



*Pamela Colestock – Mayor  
William Steele – Mayor Pro Tem  
Deb Malewski – Council Member  
Rick Loftus – Council Member  
Ken Nicholas – Council Member*

*Yvonne Ridge – City Manager  
Larry Joe Weeks – Police Chief  
Roger McNutt – Fire Chief  
LeRoy Hummel – Building Official  
Rob Pierce – Public Works/Utilities Director  
Genny Allen – Treasurer/Finance Director  
Robin Webb – City Clerk  
Corey Cagle – Director of Parks,  
Recreation & Events  
Jake Forquer – Community and Economic  
Development Specialist  
Randy Jewel – City Assessor  
Cullen Harkness – City Attorney*

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## **CITY OF EATON RAPIDS WORK SESSION AGENDA**

May 28, 2025  
5:00 pm  
200 S. Main Street

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This meeting will be streamed live for viewing only at:

<https://us06web.zoom.us/j/85394331944>

Meeting ID: 853 9433 1944

*Please note all public comments must be made in person.*

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### **Call to Order**

### **Public Comments**

### **Unfinished and Special Business**

1. Utility Rate Communication

### **New Business**

1. Conditional Use 117 E. Knight Street
2. COPS Hiring Program Grant
3. Eaton Rapids Police Department Procedures for Mutual Aid Request Discussion
4. Elimination of Eaton County Animal Control Discussion

### **Board and Committee Reports**

### **Public Comments**

### **Adjourn**



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MEETING DATE: 05/28/2025

BUILDING  
DEPARTMENT

To: Mayor and City Council  
From: LeRoy Hummel, Building Official  
Submitted: 05/22/2025  
Subject: Conditional Use – 117 E. Knight Street

**SUMMARY**

The Planning Commission heard a request at the May 5, 2025, meeting for a conditional use permit presented by Michela Clifford for a tattoo studio at 117 E. Knight. A tattoo studio is not a use identified in the Central Business District as Principal or Conditional Use, the Commission considered the request under section 9.30 G as it is similar to a personal service establishment (barber, beauty shop, nail salon), Included are the minutes for your review.

A tattoo parlor is allowed in the General Business District as a conditional use.

Section 23.30 of the ordinance requires City Council approval of a conditional use.

**STAFF RECOMMENDATION/MOTION**

Approve Planning Commission's recommendation to approve the conditional use permit for a tattoo studio

**LIST OF SUPPORTING DOCUMENTS**

Application for conditional use

Planning Commission minutes

Copy of ordinances



## CONDITIONAL USE APPLICATION

<b>Application Fee: \$100.00</b>		<b>Application Dated:</b>	
<b>Applicant/Owner Name (please print):</b> Michela Clifford			
<b>Applicant/Owners Phone Number:</b> 517-348-7780		<b>Applicant/Owners Email Address:</b> volare.tattoo@gmail.com	
<b>Applicant/Owner's Street Address:</b> 3006 N. Michigan Rd., Dimondale, MI 48821		<b>Address for Proposed Conditional Use:</b> 117 E. Knight St., Eaton Rapids, MI 48827	
<b>Parcel No.:</b>		<b>Current Zoning of App. Subject Property:</b>	
<b>1. Type of Conditional Use Requested:</b>  I am requesting to open my private tattoo studio, that is appointment only. I will not be selling anything, only providing a service to my clientele.			
<b>2. If you are not the current owner of the property which this application is for, but have a pending purchase agreement, please submit a copy of that purchase agreement with this application.</b>			
<b>3. I HEREBY DEPOSE THAT ALL OF THE INFORMATION PROVIDED IN THIS APPLICATION AND ANY ATTACHMENT SUBMITTED HERewith ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.</b>			
<b>Applicant/Owners Signature:</b> Michela Clifford		<b>Dated:</b> 4/2/25	
<b>FOR USE BY CITY EMPLOYEES ONLY</b>			
<b>Date Received:</b> 4.2.25		<b>Date Paid:</b> 4.2.25	

City of Eaton Rapids

Planning Commission

Meeting Minutes, May 5, 2025

1. **Call to Order:** Chair Vanek called the meeting to order at 7:00 pm.

