

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



May 8, 2023
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL AGENDA

City of Coldwater
Regular Meeting

This meeting will be an in-person meeting for all Councilpersons and members of the public except that Councilperson 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.

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 (via phone) 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 Councilmembers Randall Hazelbaker and Scott Houtz representing the 4th Ward.

OTHERS PRESENT: Megan Angell, Joe Scheid, Tom Eldridge, Samantha Albright, Sue Heath, Paul Jakubczak, Bob Granger, Joe Thornburg, Pat Pool, Bryan Torres-Alcantar, Shauna Chávez; Don Reid, Bill Flickinger, Lisa and Joe Guzy plus one other.

PUBLIC COMMENTS

- Lisa Guzy, 11 Carol Ct., addressed the Council with concerns of overcrowding in residential homes.

CONSENT AGENDA (Item Numbers 1-10):

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 24, 2023.
2. Downtown Development Authority Regular Minutes of March 22, 2023.

3. Coldwater Public Library Advisory Board Regular Minutes of March 6, 2023.
4. Special Joint meeting of Council, DDA and PC Minutes of April 17, 2023.
5. Recreation Board Regular Minutes of February 7, 2023.
6. Board of Public Utilities' Regular Minutes of April 5, 2023.
7. Michigan South Central Power Agency Board Regular Minutes of March 2, 2023.
8. Board of Public Utilities' Reports and Financial Statements for March, 2023.
9. City of Coldwater monthly Financial Report for March, 2023.
10. Letter from Keith Baker, City Manager, regarding 2023 Memorial Day Events and proposed temporary closure of US-12 on May 29, 2023 – Consider adoption of Resolution No. 23-36 (attached in addendum A).

END OF CONSENT AGENDA

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Johnson, to approve Consent Agenda Items 1-10, as presented.

Ayes: 9

Nays: 0

Motion carried.

PUBLIC HEARING

Mayor Kramer opened the public hearing at 5:36 p.m.

11. Memo from Samantha Albright, Assessor, regarding Application for Obsolete Property Rehabilitation Act (OPRA) tax exemption certificate for Coldwater Executive Suites, LLC, 32 Tibbits Plaza / 50 W. Pearl St. – Consider adoption of Resolution No. 23-29.

Public Comments:

- None.

Mayor Kramer closed the public hearing at 5:37 p.m.

END OF PUBLIC HEARING

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Petzko, to adopt Resolution No. 23-29 (attached in Addendum B), as presented.

Ayes: 9

Nays: 0

Motion carried.

12. Bills and Accounts: \$279,837.80.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to approve Bills and Accounts in the amount of \$279,837.80, as presented.

Ayes: 9

Nays: 0

Motion carried.

13. City Manager's Report.

City Project Update — The sidewalk repair project is now complete. CBPU lead water line replacement is ongoing. The US-12 Bridge renovation project is underway between Western Ave. and River Rd. Downtown restroom construction is underway.

Rental Registration & Overcrowding — There is a growing situation of persons buying single family homes, renting to a second party (to make it look like it is a single-family rental) and then the second party renting the home to multiple persons (whose paychecks are controlled by the company that placed them in the housing) for a much higher rent per person. We know of at least five locations in the City. One had six persons in a two-bedroom home. One had thirteen persons but language barriers and training from the property owner to their tenants to not cooperate with the City is hindering inspections and enforcement. We are encouraging residents that see this type of activity to report it to the Neighborhood Services Department. The property owners are not registering the properties as rentals and housing more persons than what is safe and legally permitted.

Downtown Fire Pit — The new downtown fire pit has already been damaged and used as an ashtray. A cigarette butt receptacle will be added and a new sturdier activation button system will be installed. Signage will also be added to better explain how to activate and use the fire pit. The fire pit will be on a timer from 10 a.m. to 10 p.m. Sunday through Thursday and 10 a.m. to 12 a.m. Friday and Saturday nights. Please use, but help maintain, this great new downtown amenity.

Memorial Day Observances — The annual Memorial Day service downtown and at Oak Grove Cemetery will be taking place on Monday May 29, 2023. The ceremony downtown begins at 8:30 a.m. in the 4 Corners Park with a parade to follow. Ceremonies at the cemetery begin at approximately 10:30 a.m. We would like to recognize and thank Mr. Joe Renshaw for his leadership and organization of this year's event. The Coldwater Township Sunrise Rotary Club,

Branch County Community Foundation and local veteran and realtor Jerry Ford are assisting with funding for the ceremonies.

