CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
June 09, 2025

CALL TO ORDER:

By Mayor Lewis on Monday, June 09, 2025 at 7:00 p.m.

ROLL CALL:

Mayor Lewis, Mayor Pro-Tem Duweck, Council members, Fullerton, Christensen, Rodriguez, Scott and Chin. A quorum was met

City staff in attendance; City Clerk LaRocque, City Attorney Revore, and City Manager Hillard. In the audience were DPW Director Whitney, Assistant Fire Chief Fullerton, Fire Inspector/Captain Daly, Community Development Director Benavidez and Finance Director/Treasurer Horton.

INVOCATION:

Chuck Jenson – West Carmel Church, absent

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

a. May 23, 2025 Regular Council Meeting Minutes
b. May 27, 2025 Regular Council Meeting Minutes

Motion by Chin supported by Scott to approve May 23, 2025 Regular Council Meeting Minutes, as amended. Carried; Yea 7; Nay 0; Absent 0

Motion by Chin supported by Scott to approve May 27, 2025 Regular Council Meeting Minutes as amended. Carried; Yea 7; Nay 0; Absent 0

ABSENCE OF COUNCIL MEMBERS:

All present

PUBLIC COMMENT:

The following residents spoke in support of the revision of the domestic fowl ordinance; Shane Olney, Amandy Lipsey, Jordan Schilling, and Zach Whitacre. Jodee Pruden was neutral on the domestic fowl ordinance and not in favor of the mobile food vending ordinance.

APPROVAL OF AGENDA:

Motion by Duweck supported by Chin to approve the agenda as printed. Carried; Yea 7; Nay 0; Absent 0

COMMUNICATIONS AND COMMITTEE REPORTS:

a. Manager Report

The City Manager's report was received. Councilmember Duweck commended Finance Director/Treasurer Horton for her reporting and overall performance. Community Development Director Benavides provided an update on the CHILL grant program:

- Two applicants recently attended the CHILL grant in-service session.
- Three applicants are fully approved, and eight applications were processed within the past month.
- A letter of intent has been submitted to secure funding for an additional 24 projects. An award of approximately $300,000 in additional funding is anticipated.

- Director Benavides also provided an overview of the CHILL grant, explaining its purpose and the support her office offers to applicants.
- Applications are due by the end of June, with all grant funds expected to be spent by the end of November.

b. Council member committee reports

Christensen – Announced that the next Planning Commission meeting is scheduled for June 16 at 7:00 p.m. Additionally, there will be a Camp Frances gathering tomorrow at 6:30 p.m. at the cabin.

Duweck – Reported that the Housing Committee is meeting bi-weekly. Recent discussions have included Brownfield recertification, CHILL grants, and coordination between the Housing and Zoning Committees. Outreach efforts are underway with developers, the land bank, and other relevant partners. A Housing Forum is currently in the early planning stages and is anticipated for September.

Chin – Noted the upcoming EATRAN meeting on Wednesday. Also noted he is serving on EATRAN's Personnel Committee and Policy Committees.

Scott – Shared that CARC is working closely with the aquatic center director to strengthen partnerships with the schools and to assist with the transportation needs of homeless children in the community to the various aquatic center activities.

Rodriguez – Expressed appreciation to Councilmember Duweck for his leadership and ongoing work with the Housing Committee.

CONSENT AGENDA:

a. Approval of Claims and Expenditures totaling $680,797.72

b. Approval of Resolution 2025-25 Oddities Festival/Needful Things street closure additions

c. Approval of Mayoral Appointments

d. Approval of Detroit Salt purchase order change

Motion by Duweck supported by Scott to approve Consent Agenda items a through d. Carried; Yea 7; Nay 0; Absent 0

BUSINESS AGENDA:

a. Consider approval of Resolution 2025-26 to approve the budget that begins July 1, 2025, to set rates of taxation, and to authorize other related actions.

Motion by Scott supported by Duweck to approve Resolution 2025-26 to approve the budget that begins July 1, 2025, to set rates of taxation, and to authorize other related actions. Carried by roll call vote; Yea 7 Lewis, Chin, Fullerton, Rodriguez, Christensen, Scott Duweck; Nay 0; Absent 0

b. First reading and consider approval of Resolution 2025-27 to schedule a public hearing and second reading of ordinance 2025-05 Mobile Food Vending

Motion by Fullerton supported by Christensen to amend proposed ordinance 2025-05 Mobile Food Vending, by noting that mobile food vending shall not be permitted nor located in the 100 block or 200 block of S. Cochran Road. Carried by roll call vote; Yea 7 Lewis, Chin, Fullerton, Rodriguez, Christensen, Scott, Duweck; Nay 0; Absent 0

