

MINUTES
Plainwell City Council
November 13, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Invocation was given by Scott Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney. Absent: Mayor Pro-Tem Steele
A motion by Keeney, seconded by Wisnaski, to excuse Mayor Pro-Tem Steele from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Overhuel, seconded by Keeney, to accept and place on file the Council Minutes of the October 23, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. Presentation: *Winners of the 2023 Scarecrow/Harvest Contest*
Community Development Manager Siegel announced this year's contest winners:
 - People's Choice Award - Ransom District Library – accepted by Joe Gross, RDL Director
 - Best in Show - Another Man's Treasure.
8. **A motion by Keeney, seconded by Overhuel, to approve the Agenda for the November 13, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler shared that his wife had fallen and hit her head. Emergency services responded quickly. Officer Welcher was first on the scene, and the ambulance showed up shortly after. Mayor Keeler offered heartfelt thanks to those who responded and cared for his wife, and shared that she is on the mend.
10. Recommendations and Reports:
 - A. Dan Veldhuizen from Siegfried Crandall PC presented the audited financial statements as of and for the year ended June 30, 2023. Mr. Veldhuizen stated that the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made. He reported the city's financial position is acceptable, though several funds are lower than other communities of similar size. He called attention to the Water/Sewer Fund and the Equipment Fund, noting that these funds are the most concerning and should be addressed. The audit revealed no deficiencies in internal controls. He reported no material misstatements with federal funds reporting. He stated that very few audit clients have no deficiencies. Plainwell is the only municipality of 120 that prepares its own financials, saving the city \$5,000.00 in audit fees. He recognized and thanked Finance Director Kelley for his hard work and attention to detail.
A motion by Keeney, seconded by Wisnaski, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2023. On a roll call vote, all in favor. Motion passed.

- B. Clerk Leonard discussed a METRO Act permit extension application from AT&T. Originally issued to Michigan Bell/AT&T in 2003, it allows utility access in the city right of way. The 5-year permit is issued under State Statute and is a source of revenue for the city. Extensions were previously approved in 2008, 2013, and 2018. AT&T has requested another five-year extension, lasting through December 31, 2028. **A motion by Overhuel, seconded by Keeney, to extend the Right of Way Permit with AT&T under the METRO Act. On a roll call vote, all voted in favor. Motion passed.**
- C. Clerk Leonard discussed a METRO Act permit application from 123NET. The Allegan County Board of Commissioners and 123NET established a public-private partnership earlier this year and applied for the Realizing Opportunity with Broadband Infrastructure Networks (ROBIN) grant together. Now that the \$65 million project has been awarded, 123NET will construct 1,100 miles of high-capacity fiber and provide world-class connectivity to over 10,000 unserved and underserved homes across Allegan county. The new network will be open access and carrier neutral, and provide speeds of up to 10gb per second. **A motion by Overhuel, seconded by Wisnaski, to approve the Right of Way permit with 123NET under the METRO Act. On a roll call vote, all voted in favor. Motion passed.**
- D. Clerk Leonard discussed Resolution 2023-34, which transfers information from the previously approved Resolution 2023-33 granting a Commercial Rehabilitation Tax Exemption to Mark Meszaros (Mosaic Company) into the current template provided by the Michigan State Tax Commission. Resolution 2023-34 meets current State Tax Commission submission guidelines. **A motion by Keeney, seconded by Wisnaski, to approve Resolution 2023-34 for submission to the State Tax Commission. On a roll call vote, all in favor. Motion passed.**
- E. Superintendent Pond discussed replacing three check valves at the Cushman Lift Station. This job qualifies as a confined space installation. **A motion by Keeney, seconded by Wisnaski, to approve a contract with W. Soule & Company to replace the three valves for \$8,689.00. On a roll call vote, all voted in favor. Motion passed.**
- F. Finance Director Kelley discussed a one-time transfer from the General Fund to the Motor Pool Fund to cover a fund shortage due mostly to higher than anticipated fuel costs and low rental fees on police vehicles. **A motion by Wisnaski, seconded by Overhuel, to approve the one-time transfer of \$27,210.81 from the General Fund to the Motor Pool Fund. On a roll call vote, all voted in favor. Motion passed.**
- G. Superintendent Nieuwenhuis discussed elevator maintenance, repair and state testing requirements for the William Crispe elevator. Plainwell has contracted with Great Lakes Elevator for all elevators city wide. **A motion by Overhuel, seconded by Wisnaski, to approve the contract with Great Lakes Elevator to repair, perform maintenance, test and submit test results for the William Crispe elevator for \$7,775.00. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

A motion by Keeney, seconded by Wisnaski, to accept and place on file the October 2023 Investment and Fund Balance Reports, the draft 10/27/2023 DDA/BRA/TIFA special meeting minutes and the draft 11/01/2023 Planning Commission meeting minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$286,418.17 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Finance Director Kelley stated that he is beginning to work on next year's budget. He thanked staff for their support during the audit and budget preparation process.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis discussed today's bid opening for the Old Orchard project. Three bids were received, opened and reviewed. Fleiss will look over the bids for accuracy and offer a recommendation. A special assessment for sewer connection is under consideration. The project will begin in the spring of 2024, and be completed in late fall. The last day for loose leaf pickup is Sunday, November 19, 2023.

Community Development Manager Siegel reported that the Ladies, Leaves and Laughter event was a huge success this year. Attendance was way up, and local businesses noted a substantial increase in foot traffic. She noted that holiday decorating will begin soon, and the Light Up the Night/Tree Lighting is December 1st.

Superintendent Pond shared that the force main will be cleaned during the valve replacement process, since the main will be closed while the valve exchange takes place.

Public Safety Director Callahan discussed No-Shave November. Officers may participate for a \$25 donation to Christian Neighbors. He shared that Plainwell's Department of Public Safety teamed up with Gun Plain Township and handed out candy on Bridge Street for Halloween.

Clerk Leonard had nothing to report.

City Manager Lakamper discussed the RFQ luncheon event held on 11/02/23, sharing that 11 developers and contractors attended. Submission of plans and qualifications takes place until January, with hopes that there will be an agreement in place by April. He talked to Council about merchant interest in a Social District for downtown.

15. Council Comments:

Councilmember Keeney shared that he will be leaving for vacation, and will miss the next two Council Meetings.

Councilmember Overhuel thanked Finance Director Kelley for all the hard work he does for Plainwell, and for saving the City thousands of dollars each year. He offered condolences to the DeYoung family.

16. Adjournment:

A motion by Keeney, seconded by Wisnaski, to adjourn the meeting at 7:56 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 27, 2023


JoAnn Leonard, City Clerk