

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



**October 24, 2022**  
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](https://bit.ly/ColdwaterVideo) or on Skitter channel 61.

**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 Knaack, seconded by Councilmember Machan, to excuse the absence of Councilmember Chad Johnson, as presented.

Ayes: 8

Nays: 0

Motion carried.

**OTHERS PRESENT:** Keith Baker, Megan Angell, Dean Walrack, Joe Scheid, Tom Eldridge, Susan Heath, Shauna Chávez, Debra Sikorski-Bernath, Paul Jakubczak, Pam Blough; Don Reid, Pete Schwiegeraht, Karen Klein, Jeanni Lint and two others.

**PUBLIC COMMENTS**

- Karen Klein thanked the Council for their work and asked them to consider declining cost of living increases.

**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 October 10, 2022.
2. Coldwater Housing Commission Regular Minutes of September 13, 2022.
3. Zoning Board of Appeals' Regular Minutes of August 17, 2022.
4. City of Coldwater Investment Report for September 30, 2022.

#### **ACTION ON CONSENT AGENDA**

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Beckwith, to approve Consent Agenda Items 1-4, as presented.

Ayes: 8

Nays: 0

Motion carried.

#### **END OF CONSENT AGENDA**

#### **PUBLIC HEARING**

5. Memo from Debra Sikorski-Bernath, NSD Director/Assessor, regarding renewal of Downtown Central Business District City Parking Lot Maintenance and Improvement Program – Consider adoption of Third Resolution No. 22-92.

Mayor Kramer opened the Public Hearing at 5:35 p.m.

NSD Director/Assessor Debra Sikorski-Bernath presented information and answered questions.

Public Comments:

- None.

- One letter was received from Jack Lintner, in opposition to the renewal of Downtown Central Business District City Parking Lot Maintenance and Improvement Program (attached in Addendum A).

Mayor Kramer closed the Public Hearing at 5:36 p.m.

**Council Action:** Motion by Councilmember Machan, seconded by Councilmember Houtz, to adopt Third Resolution No. 22-92 (attached in Addendum B), as presented.

Ayes: 8

Nays: 0

Motion carried.

#### END OF PUBLIC HEARING

6. Bills and Accounts: \$193,580.28.

**Council Action:** Motion by Councilmember Petzko, seconded by Councilmember Beckwith, to approve Bills and Accounts in the amount of \$193,580.28, as presented.

Ayes: 8

Nays: 0

Motion carried.

7. City Manager's Report.

- **November Election** – Election Day is Tuesday, November 8, 2022. Voting will take place at the Dearth Center at the Branch County Fairgrounds off of Garfield Ave. Questions concerning voting or any election related issue can be directed to City Clerk Susan Heath at 279-6928.
- **Personnel Announcements:**
  - Craig Figueroa** – Craig has taken a promotion from IT Specialist to Electrical Substation/Process Technician.
  - Dean Walrack** – Dean has accepted the position of GIS Specialist from his current position as Planning & Zoning Administrator.
- **City/CBPU On Line Resources** – The City would like to remind citizens of our many online resources. Residents and CBPU customers can pay bills, schedule large item pickups, modify services, review employment opportunities and sign up for Rec sports,

all from the comfort of your own home. Check out the 'How Do I' section of the website at <http://www.coldwater.org/9/How-Do-I>.

- **Fall Reminders** – The City is extending brush pick up one month during the first week of November. Brush must be out by Monday November 7, 2022. City (and Township) residents can also drop off brush and yard waste at the City's DMS yard at 45 Industrial Drive. Yard waste bags will continue to be picked up on Mondays weather permitting and with bulk leaf pickup. Bulk leaf pick-up will start once a significant number of leaves have dropped and will continue until weather no longer permits. Burning of yard waste (leaves and brush) is prohibited in the City limits.
- **Halloween Activities:**
  - Haunted Forest** – There were 1,840 persons who took part in the two-day event held last weekend at Rotary Park. A record turnout! I would like to thank Community Enrichment Director Julie Santure, Recreation Coordinators Mariah Welke and Kalen Stahl, DMS staff and the many volunteers for another successful and safe event.
  - Halloween Parade** – The annual community Halloween Parade will take place on Saturday October 29, 2022 at 7:30 p.m. in downtown Coldwater. I would like to thank the volunteer organizers and participants for continuing this beloved tradition.
  - Trick-or-Treating** – The City's recommended Trick-or-Treating time is Monday, October 31, 2022 from 5:30 to 7 p.m. Please be safe walking and driving through the community and neighborhoods.
- **City Project Update – Cemetery Roads** – The Branch County Road Commission will be paving the second half of the Oak Grove Cemetery roads on Friday October 21, 2022. The work should take one day but there will be intermittent closures of sections of the cemetery during the project.
- **Daylight Saving Time** – Remember to set your clocks back one hour on Sunday, November 6, 2022.

