



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

**CITY COUNCIL
MEETING
AGENDA**
June 9, 2025
7:00 p.m.
City Hall

This meeting will be streamed live for viewing only at:
<https://us06web.zoom.us/j/81891922214>
Meeting ID: 818 9192 2214
Please note all public comments must be made in person.

- 1. CALL TO ORDER.**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. INVOCATION**
- 5. APPROVAL OF THE AGENDA**
- 6. APPROVAL OF MEETING MINUTES**
 - Approval of the City Council Work Session Meeting Minutes for May 28, 2025.
 - Approval of the City Council Meeting Minutes for May 28, 2025.
- 7. APPROVAL OF EXPENDITURES**

Approve Expenditures of the City of Eaton Rapids for June 9, 2025, totaling \$329,894.22.
- 8. PUBLIC COMMENT**
- 9. UNFINISHED AND SPECIAL BUSINESS**
 - a. Planning Commission Annual Report

10. NEW BUSINESS

- a. Adopt Resolution 2025-40 to establish a request for funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for East Knight Street and South Center Street Road Mill and Resurfacing Project Funded by the Transportation Economic Development Fund Category B Program.
- b. Adopt Resolution 2025-41 to approve the purchase of a securable storage unit for the police department.
- c. Adopt Resolution 2025-42 to authorize the acceptance and adoption of the Multi-Hazard Mitigation Plan (MHMP) update.
- d. Adopt Resolution 2025-43 acknowledging the Protecting MI Pension Grant Program Corrective Action Plan Monitoring Requirement and Authorizing Submission of Required Documentation.
- e. Adopt Resolution 2025-44 to approve the rezoning of 1500 S Main Street and amend the official Zoning Map.

11. PUBLIC COMMENT

12. REPORTS

- a. Fire Chief, Police Chief, City Manager
- b. Council Members.
- c. Mayor

13. ADJOURNMENT

ADDRESSING THE CITY COUNCIL

This item on the agenda is for the public to present comments to City Council regarding any topic. Anyone wishing to speak should raise their hand and when recognized by the Mayor, should stand, come to the microphone, give their name, and address and proceed with their comments. In the interest of time, citizens are limited **to five minutes** to present their comments.

NEXT MEETING

Monday, June 23, 2025

BOARDS AND COMMISSION OPENINGS:

Downtown Development Authority (1)

City of Eaton Rapids Work Session Meeting May 28, 2025

The Work Session of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on May 28, 2025, at 5:00 p.m.

Call To Order:

Mayor Colestock called the work session to order at 5:00 p.m. Present were Mayor Colestock, Mayor Pro-Tem Steele, Councilmembers Malewski, Nicholas, and Loftus.

Administrative Staff present included City Manager Ridge, Public Works/Utilities Director Pierce, Treasurer/Finance Director Allen, Clerk Webb, Fire Chief McNutt, Police Chief Weeks, Building/ Zoning Official Hummel, and City Attorney Harkness.

Public Comments: None

Unfinished and Special Business:

1. Utility Rate Communication

City Manager Ridge updated the communication regarding the new water and sewer rates effective July 1, 2025. The communication and explanation for the rate increase will be published on Facebook, our website, and in the newsletter included with the utility bills.

New Business

1. Conditional Use 117 E. Knight Street

Building /Zoning Official Hummel presented a Conditional use permit request for 117 E. Knight Street to the Council for a Tattoo Studio. Mickela Clifford requested to open a tattoo studio that would operate by appointment only. Discussion ensued.

2. COP Hiring Program Grant

Chief Weeks presented a grant program that would supplement funds for wages for community policing. Discussion ensued.

3. Eaton Rapids Police Department Procedures for Mutual Aid Request Discussion

Chief Weeks presented the Police Department procedures for Mutual Aid Requests. He gave an overview of the procedures and processes that apply to our Police Department. Discussion ensued.

4. Elimination of Eaton County Animal Control Discussion

Chief Weeks gave an update and the possible difficulties the City and other Municipalities may experience if the Eaton County Animal Control Facility closes. Discussion ensued.

Board & Committee Reports:

Ken Nicholas – Councilmember Nicholas reported that he had received 3 different people commenting on the blight on Broad Street.

Rick Loftus – Councilmember Loftus attended the Parks, Recreation and Events Board, discussed upcoming events such as Wooden Boat Show, June 7, Art in the Park, and the July 4th celebration with the possibility of an increase in attendance due to other

municipalities not offering fireworks this year. The reappointment of Jessica McCuen for Chair and Patrick McNutt for Vice Chair. Also, Oakridge Park is clearing up invasive species and replacing them with wildflowers, as well as discussing their budget. The Oakridge Park Board had spent \$440 worth of landscaping tools have been purchased.

Deb Malewski – Councilmember Malewski attended the Arts Council with discussions on upcoming events such as Art in the Park, Wellhead protection education, the Color tour Triathlon.

William Steele – No Report

Mayor Colestock – Mayor Colestock attended ZBA where the Hospital applied for a variance for a new sign, they are waiting for approval from MDOT for the sign. There was a suggestion to go to the Planning Commission to have the area rezoned to General Business in order to make it less difficult to receive a variance for items like a new sign. She also attended DDA in which the discussion on the Community Market starting June 14, and the revenue netted from the Squishman Event was \$2400.00. Lastly, she attended the LDFA meeting where the discussion centered around the road construction for Hollow Ridge in our North Industrial Park.

Public Comment:

Finance Director/ Treasurer amended the 2025-2026 Budget. The addition of the revenue for the Parks and Recreation Department of \$25,000 for summer camps was added as well as a \$25,000 exp for the camps, which still left a balanced budget. Also, the Millage rate decreased from .7085 to .1450 due to unexpected revenue from the State of Michigan received by the City in May.