2. **Roll Call:**

NAME	PRESENT	ABSENT	NAME	PRESENT	ABSENT
Chair Vanek	X		Com Hiltz	X	
Vice Chair Baker	X		Com Wicker	X	
Secretary Tanner	Absent – Excused		Com Davis	X	
Com Wegner	X		Com Millington	X	
Com Jobse	Absent - Excused				

Also present were Building Official Hummel and Financial Specialist Leigh Tyler.

3. **Approval of the Agenda:**

Commissioner Hiltz moved to approve the agenda and Commissioner Davis seconded. Motion carried to approve the agenda as presented.

4. **Approval of the February 3, 2025 Planning Commission Meeting minutes:**

Vice Chairman Baker moved to approve the February 3<sup>rd</sup> Minutes and Commissioner Hiltz seconded. Motion carried to approve the minutes as presented.

5. **Approval of the April 7, 2025 Planning Commission Meeting minutes:**

Commissioner Wicker moved to approve the April 7th Minutes and Commissioner Wegner seconded. Motion carried to approve the minutes as presented.

6. **Old Business: None**

7. **Public Hearing** – Conditional use of 117 East Knight as a Tattoo Studio – The hearing was opened at 7:05 pm. Building Official Hummel came to the podium to give an overview. He stated that this same request (for a Tattoo Studio) was brought to the Planning Commission in 2015. The Commission approved the Conditional Use for that instance with the following stipulations:

- Had to be 18 years of age to be a customer of the business
- Business hours could not exceed 12 pm – 10 pm – Monday thru Thursday
- Business hours could not exceed 12 pm to 12 am – Friday and Saturday
- Business would be closed on Sunday

Business Owner, Michela Clifford, 3006 North Michigan Road, Dimondale, MI 48821 came to the podium. She stated that she currently works from 10 am to 4 pm Monday thru Thursday and her hours

would probably stay the same at her new location. She stated as a Mom that she usually takes Friday, Saturday and Sunday off to spend with her family. She requires identification from all of her clients. You have to be over 18 unless you have your parent's consent at 16. Parents must prove relationship with a birth certificate. She also stated that she would need new licensing through EGLE for her new proposed location and that she is the only employee. Commissioner Hiltz made a motion that the Public Hearing be closed and it was seconded by Commissioner Millington. The Public Hearing was closed at 7:27 pm.

The Commission discussed that Ms. Clifford should have the same requirements as the 2015 decision. Commissioner Hiltz recommended that she be given latitude with her hours and that anyone that she sold the business to in the future would have to conform to the same stipulations.

**Recommendation to City Council:** Vice Chairman Baker made a motion that Article IX, sec. 9.30 G, for Conditional Use be granted with the following stipulations:

- The Tattoo Studio can be operated Monday thru Saturday from 10 am to 10 pm by appointment only (subject to state approval and licensing at that location)
- That Ms. Clifford follow up with the Health Department for their rules and regulations

The Motion was seconded by Commissioner Davis. All Commissioners voted aye.

**8. Review of the 2024 Annual Report:**

None of the Commissioners have had a chance to look at the report. Commissioner Wicker made a motion to table the approval of the 2024 report until the next meeting. Commissioner Davis seconded the motion. All Commissioners voted Aye.

**9. Public Comments: None**

**10. Correspondence: None**

**11. Reports:**

**Building Official** - Building Official Hummel stated that O'Reilly Auto Parts has pulled their permit for the changes that they are making to the old Rite Aid building. Taco Bell has submitted their site plan for their new building in front of Family Fair. 400 Dexter has had their survey and easement done and that project is moving along. Edwin Allen has purchased 5 more lots, that makes 9 to build on this year. Moo-Ville is NOT moving to the PNC building. That appears to be a rumor at this time and the Eaton County Land Bank has not taken possession of the old woolen mill building at this time. **ZBA** – Per Vice Chairman Baker, the Zoning Board of Appeals has not met since our last Planning Commission meeting, so he has no report.

