

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



July 27, 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: 858-2774-3669) 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 Pro Tem Randall Hazelbaker called the meeting to order with the following Councilmembers present: Councilmember 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; Councilmember Scott Houtz, representing the 4th Ward.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Houtz, to excuse the absence of Mayor Kramer and Councilmember Emily Rissman, as presented.

Roll Call Vote:

Ayes: Councilmember: Machan, Johnson, Knaack, Petzko, Houtz and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Tom Eldridge, Susan Heath, Sheila Puffenberger, Deb Sikorski, Dave Schmaltz, Jeff Budd; Steven Rutz, Zack Stempien and three others.

PUBLIC COMMENTS

- Steven Rutz introduced himself to the Council as a Branch County treasurer candidate.

CONSENT AGENDA (Item Numbers 1-6):

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 July 13, 2020.
2. Coldwater Housing Commission Regular Minutes of June 9, 2020.
3. Coldwater Public Library Advisory Board Regular Minutes of March 9, 2020.
4. Downtown Development Authority Minutes of June 24, 2020.
5. City of Coldwater Investment Report for June 30, 2020.
6. Memo from Mayor Kramer regarding board appointment.
 - Economic Development Corporation (EDC) – Michael Caywood – term expires October, 2021.

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to approve Consent Agenda Items 1-6, as presented.

Roll Call Vote:

Ayes: Councilmember: Johnson, Knaack, Petzko, Houtz, Machan and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

END OF CONSENT AGENDA

7. Bills and Accounts: \$341,915.46.

Council Action: Motion by Councilmember Houtz, seconded by Councilmember Knaack, to approve Bills and Accounts in the amount of \$341,915.46, as presented.

Roll Call Vote:

Ayes: Councilmember: Knaack, Petzko, Houtz, Machan, Johnson and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

8. City Manager's Report.

- **Summer Property Taxes** – Summer taxes are due a short two months away on September 15, 2020. In response to the COVID-19 pandemic the City of Coldwater has updated payment options for the health and safety of the public and staff. Updated Payment Options Include:
MAIL: City of Coldwater Treasurer, 1 Grand Street, Coldwater, MI 49036
DROP BOX: Located in the Parking Lot on the west side of City Hall
ONLINE: www.coldwater.org (Credit Card or E-Check Payments) *Additional fees apply.
PHONE: Call 1-800-272-9829 (Code # 7026)
IN PERSON: In an effort to combat the spread of COVID-19, we are discouraging in person payment. If you need to pay in person masks must be worn at all times and social distancing rules must be followed. Cash payments are accepted, but strongly discouraged.
- **August 4th Primary Election** – The August 4, 2020 Primary Election is just over one week away! It's time to make sure you're registered to vote! Go to www.MI.gov/vote to check your registration, update your residence address, and get registered or to request an absentee voter ballot. One can obtain an Absentee Ballot either in person (with ID) or via First Class mail until 5 p.m. Friday, July 31, 2020. If you already have your Absentee Ballot, please return it as soon as possible. Don't forget to sign the return envelope. Ballots may be returned via US Mail, or dropped off at City Hall, One Grand Street, either in person or via the handy drop box at the Monroe Street entrance. In order to be

counted, ballots must arrive no later than 8 p.m. Election Day, August 4, 2020. For more information please call 517-279-6928, email sheath@coldwater.org, or come see City Clerk Susan Heath.

