

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
September 08, 2025

CALL TO ORDER:

By Mayor Lewis on Monday, September 08, 2025 at 7:00 p.m.

ROLL CALL:

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

City staff in attendance; City Manager Hillard and Deputy City Clerk Middaugh. In the audience Police Captain Brooks and Public Works Director Whitney.

INVOCATION:

Sean Esterline, First Lutheran Church, present and filling in for Pastor Randy Royston, New Hope Community Church who was not able to attend

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

- a. August 25, 2025 Regular Council Meeting Minutes

Motion by Chin supported by Scott to approve August 25, 2025 Regular Council Meeting Minutes. Carried; Yea 7; Nay 0; Absent 0

ABSENCE OF COUNCIL MEMBERS:

All members are present

PUBLIC COMMENT:

Nicole Christianson (Charlotte resident; Eaton County Commissioner, District 12): Announced the Eaton County budget public hearing scheduled tomorrow at 6:00 PM at the county building. Promoted “Wolf stock” on September 27 (10:00 AM–4:00 PM) at the old courthouse lawn, featuring a low-cost vaccination clinic for Eaton County residents, free microchipping, heartworm testing, doggy kissing booth, painting with paws, dog costume contest, and additional activities.

Steven Briggs (resident/local concrete supplier): Spoke on upcoming street improvements; praised city crews for doing much with limited resources. Urged the City to keep tax dollars local when feasible. Proposed concrete for Lincoln St. (Seminary → Shepherd), noting estimates ~35% higher than asphalt but asserting 2–3× longer lifespan; stated he could offer discounted materials.

Jodee Pruden (via ZOOM) Thanked staff for reports from Stephanie and Mary, citing improved transparency; also finds the attorney’s report informative. Asked about the status of animal control within the City and referenced a draft ordinance in progress.

APPROVAL OF AGENDA:

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

SPECIAL PRESENTATION:

- a. Mayoral Proclamation – To Declare September 08, 2025 as “Travis Hicks Day” in the City of Charlotte

Special Presentation – Mayoral Proclamation Honoring Travis Hicks:

Mayor Lewis presented a proclamation declaring September 8, 2025, as “Travis Hicks Day” in the City of Charlotte. The proclamation recognized Hicks, Fox 47’s neighborhood reporter, for his positive journalism, which built community trust and highlighted Charlotte’s progress, challenges, and people with fairness and respect. His reporting included coverage of the Charlotte downtown social district, support from local nonprofits, and neighbors helping neighbors in difficult times.

Council member Christensen thanked Hicks for his dedication to the community, commitment to honest storytelling, and for giving Charlotte residents a voice, wishing him well as he relocates to Cincinnati.

Travis Hicks expressed gratitude, noting the past two years never felt like work. He appreciated the trust and patience shown despite his lack of prior news experience, emphasized the collaborative nature of his work, and said he was humbled by the honor.

COMMUNICATIONS AND COMMITTEE REPORTS:

a. City Attorney report

Mayor Lewis noted receipt of the Attorney’s report and noted they should email him should they have questions.

b. City Manager report

Reminded council of a special meeting/workshop on September 16, 2025, at 11:00 AM in the council chambers to review utility meter systems, budget matters, and citywide special assessment district options. Reported that fire district agreements had been presented to the Rural Fire Association (awaiting comments)

and to Carmel Township (separate fire services agreement). Noted updates to the city’s notary service process as part of service improvements. Highlighted the Downtown Development Authority’s comprehensive downtown strategic plan and expressed enthusiasm for the new street paving program covering Horatio Avenue, Lincoln Street, and Seminary Street.

c. Council member committee reports

Chin reported that the EATRAN meeting is scheduled for Wednesday. The personnel committee will discuss the new drug and alcohol policy for EATRAN and the executive director’s contract extension. The manager’s evaluation committee agreed on review factors, which will be used beginning one month before the manager’s contract renewal in May; copies were distributed to council.

Fullerton reported that the park board met with the DPW director and staff at the armory to identify an area for a tree nursery project. The initiative could grow approximately 250 trees over five years (50 annually), potentially saving the city money on tree purchases.