Commissioner Millington made a motion that we adjourn the meeting. Vice Chairman Baker seconded the motion. The meeting was adjourned at 8:00 pm.

Minutes Recorded by:

*Leigh Tyler*

*Financial Specialist*

*City of Eaton Rapids*



**ARTICLE IX. - CENTRAL BUSINESS DISTRICT (CBD)****Sec. 9.10. - Purpose.**

The purpose of this district is to provide a concentration of retail and service establishments. Collectively, the uses permitted in this district are intended to provide a convenient and attractive retail and service center for the City of Eaton Rapids and the surrounding area. A prime characteristic of this district is the offering of a variety of goods and services directed primarily at the pedestrian shopper. This district is designed and intended to promote the development of a pedestrian oriented and accessible central commercial district where a variety of mutually supporting retail, commercial, office, civic, and limited residential uses are permitted.

Further objectives of this Article include:

- A. Encourage a lively social environment and economically viable downtown with a wide variety of uses in a pedestrian oriented setting, with shared parking.
- B. Discourage the development of separate off-street parking facilities for each individual use, and to encourage the development of off-street parking facilities designed to accommodate the needs of several individual uses.
- C. Discourage uses that do not deal directly with consumers and are disruptive to pedestrian activities.
- D. Promote the creation of urban places that are oriented to the pedestrian thereby promoting citizen security and social interaction.
- E. Promote developments where the physical, visual, and spatial characteristics are established and reinforced through the consistent use of compatible urban design and architectural design elements that improve the visual character of downtown.
- F. Discourage commercial and business uses that create objectionable noise, glare, odors, or other nuisances.
- G. Encourage development of an urban "Main Street" with mixed land uses, shared parking, and continuous frontage which not only serves the needs of the immediate neighborhood, but also the city and surrounding areas as a whole.

**Sec. 9.20. - Principal Permitted Uses.**

No building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses, unless otherwise provided in this Ordinance.

- A. Art galleries.
- B.

## Tourist homes and bed and breakfast inns.

- C. Business establishments that perform services on premises such as, but not limited to: banks, savings and loans, and credit unions; brokerage houses; insurance, real estate, and travel agencies; pedestrian-oriented automated teller machine facilities, excluding drive-in or drive-through facilities.
- D. Catering establishments.
- E. Data processing and computing centers with up to ten thousand (10,000) square feet gross floor area.
- F. Essential public services when conducted within a completely enclosed building, excluding storage yards.
- G. Business service establishments, such as office machine and typewriter repair, printing, and blueprinting.
- H. Medical offices with up to ten thousand (10,000) square feet gross floor area.
- I. Mixed use buildings with business, commercial, or service uses on the ground floor and residential, office, or accessory warehouse uses on upper floors.
- J. Newspaper offices, printing, and publishing of up to ten thousand (10,000) square feet of gross floor area.
- K. Offices of an executive, administrative, or professional nature with up to ten thousand (10,000) square feet gross floor area.
- L. Outdoor cafes and outdoor eating areas.
- M. Personal fitness centers up to ten thousand (10,000) square feet of gross floor area.
- N. Personal service establishments within a completely enclosed building, including but not limited to such uses as: repair shops (watches, radio, television, shoes, etc.), tailor and dressmaking shops, beauty parlors and styling salons, barber shops, photographic studios, film processing outlets, copy centers, interior decorators, and postal centers, provided that each occupies a total useable floor area of not more than four thousand (4,000) square feet.
- O. Public, quasi-public, and institutional uses such as, but not limited to, municipal buildings and offices, courthouses, public off-street parking facilities, libraries, museums, public safety facilities, parks and playgrounds, post offices, and civic centers, but excluding storage yards for any use.
- P. Restaurants (excluding drive-in restaurants and those with drive-through facilities), where the patrons are served while seated within the building occupied by such establishments.
- Q. Retail businesses which supply commodities on the premise of up to ten thousand (10,000) square feet of gross floor area, such as, but not limited to: groceries, meats, fruits and produce, dairy products, baked goods, candies, specialty wines, specialty food products, and

