

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



October 9, 2023
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL
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: Councilmember Travis Machan representing the 1st Ward; Councilmembers Chad Johnson and Jim Knaack representing the 2nd Ward Councilmember John Petzko, representing the 3rd Ward; and Councilmembers Randall Hazelbaker and Scott Houtz representing the 4th Ward.

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

Ayes: 7

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Joe Scheid, Audrey Tappenden, Jake VanBoxel, Samantha Albright, Bob Granger, Paul Jakubczak, Julie Santure, Sheila Puffenberger, Chayse Moore, Shauna Chávez; Don Reid, Bill Flickinger, Jeff Budd plus four others.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 1-7):

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 September 25, 2023.

2. Downtown Development Authority Regular Minutes of August 23, 2023.
3. Board of Public Utilities' Regular Minutes of September 6, 2023.
4. Michigan South Central Power Agency Board Regular Minutes of August 3, 2023.
5. Board of Public Utilities' Reports and Financial Statements for August, 2023.
6. City of Coldwater monthly Financial Report for August, 2023.
7. Letter from Keith Baker, City Manager, regarding proposed closure of Elizabeth Street for Pansophia Academy Trunk or Treat Event – consider adoption of Resolution No. 23-81 (attached in Addendum A).

END OF CONSENT AGENDA

ACTION ON THE CONSENT AGENDA

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Petzko, to approve Consent Agenda Items 1-7, as presented.

Ayes: 7

Nays: 0

Motion carried.

END OF CONSENT AGENDA

8. Bills and Accounts: \$192,707.64.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Machan, to approve Bills and Accounts in the amount of \$192,707.64, as presented.

Ayes: 7

Nays: 0

Motion carried.

9. City Manager's Report.

Public Power & Utility Week

This is Public Power Week which we have renamed Public Utilities Week to include our Electric, Water, Sewer, Telecommunications and Municipal Services staff. Being a municipal electric community has many advantages and we want to recognize and thank our CBPU Electric, Water,

Wastewater and Telecommunications staff as well as the Department of Municipal Services for all that they do for and on behalf of the City's residents and utility customers.

Breast Cancer Awareness

This year the City and CBPU are participating in raising funds for the Susan G. Komen Foundation in support of breast cancer research and awareness. You will see City and CBPU staff wearing pink lapel pins, pink shirts on Fridays and CBPU/DMS field staff wearing pink hard hats during the month of October. Residents and customers can participate by the purchase of pink ribbons when visiting city hall to remember someone who has been affected by breast cancer.

Personnel Update - Fire Marshall Steve Trall

The City would like to congratulate and thank Fire Marshall Steve Trall of the Coldwater Fire Department for his 20 years of dedicated service to the Coldwater community.

Fire Prevention Month

October is also National Fire Prevention Month. The Coldwater Fire Department reminds everyone that this is a good time to replace batteries in smoke detectors and check and service your home's heating system prior to the onset of cold weather. We would like to recognize and thank the City's professional fire fighting staff for all that they do throughout the year.

November Election

Applications for absentee ballots for the November election are now available through the City Clerk's office. You may contact City Clerk Shauna Chávez at 279-6928 if you would like to apply to vote via absentee. The election date is **Tuesday, November 7th**.

Fall Reminders

The City picked up bulk brush the first week of October and will pick up brush one more time this year on Monday November 6th. Yard waste bags will continue to be picked up each Monday weather permitting. We ask residents to not rake or dump leaves into the street until a pick-up schedule is announced later in October. **The burning of yard waste, brush or leaves is not permitted within the City limits (by State law) within 1,500 ft. of the city limits.** Brush, leaves and yard waste can continue to be dropped off by Coldwater City and Township residents at the City's Municipal Services facility located at 45 Industrial Avenue during normal business hours and on Saturday mornings.

Property Maintenance Reminders

1. Don't park vehicles on the grass in the front yard.
2. Don't put out yard waste bags or brush until the weekend before scheduled pick up.
3. Mow your grass and keep it six inches or less in height.
4. Pick up litter and junk from yards.
5. Call 279-9531 before Thursday of each week to have large items picked up.
6. Yard signs must be kept on private property, not between the sidewalk and curb, utility poles or street corners.