Patrick McNutt, 751 Island Court, confirmed Planting and Seed Exchange was May 4, and he congratulated Steve Fuller on his retirement.

Adjourn

Steele moved, and Malewski seconded, adjourning the meeting at 6:43 p.m. **Motion carried.**

Pamela Colestock, Mayor

Robin Webb, City Clerk

**City Council Meeting
May 28 2025**

A regular Eaton Rapids City Council meeting was held at City Hall, 200 S. Main Street, on May 28, 2025, at 7:00 p.m.

Call To Order:

Mayor Colestock called the meeting to order at 7:00 p.m.

Roll Call:

Mayor Colestock, Mayor Pro-Tem Steele, Councilpersons Malewski, Nicholas, and Loftus were present.

Invocation:

Mayor Colestock provided the invocation.

Approval of the Agenda:

Steele moved, and Nicholas seconded, approving the May 28, 2025, Council meeting agenda with the correction of Item 10b to state to adopt Resolution 2025-37 to adopt a Budget for the General Municipal Purposes of the City of Eaton Rapids for the 2025/2026 Fiscal Year, to Set the Millage Rates to be levied as *amended*, and to Appropriate Funds for Said Purpose. **Motion carried.**

Approval of the May 12, 2025, Closed Session Minutes:

Malewski moved, Steele seconded, approving May 12, 2025, Closed Session Minutes.

Approval of the May 12, 2025, City Council Work Session Meeting Minutes:

Loftus moved, and Steele seconded, approving May 12, 2025, City Council Work Session meeting minutes as presented. **Motion carried.**

Approval of the May 12, 2025, City Council Meeting Minutes:

Malewski moved, and Steele seconded, approving May 12, 2025, City Council meeting minutes as presented. **Motion carried.**

Approval of Expenditures totaling \$807,545.74:

Steele moved, and Nicholas seconded, approving expenditures of the City of Eaton Rapids, totaling \$807,545.74. **Motion carried.**

Public Comment:

Chris Allen, 10105 Hyatt St- Thanked the City, Councilman Loftus, Mayor Colestock, Director Cagle, all of the staff that helped with the parade. He state there was over 400 flags dispersed at the Rosehill Cemetery and 40 volunteers.

Unfinished and Special Business:

- a. Proclamation Honoring Steve Fuller

Mayor Colestock honored Steve Fuller with a proclamation for dedication and commitment to the City of Eaton Rapids for 42 years of Service.

Public Hearing – 2025/2026 Budget

Mayor Colestock opened a Public Hearing at 7:10 pm

Comments were taken from:

Finance Director/Treasurer Allen gave a brief summary of the Budget and highlighted different areas of importance.

There were no other comments.

Mayor Colestock closed the Public Hearing at 7:12 pm.

New Business

a. Approve the reappointment of Rocco Buysse to the Local Development Finance Authority for a term ending 05/31/2029.

Steele moved, Malewski seconded to approve the reappointment of Rocco Buysse to the Local Development Finance Authority for term ending 05/31/2029.

b. Adopt Resolution 2025-37 to adopt a Budget for the General Municipal Purposes of the City of Eaton Rapids for the 2025/2026 Fiscal Year, to Set the Millage Rates to be levied as amended, and to Appropriate Funds for Said Purpose.

Steele moved, and Loftus seconded, to adopt Resolution 2025-36 to adopt a Budget for the General Municipal Purposes of the City of Eaton Rapids for the 2025/2026 Fiscal Year, to Set the Millage Rates to be levied as amended, and to Appropriate Funds for Said Purpose.

Roll call vote:

Yeas: 5 – Steele, Malewski, Loftus, Nicholas and Mayor Colestock

Nays: 0

Absent: 0

c. Adopt Resolution 2025-38 to Establish Water and Sewer Rates Effective July 1, 2025, July 1, 2026, and July 1, 2027.

Malewski moved, Loftus seconded Resolution 2025-38 to Establish Water and Sewer Rates Effective July 1, 2025, July 1, 2026, and July 1, 2027.

Roll call vote:

Yeas: 5 – Malewski, Loftus, Nicholas, Steele, and Mayor Colestock

Nays: 0

Absent: 0

d. Adopt Resolution 2025-39 to approve a Conditional Use Permit for a Tattoo Studio at 117 E. Knight Street.

Steele moved, Nicholas seconded to approve Resolution 2025-39 to approve a Conditional Use Permit for a Tattoo Studio at 117 E. Knight Street.

Roll call vote:

Yeas: 5 – Loftus, Nicholas, Steele, Malewski, and Mayor Colestock

Nays: 0

Absent: 0

Public Comments:

Rocco Buysse, 117 Frost St. – Thanked Council for the reappointment to the LDFA Board. He reminded everyone that the mobile food pantry will be at the High School on Saturday at 9 am. He also stated that the parade was fine.

Patrick McNutt, 751 Island Court, congratulated Steve Fuller on his retirement.

Reports:

Fire Chief – absent

Police Chief- No Report

City Manager – City Manager Ridge gave updates on the following projects: 400 Dexter-Century Construction, Drinking Water State Revolving Fund (DWSRF), MSHDA/CDBG Letter of Intent, Eaton County Community Grant Program, Federal Appropriations, State Appropriate Request, and Community Project Funding. She is waiting for updates from US Senator Gary Peters and State Senator Sarah Anthony on pending appropriations. She and Chief Weeks will begin bargaining on Tuesday, June 3, for the Police Union. She met Troy Latunski, Manager of the Eaton Area Ambulance Service, about the financials of the Eaton Area Ambulance Service and was informed that they are actively working to improve services and transparency. The Renewable Energy Plan notice will be published on May 31st. This plan has been developed to meet the requirement of 50% Renewable Energy by 2030 and 60% Renewable Energy by 2035. She wants to express her appreciation to Steve Fuller's dedication and service to the City of Eaton Rapids! She wants to wish him well and acknowledge that he will be missed. Lastly, Oakridge Park received a grant for the Gazebo and Picnic table for the Park.