stores selling drugs, dry goods, flowers, clothing, notions, books and magazines, toys, sporting goods, shoes, tobacco products, musical instruments, recorded music, video rentals and sales, gifts souvenirs, antiques, furniture, and hardware.

- R. Retail sales in which both a workshop and retail outlet or showroom are required, such as, but not limited to plumbing, electrician, interior decorating, upholstering, printing, photographic-reproducing, radio, and home appliance, and similar establishments of similar character subject to the provision that not more than eighty (80) per cent of the total useable floor area of the establishment shall be used for servicing, repairing, or processing activities and further provided that such retail outlet or showroom activities area shall be provided in that portion of the building where the customer entrance is located.
- S. Studios for art, music, dance, or theatrical instruction.
- T. Theaters, cinemas, assembly halls, community centers or similar places of assembly, when conducted completely within enclosed buildings and not more than ten thousand (10,000) square feet gross floor area.
- U. Veterinary clinics and animal grooming, provided all activities are conducted within an enclosed building, with a maximum of ten thousand (10,000) square feet gross floor area.
- V. Churches and other facilities normally incidental thereto.
- W. Accessory structures and uses customarily incidental to the above permitted uses.

#### Sec. 9.30. - Conditional Uses.

The following uses shall be considered conditional and shall require a conditional use approval, and shall comply with any applicable conditional use requirements of Article XXIII:

- A. Bars, taverns, pubs, and brewpubs, cocktail lounges, and nightclubs.
- B. Business schools and colleges, or private schools operated for a profit.
- C. Off-Street parking lots and structures.
- D. Indoor recreational centers such as, but not limited to bowling alleys, roller and ice skating rinks, pool or billiard halls, pinball and mechanical device arcades, and other general indoor recreation facilities.
- E. Mortuaries and funeral homes.
- F. Party stores.
- G. Other commercial uses not specifically stated or implied elsewhere which, in the determination of the planning commission, are similar to the principal permitted uses provided herein, and in harmony with the character of the district and the purpose and intent of this Article and the Eaton Rapids Comprehensive Plan.



## Sec. 9.40. - Development Requirements.

The following requirements shall be met within a Central Business District (CBD):

- A. Development plan approval for all permitted and conditional uses as specified in Article XVI of this Ordinance.
- B. Off-street parking, loading, and access management standards for all uses as specified in Article XXI of this Ordinance.
- C. Signs for all uses as specified in Article XXII of this Ordinance.
- D. Height, area, lot coverage, yard regulations, building mass, and yard regulations as specified in Article XVII of this Ordinance.
- E. Landscaping requirements as specified in Article XX of this Ordinance.
- F. Design, architectural, and building material standards as specified in Article XIX of this Ordinance.

**Sec. 23.30. - Standards and Requirements Per Conditional Use.**

For the purpose of this Ordinance, these uses shall be known as conditional uses as set forth in the individual districts and shall be allowed within that particular district subject to the development requirements for the district, provided the city council finds the conditional use affirmatively meets the following criteria deemed applicable in each case, and any specific standards of approval for that use:

