

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



September 13, 2021
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES REGULAR MEETING

This meeting will be an in-person meeting for all Councilpersons and members of the public except that Councilmember Rissman will attend by telephone or video conferencing due to current military duty. She may be contacted regarding any business that will come before the Council at the meeting by email at erissman@coldwater.org up to 3:30 p.m. on the day of the meeting or by contacting City Manager Keith Baker at kbaker@coldwater.org. This meeting is also live-streamed on YouTube at, bit.ly/ColdwaterVideo or on Skitter channel 61.

Note – Due to a technical issue Councilmember Rissman was inaudible at the meeting and was subsequently excused. While it was later determined Ms. Rissman was in fact audible in the livestream, her participation remains excluded from the official minutes as she was not audible to fellow Councilmembers in the Council Chambers during the meeting.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MEMBERS PRESENT: Mayor Kramer 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; Councilmember John Petzko, representing the 3rd Ward; Councilmembers Randall Hazelbaker and Scott Houtz, representing the 4th Ward. Councilmember Emily Rissman attempted to attend via video conferencing due to current military duty but was unable to connect.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Petzko, to excuse the absence of Councilmembers Michael Beckwith and Emily Rissman, as presented.

Ayes: 7

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Tom Eldridge, Megan Angell, Jeff Budd, Craig Figueroa, Dean Walrack, Susan Heath, Joe Scheid, Kenny Fickle, Lisa Miller, Deb Sikorski-Bernath; Don Reid and two others.

PUBLIC COMMENTS

- None.

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 August 23, 2021.
2. City Council Special Minutes of September 2, 2021.
3. Coldwater Housing Commission Regular Minutes of August 10, 2021.
4. Planning Commission Regular Minutes of August 16, 2021.
5. Downtown Development Authority Regular Minutes of July 28, 2021.
6. Recreation Board Regular Minutes of June 2, 2021.
7. Board of Public Utilities' Regular Minutes of August 4, 2021.
8. Michigan South Central Power Agency Board Regular Minutes of July 1, 2021.
9. Board of Public Utilities' Reports and Financial Statements for July, 2021.
10. City of Coldwater monthly Financial Report for July, 2021.
11. Memo from Mayor Kramer regarding board appointment.
 - Board of Review – Chris Pierce – term expires July, 2024.

END OF CONSENT AGENDA

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to approve Consent Agenda Items 1-11, as presented.

Ayes: 7

Nays: 0

Motion carried.

END OF CONSENT AGENDA

12. Bills and Accounts: \$332,721.51.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Petzko, to approve Bills and Accounts in the amount of \$332,721.51, as presented.

Ayes: 7

Nays: 0

Motion carried.

13. City Manager's Report.

- **November Election** – Applications for absentee ballots for the November election are now available through the City Clerk's office. You may contact City Clerk Susan Heath at 279-6928 if you would like to apply to vote via absentee. The election date is Tuesday, November 2, 2021.
- **Kids Kingdom Repairs** – The City would like to express our sincere appreciation to Scott Winter who donated his time over two days to make repairs to Kids Kingdom in Parkhurst Park. The structure was damaged by a large tree limb that came down in the recent storm.
- **City Projects** – Final paving of Sauk River Drive was completed this week. Work left on the project includes final grading and paving of the linear trail on the north side of the road from S. Michigan Ave. to the west. Work continues on the 4 Corners Park Project. Hopefully you can begin to see the overall vision and noting the changes every day as work progresses to a mid-October completion.
- **Apple Fest & Craft Show** – Apple Fest is almost here! The event will kick off fall next Saturday September 18, 2021 from 9 a.m. to 3 p.m. in downtown Coldwater. Entertainment, food and craft vendors, a kid's zone, artwork and of course apple related items will be featured.
- **Hoptober Fest** – Mark Saturday October 9, 2021 on your calendar for the second annual Hoptober Fest. Broadway Grille will be serving up the Two Bandits Brewery Octoberfest beer. Die Dorfmusikanten, a German Band out of Fort Wayne and Tanzer Dancers will be providing the entertainment. Food trucks including J&J's Delicious Dogs will be serving

polish sausages, brats and sauerkraut, as well as KPC Kettle Corn. The event runs from 4 to 10 p.m. on S. Monroe Street in downtown Coldwater.