Council Members:

Malewski – Councilmember Malewski reminded everyone of the Urban Air Event coming first week of October. Many activities are scheduled, and many volunteers are needed. The City's flowers are beautiful. Genny Allen did a great job on the budget. Congratulations to Steve Fuller's on his retirement. June 8th the Eaton County Historical Group will be giving a tour and history of Officer Emery.

Steele – Mayor Pro Tem Steele wants to congratulate Steve Fuller on his retirement. He will miss his smiling face and appreciate all his service. The Memorial Parade was enjoyable and well done. As always, City Staff went above and beyond to help make the parade a success.

Nicholas – Councilmember Nicholas also congratulated Steve Fuller on his retirement.

Loftus – Councilmember Loftus thanked Steve Fuller for his warm reception when he first moved into Eaton Rapids. The Eaton Rapids High School girls' soccer team has had a good run this season. He took part in the St. Peter's church carnival. He praised Director Peirce and the DPW workers for their quick response to the May 14th storm. The cemetery flag placements had many volunteers and went very well at the Rosehill and Oaklawn Cemeteries. The Memorial Parade and ceremony were a success. Thank you to Chris Allen and the G.A.R. Museum for orchestrating the events. We had a fantastic turnout of volunteers. He thanked FOX 47 and WILX for capturing the event.

Mayor Colestock – Mayor Colestock thanked G.A.R. Museum and the Memorial Day Committee for the Memorial celebration and the city Staff for all they do. She thanked all of the volunteers who helped place flags at the cemetery and had a special shout-out to John Nobach and his staff to make the cemetery look pristine, not a single blade of grass was out of place. She also announced that the Urban Air Event is sold out. 101 campers have reserved spots for

the event. Lastly, she thanked the City Administration and City Council for the decision regarding the infrastructure, although it will raise rates, the residents will appreciate the upgrades for years to come. The opportunity that we faced to get all this work done is the chance of a lifetime, and she is proud of all who made it a priority for our city. We can handle the criticism, knowing this is the right path for our city.

Adjournment

Malewski moved, and Steele seconded, adjourning the Council meeting. **Motion carried.**

The meeting adjourned at 7:44 pm.

Pamela Colestock, Mayor

Robin Webb, City Clerk

DRAFT



MEETING DATE: 06/09/2025

TREASURER/FINANCE DIRECTOR

To: Mayor and City Council

Work Session

From: Genny Allen

Regular Meeting

Submitted: 06/05/2025

Subject: Expenditures for Council Approval on Monday, June 9, 2025

Recommendation

This expenditures report is provided to City Council for review no later than the Friday preceding the City Council meeting at which the expenditures are approved.

Questions regarding these expenditures should be directed to the Treasurer/Finance Director.

Expenditures

May 30 – Jun 4, 2025	Check/Payment Disbursements (160645-160680)	\$ 64,228.99
May 30 - Jun 6, 2025	Payroll	\$ 125,052.25
June 2, 2025	ACH – MPPA	\$ 67,880.52
June 5, 2025	ACH – Grand River Power Company	\$ 4,000.00
June 9, 2025	ACH – MPPA	\$ 68,732.46
	Total	<u>\$ 329,894.22</u>

Suggested Motion

Motion to approve the payment of expenditures in the amount of \$329,894.22.

06/04/2025 09:19 PM
 User: GENNY
 DB: Eaton Rapids

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS
 CHECK NUMBER 160645 - 160680

