

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



July 13, 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: 892-5839-2077) 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; 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.

**OTHERS PRESENT:** Keith Baker, Megan Angell, Tom Eldridge, Susan Heath, Pat Pool, Shauna Chávez, Jeff Budd, Paul Lindsley and three others.

### PUBLIC COMMENTS

- Paul Lindsley, owner of The Ponds of Coldwater, presented a complaint regarding a continuous bad odor coming from Darling International.

### CONSENT AGENDA (Item Numbers 1-11):

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 22, 2020.
2. Downtown Development Authority Minutes of May 27, 2020.
3. Planning Commission Regular Minutes of June 1, 2020.
4. Historic District Commission Regular Minutes of October 9, 2019.
5. Board of Public Utilities' Regular Minutes of June 3, 2020.
6. Michigan South Central Power Agency Regular Minutes of May 7, 2020.
7. Michigan South Central Power Agency Work Session Minutes of May 28, 2020.
8. Board of Public Utilities' Reports and Financial Statements for April, 2020.
9. Board of Public Utilities' Reports and Financial Statements for May, 2020.
10. City of Coldwater monthly Financial Report for May, 2020.
11. Memo from Mayor Kramer regarding board reappointment.
  - Board of Review – Helen Guisinger – term expires July, 2023

#### **ACTION ON CONSENT AGENDA**

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Petzko, to approve Consent Agenda Items 1-11, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

**END OF CONSENT AGENDA**

12. Bills and Accounts: \$229,960.18.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Houtz, to approve Bills and Accounts in the amount of \$229,960.18, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

13. City Manager's Report.

- **August Primary Election** – While there are no City related races on the August Primary ballot, there is one millage renewal request on the ballot. The Branch County Commission on Aging millage is up for renewal. Voting for City residents takes place at the Dearth Center on Garfield Ave. or absentee ballot. The election is scheduled for Tuesday August 4, 2020 from 7 a.m. to 8 p.m.
- **Personnel Update: Police Department** – The City would like to announce the hiring of Officer Anthony Estrada. Officer Estrada has almost three years of experience with the Quincy Police Department and is well regarded in the local law enforcement community. We would like to welcome Officer Estrada to the organization. In addition, the City would like to congratulate Deputy Chief of Police Patrick Beeman on his 30th anniversary with the Coldwater Police Department. We would like to thank Deputy Chief Beeman for his three decades of commitment and service to the Coldwater community.  
**Recreation Department** – Recreation Coordinator Jordan Bell has taken a position with Trine University in Angola, IN. We wish Jordan well in her new position and future endeavors.  
**Fire Department** – The City would like to recognize Part-Paid Fire Fighter Doug Trall for his 20 years of service to the Coldwater Fire Department and citizens of Branch County. Being a PPF is a huge commitment and takes a dedicated person to fulfill. PPF Trall's last day with the CFD is July 16, 2020. We would like to express our gratitude and best wishes to PPF Trall in his retirement and future endeavors.
- **Community Events: Arts Alive! Art Walk** - An expanded 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 and a beer and wine tent will be available. The event will take place on S. Monroe Street. Come downtown to enjoy this great event! Wearing a mask and keeping socially distanced of course!

- **City Project Updates: Smith Street/N. Monroe St. Reconstruction Project** – Work is scheduled to begin on this project by the end of July. Concord Excavating out of Concord, MI is the contractor for this water, sanitary sewer and road reconstruction work.

**Downtown Parking Lots** – Showcase Gardens is working its way through the City's downtown parking lots to weed and clean up the flower beds. Roosevelt Plaza parking lot sealcoating and striping has been completed as has the Rumsey Plaza parking lot. Chandler Plaza and Tibbits Plaza were restriped. Randall Plaza is still awaiting final concrete curb repairs, sealcoating and striping.

**Lucky Drive** – With the drainage improvements complete, we are having a large section of the roadway patched that has deteriorated from the frequent flooding and recent repair activities.

- **Police Patrol Vehicles** – After nearly a year of having been on order, the City has taken possession of two new patrol vehicles (2020 Ford Explorers). Graphics and equipment installation are scheduled for the next couple of weeks and they should be in service by the end of the month.
- **2020 Census** – For the 31% of our population that haven't returned their Census form or completed it online, we encourage you do so. Completing the Census benefits the community for the next ten years and directly corresponds to how much funding the City, County, public transit, schools, senior services, public health and all of the social services agencies receive to serve their residents and constituents. Coldwater is at a 69.3% response rate just ahead of the 68.2% response rate of the State of Michigan and 62% nationally. Go to [www.2020census.gov](http://www.2020census.gov) for more information or to complete the form.
- **Darling Int. Odor Complaint** – Odors at Darling, located in the Industrial Zone, have been a long-standing issue but the City doesn't have an odor ordinance. Rather State DNR or EGLE (Environment, Great Lakes, and Energy) may be able to take such a complaint. Mayor Kramer asked to have the issue further researched and information brought back to the Council at a future meeting.
- **The Aqua Pit** – located at 262 S. Michigan Ave., Coldwater, is fully operational and open to the public with positive feedback so far.

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

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

14. Memo from Jeffrey Budd, CBPU Director, regarding updates to *Rules, Regulations & Rates* – Consider introduction of Ordinance No. 834.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Machan, to introduce for first reading Ordinance No. 834, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

15. Memo from Jeffrey Budd, CBPU Director, regarding updates to *Rules, Regulations & Rates* – Consider adoption of Resolution No. 20-38.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Petzko, to adopt Resolution No. 20-38 (attached in Addendum A), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

16. Letter from Keith Baker, City Manager, regarding proposed Resolution to Amend the City of Coldwater Rates for Residential Garbage and Refuse Collection and Disposal – Consider adoption of Resolution No. 20-40.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Machan, to adopt Resolution No. 20-40 (attached in Addendum B), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

17. Memo from Debra Sikorski, Neighborhood Services/Assessor, regarding updates to Building Code Fee Schedule – Consider introduction of Ordinance No. 835.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Petzko, to introduce for first reading Ordinance No. 835, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

18. Letter from Keith Baker, City Manager, regarding Authorization for Submission of Grant Application for Fire Responder Hazard Pay Premium Program to the Michigan Department of Treasury – Consider adoption of Resolution No. 20-41.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to adopt Resolution No. 20-41 (attached in Addendum C), as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

Motion carried.

**PUBLIC COMMENTS**

- Rugged0813 – Charter Charges a regular rate of \$65.99 for approximately 100mb download speed.

**UNFINISHED BUSINESS**

- None.

**NEW BUSINESS**

19. Closed session pursuant to Section 8(a) of PA 267 of 1976 to conduct a periodic evaluation at the request of the City Manager.

Mayor Kramer suggested the Council may not require a closed session as the feedback is positive for the City Manager and the Council could move forward with a three percent economic raise retroactive to July 1, 2020, and thanked Manager Baker for a job well done in the last twelve months.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Machan, to provide an economic salary increase for the City Manager of three percent effective July 1, 2020, as presented.

Roll Call Vote:

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

Nays: Councilmember: None.

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