

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



April 24, 2023
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES
Regular Meeting

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MEMBERS PRESENT: Mayor Kramer called the meeting to order with the following Councilmembers present: Councilmembers Emily Rissman and Travis Machan representing the 1st Ward; Councilmember Jim Knaack representing the 2nd Ward; Councilmembers Michael Beckwith and John Petzko, representing the 3rd Ward; and Councilmembers Randall Hazelbaker and Scott Houtz representing the 4th Ward.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to excuse the absence of Councilmember Chad Johnson, as presented.

Ayes: 8

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Joe Scheid, Tom Eldridge, Samantha Albright, Sue Heath, Julie Santure, Jake VanBoxel, Dave Schmaltz, Jon Foley, Lisa Miller, Brian Musselman, Bob Granger, Audrey Tappenden, Paul Jakubczak, Bryan Torres-Alcantar, Shauna Chávez; Don Reid, Bill Flickinger and Mike Harvey.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 1-4):

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 April 10, 2023.

2. Coldwater Housing Commission Regular Minutes of March 14, 2023.
3. City of Coldwater Investment Report for March 31, 2023.
4. Arbor Day Proclamation.

ACTION ON THE CONSENT AGENDA

Council Action: Motion by Councilmember Houtz, seconded by Councilmember Rissman, to approve Consent Agenda Items 1-4, as presented.

Ayes: 8

Nays: 0

Motion carried.

END OF CONSENT AGENDA

PUBLIC HEARING

Mayor Kramer opened the public hearing at 5:31 p.m.

5. Memo from Brian Musselman, Water/WRRF Superintendent, regarding proposed grant application for Clean Water State Revolving Fund (CWSRF) – Consider adoption of Resolution No. 23-24.

*Chad Johnson arrived 5:37 p.m.

Mike Harvey, a representative of CWSRF was on hand to answer councilmember questions.

Public Comments:

- None.

Mayor Kramer closed the public hearing at 5:45 p.m.

END OF PUBLIC HEARING

Council Action: Motion by Councilmember Machan, seconded by Councilmember Johnson, to adopt Resolution No. 23-24 (attached in Addendum A), as presented.

Ayes: 9

Nays: 0

Motion carried.

6. Bills and Accounts: \$314,417.74.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Johnson, to approve Bills and Accounts in the amount of \$314,417.74, as presented.

Ayes: 9

Nays: 0

Motion carried.

7. City Manager's Report.

Construction Update — Downtown sidewalk work is ongoing. MDOT's large US-12 bridge and road project will begin the week of May 1, 2023. Traffic will be restricted to one lane in each direction. Please use caution when driving US-12 west of Western Avenue.

Walk A Mile Event — The 13th Annual Walk A Mile in Their Shoes fundraising event sponsored by the Branch County Coalition Against Domestic and Sexual Violence is scheduled for **Saturday April 29, 2023**. A one-mile walk, 5K run, pancake breakfast, and other activities are planned to provide a morning full of fun while raising awareness to fight domestic and sexual abuse and violence. The event is being held for the third year on what has become the City's festival and event space on S. Monroe Street.

Recreation Department — The City is still seeking vendors for Strawberry Fest which is scheduled for Saturday June 17, 2023 in Downtown Coldwater. Registration deadline is June 1, 2023 after which, there is a \$25 late fee.

Code Enforcement — While the temperatures haven't made it feel too much like Spring recently, you will be hearing new public service announcements on the radio reminding residents of the various property maintenance code requirements enforced by the City. These include not parking vehicles in front yards, keeping grass mowed to six inches or less, keeping yards free of litter and junk and keeping indoor furniture indoors and not on outdoor porches to name a few. In addition, open burning is not allowed in the City. Please be a good neighbor and help keep Coldwater an attractive community in which to live and work.

DDA Façade Grants — The Downtown Development Authority has matching grant funds available to assist with exterior maintenance and improvement projects such as new signage, façade painting, new awnings, and building tuckpointing among others. Contact Economic Development Assistant Audrey Tappenden at 279-6913 for more information.