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
05/30/2025	GEN	160645		EATON COUNTY TREASURER	PROPERTY TAX PARCEL 300-043-600-370	101.253.95900	93.47
05/30/2025	GEN	160646	204301706298	CONSUMERS ENERGY	ELECTRIC BILL 2650 S. MICHIGAN RD.	(598.538.92100)	31.53
		160646	202521893107		ELECTRIC BILL 5421 S. CLINTON TRL	(598.538.92100)	31.37
							62.90
05/30/2025	GEN	160647	110250030690	EJ USA, INC.	REPLACEMENT PARTS FOR WTP	598.556.75400	1,095.63
05/30/2025	GEN	160648	306780	ELHORN ENGINEERING COMPANY	FLRAC30 FLOUROSILICIC ACID 30 G	598.556.74600	640.00
05/30/2025	GEN	160649	S106212522.003	ETNA SUPPLY COMPANY	SMITHBLR 226 REPAIR CLAMP 7.24	598.556.75000	245.00
05/30/2025	GEN	160650	3045052225	GREAT LAKES WINDOW CLEANING	WINDOW CLEANING- CITY HALL INV	3045101.265.77600	55.00
05/30/2025	GEN	160651	39321973	GREATAMERICA FINANCIAL SVCS	MAILING SYSTEM LEASE INV # 39321973	101.215.85300	115.81
05/30/2025	GEN	160652	593802	HAMMERSMITH EQUIPMENT	NEW BLADES FOR ROAD SAW 16" WTP	101.441.93200	263.25
		160652	593802		NEW BLADES FOR ROAD SAW 16" WTP	598.556.93200	263.25
							526.50
05/30/2025	GEN	160653	3-725026	HAMMOND FARMS SOUTH	ATHLETIC FIELD MARKER 50 LB & DELIV	208.691.74403	498.74
		160653	3-725023		BALL MIX (CRUSHER DUST)	208.691.74403	2,262.15
							2,760.89
05/30/2025	GEN	160654	40543	INTERNATIONAL MINUTE PRESS	JAKE FORQUER BUSINESS CARDS INV	405101.299.73000	35.53
		160654	40509		ARTS COUNCIL / COLORING BOOKS	217.253.95900	1,080.77
							1,116.30
05/30/2025	GEN	160655	262280	JACK DOHENY	6" PICK-UP TUBE FOR VACTOR MULTI	101.441.93200	116.97
		160655	262280		6" PICK-UP TUBE FOR VACTOR MULTI	598.528.93200	116.97
		160655	262280		6" PICK-UP TUBE FOR VACTOR MULTI	598.538.93200	116.97
		160655	262280		6" PICK-UP TUBE FOR VACTOR MULTI	598.556.93200	116.97
							467.88
05/30/2025	GEN	160656	S115525593.001	KENDALL ELECTRIC, INC.	2 GANG DEEP WP BOX	208.691.94000	43.80
05/30/2025	GEN	160657	14768	PIXELVINE LLC	ANNUAL SUPPORT, CUSTOMER CARE	101.000.12300	1,375.00
05/30/2025	GEN	160658	56894923	POWER LINE SUPPLY COMPANY	FR SHIRT 100234-051/XL	598.538.74200	54.00
		160658	56896474		100A CUTOUT CP710112PB	598.538.74400	3,566.44
		160658	56896472		15KV 1/0 URD SPLICE KIT 5411-CI-1	598.538.74400	229.62
		160658	56897006		CLEAR SAFETY GLASSES	598.538.74401	234.00
							4,084.06
05/30/2025	GEN	160659	3072672	RESCO	8' WOOD CROSSARM	598.538.74400	1,261.56
		160659	3072619		FIBERGLASS D.E. ARM PUPI DA3000096E	598.538.74400	2,532.00

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS
 CHECK NUMBER 160645 - 160680

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
							3,793.56
05/30/2025	GEN	160660	S014264750.001	STUART C. IRBY	46KV DEADEND INSULATOR	598.538.74400	814.79
06/04/2025	GEN	160661	MULCH25	THE FLOWER GARDEN	RED MULCH FOR POCKET PARK 2025	208.691.93150	18.55
06/04/2025	GEN	160662	ACE-MAY 2025	ACE HARDWARE & LUMBER CO.	HARDWARE	101.265.93100	11.58
		160662	ACE-MAY 2025		HARDWARE	101.301.72800	34.82
		160662	ACE-MAY 2025		HARDWARE	101.336.93200	3.96
		160662	ACE-MAY 2025		HARDWARE	101.441.93200	69.81
		160662	ACE-MAY 2025		HARDWARE	208.691.93150	158.55
		160662	ACE-MAY 2025		HARDWARE	598.528.93200	107.97
		160662	ACE-MAY 2025		HARDWARE	598.538.93210	316.38
		160662	ACE-MAY 2025		HARDWARE	598.538.93400	15.99
		160662	ACE-MAY 2025		HARDWARE	598.556.77600	9.99
		160662	ACE-MAY 2025		HARDWARE	598.556.93100	115.32
		160662	ACE-MAY 2025		HARDWARE	598.556.93200	70.97
		160662	ACE-MAY 2025		HARDWARE	598.556.93300	16.99
		160662	ACE-MAY 2025		HARDWARE	598.556.95900	51.00
							983.33
06/04/2025	GEN	160663	ANTHONY-CLOTHES25	ANTHONY TWITCHELL	CLOTHING FOR ALLOWANCE 25	598.528.74200	42.36
06/04/2025	GEN	160664	78605	C2AE	CWSRF PROJECT	598.528.81101-P2301	24,088.00
06/04/2025	GEN	160665	5272888204	CINTAS FIRST AID & SAFETY #:	FIRST AID & SAFETY SUPPLIES	101.336.74401	4.99
		160665	5272888204		FIRST AID & SAFETY SUPPLIES	101.441.74401	69.70
		160665	5272888204		FIRST AID & SAFETY SUPPLIES	598.528.74401	34.78
		160665	5272888204		FIRST AID & SAFETY SUPPLIES	598.538.74401	69.85
		160665	5272888204		FIRST AID & SAFETY SUPPLIES	598.556.74401	4.99
							184.31
06/04/2025	GEN	160666	761-11335007	EGLE MICHIGAN DEPT. OF	WATER SAMPLING	598.556.74900	138.00
06/04/2025	GEN	160667	28482806	GRANGER CONTAINER SERVICE,	TRASH REM FOR CEMET. 4500 WEST ST	101.276.94200	110.78
06/04/2025	GEN	160668	3-725023-01	HAMMOND FARMS SOUTH	BALL MIX	208.691.74403	2,239.53
		160668	1-386054		TURFACE QUICKDRY TICKET # 1-386054	208.691.74403	250.00
							2,489.53
06/04/2025	GEN	160669	INV001276	HART INTERCIVIC, INC	LICENSE AND SUPPORT RENEWAL - INV00	101.262.73000	2,076.00
06/04/2025	GEN	160670	H25225	HOPKINS MECHANICAL SERVICES	WWTP RTU REPAIR	598.528.93100	972.00
06/04/2025	GEN	160671	10891791	HUTSON INC.	MISC. HARDWARE FOR MOWERS 25/26 SEA	101.276.93200	189.49
06/04/2025	GEN	160672	40437	INTERNATIONAL MINUTE PRESS	TABLE COVER & BACKDROP INV# 40437	101.301.95900	568.00

