

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



**February 13, 2023**  
5:30 p.m.  
(517) 279-9501  
[www.coldwater.org](http://www.coldwater.org)

**CITY COUNCIL MINUTES  
REGULAR MEETING**

This meeting is also live-streamed on YouTube at, [bit.ly/ColdwaterVideo](http://bit.ly/ColdwaterVideo) or on Skitter channel 61.

**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**MEMBERS PRESENT:** Mayor Pro Tem Hazelbaker 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; and Councilmember Scott Houtz representing the 4th Ward.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Johnson, to excuse the absence of Mayor Kramer, as presented.

Ayes: 8

Nays: 0

Motion carried.

**OTHERS PRESENT:** Keith Baker, Megan Angell, Dean Walrack, Joe Scheid, Tom Eldridge, Dave Schmaltz, Todd Mistor, Jesse Smith, Andrew Cameron, Samantha Albright, Bryan Torres-Alcantar, Shauna Chávez; Don Reid, Bill Flickinger, Scott Morrison, plus two others.

**PUBLIC COMMENTS**

- None.

**CONSENT AGENDA (Item Numbers 1-9):**

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 January 23, 2023.
2. Downtown Development Authority and Historic District Commission Special Meeting Minutes of November 16, 2022.
3. Coldwater Public Library Advisory Board Regular Minutes of January 9, 2023.
4. Board of Public Utilities' Regular Minutes of January 4, 2023.
5. Michigan South Central Power Agency Board Regular Minutes of December 1, 2022.
6. Michigan South Central Power Agency Board Special Minutes of December 8, 2022.
7. Board of Public Utilities' Reports and Financial Statements for December, 2022.
8. City of Coldwater monthly Financial Report for December, 2022.
9. Police Department Activity Report for 4<sup>th</sup> Quarter, 2022.

**ACTION ON THE CONSENT AGENDA**

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to approve Consent Agenda Items 1-9, as presented.

Ayes: 8

Nays: 0

Motion carried.

**END OF CONSENT AGENDA**

10. Bills and Accounts: \$213,509.79.

**Council Action:** Motion by Councilmember Johnson, seconded by Councilmember Machan, to approve Bills and Accounts in the amount of \$213,509.79, as presented.

Ayes: 8

Nays: 0

Motion carried.

11. City Manager's Report.

- **2023 Property Tax Assessment Notices** — Residents and property owners will be receiving their Notice of Assessment and Taxable Valuation notices from the City the week of February 20th. The March Board of Review will be held on March 13, 14 and 15, 2023. Anyone having questions or concerns should contact the City Assessor's office in the Neighborhood Services Department at 517-279-6964.
- **Mom & Son Night** — Enjoy an evening filled with exciting activities! There will be games, inflatables, pictures, snacks, and more! The program is open to boys in kindergarten through 6th grade and their moms, grandmas, or aunts on Saturday, March 11, 2023 at the Dr. Browne Recreation Center. Couple - \$24 | Additional Person \$12. Register at [www.coldwater.recdesk.com](http://www.coldwater.recdesk.com).
- **Property Maintenance** — With the unusually mild winter weather, residents are reminded to keep their properties (and porches) cleared of items and park vehicles appropriately. Vehicles must be operable and are not allowed to be parked on the grass in the front yard. Please do your part to help keep Coldwater an attractive community in which to live and work.
- **Daddy Daughter Dance** — This popular social event is for girls in kindergarten through 6th grade that are attending a Coldwater School and their dads, grandfathers, or other influential male figure in their life is scheduled for Saturday February 11, 2023. Spend an evening of fun with your special girl! There will be dancing, pictures, flowers and refreshments. Sign up at [www.coldwater.recdesk.com](http://www.coldwater.recdesk.com) or by calling 517-278-8566 for assistance.
- **Citizens Academy** — The Coldwater Citizens Academy's next session is Thursday February 23, 2023 at 6 p.m. The second session is covering the City's Police and Fire Department operations. A tour of the Coldwater Public Safety Building will follow the presentations.
- **Flood Awareness** — With the recent early snow melt and rains, this is the annual reminder that the City of Coldwater participates in the National Flood Insurance Program (NFIP) as administered through the Federal Emergency Management Agency (FEMA). As a part of the City of Coldwater's participation in the program, the City provides information regarding the flood hazard for properties within the community. The City's Neighborhood Services Department has Flood Insurance Rate Maps (FIRM) available for those parts of the community within the Special Flood Hazard Area (1% chance flood – a.k.a. 100 yr. floodplain) that are within the city limits as of the most recently adopted FIRM maps effective April 19, 2010. These maps can be viewed by visiting the Neighborhood Services Department in City Hall. More information can be found on the FEMA website at [www.fema.gov](http://www.fema.gov) or by contacting Neighborhood Services at 517-279-6929.

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

Ayes: 8

Nays: 0

Motion carried.

12. Letter from Melissa Austin, Treasurer, Children’s Museum of Branch County, regarding obtaining a charitable gaming license – Consider adoption of Resolution No. 23-09.

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Machan, to adopt Resolution No. 23-09 (attached in Addendum A), as presented.

Ayes: 8

Nays: 0

Motion carried.

13. Memo from Debra Sikorski-Bernath, NSD Director/Assessor, regarding amendment and restatement of Resolution No. 23-02 to include a completion date for the Application for Obsolete Property Rehabilitation Exemption Certificate for Donner Properties, LLC, 53 E. Chicago St. – Consider adoption of Resolution No. 23-06.

**Council Action:** Motion by Councilmember Johnson, seconded by Councilmember Beckwith, to adopt Resolution No. 23-06 (attached in Addendum B), as presented.

Ayes: 8

Nays: 0

Motion carried.

14. Memo from Dean Walrack, GIS Coordinator, regarding proposed data sharing and purchase from State of Michigan of enhanced aerial images through GIS MiSAIL Program – Consider adoption of Resolution No. 23-10, approve Agreement No. A23-02 and Agreement No. A23-03.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Petzko, to adopt Resolution No. 23-10, approve Agreement No. A23-02 and Agreement No. A23-03 (attached in Addendum C), as presented.

Ayes: 8

Nays: 0

Motion carried.

15. Memo from Dave Schmaltz, Fire Chief, regarding proposed purchase of SCBA decontamination washer – Consider adoption of Resolution No. 23-08.

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to adopt Resolution No. 23-08 (attached in Addendum D), as presented.

Ayes: 8

Nays: 0

Motion carried.

16. Memo from Todd Mistor, DMS Director, regarding proposed vehicle replacement purchases – Consider adoption of Resolution No. 23-07.

**Council Action:** Motion by Councilmember Beckwith, seconded by Councilmember Machan, to adopt Resolution No. 23-07 (attached in Addendum E), as presented.

Ayes: 8

Nays: 0

Motion carried.

17. Presentation by Todd Mistor, DMS Director, of the 2022 Annual Department of Municipal Services Report.

**Council Action:** None — Presentation only.

#### **PUBLIC COMMENTS**

- None.

#### **UNFINISHED BUSINESS**

- None.

**NEW BUSINESS**

- None.

**ADJOURNMENT**

Noting no other business to come before Council, Mayor Pro Tem Hazelbaker adjourned the regular meeting at 6:23 p.m.



Shauna Chávez  
City Clerk, CMC