

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

Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
Fax: 269-685-7282
Web Page Address: www.plainwell.org

Agenda

Planning Commission -Public Hearing To revisit the Marihuana Ordinance October 07, 2020 7:00 PM Via Zoom

1. Call to Order
2. Pledge of Allegiance
3. Roll Call

4. Approval of Minutes: 09/23/20 Planning Meeting

5. Chairman’s Report

6. Public Comment:
A total of 45 minutes is allocated at this time for public comment and each speaker will be limited to 2 minutes. If there are additional requests from the public to address the Board, an additional 15 minutes will be allocated at the end of the meeting to complete public comment.
Each person who speaks must first state their full name and address.

7. Old Business:
A. None

8. Reports and Communications:
A. 8/24/20, 9/14/20 Council minutes

9. Public Comments - 15 minutes will be allocated for anyone not able to speak during the Public Comment Section. Again, 2 minutes will be allowed and you must give your full name and address prior to speaking.

10. Staff Comments
11. Commissioners/Council Comments
12. Adjournment

Zoom Link:

<https://us02web.zoom.us/j/81023156760?pwd=TW84TVpPdndPdDZGU⁰⁰0T09>

Phone number (audio only):

1-312-626-6799

Meeting ID: 810 2315 6760

Passcode: 360502

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Reminder of Upcoming Meetings

October 12, 2020 – City Council Meeting – 7.00pm

October 15, 2020 – Parks and Trees Meeting 5:00 pm

CITY OF PLAINWELL
MINUTES
Planning Commission, September 16, 2020
Meeting was held via Zoom

1. Call to Order at 7:01 p. m. by Colingsworth
2. Pledge of Allegiance
3. Roll Call: Present: Rachel Colingsworth, Stephen Bennett, Lori Steele
Jay Lawson, Jim Higgs
Excused: Diana Lubic, Gary Sausaman
4. Approval of Minutes – 08/05/2020 & 09/02/2020 Planning Meetings
Motion by Steele and seconded by Lawson to accept minutes and place on file.
5. Chairperson’s Report:- None
6. New Business:
 - A. Site Plan for 200 Broad Street, 24 x40 addition to Landscape Design Works, 200 Broad Street. Approved by Planning. **Motion by Higgs to accept the site plan as presented seconded by Lawson. All in favor vote**
 - B. **Amendments** to Zoning Ordinance Sec. 53-73 and 53-115, mining and excavation standards was presented by the City Planner Nathan Mahemd from William and Works. Draft 2 – discussion of changes and updates that were all based on items from the last meeting. **All in favor vote to move forward to a Public Hearing on Oct. 21, 2020 with review and approval from the City Attorney.**
7. Old Business
None
8. Reports and Communications:
A Council Minutes reviewed by Commission 07/27 & 08/10/2020
9. Public Comments – None
10. Staff Comments: Siegel, Community Development Manager, reported that
Opening of Perfect Image and Fortress of Solitude opening
New business opening at the old gas station on S. Main St. (Gless) Guitar repair shop.
11. Commissioner Comments:
Higgs commented on how nice Perfect Image building looks.
Lawson commented on how nice the new Library building is looking.
12. Adjournment:
Colingsworth adjourned the meeting at 7:16 p.m.
Minutes submitted by Denise Siegel, Community Development Manager

MINUTES
Plainwell City Council
August 24, 2020

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom virtual meeting application.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was recited by Mayor Keeler.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney (arrived at 7:10pm) and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/10/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment:
Joy Livingston presented Council with a discussion from the Parks & Trees Commission recommending naming the pickle ball courts at Cook Park in honor of Tony Gless. Mr. Gless championed the development of those courts, from fundraising to construction and expansion. All materials for the signage have been donated or discounted, and fully funded by private donations.
A motion by Keeney, seconded by Overhuel, to approve naming the Tony Gless Pickle Ball Courts. On a voice vote, all in favor. Motion passed.
7. County Commissioner Report: None.
8. Agenda Amendments:
Clerk Kelley noted a minor modification to Item C on the agenda to include the adoption of Resolution 2020-20 formally approving the changes to the retirement plans under consideration.
A motion by Overhuel, seconded by Keeney, to amend the agenda by adding the adoption of Resolution 2020-20 to Item C. On a voice vote, all in favor. Motion passed.
9. Mayor's Report:
Mayor Keeler expressed thanks the demolition project having begun.
10. Recommendations and Reports:
 - A. City Manager Wilson gave an update on the Mill Demolition Project. He noted that abatement is ongoing with approximately two to three weeks remaining. The contractor has submitted pay request 1 for consideration. Councilmember Overhuel asked if there any "snags" so far in the process and Manager Wilson reported none.
A motion by Overhuel, seconded by Wisnaski, to approve Pay Request #1 for Melching Inc. in the amount of \$170,325.00. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Wilson reminded Council of changes to the original demolition plans to now include design of a southern wall on Building 3, which is still under review. City Manager Wilson recommended a change order to the November 2019 contract with Hopkins Burns to allow for this work to remain in compliance with historical standards.