- A. The conditional use will promote the use of land in a socially and economically desirable manner for persons who will use the proposed land use or activity, for landowners and residents who are adjacent thereto, and for the city as a whole;
- B. The conditional use is compatible and in accordance with the goals, objectives, and policies of the city's adopted land use plan and/or master plan;
- C. The conditional use is necessary for the public convenience at that location;
- D. The conditional use is compatible with adjacent uses of land and can be constructed, operated, and maintained so as to continue to be compatible with the existing or intended character of the general vicinity and so as not to change the essential character of the area in which it is proposed;
- E. The conditional use shall be of such location, size, and character that it will be harmony with the appropriate and orderly development of the district in which it is situated and will not be detrimental to the orderly development of adjacent districts;
- F. The conditional use is so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected;
- G. The conditional use can be adequately served by public services and facilities without diminishing or adversely affecting public services and facilities to existing land uses in the area;
- H. The conditional use will not cause injury to the value of other property in the neighborhood in which it is to be located;
- I. The location, use, and assembly of persons in connection with the proposed conditional use will not be hazardous to the district in which the use is located, hazardous to a specific use or life and property within the district, or be incongruous therewith or in conflict with the normal traffic of the district;
- J. The conditional use will protect the natural environment, help conserve natural resources and energy, and will not involve uses, activities, processes, materials, and equipment or conditions of operation that will be detrimental to the natural environment, public health, safety, or welfare by reason of excessive production of traffic, noise, smoke, odors, or other nuisance;
- K.

The vehicular circulation for the proposed conditional use will be in the best interest of the public health, safety, and welfare in relationship to egress/ingress to the site, vehicular turning movements related to street intersections and street gradient, sight distance, and potential hazards to the normal flow of traffic; and

L. The conditional use is within the provisions of uses requiring conditional use approval as set forth in the various zoning districts herein, is in harmony with the purposes and conforms to the applicable regulations of the zoning district in which it is to be located, and the proposed site layout is in compliance with the general standards of Article XVI, regarding site development and shall insure that:

1. The use and associated activities on the property are so located as not to hinder the projected development of the adjacent properties or to impair the existing uses of adjacent lands. This shall include all uses associated with the particular use such as parking, lighting, display signs, etc.
2. Sufficient landscaping, fencing, walls, and other means of buffering are provided to insure that operation of the use will not be objectionable to nearby uses or dwellings by reason of noise, fumes, or flash of lights nor interfere with an adequate supply of light and air, nor increase the danger of fire or otherwise create the potential of endangering the public safety.

No conditional use approval shall be granted by the city council unless it finds the conditional use affirmatively meets the criteria listed herein which are deemed applicable in each case.

In addition to the previous standards, the following shall be adhered to:

#### *Adult Foster Care Group Homes*

1. The site shall be evaluated for the degree of potential residential and commercial use conflicts.
2. No foster care group homes shall be located closer than one thousand five hundred (1,500) feet to any other foster care group home or foster care family home, measured from the nearest wall of each structure.
3. No additional facility shall be approved which would contribute to an excessive concentration of foster care group homes within a neighborhood.

#### *Agricultural Processing Plants, Breweries, Distilleries, Canning Facilities, and Chemical Plants*

1. The site must be evaluated for consideration of potential odor and pollution nuisances.
2. The site must abut an arterial as defined in the Eaton Rapids Comprehensive Plan, with all ingress and egress directly to such a street.

#### *Automobile and Other Vehicle Wash Establishments*

1. Sites shall have a minimum lot area of one (1) acre.
2. Storage areas shall be enclosed by a security fence at least five (5) feet in height.

#### *Self-Storage Warehouses*

1. The minimum lot area shall be one (1) acre.
2. The minimum building and parking setback shall be forty (40) feet from any public street right-of-way, fifty (50) feet from any residential zoning district, and twenty (20) feet from any nonresidential zoning district.
3. The front yard and any side yards adjacent to residential districts shall include screening and landscaping in accordance with the requirements of Article XX of this Ordinance.
4. All storage shall be completely within enclosed buildings or structures.
5. A structure for a resident manager may be permitted on the site.
6. The use shall be limited to storage only.

