

MINUTES
Plainwell City Council
April 11, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 03/28/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. City Manager Erik Wilson reported that Dean's Ice Cream had submitted a Special Event Permit Application for the car show hosted weekly from May 1 to October 3, 2022. This request includes closing Sherwood Avenue from Sterling Avenue to Oak Street for each weekly event. In the past, these events have been treated as one event for the purpose of the special event permit application, with a single \$50.00 fee being charged for the entire event series. Closing the street before each event in the series has cost the city \$255.68 in labor and equipment per week. In previous years, DPW employees have been responsible for sign placement due to liability concerns associated with closing the road. Interim Public Safety Director John Varley suggested having an on-duty officer check the sign placement after volunteers from Dean's Ice Cream put the road closure signs out as a cost-saving measure. Interim Director Varley also suggested providing a map with sign placements marked for the volunteers to use when they placed the signs each time.
A motion by Overhuel, seconded by Keeney, to approve the Special Event Permit Application for Dean's Ice Cream to close Sherwood Avenue from Sterling Avenue to Oak Street once a week from May 1 to October 3, 2022 and direct the City Manager to reduce associated costs as much as possible. On a voice vote, all voted in favor. Motion passed.
A motion by Steele, seconded by Wisnaski, to approve maintaining the one-time \$50 Special Event Permit Application fee for the Dean's Ice Cream special event request. On a voice vote, all voted in favor. Motion passed.
 - B. Deputy Clerk Maggie Fenger reported on an updated room rental policy for the Council Chambers. Deputy Clerk Fenger noted changes that were made based on the discussion at the March 28, 2022

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meeting. Deputy Clerk Fenger stated that the policy was created to provide guidance for city staff when rental requests are received, but was designed to allow the city staff to have flexibility when approving requests. Additionally, the City Manager was given the ability to waive any fees and approve certain requests that may violate the rules of the policy. Councilmember Steele expressed concern regarding the fees in the policy and requested more time to review the draft.

A motion by Steele, seconded by Overhuel, to table the Council Chambers rental policy for reconsideration at a future meeting. On a voice vote, all voted in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the March 2022 DPS Report and the April 2022 Investment and Fund Balance Reports. On a voice vote, all 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 \$104,054.35 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Clerk/Treasurer Kelley reported that Councilmembers Keeler, Keeney and Wisnaski had been handed nominating petition packets for the upcoming November 8, 2022 election. Three Council member positions are on the ballot, and any member of the public who wishes to run for election may contact the City Clerk's Office for a nominating petition packet. Anyone who wishes to run for office must collect not less than 30 and not more than 60 signatures of registered City of Plainwell voters, and petitions are due back to the City Clerk's Office by 4:00pm on July 26, 2022.

Interim Director John Varley reported that there would be Search and Rescue training at the William Crispe House this week both Wednesday and Thursday for the entire Department of Public Safety as well as community partners. He also noted that he had applied for and been awarded a grant for body cameras that would require a 1-to-1 match from the city.

Community Development Manager Denise Siegel reported that a second new business, The Sugar Palace, had opened recently. A ribbon cutting was held and their opening day turnout was excellent. She also noted two businesses, Mayor's Joint and Around the Board Game Café, were planning to open within the next couple months. She also announced the Open House for the Master Plan and Community Recreation Plan would be held on April 14th at 6pm in the Council Chambers. All community members are welcome to attend and provide input on the plans.

Superintendent Bryan Pond reported that the #1 blower had failed a second time, and was being repaired by the factory under the warranty.

Deputy Clerk Fenger reported working with Clerk Kelley on election prep.

Manager Wilson announced a walk through at the Mill on Thursday at 10:30am with the engineer, Melching, Inc and other subcontractors and invited all Councilmembers to attend. He also noted work on a solution to replace the air tanks at DPS, and noted that the background check for the DPS Director candidate was progressing. He expects to announce the new candidate at the next council meeting.

15. Council Comments:

Councilmember Overhuel commented on the vandalism of the Sherwood Park restrooms. Treasurer Kelley reported working on a plan to install cameras in the area. The bathrooms are currently closed until further notice. Interim Director Varley noted that the restrooms do have an automatic lock that locks at 10pm each day.

Councilmember Steele commented on an issue with several kids out riding gas-powered mini-bikes without helmets in the street. She also thanked Community Development Manager Siegel for the Sugar Palace ribbon cutting ceremony, and noted that the Easter Egg Hunt was a great event.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 8:15 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Maggie Fenger
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL
April 25, 2022


Maggie Fenger, Deputy City Clerk