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount	
06/04/2025	GEN	160673	6011207	MML WORKERS' COMP FUND	WORKERS' COMP INVOICE 6011207 2025-101.000.12300		2,615.46	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-202.000.12300		42.11	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-203.000.12300		41.40	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-208.000.12300		74.74	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-248.000.12300		18.68	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-249.000.12300		72.78	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-280.000.12300		29.18	
		160673	6011207		WORKERS' COMP INVOICE 6011207 2025-598.000.12300		797.65	
							3,692.00	
06/04/2025	GEN	160674	89019	OHM ADVISORS	WELL HEAD PROTECTION INV 89019 598.556.81100-P0450		8,708.50	
06/04/2025	GEN	160675	571360	OVERHEAD DOOR OF LANSING	REPAIR OVERHEAD DOOR 101.441.93100		870.70	
06/04/2025	GEN	160676	56899411	POWER LINE SUPPLY COMPANY	25A FUSELINK M25KA23 598.538.74400		36.25	
		160676	56899412		#4 SERVICE GRIP 598.538.74400		608.63	
							644.88	
06/04/2025	GEN	160677	FF-FULLER	ROBIN WEBB	COUNCIL MTG - STEVE FULLER RECOGNIT 101.101.95900		42.27	
06/04/2025	GEN	160678	96967575	SAFETY-KLEEN SYSTEMS, INC.	PARTS WASHER SOLVENT GENERATION 598.538.93210		300.20	
06/04/2025	GEN	160679	S014271065.001	STUART C. IRBY	RICHARDS 1 BOLT CONNECTOR 598.538.74400		669.50	
06/04/2025	GEN	160680	798442-202505-1	TRANSUNION RISK & ALTERNATI	SEARCH SOFTWARE INV# 798442-202505-101.301.73500		150.00	
TOTAL - ALL FUNDS							TOTAL OF 36 CHECKS	64,228.99

--- GL TOTALS ---

101.000.12300	PREPAID EXPENSE	3,990.46
101.101.95900	MISCELLANEOUS/RECOGNITION	42.27
101.215.85300	OFFICE EQUIPMENT LEASE	115.81
101.253.95900	MISCELLANEOUS	93.47
101.262.73000	GEN ELECT SUPPLIES	2,076.00
101.265.77600	CUSTODIAL SERVICES	55.00
101.265.93100	BUILDING MAINTENANCE	11.58
101.276.93200	EQUIPMENT MAINTENANCE	189.49
101.276.94200	EQUIPMENT RENTAL	110.78
101.299.73000	OFFICE SUPPLIES	35.53
101.301.72800	POSTAGE	34.82
101.301.73500	SOFTWARE MAINTENANCE	150.00
101.301.95900	MISCELLANEOUS	568.00
101.336.74401	SAFETY SUPPLIES	4.99
101.336.93200	EQUIPMENT MAINTENANCE	3.96
101.441.74401	SAFETY SUPPLIES	69.70
101.441.93100	BUILDING MAINTENANCE	870.70
101.441.93200	EQUIPMENT MAINTENANCE	450.03

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
202.000.12300				PREPAID EXPENSE			42.11
203.000.12300				PREPAID EXPENSE			41.40
208.000.12300				PREPAID EXPENSE			74.74
208.691.74403				SPORTS PROGRAMMING			5,250.42
208.691.93150				PROPERTY MAINTENANCE			177.10
208.691.94000				CAMERAS			43.80
217.253.95900				MISCELLANEOUS			1,080.77
248.000.12300				PREPAID EXPENSE			18.68
249.000.12300				PREPAID EXPENSE			72.78
280.000.12300				PREPAID EXPENSE			29.18
598.000.12300				PREPAID EXPENSE			797.65
598.528.74200				CLOTHING & BOOT ALLOWANCE			42.36
598.528.74401				SAFETY SUPPLIES			34.78
598.528.81101-P2301				ENGINEERING			24,088.00
598.528.93100				BUILDING MAINTENANCE			972.00
598.528.93200				SEWER EQUIPMENT MAINTENANCE			224.94
598.538.74200				CLOTHING & BOOT ALLOWANCE			54.00
598.538.74400				SUPPLIES & MATERIALS			9,718.79
598.538.74401				SAFETY SUPPLIES			303.85
598.538.92100				PUBLIC UTILITIES			62.90
598.538.93200				EQUIPMENT MAINTENANCE			116.97
598.538.93210				GENERATOR MAINTENANCE			616.58
598.538.93400				VEHICLE MAINTENANCE			15.99
598.556.74401				SAFETY SUPPLIES			4.99
598.556.74600				CHEMICALS			640.00
598.556.74900				LAB SUPPLIES			138.00
598.556.75000				METER SUPPLIES			245.00
598.556.75400				HYDRANTS			1,095.63
598.556.77600				CUSTODIAL SUPPLIES			9.99
598.556.81100-P0450				ENGINEERING SERVICE			8,708.50
598.556.93100				BUILDING MAINTENANCE			115.32
598.556.93200				EQUIPMENT MAINTENANCE			451.19
598.556.93300				OFFICE EQUIP. REPAIRS & MAINT.			16.99
598.556.95900				MISCELLANEOUS EXPENSE			51.00
				TOTAL			64,228.99

