

**City of Eaton Rapids Work Session Meeting
November 24, 2025**

The Work Session of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on November 24, 2025, at 5:30 p.m.

Call To Order:

Mayor Colestock called the work session to order at 5:30 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 Weeks, Chief McNutt, Building Official Hummel, and City Attorney Harkness.

Public Comments: None

Unfinished and Special Business: None

New Business

1. Ordinance Change 15-9 Shooting Weapons

Chief Weeks presented an Ordinance regarding BB guns carried by teens. The Ordinance will read that no one under 16 will be allowed to carry a BB gun off private property. City Attorney Harkness reviewed and approved the Ordinance. This Ordinance will have its first reading at the Council meeting following this meeting. Discussion ensued.

2. Ordinance – Trees in the Right of Way (ROW)

The City Manager provided an update and presented the final copy of the Right-of-Way Tree Ordinance, with a few additional changes. This Ordinance will have its first reading at the Council meeting following this meeting. Discussion ensued.

3. Ordinance Change Rental Property Registration

City Manager Ridge gave an updated version of the Rental Property Ordinance with minor changes. This Ordinance will have its first reading at the Council meeting following this meeting. Discussion ensued.

4. Land Division

Building Official Hummel presented a land division that was approved in May of 2024, with the stipulation that a house on the property would be demolished. The owner informed the city that the house had been demolished. The land division can proceed. A Resolution for this land division will be presented at the Regular meeting.

5. Eaton County Law Enforcement Mutual Assistance Agreement

Chief Weeks presented an Eaton County Law Enforcement Mutual Assistance Agreement, approved by City Attorney Harkness. The agreement collaborates with seven agencies to assist each other in necessary enforcement. This agreement has been reviewed and approved by 4 other attorneys. Discussion ensued.

6. Professional Service Agreement for City of Eaton Rapids Comprehensive Plan

City Manager gave an update on the progress and timeline of the New Comprehensive Plan (5-year Master Plan) with the OMH Professional Service Agreement. The City has secured

funding for the project and will begin around the first of the year. Official Hummel will lead this project.

7. Engineering Services for the Plains Road Sewer Extension

Director Pierce gave an update on the Engineering of the Plains Road Sewer Extension. C2AE will be engineering this project, collecting bids, and determining who will be awarded the contract. Plans will go out for bid the first of the year, and the groundbreaking will begin in the spring. The project should be completed no later than July 2026.

8. Utility Adjustment

Director Allen explained the additional charges that were applied to everyone's utility bills. In essence, after going over this error from August, city staff were working with those from our software system (BS&A) to add this adjustment to the December bill to allow time to communicate the discrepancies to residents. Once the November bills were sent, the system automatically added the additional adjustment to the resident's account, showing a balance due. The EFT residents were charged this adjustment on the pull from their accounts, making the payments higher than their bill amount. Director Allen explained the process going forward to prevent this from happening again. Residents will be sent a letter explaining what happened as soon as tomorrow and no later than Wednesday. Discussion ensued.

9. EATRAN Update

City Manager Ridge gave an update on the crucial situation that EATRAN faces. The failed millage in Delta Township determined EATRAN's service plan going forward. CATAs, Brad Funkhouser's contract for assistance will end on December 31, 2025. They will return to a dial-a-ride service within a short time. Possible millage renewal for Eaton County, but this will not sustain services long term, unless they propose a new millage, increasing the amount.

Board & Committee Reports:

Board & Committee Reports were moved to the regular meeting due to time constraints.

Public Comment:

Patrick McNutt, 751 Island Court, asked if there was an emergency plan for getting people out of the building, from upstairs, if there was a power outage, particularly those in wheelchairs?

Adjourn

Steele moved, and Malewski seconded, to adjourn the meeting at 6:49 p.m. Motion carried.



Pamela Colestock, Mayor



Robin Webb, City Clerk