

**February 13, 2023**  
**City Council Worksession**

A Worksession of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on February 13, 2023, at 5:00 p.m.

Present were Mayor Colestock and Councilpersons Steele, Nicholas, Politza, and Robison.

Administrative Staff Present were City Manager Ridge, Clerk Boomer, Fire Chief McNutt, DPW Director Pierce, Parks, Recreation & Events Director Cagle, Building Official Hummel, Police Chief Weeks, Police Lt. Creger, and City Attorney Harkness.

Purpose of the meeting was a worksession. Notice of the meeting was duly given.

Mayor Colestock called the meeting to order at 5:00 p.m.

**Public Comments:** None

**Unfinished and Special Business:** None

**New Business:**

1. Building Official Hummel presented and reviewed with Council the proposed rental inspections fees. He is proposing increasing the cost from \$75 per rental to \$125 to cover the costs for a three year registration. It is on the formal agenda for approval.
2. Police Chief Weeks presented and reviewed with Council the proposal from Rossow Group for police department accreditation. Lt. Creger contributed. If Council is receptive, he would like to include accreditation costs in his upcoming budget. He may have room in his current budget for the proposal due to reduced staffing. Steele expressed support for accreditation. Politza also expressed support.
3. Parks, Recreation & Events Director Cagle presented and reviewed with Council the Goose Busters annual contract. The DNR canceled the goose round up and relocation for 2023. He is recommending to not renew the contract and use the funds for goose waste clean-up instead.
4. Parks, Recreation & Events Director Cagle presented and reviewed with Council the community wide tentative calendar of events. The City and other local groups met to discuss and share events and create a community calendar of events.
5. City Manager Ridge presented and reviewed with Council the MML Capital Conference schedule and registration information. Colestock and Robison are planning to attend. Council members should let Yvonne know if they would like to attend. It is on the formal agenda for approval.
6. City Manager Ridge presented and reviewed with Council the proposed Fiscal Year 23-24 budget meeting schedule. City Attorney Harkness contributed.
7. City Manager Ridge presented and reviewed with Council her role as the interim City Treasurer. City Attorney Harkness contributed. Ridge has also hired a part-time person to help.
8. City Manager Ridge presented and reviewed with Council the January 31, 2023 Financial Report. Treasurer Carr has been updating the budget with journal entries.
9. City Manager Ridge provided an update to the audit status. Ridge, Colestock, and Steele met the auditor last week. The audit should be submitted later this month. Ridge advised two (2) employees are attending training to assist with budget.

**Public Comments:** None

Steele thanked Chief Weeks for his work on the 2022 Police Annual Report. He also thanked Fire Chief McNutt.

Police Chief Weeks reported that an officer resigned last week. Officer Platte will be completing training in April. They will be down to one officer per shift until then. He thanked Lt. Creger for helping with field training of the new officer. He is considering a bonus to officers for employment referrals.

City Manager Ridge reported that she is working on scheduling a meeting with the owner of Grand River Power Company. She attended an MME conference. She is working on a recycling center grant. She is working on reducing service contract costs. The security assessment is complete. She is working on policies as a result.

Fire Chief McNutt submitted an AFG grant for \$96,000 with a 5% match. Kevin Towsley retired from the Fire Department after 20 years of service. The Opticom equipment has been installed on one truck. He is working on the other trucks.

Building Official Hummel reported that 208 King Street is moving along. The rental registration program is entering phase 2. He is working with City Attorney Harkness on enforcement of the zoning ordinance. The Planning commission is moving along with the draft zoning ordinance. He reported that the Zoning Board of Appeals attended training.

Clerk Boomer reported that the State audit of Precinct 1 for the November 2022 General Election went well. All the ballot totals matched, and all the pre-election documentation was correct and accounted for. She reported that she has attended a meeting to discuss implementation of Proposal 2022-02. She advised that there will be a lot of changes coming for elections. She attended the EATRAN Board of Directors meeting. She reported that they have hired a new director and they are looking forward to some positive changes. She reported that she has completed incorporating the new logo on the utility bills. The next bills will have the new look.

City Attorney Harkness reported that he attended a meeting with the owners of Horner Mill. He has written a settlement agreement and sent to the owners. The cleanup grant funding will not cover the entire cost of the cleanup. He reported that three (3) of the juveniles who vandalized the holiday decorations have pled guilty including restitution.

Robison reported that she spoke with Rep. Witwer and was advised that she is also working on funding to clean up the Horner Mill property. Mayor Colestock commented that she appreciates the Eaton County Treasurer's efforts on the property. Robison reported that she was contacted by a local volunteer to perform community service. His plans may work with the Curb-Side Grant program.

Parks, Recreation, & Events director Cagle reported that youth basketball ends in two weeks. Soccer registration opens soon. He is working on a list of DDA volunteers. He asked that newsletter submissions be sent to him soon.

Politzka thanked staff for their hard work. She reported that she thinks DDA should not stay in the Main Street program.

Ridge reported that Cagle is applying to become a member of Rotary. Jarod Warsop has received his Journeyman certification. Clerk Boomer has been appointed as Treasurer of the EATRAN Board.

Steele moved, Politzka seconded, PASSED, to adjourn.  
The meeting adjourned at 6:50 p.m.

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Pamela Colestock, Mayor

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Laura Boomer, City Clerk