- b. Consider adoption of Resolution No. 20-18 - Special and Operating Funds Appropriations Act.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Petzko, to adopt Resolution No. 20-18 (attached in Addendum D), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

- c. Consider adoption of Resolution No. 20-19 - 2015 Unlimited Tax General Obligation Bond.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Resolution No. 20-19 (attached in Addendum E), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

- d. Set millage rate and consider adoption of Resolution No. 20-20 - City Employee Retirement Fund.

**Council Action:** Motion by Councilmember Johnson, seconded by Councilmember Knaack, to

adopt Resolution No. 20-20 (attached in Addendum F), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

9. Letter from Debra Sikorski, Assessor/Neighborhood Services Director, regarding change of date for July Board of Review – Consider adoption of Resolution No. 20-32.

**Council Action:** None – Item removed from Agenda.

10. Letter from Keith Baker, City Manager, regarding amended and restated MERS Health Care Savings Plan (HCSP) – Consider adoption of Resolution No. 20-31 and approval of Agreement No. A20-08.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to adopt Resolution No. 20-31 and approve Agreement No. A20-08 (attached in Addendum G), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

11. Letter from Keith Baker, City Manager, regarding extension of Fire Fighters Contract – Consider adoption of Resolution No. 20-35 and approval of Agreement No. A20-10.

**Council Action:** Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Resolution No. 20-35 and approve Agreement No. A20-10 (attached in Addendum H), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

12. Memo from David Sattler, Municipal Services Director, regarding purchase of Mower Equipment – Consider adoption of Resolution No. 20-33.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Knaack, to adopt Resolution No. 20-33 (attached in Addendum I), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

13. Memo from David Sattler, Municipal Services Director, regarding purchase of Vehicle – Consider adoption of Resolution No. 20-34.

**Council Action:** Motion by Councilmember Petzko seconded by Councilmember Machan, to adopt Resolution No. 20-34 (attached in Addendum J), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

14. Memo from Patrick Pool, IT Director, regarding purchase of supplemental email security services – Consider adoption of Resolution No. 20-36 and approval of Agreement No. A20-11.



**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Knaack, to adopt Resolution No. 20-36 and approve Agreement No. A20-11 (attached in Addendum K), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

#### **PUBLIC COMMENTS**

- Josh Covert spoke regarding a medical marihuana ordinance for his client.

#### **UNFINISHED BUSINESS**

- None.

#### **NEW BUSINESS**

15. Consider introduction of Sales Agreement No. A20-09 for the sale of 74 Thompson Blvd.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Houtz, to introduce for first reading Sales Agreement No. A20-09, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

16. Consider adoption of Resolution No. 20-37, approving a request to close S. Hanchett St. from 12 to 4 p.m. on Saturday June 27, 2020, to accommodate an outdoor performance.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to adopt Resolution No. 20-37 (attached in Addendum L), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

17. Mayor Kramer thanked City staff for their successful efforts to bring Two Bandits Brewing Co. to downtown Coldwater.

#### **ADJOURNMENT**

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



Susan E. Heath, CMC  
City Clerk