

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
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Plainwell, Michigan 49080
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Agenda

Planning Commission
City Hall Council Chambers
December 7, 2022
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 11/16/22 Planning Meeting
5. Chairman’s Report
6. Public Comment
7. Public Hearing for C2 amendment regarding height for hotels
8. New Business: None
9. Old Business: None
10. Reports and Communications:
 - a. Council minutes: 10/24/22 & 11/14/22
11. Public Comments
12. Staff Comments
13. Commissioners/Council Comments
14. Adjournment

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**CITY OF PLAINWELL
MINUTES
Planning Commission
Wednesday, November 16, 2022**

1. Call to Order at 7:00 pm by Colingsworth
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Rachel Colingsworth, Lori Steele, Stephen Bennett, Gary Sausaman, Jay Lawson, David Collard
Excused: Jim Higgs
4. Approval of Minutes – 10/05/2022
motion to approve minutes was made by Sausaman and seconded Lawson. All in favor to approve minutes and place them on file.
5. Chairperson’s Report: - None
6. Public Comments- None
7. New Business:
 - a. Site Plan Review 610-640 Jersey St. / Condo’s – **Motion made by Steele to approve the Site Plans with conditions of DPW final approval of all water/sewer concerns on the property; handicap parking spots are identified and garbage/dumpster area are screened accordingly on final sealed plans; motion was seconded by Sausaman. All in favor vote. Motion passed**
9. Old Business – Final review of Ordinance addendum for C2 Height requirement, public hearing set for Dec. 7, 2022.
10. Reports and Communications: 09/12 & 26; 10/10/22 were reviewed and placed on file.
11. Public Comments – None
12. Staff Comments: - Update on upcoming events
13. Commissioner Comments: None
14. Adjournment: Colingsworth adjourned the meeting at 7:48 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

**CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 53 “ZONING” OF THE CITY OF PLAINWELL CODE OF ORDINANCES; TO AMEND SECTION 53-88 “AREA, HEIGHT, BULK AND PLACEMENT REQUIREMENTS”; TO AMEND SUBSECTION L OF SECTION 53-89; AND TO REPEAL ALL ORDINANCES IN CONFLICT THEREWITH.

CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ORDAINS:

Section 1. Amendment of Sec. 53-88. The “Area, Height, Bulk and Placement Requirements” table of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended such that the row related to the C-2 zoning district is amended to read in its entirety as follows:

Zoning District	Minimum Lot Width (in feet)	Minimum Lot Area (in square feet)	Maximum Lot Coverage (Percent)	Maximum Building Height		Minimum Requirements				Minimum Floor Area Per Dwelling Unit (In square feet)
				In Stories	In feet	Front	Least 1	Total of 2	Rear	
C-2				3 <u>(1)</u>	40 <u>(1)</u>		i, j		j, k	l

Section 2. Amendment of Sec. 53-89(L). Sec. 53-89(L) of Chapter 53, “Zoning” of the City of Plainwell Code of Ordinances is amended to read in its entirety as follows:

- L. Where motels or hotels are permitted in a C-2 District, a minimum of 250 square feet of floor area per unit shall be provided. The requirements of Section 53.88 above notwithstanding, hotels in the C-2 District west of Prince Street are permitted a maximum height of fifty (50) feet or four stories, whichever is less.

Section 3. Severability and Captions. This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 4. Repeal. Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

Section 5. Effective Date. This Ordinance is ordered to take effect eight (8) days following publication of adoption in **INSERT LOCAL NEWSPAPER**, a newspaper having general circulation in the City, under the provisions of 2006 Public Act 110, except as may be extended under the provisions of such Act.