Strawberry Fest — The City’s annual Strawberry Fest will be held downtown on Saturday June 17, 2023 from 9 a.m. to 3 p.m. Crafters, food vendors, musical performances and of course strawberries will fill downtown. Vendors are still encouraged to contact the Coldwater Recreation Department to reserve a spot.

Downtown Spring Maintenance — The parking lot landscaping has been cleaned up and mulched. Streets have been swept and will be swept again before Memorial Day. Parking lot maintenance projects have been scheduled. We ask that downtown property owners take a look at their buildings or properties and wash windows, clean or repair awnings and generally pick up around their business in anticipation of a busy summer downtown.

Police Department Promotions — The Coldwater Police Department is pleased to announce two promotions from the rank of Patrol Officer to Sergeant. Officer Bryan Regan is being promoted to Sergeant on May 28, 2023. Officer Regan has been with the Coldwater Police Department since January 2019, with prior service in Mendon, Michigan. Officer Regan serves as our Arson Investigator as well as an instructor for Taser and defensive tactics.

Officer Sarah Gunneman is being promoted to Sergeant on September 4, 2023. Officer Gunneman has been with the Coldwater Police Department since September 2019. Officer Gunneman was hired upon graduation from Grand Valley State University and completion of their police academy. Officer Gunneman serves as the department’s cell phone forensic examiner.

Officers Regan and Gunneman have both shown their commitment to the department and the community. They are conscientious in their work habits and compassionate in their interactions with the public. We are pleased to elevate them into the leadership ranks of the department and expect great things from them in the future.



Bryan Regan



Sarah Gunneman

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

Ayes: 9

Nays: 0

Motion carried.

14. Memo from Paul Jakubczak PE, Utility Director, regarding Water and Wastewater Rate Adjustments – Consider adoption of Resolution No. 23-34.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Houtz, to adopt Resolution No. 23-34 (attached in Addendum C), as presented.

Ayes: 9

Nays: 0

Motion carried.

15. Memo from Paul Jakubczak PE, Utility Director, regarding Public Electric Vehicle Charging (PEVC) Rate request – Consider introduction of Ordinance No. 859.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to introduce for first reading Ordinance No. 859, as presented.

Ayes: 9

Nays: 0

Motion carried.

16. Letter from Megan Angell, City Attorney, regarding proposed First Amendment of the Sales Agreement to Schmitz Holding, Inc. – Consider adoption of Resolution No. 23-23 and approval of Agreement No. A23-08.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Resolution No. 23-23 (attached in Addendum D) and approval of A23-08, as presented.

Roll Call Vote:

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

Nays: None.

Motion Carried.

17. Memo from Susan Heath, Cemetery Administrator, regarding Oak Grove Cemetery ordinance amendment – Consider adoption of Ordinance No. 858.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Ordinance No. 858 (attached in Addendum E), as presented.

Ayes: 9

Nays: 0

Motion carried.

18. Memo from Keith Baker, City Manager, regarding Second Budget Amendments for FY 2022-23.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to adopt Second Budget Amendments for FY 2022-23.

Ayes: 9

Nays: 0

Motion carried.

19. Memo from Tom Eldridge, Finance Director, regarding budget funds.

Council Action: None – Information only.

20. Letter from Keith Baker, City Manager, regarding setting a public hearing for the FY 2023-24 budget – Consider adoption of Resolution No. 23-35.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Beckwith, to adopt Resolution No. 23-35 (attached in Addendum F), as presented.

Ayes: 9

Nays: 0

Motion carried.

PUBLIC COMMENTS

- Joe & Lisa Guzy, 11 Carol Ct., addressed the Council with concerns of speeding and requested a “please slow down” sign be put up in the middle of their courtyard. They also addressed the overcrowding in residential homes again.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

- None.

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 6:41 p.m.

A handwritten signature in blue ink that reads "Shauna Chávez". The signature is written in a cursive style with a large, looped initial 'S'.

Shauna Chávez
City Clerk, CMC