- **Haunted Forest** – Mark your calendars for the city’s Haunted Forest (\$5/person) to be held Friday and Saturday October 15 and 16, 2021 at Rotary Park. The less scary tour runs from 5 to 7:30 p.m. with the scary version running 7:30 to 9 p.m.
- **Household Hazardous Waste** – The CBPU’s annual Household Hazardous Waste collection event will be held on Saturday, September 25, 2021 from 9 a.m. to 2 p.m. at the Branch County Fairgrounds. A list of items that will be accepted and participating communities can be found on the City’s website.
- **Storm Repair and Cleanup** – work continues following last month’s major storm.
- **Sidewalk Project** – work to begin later this month repairing existing sidewalks.
- **Cemetery Lane Work** – work was delayed due to last month’s storm but will begin soon on the paved roads, and storm cleanup in the cemetery continues; dirt lane repairs will be another project going forward.
- **ITC Right of Way Tree Trimming** – work is not yet completed.
- **Monroe Street Public Restrooms** – plans are expected to come to the Council for review and approval soon, before sending it out to bid, with possible spring construction.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to approve and place on file the City Manager’s report, as presented.

Ayes: 7

Nays: 0

Motion carried.

14. Letter from Keith Baker, City Manager, regarding sale of vacant land at 29 Lawton Avenue to Habitat for Humanity – Consider adoption of Resolution No. 21-70 and approval of Sales Agreement No. A21-05.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Resolution No. 21-70 and approve Sales Agreement No. A21-05, as presented.

Roll Call Vote:

Ayes: Councilmembers: Knaack, Petzko, Hazelbaker, Houtz, Machan, Johnson and Mayor Kramer.

Nays: Councilmembers: None.

Motion carried.

15. Letter from Megan Angell, City Attorney, regarding appointment of building and soil erosion official and approval of Building Inspection Services Agreement – Consider adoption of Resolution No. 21-72 and approval of Agreement No. A21-18.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to adopt Resolution No. 21-72 and approve Sales Agreement No. A21-18, as presented.

Ayes: 7

Nays: 0

Motion carried.

16. Memo from Debra Sikorski-Bernath, NSD Director/Assessor, regarding waiver of penalties and fees for failure to file a Property Transfer Affidavit – Consider adoption of Resolution No. 21-73.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Johnson, to adopt Resolution No. 21-73, as presented.

Ayes: 7

Nays: 0

Motion carried.

17. Letter from Keith Baker, City Manager, regarding sale of land on N. Willowbrook Road – Consider adoption of Resolution No. 21-71 and approval of Sales Agreement No. A21-14.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to adopt Resolution No. 21-71 and approve Sales Agreement No. A21-14, as presented.

Roll Call Vote:

Ayes: Councilmembers: Petzko, Hazelbaker, Houtz, Machan, Johnson, Knaack and Mayor Kramer.

Nays: Councilmembers: None.

Motion carried.

18. Letter from Megan Angell, City Attorney, regarding proposed sale of one-half of the vacant lot at 69 Thompson Blvd. – Consider introduction of Agreement No. A21-20.

Roll Call Vote:

Ayes: Councilmembers: Hazelbaker, Houtz, Johnson and Knaack.

Nays: Councilmembers: Machan, Petzko and Mayor Kramer.

Motion failed (item did not receive the required six affirmative votes for a land sale, as required by City Charter).

19. Letter from Megan Angell, City Attorney, regarding proposed sale and/or option to purchase all remaining vacant lots on Thompson Blvd. – Consider introduction of Agreement No. A21-19.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Petzko, to introduce for first reading Agreement No. A21-19, as presented.

Roll Call Vote:

Ayes: Councilmembers: Houtz, Machan, Johnson, Knaack, Petzko, Hazelbaker and Mayor Kramer.

Nays: Councilmembers: None.

Motion carried.

20. 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. 21-74.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Resolution No. 21-74, as presented.

Ayes: 7

Nays: 0

Motion carried.

21. Letter from Megan Angell, City Attorney, regarding establishing a Social Media Policy for City of Coldwater and Board of Public Utilities – Consider adoption of Resolution No. 21-75 and approval of Policy No. P21-02.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Resolution No. 21-75 and approve Policy No. P21-02, as presented.

Ayes: 7

Nays: 0

Motion carried.

PUBLIC COMMENTS

- None.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

22. **Monroe Street Encore** – Councilmember Knaack asked the Council to consider extending Thursday evening street closures to allow Monroe Street businesses with the appropriate licensure to continue offerings similar to the Hops of Monroe events.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to continue the Thursday evening shutdown of Monroe Street through October 7, 2021, and to provide City picnic tables for use for businesses with the proper licensure, as presented.

Ayes: 7

Nays: 0

Motion carried.

ADJOURNMENT

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



Susan E. Heath, CMC, MiPMC
City Clerk