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

Ayes: 8

Nays: 0

Motion carried.

8. Letter from Keith Baker, City Manager, regarding proposed gaming license for Pansophia Academy PTO – Consider adoption of Resolution No. 22-74.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Resolution No. 22-74 (attached in Addendum C), as presented.

Ayes: 8

Nays: 0

Motion carried.

9. Letter from Megan Angell, City Attorney, regarding proposed sale of a portion of land on Treat Ave. to Schmitz Foam – Consider adoption of Resolution No. 22-91 and approval of sales Agreement No. A22-20.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Houtz, to adopt Resolution No. 22-91 and approve Sales Agreement No. A22-20 (attached in Addendum C), as presented.

Roll Call Vote:

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

Nays: Councilmembers: None.

Motion carried.

10. Letter from Keith Baker, City Manager, regarding farm lease for Butters Avenue – Consider adoption of Resolution No. 22-90 and approval of Agreement No. A22-33.

**Council Action:** Motion by Councilmember Hazelbaker, seconded by Councilmember Petzko, to adopt Resolution No. 22-90 and approve Lease Agreement No. A22-33 (attached in Addendum D), as presented.

Roll Call Vote:

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

Nays: Councilmembers: None.

Motion carried.

11. Letter from Dean Walrack, Planning and Zoning Administrator, regarding proposed conditional rezoning of property located at 95 S. Fremont Street – Consider adoption of Ordinance No. 854.

**Council Action:** Motion by Councilmember Knaack, seconded by Councilmember Machan, to adopt Ordinance No. 854 (attached in Addendum E), as presented.

Ayes: 8

Nays: 0

Motion carried.

12. Letter from Keith Baker, City Manager, regarding request for a Payment In Lieu of Tax ordinance approval for Coldwater Senior Villas apartments – Consider adoption of Ordinance No. 855.

City Manager Keith Baker presented information and answered questions. Pete Schwiegeraht, Coldwater Senior Villas developer, also presented information.

**Council Action:** Motion by Councilmember Machan, seconded by Councilmember Knaack, to adopt Ordinance No. 855 (attached in Addendum F), as presented.

Ayes: 8

Nays: 0

Motion carried.

13. Discussion: Patrick Pool, Information Technology Director, regarding email Multi-Factor Authentication.

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

## **PUBLIC COMMENTS**

- Karen Klein asked Council about ADA requirements connected with the Thompson Blvd. development.
- Jeanni Lint asked Council to take a look at parking issues behind her business, Heritage

Realty, 39 W. Chicago.

- Letter from Jenny Rakocy, regarding garbage removal (attached in Addendum G).

#### **UNFINISHED BUSINESS**

- Councilmember Rissman asked for another review of on-street overnight parking during summer months.

#### **NEW BUSINESS**

- Mayor Kramer asked Council for and received a split-consensus to have the Planning Commission review a possible zoning change in the industrial park for marihuana grow and retail.

#### **ADJOURNMENT**

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 6:50 p.m.

Following a brief break, the Council moved to the back of the Council Chambers for a Rotary Park Workshop.

#### **ROTARY PARK WORKSHOP**

##### **MEMBERS PRESENT:**

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

**OTHERS PRESENT:** Keith Baker, Megan Angell, Tom Eldridge, Susan Heath, Shauna Chávez, Pam Blough and Don Reid.

The Rotary Park Master Plan was discussed.

Noting no other business to come before Council, Mayor Kramer adjourned the Rotary Park Workshop at 7:45 p.m.



Susan E. Heath, CMC, MiPMC  
City Clerk