ROLL CALL VOTE:

YES:

NO:

Declared adopted on:

Brad Keeler, Mayor

Brian Kelley, Clerk

MINUTES
Plainwell City Council
October 24, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Ken Fritz of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Keeney, and Councilmember Wisnaski. Absent: Councilmember Overhuel.
A motion by Keeney, seconded by Wisnaski, to excuse Councilmember Overhuel from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Keeney, to accept and place on file the Council Minutes of the 10/10/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: Clerk Fenger noted the addition of one item for consideration, recommending to add item 10C – Resolution 2022-18 – Setting a Public Hearing to Consider the Transfer of an Industrial Facilities Tax Exemption to VDI Manufacturing LLC to the agenda.
A motion by Steele, seconded by Keeney, to add item 10C as recommended. On a roll call vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler stated that he was honored to participate in Pumpkins in the Park with Mayor Pro-Tem Steele, and he thought the event was excellent, with a great turnout.
10. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis reported that Blankenship Logging requested to add a subcontractor, Red Oak Professional Tree Service LLC, to the contract to remove dangerous trees. The contract was previously approved for Blankenship Logging, who wanted to add an additional contractor with a crane due to the danger involved in the removal process. Nothing about the contract would change except to add Red Oak Professional Tree Service LLC.
A motion by Steele, seconded by Keeney, to amend the contract with Blankenship Logging to add Red Oak Professional Tree Service LLC as the sub-contractor to remove dangerous trees in the city for the previously approved amount of \$16,600.00. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Nieuwenhuis reported that the city had the opportunity to be added to the class action lawsuit for PFAS recovery costs, which would allow the city to recoup some costs incurred due to PFAS. The class action suit information was sent to every eligible participant, and if the city joins, the cost would be \$100, and the city would become a part of the lawsuit. The \$100 fee would be eligible to be included in

the amount requested to recoup, and Superintendent Nieuwenhuis estimated there would be at least \$20,000-\$30,000 that could potentially be recovered as well.

A motion by Wisnaski, seconded by Keeney, to approve entering into the PFAS cost recovery program for the amount of \$100.00. On a roll call vote, all voted in favor. Motion passed.

C. Treasurer/Finance Director Kelley reported on the existing Industrial Facilities Tax Exemption for Perceptive Industries, which applied to the real property that was purchased by VDI Manufacturing LLC. Transferring the Industrial Facilities Tax Exemption to VDI Manufacturing LLC would allow the company to continue with the existing exemption that does not expire until December 30, 2027. The transfer process includes a Public Hearing which is scheduled for November 28, 2022 at 7pm, pending approval by the City Council, and then final approval from the State Tax Commission in December.

A motion by Steele, seconded by Keeney, to approve Resolution 2022-18 to set a public hearing for 7pm on November 28, 2022 to consider the transfer of an Industrial Facilities Tax Exemption to VDI Manufacturing LCC. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A. **A motion by Steele, seconded by Keeney, to accept and place on file the September Water Renewal Report and the draft 10/11/2022 DDA/BRA/TIFA meeting minutes. 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 \$147,255.73 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley reported that he was wrapping up the reports the auditors needed, providing support for the election, and starting the budget process.

Superintendent Nieuwenhuis reported that a massive amount of leaves had come down over the weekend and with the nice weather, a lot of residents had been able to rake out their loose leaves for pick up. He also reported that DPW was working with Virgil at the airport to paint the runway over the next two days.

Superintendent Pond reported that several breakdowns or issues had occurred recently, and his usual sources for parts were telling him that the parts were 30 weeks out or later. He also encountered an issue with a factory support representative requiring \$550 prior to performing any diagnostics, which has not been normal in the past. Due to these issues, he has needed to shop around to find parts, and was able to find the parts he needed for a lower price.

Director Callahan reported the only major issue recently was the accident on 102nd and Main where the gas lines had been damaged. He also noted that the fire fighters had participated in Pumpkins in the Park.

Councilmember Steele stated that the fire fighters had done a great job at Pumpkins in the Park.

Manager Wilson reported that the issue with Division 7 had been resolved with \$11,000 paid to them out of the liquidated damages from Melching Inc. He stated that he personally drove down and met with them to smooth the issue over and collect the lien waiver and roof warranty documents. He further noted that Building 16

showed signs of leaks on the south wall, and Building 12 showed signs on the top floor of a leaking roof. He noted that the storm drain lines in the buildings were getting blocked with leaves and that regular maintenance to remove the leaves would be necessary to prevent further damage. He noted that Division 7 was interested in renting portions of the mill for long term storage of materials as well.