#### *Tattoo Parlors, Body Piercing Establishments, Etc.* GBD Conditions

1. All such uses must be in conformance with any and all required local, county, and state requirements and standards.
2. No such use shall be located within three hundred (300) feet of any school or church.

#### *Veterinary Clinics and Hospitals*

1. Outdoor exercising is allowed when the pet is accompanied by an employee provided no animals shall be permitted outside of the buildings between 8:00 p.m. and 7:00 a.m.
2. All boarding shall be limited to that incidental to treatment or surgery unless the use has also been approved as a kennel.
3. All outdoor runs are to be enclosed on all sides by either a decorative masonry wall, six (6) feet in height, a greenbelt, a berm, or a buffer strip, constructed per standards identified in Article XX.





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MEETING DATE: 05/28/2025

POLICE CHIEF

To: Mayor and City Council

☒ Work Session

From: Larry Joe Weeks, Chief of Police

☐ Regular Meeting

Submitted: 05/21/2025

Subject: COPS Hiring Program Grant

### **SUMMARY**

The Department of Justice, Office of Community-Oriented Policing (COPS) has released information on a grant funding opportunity for agencies to *“hire and/or rehire additional career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts”*. The funding *“will support up to 75 percent of an officer or deputy entry-level salaries and fringe benefits for three years within a five-year period of performance to accommodate time needed for recruitment and hiring. There is a minimum 25 percent local cash match (cost share) requirement, unless a waiver is approved. The maximum federal share per officer position is \$125,000 over the three-year period, (not \$125,000 per year) unless a local match waiver is approved. Any additional costs for higher than entry-level salaries and fringe benefits will be the responsibility of the recipient agency. Applicants may request up to 2 percent of the federal award amount for direct costs associated with administering the award”*.

The grant has a no supplanting funds requirement, and the applicant is expected to “affirm” their intent to retain the officer position after the grant funds expire.

The application deadline for this grant is July 1<sup>st</sup>, 2025. I am inquiring if there is interest in applying for this grant and adding an officer to the current staffing levels. If there is, we would need to get started right away.

Additional information about the grant can be found at <https://cops.usdoj.gov/chp>.

### **STAFF RECOMMENDATION/MOTION**

No vote requested. Discussion purposes only.

### **LIST OF SUPPORTING DOCUMENTS**

None.



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MEETING DATE: 05/28/2025

POLICE CHIEF

To: Mayor and City Council

☒ Work Session

From: Larry Joe Weeks, Chief of Police

☐ Regular Meeting

Submitted: 05/21/2025

Subject: Police Department- Mutual Aid Policy

### **SUMMARY**

The police department is part of a country-wide mutual aid agreement. The agreement is intended to apply during larger-scale incidents in which existing personnel are unable to manage it. As a department, we also have a mutual aid policy. The policy refers to the mutual aid agreement but goes further in dictating how we respond to more routine matters when called upon. We have initiated a review of our policy considering the elimination of the out-county sheriff's patrols. We anticipate an increase in requests for ERPD personnel to be primary responders to law enforcement calls for service out of the city.

Our officers being primary responders creates many potential challenges for the city. We will have the responsibility of attempting to defuse or stabilize hazardous situations while waiting for the agency with jurisdiction to arrive. Doing so will put our small staff in harm's way of injury and/or potential civil liability.

I recognize that implementing and managing the operating policies is my responsibility. Because my final decision may impact our relationships with neighboring governments, your feedback is appreciated.

### **STAFF RECOMMENDATION/MOTION**

No vote requested. Seeking feedback from council members.

### **LIST OF SUPPORTING DOCUMENTS**

**ERP Mutual Aid Policy**

## **ARTICLE II – SECTION 2.4**

### **PROCEDURES FOR MUTUAL AID REQUESTS**

#### **I. PURPOSE**

This policy provides for the adoption of the Joint Reciprocal Law Enforcement Aid Agreement for law enforcement agencies in Eaton County and provides additional clarification for personnel in how to handle requests for emergency aid and/or general assistance.