Volunteer Opportunities — Unfortunately, there is never enough time, funding or manpower to get everything accomplished that the City would like to do. However, that's where residents and local community-based organizations can come to the rescue! The

City has opportunities to put volunteers to work. Often, we can provide materials and supplies, we just need your time and expertise. If you have a favorite park, pet project or idea and would like to help organize a group project or would like to volunteer, please contact Municipal Services Director Bob Granger at 517-279-9501 for more information.

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

Ayes: 9

Nays: 0

Motion carried.

8. Memo from Samantha Albright, Assessor, regarding Application for Obsolete Property Rehabilitation Exemption Certificate for Coldwater Executive Suites, LLC, 32 Tibbits Plaza/ 50 W. Pearl St. and setting a public hearing for May 8, 2023.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to accept the Application for Obsolete Property Rehabilitation Exemption Certificate for Coldwater Executive Suites, LLC, 32 Tibbits Plaza/ 50 W. Pearl St. set a public hearing for May 8, 2023, as presented.

Ayes: 9

Nays: 0

Motion carried.

9. Letter from Audrey Tappenden, Economic Development Coordinator, regarding 2023 Corner Farmers’ Market – Consider adoption of Resolution No. 23-30.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Resolution No. 23-30 (attached in Addendum B), as presented.

Ayes: 9

Nays: 0

Motion carried.

10. Memo from Susan Heath, Cemetery Administrator, regarding Cemetery Ordinance Amendment – Consider introduction of Ordinance No. 858.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Petzko, to introduce for first reading Ordinance No. 858, as presented.

Ayes: 9

Nays: 0

Motion carried.

11. Letter from Keith Baker, City Manager, regarding support of House Bill No. 5054 for pension grant funding from 2023 State budget – Consider adoption of Resolution No. 23-28.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Beckwith, to adopt Resolution No. 23-28 (attached in Addendum C), as presented.

Ayes: 9

Nays: 0

Motion carried.

12. Letter from Keith Baker, City Manager, regarding approval of rehabilitation project bid for Butters Avenue – Consider adoption of Resolution No. 23-32.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Machan, to adopt Resolution No. 23-32 (attached in Addendum D), as presented.

Ayes: 9

Nays: 0

Motion carried.

13. Letter from Keith Baker, City Manager, regarding approval of street overlay project bid – Consider adoption of Resolution No. 23-33.

Council Action: Motion by Councilmember Houtz, seconded by Councilmember Rissman, to adopt Resolution No. 23-33 (attached in Addendum E), as presented.

Ayes: 9

Nays: 0

Motion carried.

14. Memo from Bob Granger, DMS Director, regarding proposed vehicle replacement purchase of F250 with V-plow – Consider adoption of Resolution No. 23-31.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Johnson, to adopt Resolution No. 23-31 (attached in Addendum F), as presented.

Ayes: 9

Nays: 0

Motion carried.

15. Presentation by Lisa Miller, Economic Development Director, BCEGA, of the 2022 Branch County Economic Growth Alliance Annual 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 Kramer adjourned the regular meeting at 6:54 p.m.

Council will adjourn to the back of the room for the FY 2023-24 budget workshop.

FY 2023-24 BUDGET WORKSHOP DISCUSSION

MEMBERS PRESENT:

Mayor Kramer and Councilmembers Rissman, Machan, Johnson, Knaack, Beckwith, Petzko, Hazelbaker and Houtz.

Also present: Keith Baker, Megan Angell, Tom Eldridge, Julie Santure, Bob Granger, Audrey Tappenden, Lisa Miller, Joe Scheid, Dave Schmaltz, Jake VanBoxel, Shauna Chávez and Don Reid.

Presentation by Tom Eldridge, Finance Director, regarding the FY 2023-24 Budget and related budgetary priorities for council discussion.

Council Action: None – Discussion only.

Noting no other business to come before Council, Mayor Kramer adjourned the budget workshop at 8:21 p.m.



Shauna Chávez
City Clerk, CMC