Motion by Scott supported by Fullerton to approve Resolution 2025-27 to schedule a public hearing and second reading of ordinance 2025-05 (as amended) Mobile Food Vending. Carried by roll call vote; Yea 6 Lewis, Chin, Fullerton, Rodriguez, Scott, Duweck; Nay 1 Christensen; Absent 0

c. Discussion on Domestic Fowl ordinance

The Council directed administration to draft an updated domestic fowl ordinance, with particular focus on increasing the number of permits allowed within the city.

d. Consider approval to re-establish the Brownfield Redevelopment Authority

Motion by Fullerton supported by Scott to approve to re-establish the Brownfield Redevelopment Authority. Carried; Yea 7; Nay 0; Absent 0

e. Consider approval to authorize the application for MDOT Category B funding

Motion by Scott supported by Chin to authorize the application for MDOT Category B funding. Carried; Yea 7; Nay 0; Absent 0

PUBLIC COMMENT:

Zach Whitacre (Resident) – Thanked the Council for considering an increase to the permit limit under the domestic fowl ordinance. Shared concerns regarding avian influenza (Bird Flu) and to address restrictions on the potential of other farm animals, he recommended including references to the Generally Accepted Agricultural and Management Practices (GAAMPS) in the updated ordinance. He also suggested implementing an online reporting system to aid with ordinance compliance and public safety.

John Laupp, (Resident) – Commended the Council for its thoughtful discussion on the proposed ordinances related to domestic fowl and food vending trucks, as well as the Special Assessment District (SAD). Also praised DPW Director Whitney for her work on Washington Street, noting the crew's professionalism, and his enjoyment of the new surface.

Amanda Lipsey (Resident) – Expressed support for raising the permit limit for domestic fowl and voiced additional support for food vendor trucks in the city.

Jodee Pruden (Resident, via Zoom) – Commented on the implications of expanding the domestic fowl ordinance, noting that without the support of Eaton County animal control, enforcement would fall solely to the city. She raised concerns about the potential noise from food truck generators, especially in the parks, and suggested this be addressed in the ordinance.

Laurence Green (Resident) – Identified as a former animal control officer. Advocated that enforcement of non-compliance with the domestic fowl ordinance be addressed through fines.

Michelle Fox (Resident) – A current chicken permit holder, she spoke in favor of updating the domestic fowl ordinance. She expressed confidence that future permit holders will be responsible and does not foresee significant issues arising from the proposed changes.

STAFF COMMENTS:

No comments

MAYOR AND COUNCIL COMMENTS:

Scott – Thanked all attendees for their participation. Announced he will be holding office hours tomorrow from 10:00 a.m. to noon at Faye's.

Chin – Shared updates from the recent Michigan Municipal League (MML) meeting, including comparisons with Holland, MI, regarding capital improvement planning and projected revenues. Expressed interest in revitalizing the city's ice-skating rink. Noted that changes to Open Meetings Act (OMA) closed session rules are under discussion. Also scrutinized a recent city contract totaling $19,999.96, suggesting it falls just below the threshold for placing an item out to bid.

Rodriguez – Thanked John Laupp for his comments. Reflected on the recent county millage vote, noting it underscored the financial strain residents are facing and renewed attention on the Special Assessment District (SAD). Acknowledged that while Council had expressed concerns with the SAD, it failed to clearly communicate its position to the City Manager. Voiced support for gradually phasing out the SAD over time.

Christensen – Thanked both in-person and virtual attendees. Stated his firm belief that the SAD issue should be decided by voters via a ballot measure. Reminded residents that CHILL grant work must be completed by a licensed and approved contractor. Emphasized the importance of food trucks supporting the local community and noted that he is engaging with businesses in D-1 regarding food vendor operations. Encouraged residents to attend "Celebrate Charlotte" this weekend, highlighting 80's Night at Beech Market on Friday. Suggested exploring the installation of heated sidewalks and streets downtown to improve snow removal efficiency and cost savings.

Fullerton – Voiced agreement with John Laupp on the excitement of the street improvements. Commended (DPW Director) Stephanie (Whitney) for her strong leadership and accomplishments in her first six months, particularly in delivering street improvements from planning to execution.

Lewis – Praised the Council for making steady progress on key issues and commended the city's administrative team for their recent accomplishments. Thanked all attendees for their continued engagement.

ADJOURN:

Motion by Christensen supported by Scott to adjourn the meeting at 9:29 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mary LaRocque MiPMC, CMC
City Clerk