

City of Plainwell



“The Island City”

Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

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AGENDA

Plainwell City Council
Monday, January 22, 2024- 7:00PM
Plainwell City Hall Council Chambers
01A

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – 01/08/2024 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Approval**
9. **Mayor’s Report**
10. **Recommendations and Reports:**

A. Resolution to Authorize General Obligation Bonds

Council will consider adopting Resolution 2024-05 authoring the issuance of General Obligation Limited Tax Bonds in an amount not to exceed \$2,800,00 for the Old Orchard Water/Sewer/Street Project.

B. Resolution to Create Special Assessment District 24-01 – Old Orchard Sewer

Council will consider adopting Resolution 2024-06 (Resolution No.1) to prepare preliminary plans and specifications describing the Old Orchard Sanitary Sewer Special Assessment District 24-01.

C. Audit Services

Council will consider extending the professional services contract with Seigfried Crandall PC to provide independent auditing services for the year ending June 30, 2024, at an annual cost not to exceed \$11,500.

D. Other Post-Employment Benefit ‘OPEB’ Trust Contribution

Council will consider approving a transfer of \$10,829 into the OPEB Trust to cover the actuarially determined ‘normal cost’ for employees covered by the City of Plainwell Retiree Medical Benefit Plan.

11. **Communications:** The December DPS report, and the draft 01/09/2023 DDA/BRA/TIFA meeting minutes.
12. **Accounts Payable** - \$539,523.11
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.

The Island City
Plainwell is an equal opportunity provider and employer

Reports & Communications:

A. Resolution to Authorize General Obligation Bonds

The cost of the Old Orchard Project is more than the city has in cash reserves, and the Project will need to be funded partially by debt. On November 27, 2023, the Council adopted a resolution of Notice of Intent to issue debt for this project. On December 27, 2023, the Council awarded a bid for the construction portion of this Project, which helped to identify the estimated final cost of the Project. In the required 45-day referendum period, no petitions were received from the voters asking this item be moved to an election. This project is set to begin in the Spring of 2024. Once the engineering estimate is completed, the actual amount of bonds needed to be sold will be calculated.

Recommended action: Consider adopting Resolution 2024-05 authoring the issuance of General Obligation Limited Tax Bonds in an amount not to exceed \$2,800,00 for the Old Orchard Water/Sewer/Street Project.

B. Resolution to Create Special Assessment District 24-01 – Old Orchard Sewer

On December 27, 2023, the Council awarded a bid to replace water mains, install sanitary sewer mains, and replace the streets in the Old Orchard neighborhood. The cost of this Project will be funded by cash and a bond issue. Any debt incurred will be paid back over a 20-year period, funded by rates and operational reserves. The installation of new sewer mains may qualify as a public improvement. The cost of such public improvement may be defrayed by a special assessment levied against the properties especially benefited. Any assessment would help fund the debt service requirements in the future, thereby minimizing the overall impact of potential rate increases incurred by all utility users.

Recommended action: Consider adopting Resolution 2024-06 (Resolution No.1) to prepare preliminary plans and specifications describing the Old Orchard Sanitary Sewer Special Assessment District 24-01.

C. Audit Services

The City Charter requires an annual audit of the City's financial records by an independent auditing firm. Siegfried Crandall PC has been providing this service for Plainwell since 2015.

Recommended action: Consider extending the professional services contract with Siegfried Crandall PC to provide independent auditing services for the year ending June 30, 2024 at an annual cost not to exceed \$11,500.

D. OPEB Trust Contribution

The City maintains a Trust Fund for its Retiree Medical Plan, which is an "other post-employment benefit" (OPEB) offered to members of the POLC and SEIU labor groups. The City recognizes liabilities on its annual financial statements for future costs associated with the Plan, which are determined by an annual actuarial valuation. Per Governmental Account Standards, costs associated for covered employees hired after June 30, 2018 are required to be deposited into a separate Trust account to be paid out in the future when the costs are actually incurred.

Recommended action: Consider approving a transfer of \$10,829 into the OPEB Trust to cover the actuarially determined 'normal cost' for employees covered by the City of Plainwell Retiree Medical Plan.

Reminder of Upcoming Meetings

- February 07, 2024 – Planning Commission – 6:30pm
- **February 12, 2024 – City Council – 7:00pm**
- February 13, 2024 – DDA/BRA/TIFA – 7:30am
- February 15, 2024 – Parks & Trees – 5:00pm
- February 21, 2024 – Planning Commission – 6:30pm

Non-Agenda Items / Materials Transmitted

- Public Notice – Michigan Gas Utilities Corp. Gas Customers – February 7, 2024 9:00am