- **City Reporting Tool** – In an effort to further the accessibility of information in Coldwater, residents can access the City's website and all of its perks directly at their fingertips. The City of Coldwater app allows residents to make payments, sign up for news and construction alerts, follow job postings and project bids, stay up to date with local events, and follow City Council and CBPU Board meetings all from their phones. Getting the app is as easy as searching "CivicMobile" on your app store of choice and tapping the download button.
- **Cops & Kicks** – The Coldwater Police Department is partnering with P2 Soccer Camps and AYSO for an event this Sunday July 26, 2020 from 6 to 8 p.m. Kids will have an opportunity to test their skills against CPD's finest as well as trained soccer professionals. The event is in conjunction with a camp being held by AYSO and P2 Soccer Camps. Staff will be practicing appropriate social distancing and following CDC and State guidelines to keep all participants safe. Refreshments and door prizes for participating youth will be provided.
- **New Coldwater Public Safety Facebook Page** – The City has added a new Facebook page specifically for the City's Police and Fire department activities and notices. You can search for "Coldwater Public Safety Police & Fire" by using the search function on your personal Facebook account. This page joins pages specifically targeted to "Downtown Coldwater" and "Coldwater Recreation Department" in addition to the City/CPBU's main Facebook page.
- **Entertainment Under the Stars** – As of right now, Entertainment Under the Stars is still scheduled for each Tuesday evening in August starting on August 4, 2020. The concerts will begin at 7:00 p.m. and are being held this year at Heritage Park. Attendees will be asked to maintain appropriate social distancing and wear masks when in close proximity to others. We think we can provide a safe summer event while maintaining compliance with CDC guidelines and the Governor's executive orders. Come enjoy the Jim Stout Band sponsored by the Coldwater Board of Public Utilities on Tuesday August 4, 2020. If you have any questions, please do not hesitate to contact me.
- **In Person Council Meetings** – If the Council returns to in person council meetings, they would likely move the meeting to the Recreation Center to accommodate social distancing guidelines.
- **Hops on Monroe** – 5 to 9 p.m. Thursdays from August 6 through September 3, 2020 on S Monroe Street.

*Councilmember Michael Beckwith arrived at 5:50 p.m.

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: Petzko, Houtz, Machan, Johnson, Knaack, Beckwith and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

9. Letter from Keith Baker, City Manager, regarding sale of 74 Thompson Boulevard to Winright – Consider adoption of Resolution No. 20-39 and approval of Agreement No. A20-09.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Resolution No. 20-39 and approve Agreement No. A20-09 (attached in Addendum A), as presented.

Roll Call Vote:

Ayes: Councilmember: Beckwith, Petzko, Houtz, Machan, Johnson, Knaack and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

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

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Ordinance No. 834 (attached in Addendum B), as presented.

Roll Call Vote:

Ayes: Councilmember: Petzko, Houtz, Machan, Johnson, Knaack, Beckwith and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

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

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Knaack, to adopt Ordinance No. 835 (attached in Addendum C), as presented.

Roll Call Vote:

Ayes: Councilmember: Houtz, Machan, Johnson, Knaack, Beckwith, Petzko and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

12. Letter from Keith Baker, City Manager, regarding Fire Dept. utility truck purchase – Consider adoption of Resolution No. 20-42.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to adopt Resolution No. 20-42 regarding Fire Dept. utility truck purchase in the amount of \$57,809.40 from Cole Ford of Coldwater (attached in Addendum D), as presented.

Roll Call Vote:

Ayes: Councilmember: Machan, Johnson, Knaack, Beckwith, Petzko, Houtz and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

13. Memo from Dave Schmaltz, Fire Chief, regarding Fire Dept. hose washing machine purchase– Consider adoption of Resolution No. 20-43.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Petzko, to adopt Resolution No. 20-43 regarding Fire Dept. hose washing machine purchase in the amount of \$11,149.00 from Staber Industries Inc. (attached in Addendum E), as presented.

Roll Call Vote:

Ayes: Councilmember: Johnson, Knaack, Beckwith, Petzko, Houtz, Machan and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

14. Consider adoption of Resolution No. 20-26 to set the 2021 meeting dates of the City Council.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to adopt Resolution No. 20-26 (attached in Addendum F), as presented.

Roll Call Vote:

Ayes: Councilmember: Knaack, Beckwith, Petzko, Houtz, Machan, Johnson and Mayor Pro Tem Hazelbaker.

Nays: Councilmember: None.

Motion carried.

PUBLIC COMMENTS

- Zack Stempien introduced himself to the Council as a Branch County prosecuting attorney candidate.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

- None.

ADJOURNMENT

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



Susan E. Heath, CMC
City Clerk