#### **II. JOINT RECIPROCAL LAW ENFORCEMENT AID AGREEMENT FOR EATON COUTNY.**

- A. The Eaton Rapids Police Department adopts the attached document, titled Joint Reciprocal Law Enforcement Aid Agreement for Eaton County Agencies, as policy of this department.
- B. The attached mutual aid agreement provides a foundation for the procedures for mutual aid requests. This policy is intended to provide further clarity for mutual aid requests that are more “routine” in nature and not considered by most to be an emergency in the general sense of the word.

#### **III. PROCEDURE**

- A. Personnel shall not offer assistance to any police, fire or emergency medical service for incidents occurring outside the City of Eaton Rapids jurisdictional boundaries unless authorized by a supervisor or there is an imminent threat of serious injury or death to public safety personnel.
- B. All requests for mutual aid must come from a person having lawful authority of the location the aid is being requested.
- C. When responding to requests for mutual aid, personnel shall limit their actions to a supporting role. Officers shall arrive in conjunction with the agency having jurisdiction and not before.
- D. If requested to assist another agency as a matter of officer safety, personnel are authorized to respond when a requested.

#### **E. REPORTING PROCEDURES**

- a. Officers shall complete an incident report when providing mutual aid outside the City of Eaton Rapids boundaries. In addition to meeting department expectations regarding standard report writing, personnel shall include the following information in their report;

- i. Requesting agency and unit or officers name requesting aid.

- ii. Governmental boundaries in which the incident occurred.
- iii. Any equipment that is damaged or deployed during the assist.
- iv. The requesting agencies incident number shall be referenced when applicable.

#### IV. COMPLIANCE

Violations of this policy, or portions thereof, may result in disciplinary action.

#### V. OFFICERS ASSIGNED TO OTHER AGENCIES

Officers of this department assigned to or assisting other law enforcement agencies will be guided by this policy.

#### VI. APPLICATION

This order constitutes department policy, and is not intended to enlarge the employer's or employee's civil or criminal liability in any way. It shall not be construed as the creation of a higher legal standard of safety or care in an evidentiary sense with respect to third party claims insofar as the employer's or employee's legal duty as imposed by law.

#### **Policy History:**

Draft 01/30/2020  
Reviewed Lt. Creger  
Updated 02/11/2020  
Larry Joe Weeks, Chief  
Reviewed by City Council 06/15/2020  
Adopted 07/27/2020  
Updated 09/13/2022  
Larry Joe Weeks, Chief of Police





MEETING DATE: 05/28/2025

POLICE CHIEF

To: Mayor and City Council

☒ Work Session

From: Larry Joe Weeks, Chief of Police

☐ Regular Meeting

Submitted: 05/21/2025

Subject: Animal Control Services

### **SUMMARY**

Eaton County has indicated that animal control services will be eliminated by the end of September 2025. Possibly sooner, depending on staffing. Elimination of these services means;

- No active dog license enforcement or license issuance if the county ordinance is rescinded.
- No resources for the sheltering of dogs.
- No resources for treating sick, abused, or injured animals.
- No animal control enforcement to respond to approximately 100 calls for service annually.

I have spoken with Ingham County Animal Control and will have met with Capital Area Humane Society by the time of this meeting. I will provide more details about those discussions at the work session. Moving forward, the council will need to determine if we want to adopt ordinances and processes for the issuance and enforcement of dog licenses and potentially other animal abuse and neglect issues. If we do, we will likely need to determine how to address the bulleted items listed above. This may include identifying a location in or very near the city for the temporary sheltering of dogs.

For more information on the Dog Laws of 1919 and animal control in general, you may navigate to this website.

<https://www.michigan.gov/mdard/animals/officer>

### **STAFF RECOMMENDATION/MOTION**

No vote requested. Discussion purposes only.

### **LIST OF SUPPORTING DOCUMENTS**

None.