Christensen reported that the Planning Commission will not meet in September. Announced the Camp Francis meeting scheduled for the following evening at 6:30 PM at the cabin.

Scott announced the Charlotte Area Recreational Coop meeting on Thursday at 5:30 PM in the annex to discuss spending for the upcoming year.

Duweck reported that the housing committee continues to meet biweekly and recently met with a developer who toured the city

earlier this year. The developer has hired staff and is beginning to assess properties. The Brownfield update is nearly ready for council review, possibly at the next meeting. The zoning ordinance revamp is likely one to two months away from presentation. The committee is also planning a housing forum for late October or early November with builders, developers, financiers, and real estate professionals to gather feedback on recent challenges.

CONSENT AGENDA:

- a. Approval of Claims and Expenditures totaling \$525,924.06
- b. Approval of Mayoral Appointments – Camp Frances Directors
- c. Approval of Administrative Policy 2025-03 Notary Public Services

Motion by Christensen supported by Fullerton to approve Consent Agenda items a, b, and c. Carried; Yea 7; Nay 0; Absent 0

BUSINESS AGENDA:

- a. Resolution 2025-41 to consider first reading of ordinance 2025-08 DDA and to order a public hearing and second reading on September 22, 2025

Motion by Duweck supported by Scott to approve resolution 2025-41 and to order a public hearing and second reading on September 22, 2025. Carried; Yea 7; Nay 0; Absent 0

- b. Consider approval of sealed bid contract with Reith-Riley for the Horatio Ave., Seminary St., and Lincoln St. improvements project, in the amount of \$791,000.18

Council discussed bids for upcoming road improvements, noting they came in lower than expected due to asphalt pricing. The option of using concrete on Lincoln Street was considered but not recommended given higher costs and other major project priorities. The project will proceed with asphalt resurfacing on Lincoln, Seminary, and Horatio streets, including necessary curb, gutter, and ADA upgrades. Asphalt is expected to last 20–30 years with maintenance, while concrete could last longer, but council members agreed to follow staff’s recommendation.

Motion by Chin, seconded by Scott to approve the sealed bid contract with Reith-Riley for Horatio Ave., Seminary St., and Lincoln St. improvements project, in the amount of \$791,000.18 Carried unanimously by roll call vote; Yea 7; Nay 0; Absent 0

PUBLIC COMMENT:

Steven Briggs acknowledged the council’s decision and urged that future projects prioritize long-term, durable solutions over short-term fixes to ensure tax dollars are spent for longevity.

STAFF COMMENTS:

No staff comments

MAYOR AND COUNCIL COMMENTS:

Scott thanked everyone for attending and praised the quality, clarity, and focus of the staff reports.

Chin reported on legislative matters, including House Bill 4597, which would shift speed limit authority from the state to local governments. He outlined the Michigan Home program, investing \$160 million annually for five years to accelerate housing construction, rehabilitation, and zoning updates. He

also noted ongoing state budget negotiations that may reduce local revenue sharing while increasing road and public safety funding, and mentioned programs for replacing older diesel vehicles and funding EV charging stations. He thanked the police department for hosting a barbecue after the Frontier Days parade.

Rodriguez praised Frontier Days for its success and community participation, emphasizing the event's importance for small businesses, and requested a list of grants received by the city over the past three years from the finance director.

Christensen thanked attendees in person and online, apologizing for technical issues with the live Facebook feed. He congratulated the Festival Audit Committee and Frontier Days board for their successful events and thanked the Charlotte Police Department for both event coverage and the community barbecue.

Fullerton and Duweck had no further comments

Mayor Lewis echoed praise for Frontier Days and staff reports, congratulating Art Luna Jr., chairman of the administration committee, for his leadership. He highlighted teamwork during Saturday's events, noting the efforts of public works and fire departments in road closures and the police department's collaboration with officers from Eaton Rapids, Potterville, and Grand Ledge. He also commended Police Chief Brenda, Stephanie, and the fire department for their joint efforts to ensure public safety.

ADJOURN:

Motion by Christensen supported by Chin to adjourn the meeting at 7:45 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mikayla Middaugh
Deputy City Clerk