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A motion by Overhuel, seconded by Steele, to approve a change order for \$12,410 for architectural engineering services with Hopkins Burns Design Studio for Mill Demolition oversight and structural work. On a roll call vote, all voted in favor. Motion passed.

- C. Personnel Manager Lamorandier discussed a recommended change in retirement plan providers from Cuna Mutual to Nationwide. The change is being recommended to allow additional investment opportunities for the employees and to maintain reasonable fees. In addition, the list of trustees for the plan is being expanded to include Treasurer Brian Kelley, as noted in the proposed resolution. Financial Advisor Deborah Clark responded to questions about cost noting that the employees will pay a much lower rate than they current do, which could result in annual cost savings of approximately \$17,000 for the plan members as a whole. Council thanked everyone for their hard work.

A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2020-20 to approve administrative changes to the city's 401(a) and 457 Retirement Plans. On a roll call vote, all voted in favor. Motion passed.

- D. Treasurer Kelley reported that the city's current postage meter has reached the end of its useful life. Equipment was reviewed from three companies for upgraded postage meters to include automatic feeding and sealing of the envelopes. The city administration recommends a 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter which is taken advantage of the Mi-Deal savings and immediately provide operational efficiencies for mail processing.

A motion by Keeney, seconded by Steele, to approve the 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter at an average annual cost of \$1,717.44. On a roll call vote, all voted in favor. Motion passed.

- E. Treasurer Kelley reported a housekeeping budget amendment for prior fiscal year purchase orders that were approved, but finalized in the current fiscal year. These encumbrances are rolled into the current fiscal year to create a budget amendment to reflect their approval from the prior year.

A motion by Keeney, seconded by Wisnaski, to approve the budget amendment for the 2019/2020 purchase orders rolled over into the 2020/2021 budget. On a voice vote, all in favor. Motion passed.

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the July 2020 Public Safety Report and the July 2020 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$717,739.33 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments

Personnel Manager Lamorandier reported upcoming training/meetings for the retirement plan changeover approved at tonight's meeting. She also noted training for the Timesheets software module with live implementation phased in by department as early as November 2020.

Superintendent Pond reported work had begun on the blower repairs approved at the prior council meeting.

Director Bomar reported having received the patrol vehicle ordered in January 2020 and that the vehicle was being outfitted with equipment and required markings. He also fielded questions about traffic speed control monitors on South Sherwood.

Clerk/Treasurer Kelley reported mailing over 700 AV applications for the November 2020 election. He reported that original signatures are needed on the applications and the Clerk's Office is available to mail applications anytime. Ballots for the November 2020 election are expected to be available around September 21. He reported ongoing work with the year-end audit.

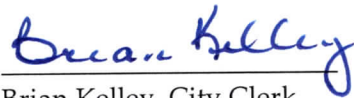
15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:40 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
September 14, 2020