15. Council Comments:

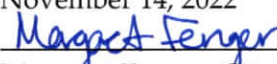
Councilmember Steele reported that Pumpkins in the Park was a great success, and thanked Mayor Keeler for letting her drive his team of horses. She also noted there was a new fire fighter in attendance at Pumpkins in the Park. She thanked DPW for their work with the loose leaf collection and tree trimming.

Councilmember Keeney wished everyone good luck in the upcoming election.

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:26 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Margaret Fenger
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 14, 2022


Margaret Fenger, City Clerk

MINUTES
Plainwell City Council
November 14, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Brian Warren of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Keeney, Councilmember Overhuel 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 10/24/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Director Callahan introduced Robert Hester and Anthony Banas as new paid, on-call firefighters for the Department of Public Safety. He spoke regarding their qualifications and thanked them for joining the team. Both of them thanked the City Council and Director Callahan for the opportunity.
7. Community Development Manager Siegel presented Holly Thomas, Jaqua Realtors, with the "People's Choice" Award for the annual Scarecrow / Sculpture and Harvest contest. Community Development Manager Siegel announced that Envy Salon had won the "Best in Show" award.
8. Public Comment: None.
9. County Commissioner Report: None.
10. Agenda Amendments: None.
11. Mayor's Report: None.
12. Recommendations and Reports:
 - A. Clerk Fenger reported that Dale Burnham had resigned from the Planning Commission, leaving a vacant seat. Two people applied, and the Mayor selected one to appoint, subject to City Council's approval.
A motion by Wisnaski, seconded by Keeney, to confirm the Mayor's appointment of David Collard to the Planning Commission to complete the term of a Commissioner who resigned. On a voice vote, all voted in favor. Motion passed.
 - B. Superintendent Pond reported on the need for bioxide as part of the waste treatment process with the waste that comes from customers further away from the treatment plant. The bioxide helps eliminate the smell of the waste, and is a necessary part of the process. Superintendent Pond recommended purchasing the chemical through Evoqua Water Technologies.
A motion by Keeney, seconded by Wisnaski, to approve a contract with Evoqua Water Technologies for the chemical bioxide, equipment maintenance and site visits in the amount of \$49,320.00. On a roll call vote, all voted in favor. Motion passed.

- C. Superintendent Pond reported that the engineers at Fleis & Vandenbrink had reviewed the City's current surcharge rates and IPP/Commercial rate fees and recommended increasing both. The last time the rates and fees were increased was 2011, and the fees support the extra cost of the non-domestic waste from the industrial/commercial customers.

A motion by Overhuel, seconded by Steele, to approve new surcharge rates and IPP/Commercial rate fees. On a roll call vote, all voted in favor. Motion passed.

- D. Superintendent Nieuwenhuis reported that a new sign was needed for the city limit entrance on South Main Street to replace the sign destroyed last month in an accident. He also noted that the Kenyon Park sign was due to be replaced to match the remaining signs. The other signs were purchased through SignWriter and Superintendent Nieuwenhuis recommended going through them again to match the existing signs.

A motion by Steele, seconded by Overhuel, to approve the purchase of new signs for South Main and Kenyon Park through SignWriter in the amount of \$6,378.00. On a roll call vote, all voted in favor. Motion passed.

Manager Wilson noted that there were noticing requirements for fee increases, and suggested setting a date for the new rate increases approved as part of Agenda Item C to take effect in the future to allow for enough time to send notices to the affected customers.

A motion by Overhuel, seconded by Steele, to approve new surcharge rates and IPP/Commercial rate fees to go into effect on January 1, 2023. On a roll call vote, all voted in favor. Motion passed.

- E. Superintendent Nieuwenhuis reported that the transmission in Truck 12, the plow truck, was not working and needed to be replaced. M & C Repair has done other work and Superintendent Nieuwenhuis has been impressed with their work, plus the transmission would come with a 3 year warranty once installed.