2Salaries and Wage Report By General Ledger Fund-Dept

Payroll Dates: 05/30/2025 and 06/06/2025

	Amount
Fund: 101 General Fund	
Department: 101 City Council	\$1,981.66
Department: 172 City Manager	\$1,374.36
Department: 215 City Clerk	\$711.24
Department: 253 City Treasurer	\$1,440.67
Department: 276 Cemetery	\$4,261.63
Department: 299 Community and Economic Development	\$865.51
Department: 301 Police Department	\$29,178.76
Department: 336 Fire Department	\$9,521.39
Department: 441 Public Works	\$9,825.81
Department: 445 Storm Sewers	\$0.00
Fund: 202 Major Street Fund	
Department: 445 Storm Sewers	\$168.92
Department: 463 Street Maintenance	\$729.01
Department: 473 Bridges	\$0.00
Department: 478 Winter	\$0.00
Department: 484 Recordkeeping	\$145.40
Department: 488 Sweeping & Flushing	\$98.08
Department: 493 Winter Maintenance	\$0.00
Department: 494 Snow Removal	\$0.00
Fund: 203 Local Street Fund	
Department: 445 Storm Sewers	\$168.92
Department: 463 Street Maintenance	\$80.78
Department: 478 Winter	\$0.00
Department: 711 Traffic	\$0.00
Fund: 208 Parks/Recreation Fund	
Department: 691 Parks/Recreation	\$10,279.85
Department: 780 Outdoor Rec Center	\$1,104.75
Fund: 218 Rental Inspection Program	
Department: 371 Building Inspections	\$463.50
Fund: 248 Downtown Development Authority	
Department: 803 DDA	\$1,125.27

Fund: 249 Building Inspection Fund	
Department: 371 Building Department	\$3,968.32
Fund: 280 LDFA (Industrial Park Fund)	
Department: 804 Industrial Park	\$1,550.91
Fund: 598 Utilities	
Department: 528 Sewer	\$12,785.05
Department: 538 Electric	\$23,372.51
Department: 556 Water	\$9,849.95
Payroll Total Gross Wages for 05/30/2025 and 06/06/2025	\$125,052.25



City of Eaton Rapids
Planning Commission Annual Report
2024

Prepared by Darren Tanner, Secretary

CITY OF EATON RAPIDS PLANNING COMMISSION

This Annual Report is prepared for the City of Eaton Rapids Mayor and City Council as required by the Michigan Planning Enabling Act (PA 33 of 2008) to document its activities each year. The following report identifies activities of the Planning Commission for 2024.

INTRODUCTION

The Planning Commission is an appointed government board charged with recommending to the City of Eaton Rapids City Council the boundaries of the various original zoning districts and appropriate regulations to be enforced therein and any proposed amendments thereto. In addition, the Planning Commission collects data and keeps itself informed as to the best practices generally in effect in the matters of city planning and zoning.

It is qualified to act on measures affecting the present and future movement of traffic, the segregation of residential and business districts, and the convenience and safety of persons and property in any way dependent on city planning and zoning.

The Planning Commission is responsible for the drafting and maintenance of the City Master land use and zoning plan, reviewing all applications for re-zoning, lot splits, site plan approval, special land use permits, and giving recommendations to the City Council for each.

MEMBERSHIP

Planning Commission membership consists of nine members appointed by the City of Eaton Rapids City Council.

In 2024 the Planning Commission's membership was as follows:

Mike Baker	Vice Chair and Zoning Board of Appeals member
Kathy DeGrow	retired February 2024
Rus Halsey	<i>retired ...</i>
Valerie Hiltz	
Rick Loftus	Secretary, <i>retired May 2024</i>
Charles Millington	<i>joined October 2024...</i>
Darren Tanner	Secretary, May 2024
Martin Vanek	Chair
Paul Wegner	
Larry Wicker	
Matt Davis	joined May 2024

MEETINGS

Planning Commission meetings are scheduled for the first Monday of each month and are open to the public. Special work sessions, also open to the public, are scheduled as needed.

The Planning Commission held 7 regular meetings in 2024, with five meetings canceled due to lack of business.

In addition, the Planning Commission held one special meeting to review and update a draft Zoning Ordinance produced by design, planning, and engineering firm, Beckett & Raeder, Inc.

All 2024 meetings of the Planning Commission were attended by City of Eaton Rapids Building / Zoning Official LeRoy Hummel.

PLANNING COMMISSION ACTIVITIES IN 2024

Project type	Location	Description	Status	Recommendation to Legislative Body	Date of Action
Planning Commission Meeting	N/A	No meeting held due to lack of business	N/A	N/A	01/01/24
Planning Commission Meeting	N/A	No meeting held due to lack of business	N/A	N/A	02/05/24
Site Plan Revision	Inverness Condominiums	Plant one tree per lot (instead of four). Two trees on corner lots	Approved, provide updated landscape site plan.	N/A	03/04/24
Review Annual Planning Commission Report	N/A	2023 Year-End Report Review	Approved	N/A	03/04/24
Election of Officers	N/A	Election of Officers	Performed /Accepted	N/A	03/04/24
Public Hearing	920 West Street	Eaton Pines proposed swimming pool, community building and athletic field	Commencement of pool with conditions	N/A	04/01/24
Site plan	920 West Street	Reviewed site plan of development	Commencement of pool with conditions	N/A	05/06/24
Public Hearing	918 West Street	Master plan change / re-zoning / land division	Approved	Approved. Report ready for Mayor and City Council.	05/06/24
Planning Commission Meeting	N/A	No meeting held due to lack of business	N/A	N/A	06/03/24