Brian Kelley, City Clerk

MINUTES
Plainwell City Council
September 14, 2020

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom virtual meeting application.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was recited by Mayor Keeler.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, and Councilmember Wisnaski. Absent: Councilmember Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/24/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. Presentations: Several employees were recognized for years-of-service:
Superintendent Pond praised Dan McClellan for his long service and his willingness to work as needed, then also praised Cheryl Pickett for her versatility of service both at City Hall and now at Public Works.
City Manager Wilson gave Superintendent Bryan Pond's education and credentials and cited awards earned thanking him for 25 years of respected service. Superintendent Pond thanked everyone for the support.
Director Bomar outlined Mike Bruce's service with the city including stints as an equipment operator and a part-time firefighter, and discussed his public safety commendations, training and assignments. Officer Bruce thanked Director Bomar and Council for the opportunities and looks forward to continued service.
Personnel Manager Lamorandier noted that each of the employees will receive a certificate and thanked them for their incredible service.
8. County Commissioner Report: None.
9. Agenda Amendments: None
10. Mayor's Report:
Mayor Keeler expressed condolences to the DeBoer and Meert families for Connor Meert who passed away unexpectedly.
11. Recommendations and Reports:
 - A. City Manager Wilson reported trespassing and vandalism on the mill property since demolition began. Given the safety issues related to building access and climbing water towers, police surveillance was increased and security cameras were ordered and have been installed. The cameras were ordered as an emergency purchase due to safety concerns and the Purchasing Ordinance requires Council confirmation. There was discussion about setting a reward for information leading to a conviction for the vandalism. Officer Bruce discussed trespassing sign needs based on prior citations/court actions.
A motion by Overhuel, seconded by Wisnaski, to confirm an emergency purchase for security cameras on mill property with Lockmaster Security totaling \$4,350.00. On a roll call vote, all voted in favor.

Motion passed.

- B.** City Manager Wilson reported negotiation with Ascension Borgess for continuing ambulance services, extending an existing contract for three years, with a fee reduction for the current budget year only.
A motion by Steele, seconded by Wisnaski, to approve a contract extension until June 20, 2023 with Ascension Borgess for ambulance services, and authorizing the City Manager to execute all related documents. On a roll call vote, all voted in favor. Motion passed.

- C.** City Manager Wilson and Treasurer Kelley reported Superintendent Nieuwenhuis sought quotes for crack sealing to maintain streets and parking lots. Nieuwenhuis requested up to \$30,000 for crack sealing with the low bidder, Bronco Asphalt Maintenance.
A motion by Wisnaski, seconded by Overhuel, to authorize up to \$30,000.00 with Bronco Asphalt Maintenance for crack sealing. On a roll call vote, all voted in favor. Motion passed.

- D.** City Manager Wilson reported having been approached by parents to hang banners on the 37 light poles downtown to honor the graduating senior football and cheer student-athletes. There was discussion about setting a precedent for other student or student-athlete groups. The city would bear no cost other than DPW staff hanging the banners.
A motion by Steele, seconded by Overhuel, to allow student-athlete banners on the downtown light poles. On a voice vote, all voted in favor. Motion passed.

- E.** City Manager Wilson opened a discussion about the mill's water tower. There are currently no plans for demolition, but given the recent vandalism, there are safety concerns about the structural integrity of the tower. Council could make informed decisions about ongoing maintenance or current demolition with a full inspection at an estimated cost of \$4,000.
A motion by Steele, seconded by Wisnaski, to authorize up to \$4,000.00 with Dixon Engineering for an inspection of the mill's water tower. On a roll call vote, all in favor. Motion passed.

12. Communications:

- A. A motion by Steele, seconded by Overhuel, to accept and place on file the August 2020 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$536,471.76 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments: None

15. Staff Comments

Personnel Manager Lamorandier congratulated the staff honored at tonight's meeting.

Superintendent Pond reported developing new limits for PFAS given newer regulations from the state.

Community Development Manager Siegel reporting applying for recognition from the Michigan Downtown Association for Perfect Image. She also reported working on a legal description issue with 200 East Bridge with Assessing and County Equalization – apparently a prior survey was reported differently at County, but the property should close soon. Finally, she reported having received no application for the Chris Haas Volunteer

of the Year Award.

Director Bomar reported having investigated portable radar units and found pricing around \$3,500 per unit, which could be considered in future budgets. He also noted a Tuesday September 15 Cub Scout event with Otsego and Gun Plain Fire Departments and Plainwell Area EMS.

Clerk/Treasurer Kelley reported working on elections and the audit.

City Manager Wilson gave a brief update on the mill demolition noting Building 1 is being dismantled.

16. Council Comments:

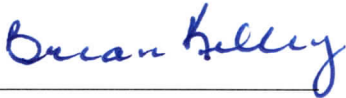
Council Members all thank the honored city staff for their years of service.

17. Adjournment:

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

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
September 28, 2020



Brian Kelley, City Clerk