

City of Eaton Rapids Work Session Meeting January 12, 2026

The Work Session of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on January 12, 2025, at 5:00 p.m.

Call To Order:

Mayor Colestock called the work session to order at 5:01 p.m. Present were Mayor Colestock, Mayor Pro-Tem Steele, and Councilmembers Malewski, Loftus, and Nicholas were present.

Administrative Staff present included City Manager Ridge, Public Works/Utilities Director Pierce, Treasurer/Finance Director Allen, Clerk Webb, Chief McNutt, Chief Weeks, City Attorney Harkness and John White, new attorney working with Cullen.

Public Comments: None

Unfinished and Special Business: None

New Business

1. Audit Presentation

Steve Bryer, Assurance Partner, with Siegfried Crandall PC presented the 2024/2025 Financial Audit to the Council, stating the Independent Auditor Report found that the Financial Statements were presented fairly. He also stated that there were a couple of minor findings relating to adjustments, most firms assist with these, and this does present a finding in the report. Also, due to the December Bank Reconciliation not being done in a timely fashion, this presented a minor finding. These are minor and expected to be resolved in the next audit. Overall, a high-quality job by Treasurer/Finance Director Allen and City Manager Ridge in their cooperation. Discussion ensued.

2. Fee Schedule updates

City Manager Ridge proposed an increase for the Rental Inspection Fee from \$125 to \$150, the Roofing Fee from \$95 to \$105, and the Solid Waste Collection Fee from \$50 to \$100. Discussion ensued.

3. Budget Schedule

Treasurer/Finance Director Allen presented the Budget Schedule, with a timeline for completion, publication, and submission. Discussion ensued.

4. Handling Penny Shortage

Treasurer/ Finance Director Allen presented the City's solution for the penny shortage for Utility and Property Tax payments. For Utility bills, we will round up and give the resident a credit on their next bill. The Property Tax payments, we will suggest a payment that can be made exactly for the amount. Credit/Debit card, money order, cashier's check, or a check written from a bank account. Discussion ensued.

Nicholas moved, Steele seconded to go into Closed Session at 5:28 pm.

Roll call vote:

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

Nays: 0

Absent: 0

Board & Committee Reports:

Reports were carried over to the regular meeting.

Public Comment:

Mayor pro-Tem Steele thanked Lieutenant Creger and Chief Weeks for the tour of the new Evidence Storage Container.

Steele moved, and Malewski seconded, to adjourn the meeting at 6:27 p.m. Motion carried.



Pamela Colestock, Mayor



Robin Webb, City Clerk