Project type	Location	Description	Status	Recommendation to Legislative Body	Date of Action
Officer Election	N/A	Com Tanner elected to Secretary	Approved	N/A	07/01/24
Site Plan	920 West Street	25 total parking spaces	Approval with same conditions from 4/1/24	N/A	07/01/24
Noise Ordinance	N/A	Complaints by residents about noisy businesses	Review in progress		07/01/24
Zoning Ordinance	402 Haven Street	Operate a hair salon in a GID	Presented	N/A	07/01/24
Zoning Ordinance	Dowding Drive /Kimbark Street	Rerouting trucks out Dowding Drive	Presented	N/A	07/01/24
Public Hearing	402 Haven Street	Ordinance revision	No changes to GID ordinance	N/A	08/05/24
Noise Ordinance	N/A	Raise decibel limit to 75 during day	Review in progress	N/A	08/05/24
Planning Commission Meeting	N/A	No meeting held due to lack of business	N/A	N/A	09/02/24
Performance Standards, section 18.72	N/A	Noise standards compliant with State of Michigan	Approved	Approved. Report ready for Mayor and City Council.	10/07/24
Public Hearing	400 Dexter Street	Propose zoning change. RD1 to Multi-family	Presented	N/A	10/07/24
Planning Commission Meeting	N/A	No meeting held due to lack of business	N/A	N/A	11/04/24
Planning Commission	N/A	2025 Planning Commission Dates	Approved	N/A	12/02/24
Planning Commission	N/A	Amendment to by-laws / Commissioners holding other municipal office	Approved	N/A	12/02/24
Planning Commission	N/A	Subdivision Ordinance revision	Presented	N/A	12/02/24

Project type	Location	Description	Status	Recommendation to Legislative Body	Date of Action
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PLANNING COMMISSION ACTIVITIES FOR 2025

Complete and maintain the City Master land use and zoning plan, review all applications for re-zoning, lot splits, site plan approval, special land use permits, and give recommendations to the City Council for each.

Proof Planning Commission-recommended changes made by Beckett & Raeder, Inc. to Zoning Ordinance document.

As of December 2024, nine of nine positions are filled.



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 & Economic
Development Specialist*
Randy Jewell – City Assessor
Cullen Harkness – City Attorney

**CITY OF EATON RAPIDS
RESOLUTION NO. 2025-40**

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR EAST KNIGHT STREET AND SOUTH CENTER STREET ROAD MILL AND RESURFACING PROJECT FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

WHEREAS, the City of Eaton Rapids is applying for \$250,000.00 in funding through MDOT from the Transportation Economic Development Category B Program to construct a mill and resurfacing project on East Knight Street from East Street to Donegal Street and on South Center Street from East Knight Street to East Hamlin Street; and

WHEREAS, MDOT requires a formal commitment from the public agency that will receive these funds and will be implementing and maintaining these infrastructure projects; and

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Rob Pierce, Public Works/Utilities Director, to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as the applicant's agent during the project development, and to sign a project agreement upon receipt of a funding award; and

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least \$269,125.00 toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns; and

BE IT FURTHER RESOLVED THAT, the City commits to owning operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

The Foregoing resolution offered by Council Member _____ and seconded by Council Member _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

The resolution is adopted by the City of Eaton Rapids and approved by the Mayor on this 9th day of June 2025.

Pamela Colestock, Mayor

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN)

)ss.

COUNTY OF EATON)

I, the undersigned, the duly qualified and acting Clerk of the City of Eaton Rapids, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Eaton Rapids at a regular meeting held on the 9th of June 2025, the original of which resolution is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 9th day of June 2025.

Robin Webb, City Clerk



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

*Yvonne Ridge – City Manager
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Randy Jewell – City Assessor
Cullen Harkness – City Attorney*

**CITY OF EATON RAPIDS
RESOLUTION NO. 2025-41**

**A RESOLUTION TO APPROVE THE PURCHASE OF A SECURABLE
STORAGE UNIT FOR THE POLICE DEPARTMENT**

WHEREAS, the Eaton Rapids Police Department has utilized a small steel shed for storage for many years due to limited capacity within the Public Safety Building; and

WHEREAS, the current shed is dilapidated, with inoperable doors that prevent the structure from being properly secured; and

WHEREAS, secure and accessible storage is necessary for items that are too large for the current evidence room or should not be stored alongside other evidentiary materials; and

WHEREAS, consideration in selecting a new storage unit included meeting police department accreditation standards and the anticipated loss of access to the county's vehicle evidence storage facilities; and

WHEREAS, after evaluating options, the Police Department selected a 12x24 securable storage unit capable of housing a sedan or standard-sized sport utility vehicle, which will support evidence storage needs and accreditation compliance; and

WHEREAS, the proposed unit, to be located at the Public Safety Building near the dumpster enclosure, is being purchased from Homestead Barns at a cost of \$8,445.00, and the location may require limited site excavation subject to review by the DPW/Utilities Director; and

WHEREAS, the purchase of this unit exceeds purchasing authority and requires City Council approval;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Eaton Rapids hereby approves the purchase of one 12x24 securable storage unit from Homestead

Barns in the amount of \$8,445.00 for use by the Police Department, with placement and installation contingent upon final site review by the Utility Director.

The Foregoing resolution offered by Council Member _____ and seconded by Council Member _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

The resolution is adopted by the City of Eaton Rapids and approved by the Mayor on this 9th day of June 2025.

Pamela Colestock, Mayor

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN)

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COUNTY OF EATON)

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**CITY OF EATON RAPIDS
RESOLUTION NO. 2025-42**

**RESOLUTION TO AUTHORIZE THE ACCEPTANCE AND ADOPTION OF THE
MULTI-HAZARD MITIGATION PLAN (MHMP) UPDATE**

WHEREAS, Eaton County and the townships, cities, and villages with the county have gathered information and prepared an update to the 2023 Tri-County Hazard Mitigation Plan; and

WHEREAS, the Multi-Hazard Mitigation Plan (MHMP) has been prepared in accordance with the Disaster Mitigation Act of 2000 and Title 44 Code of Federal Regulations (CFR), Part 201; and

WHEREAS, Title 44 CFR, Chapter 1, Part 201.6(c)(5) requires each local government participating in the preparation of a Plan Update to accept and adopt such plan; and

WHEREAS, the City of Eaton Rapids has reviewed the MHMP update, has found the document to be acceptable, and as a local unit of government, has afforded its citizens an opportunity to comment and provide input regarding the Plan Update and the actions included in the Plan; and

WHEREAS, the City of Eaton Rapids will consider the MHMP update during the implementation and updating of local planning mechanisms, and will incorporate the hazard assessment data, hazard vulnerabilities, and mitigation actions in these mechanisms, where applicable;

NOW THEREFORE, BE IT RESOLVED, that the City of Eaton Rapids, as a participating jurisdiction, adopts the MHMP Update.