A motion by Steele, seconded by Overhuel, to approve M & C Repair LLC to replace the transmission in Truck 12 in the amount of \$9,229.99. On a roll call vote, all voted in favor. Motion passed.

- F. Director Callahan reported the Chief's patrol vehicle was showing signs of the transmission slipping, and Zeigler Ford confirmed that the transmission and power transfer unit needed to be replaced. He detailed all the options, but the most cost effective option was to replace the transmission and power transfer unit through Zeigler Ford.

A motion by Wisnaski, seconded by Keeney, to approve Zeigler Ford to replace the transmission and power transfer unit in the 2014 Ford Interceptor SUV in the amount of \$7,000.00. On a roll call vote, all voted in favor. Motion passed.

13. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the October Investment and Fund Balance reports, the October Water Renewal report, the October DPS report, and the draft 11/08/2022 DDA/BRA/TIFA meeting minutes. On a voice vote, all in favor. Motion passed.**

14. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$402,629.36 for payment of same. On a roll call vote, all in favor. Motion passed.

15. Public Comments: None.

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16. Staff Comments:

Treasurer/Finance Director Kelley congratulated all candidates in the local races, including the incumbent City Councilmembers who were the top 3 elected in their race. He reported continuing to work on the budget cycle, and waiting on results from the audit.

Superintendent Nieuwenhuis reported the 1 ton truck will be going to Midway Chevrolet for transmission issues next week. He also noted that November 20th was the last day to rake out loose leaves, because street sweeping would begin November 21st.

Community Development Manager Siegel welcomed David Collard to the Planning Commission, and noted that the Planning Commission was working on some upcoming housekeeping changes, as well as ordinances changes and site plan reviews. She noted the Workshop #2 for the Master Plan was scheduled for Thursday, November 17 at 4pm. She also reported that VDI Manufacturing was a new business in the Industrial Park, and would be requesting an IFT transfer within the next couple weeks. Community Development Manger Siegel reported that Shop Small Saturday was the Saturday after Thanksgiving, and the Indoor Market was still going strong each Saturday. She also reported that Ladies' Night had a great turnout.

Director Callahan reported that they were almost done rewriting the policies and procedures for the department. He also reported that joint active shooter training with Otsego Public Safety had been held at William Crispe House recently. Director Callahan reported finding like-new Spartan brand armor plates that another jurisdiction was selling that are normally \$200 per set for \$50 per set, so he purchased 12 sets for \$600. He also reported preparing for the Christmas Parade.

Director Callahan gave an update on Ryan Welcher's condition, and noted that he had moved to Mary Free Bed, and had a breakthrough in physical therapy that allowed him to speak to his parents.

Clerk Fenger congratulated the local candidates, and thanked the Department of Public Works for their help setting up for the election. She also thanked the Department of Public Safety for keeping an eye on things during Election Day. Clerk Fenger reported there was an excellent turnout for the election, and stated that the group of new and returning Election Inspectors did a great job.

17. Council Comments:

Councilmember Wisnaski congratulated all the local candidates, and welcomed Anthony Banas, Robert Hester, and David Collard. He congratulated the winners of the Scarecrow Stroll. He thanked the people that had voted for him. He stated that he was excited to continue as a councilmember and proud to continue representing the City.

Councilmember Keeney thanked everyone who had turned out to vote, period. He also congratulated everyone and welcomed Anthony Banas, Robert Hester, and David Collard.

Councilmember Steele welcomed the new employees and Planning Commissioner. She noted that the Scarecrow Stroll had a lot of great entries. She thanked Superintendent Nieuwenhuis for leaf pick up.

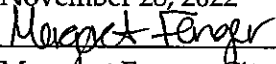
Councilmember Overhuel thanked the new employees, and noted that Community Development Manager Siegel had done a great job with the events. He also noted that everyone did a great job with the election.

18. Adjournment:

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A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:50 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Margaret Fenger
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 28, 2022


Margaret Fenger, City Clerk