Haunted Forest

Mark your calendars for the City's Haunted Forest (\$5/person) to be held **Friday October 13th and Saturday October 14th** at Rotary Park. The less scary tour runs from 5:00 p.m. to 7:30 p.m. with the scary version beginning at 7:30 p.m. to 9:00 p.m.

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

Ayes: 7

Nays: 0

Motion carried.

PUBLIC HEARING

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

10. Memo from Samantha Albright, Assessor, regarding proposed Application for Sekisui Voltek, for Industrial Facilities Tax Abatement Agreement, 17 Allen Ave. – Consider adoption of Resolution No. 23-77.

Public Comments:

- None.

Mayor Kramer closed the public hearing at 5:38 p.m.

END OF PUBLIC HEARING

Councilmember Houtz requested to abstain from voting on Resolution No. 23-77 due to a conflict of interest as he is an employee.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to approve the abstention of Councilmember Houtz due to a conflict of interest, as presented.

Ayes: 7

Nays: 0

Motion carried.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Johnson, to adopt Resolution No. 23-77 (attached in Addendum B), as presented.

Ayes: 6

Nays: 0

Abstention: 1 Councilmember Houtz.

Motion carried.

11. Memo from Samantha Albright, Assessor, regarding request from Schmitz Foam, 188 Treat Avenue, for Industrial Facilities Tax Abatement Certificate and request to set public hearing for October 23, 2023.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Johnson, to accept the Application for Industrial Facilities Tax Abatement Certificate for 188 Treat and request to set public hearing for October 23, 2023, as presented.

Ayes: 7

Nays: 0

Motion carried.

12. Letter from Jacob VanBoxel, Director of Neighborhood Services, regarding proposed rezoning of 158 S. Jefferson Street – Consider adoption of Ordinance No. 861.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Houtz, to adopt Ordinance No. 861 (attached in Addendum C), as presented.

Ayes: 7

Nays: 0

Motion carried.

13. Letter from Keith Baker, City Manager, regarding proposal for professional engineering services regarding Western Meadows project – Consider adoption of Resolution No. 23-79 and approval of Agreement No. A23-20.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Johnson, to adopt Resolution No. 23-79 and approve Agreement No. A23-20 (attached in Addendum D), as presented.

Ayes: 7

Nays: 0

Motion carried.

14. Letter from Keith Baker, City Manager, regarding proposed sale of vacant land to Lowder – Consider introduction of Resolution No. 23-80 and Agreement No. A23-21.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to introduce Resolution No. 23-80 and Agreement No. A23-21, as presented.

Ayes: 7

Nays: 0

Motion carried.

15. Letter from Megan Angell, City Attorney, regarding proposed rescission of transfer of 10 S. Monroe Street to Scott Ladd – Consider adoption of Resolution No. 23-83 and approval of Agreement No. A23-22.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Resolution No. 23-83 and approve Agreement No. A23-22 (attached in Addendum E), as presented.

Ayes: 7

Nays: 0

Motion carried.

16. Letter from Megan Angell, City Attorney, regarding proposed amendment to Ordinance Chapter 440, to Add EV Parking Restrictions – Consider introduction of Ordinance No. 863.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to introduce for first reading Ordinance No. 863, as presented.

Ayes: 7

Nays: 0

Motion carried.

PUBLIC COMMENTS

- Karen Klein – 62 Thompson Blvd. gave recommendations to council for future housing development functionality.

UNFINISHED BUSINESS

17. Kinsey Barbershop raised offer for 71/73 W Chicago.

Council Action: None.

NEW BUSINESS

- None.

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 6:18 p.m.



Shauna Chávez
City Clerk, CMC, MiPMC

ROTARY PARK WORKSHOP

Council will adjourn to the back of the room for a Rotary Park Update/Workshop.

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

Also present: Keith Baker, Megan Angell, Audrey Tappenden, Jake VanBoxel, Julie Santure, Rosie Rial, Bob Granger, Shauna Chávez; Done Reid and Pam Blough.

Presentation by Pam Blough, regarding updates to the Rotary Park plan.

Council Action: None – Discussion Only.

Noting no other business to come before Council, Mayor Kramer adjourned the budget Rotary Park Update/Workshop at 7:09 p.m.