The Foregoing resolution offered by Council Member _____ and seconded by Council Member _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

The resolution is adopted by the City of Eaton Rapids and approved by the Mayor on this 9th day of June 2025.

Pamela Colestock, Mayor

RESOLUTION DECLARED ADOPTED:

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COUNTY OF EATON)

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IN WITNESS WHEREOF, I have hereunto set my official signature, this 9th day of June 2025.

Robin Webb, City Clerk



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Cullen Harkness – City Attorney

CITY OF EATON RAPIDS RESOLUTION NO. 2025-43

A RESOLUTION ACKNOWLEDGING THE PROTECTING MI PENSION GRANT PROGRAM CORRECTIVE ACTION PLAN MONITORING REQUIREMENT AND AUTHORIZING SUBMISSION OF REQUIRED DOCUMENTATION

WHEREAS, the State of Michigan, under Public Act 166 of 2022 (Section 979a), established the Protecting MI Pension Grant Program to assist municipalities with underfunded pension systems, as defined under Public Act 202 of 2017 (the Protecting Local Government Retirement and Benefits Act); and

WHEREAS, the City of Eaton Rapids was awarded funds under the Protecting MI Pension Grant Program in 2023 to support the funding of its Municipal Employees' Retirement System (MERS); and

WHEREAS, in accordance with Section 979a(2)(e) of Public Act 166 of 2022, all grant recipients are subject to a five-year monitoring period by the Municipal Stability Board to ensure maintenance of an acceptable funding level, sustainability of annual retirement costs, and compliance with the provisions of the grant program; and

WHEREAS, the City has reached the Corrective Action Plan (CAP) monitoring period for its qualified retirement system, and is required to submit a completed CAP Monitoring Form to the Michigan Department of Treasury within 90 days of notification; and

WHEREAS, the monitoring form and related documentation must be submitted electronically in accordance with Treasury's guidelines and will be used to determine the City's compliance status under the grant program; and

WHEREAS, it is in the best interest of the City of Eaton Rapids to comply with the state's monitoring requirements to ensure continued eligibility and good standing under the Protecting MI Pension Grant Program;

NOW, THEREFORE, BE IT RESOLVED that the Eaton Rapids City Council hereby acknowledges the City's obligation under the Protecting MI Pension Grant Program to participate in the Corrective Action Plan monitoring process and authorizes the City Manager Ridge to complete and submit all required CAP Monitoring documentation for the City's MERS retirement system to the Michigan Department of Treasury.

The Foregoing resolution offered by Council Member _____ and seconded by Council Member _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

The resolution is adopted by the City of Eaton Rapids and approved by the Mayor on this 9th day of June 2025.

Pamela Colestock, Mayor

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN)

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COUNTY OF EATON)

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IN WITNESS WHEREOF, I have hereunto set my official signature, this 9th day of June 2025.

Robin Webb, City Clerk



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Cullen Harkness – City Attorney

CITY OF EATON RAPIDS RESOLUTION NO. 2025-44

A RESOLUTION TO APPROVE THE REZONING OF 1500 S. MAIN STREET AND AMEND THE OFFICIAL ZONING MAP

WHEREAS, the Eaton Rapids Planning Commission held a public meeting on June 2, 2025, to consider a request submitted by Eaton Rapids Medical Center to rezone the property located at 1500 S. Main Street from Low Density Single Family Residential (RD-1) to General Business District (GBD); and

WHEREAS, the subject parcel is currently zoned RD-1, and a hospital is a conditional use in both the RD-1 and GBD zoning districts; and

WHEREAS, the Master Plan and Future Land Use Map identify the property as General Business District, indicating the proposed rezoning is consistent with the City's long-term planning goals and objectives; and

WHEREAS, the rezoning would allow the Eaton Rapids Medical Center additional flexibility for future expansion and signage needs; and

WHEREAS, the Planning Commission reviewed the request and recommended approval of the rezoning from RD-1 to GBD;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Eaton Rapids hereby approves the recommendation of the Planning Commission and authorizes the rezoning of 1500 S. Main Street from Low Density Single Family Residential (RD-1) to General Business District (GBD), in accordance with the Eaton Rapids Zoning Ordinance and Master Plan;

BE IT FURTHER RESOLVED, that the official City of Eaton Rapids Zoning Map shall be amended to reflect the rezoning of 1500 S. Main Street from Low Density Single Family Residential (RD-1) to General Business District (GBD)

The Foregoing resolution offered by Council Member _____ and seconded by Council Member _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

The resolution is adopted by the City of Eaton Rapids and approved by the Mayor on this 9th day of June 2025.

Pamela Colestock, Mayor

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN)

)ss.

COUNTY OF EATON)

I, the undersigned, the duly qualified and acting Clerk of the City of Eaton Rapids, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Eaton Rapids at a regular meeting held on the 9th of June 2025, the original of which resolution is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Michigan Public Acts of 1976, including the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 9th day of June 2025.

Robin Webb, City Clerk