

# 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

**November 6, 2019 7:00 PM**

### **Planning Commission -Public Hearing**

To Consider an Ordinance to Amend Section 53-128 of the City of Plainwell Zoning Ordinance to modify site plan requirements

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 10/16/19 Planning Meeting
5. Chairman’s Report
6. Public Hearing: The Planning Commission will consider AN ORDINANCE TO AMEND SECTION 53-128 OF THE CITY OF PLAINWELL ZONING ORDINANCE TO MODIFY SITE PLAN REQUIREMENTS.
7. Old Business:
  - A. None
8. Reports and Communications:
  - A. 9/23/19, 9/26/19, 10/14/19 Council minutes
9. Public Comments
10. Staff Comments
11. Commissioners/Council Comments
12. Adjournment

#### **Reminder of Upcoming Meetings:**

City Council Meeting 11/11/19 7 p.m.  
DDA BRA TIFA 11/12/19 7:30 a.m.  
Parks and Trees 11/14/19 5:00 p.m.

*The City of Plainwell is an equal opportunity provider and employer*

**CITY OF PLAINWELL**  
**MINUTES**  
**Planning Commission**  
**October 16, 2019**  
**Public Hearing To Consider Marihuana Businesses in Plainwell**

1. Call to Order at 7:00 p. m. by Colingsworth
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Rachel Colingsworth, Stephen Bennett, Lori Steele, Diana Lubic, Gary Sausaman  
Excused: Jim Higgs
4. Approval of Minutes – 09/18/19  
**Bennett motioned to approve minutes, as received seconded by Sausaman. Minutes approved on an all in favor voice vote.**
5. Chairperson's Report: - None  
**A motion was made by Lubic to Open the Public Hearing and seconded by Bennett.**
6. New Business/ Public Hearing  
The following people spoke at the meeting:
  - Jeff Hoover, 300 Acorn, business owner - spoke in support of opting out of recreational.
  - EJ Hart, 640 Glenview, resident & business owner – supports opting out of recreational and would like more information/data re: Medical
  - David O'Bryant , 906 106<sup>th</sup> Ave, business owner – opposed to all sales and distribution of marijuana, recreational or medical.
  - Elizabeth Bauer, 125 Walnut Woods Ct, resident & business owner – opposed to marijuana
  - Diana Lubic, 705 S Main St, resident - has no experience and is opposed to marijuana
  - Lori Steele, 324 S Sherwood Ave – asked about the difference between CBD and marijuana. It has to do with potency and CBD is not part of the law.
  - Gary Sausaman, 403 Union Ave, resident – appreciates the comments being made
  - Erik Wilson, 1184 N Apple – asked about whether the city could issue a medical license that the user could convert to recreational.
  - Stephen Bennett, 525 Union St., resident – mentioned we have been looking at this issue for a long time and doesn't see it's right for Plainwell. He asked about driving while high and how is it compared to drunk driving. Chief Bomar responded that they are seeing more driving while high traffic stops, the police are using the standard sobriety test but, Allegan is a test site for an onsite swab drug screen.

- Gary Sausaman, 403 Union St. would like more information prior to making any decision re: marihuana and is recommending opting out until we can gather more information.

**A motion by Steele to Opt out of allowing marihuana businesses both Recreational and Medical at this time with the ability to opt in at a later date was made and seconded by Sausaman. Motion passed on an all in favor vote.**

**Lubic motioned to close the public hearing seconded by Sausaman. Meeting closed at 7:40 p.m.**

7. Old Business
8. Reports and Communications:  
A 9/09/19 Council Minutes reviewed by Commission
9. Public Comments – None
10. Staff Comments: Siegel, Community Development Manager, reported out on the Arts and Eats, Pumpkins in the Park this weekend; Cemetery tour, Bike Ride, and Ghost Hunt on Sat. Oct. 26;  
Buildings for sale 124 E. Bridge St. (Champion Law) building is for sale. 127 S. Main St. back on the Market,  
S. Sherwood detour due to utility hook up for the Library construction project.  
City Manager Wilson, did a brief update on the Mill Public Hearing presentation that was held on Sept. 26
11. Commissioner Comments:  
Sausaman – Invited everyone to the Ace 95<sup>th</sup> Birthday bash on Sat. Oct. 19, the football game  
Lawson – thanked everyone for coming tonight and sharing their thoughts  
Lubic – said she appreciated everyone coming out tonight; she also appreciated everyone’s thoughts re: her trip and she thanked everyone for the opportunity to serve for such a long time as the Planning Commission Chair and will help Colingsworth anyway she can.  
Steele – thanked everyone and appreciated Chief Bomar and Jeff Hoover for answering questions.
12. Adjournment:  
Colingsworth adjourned the meeting at 7:55 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

**MINUTES**  
**Plainwell City Council**  
**September 23, 2019**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Keeney, Councilmember Overhuel and Councilmember Wisnaski. Absent: None.
4. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 09/09/2019 regular meeting. On voice vote, all voted in favor. Motion passed.**
5. Jaylee Streeter, senior at Plainwell High School reported about Teen Serve 2020 with plans to offer painting and minor reports for elderly and veterans in the Plainwell area in July 2020. Applications will be accepted on a phone-in basis. The Group seeks opportunity to use Council Chambers for a kickoff event on October 13, 2019 at 6pm.  
**A motion by Keeney, seconded by Wisnaski, for Teen Serve to use Council Chambers on Sunday, October 13, 2019 at 6pm for a 2020 Kickoff Event. On a voice vote, all in favor. Motion passed.**
6. County Commissioner Report: None.
7. Agenda Amendments: None.
8. Mayor's Report:  
Mayor Keeler nominated Councilmember Randy Wisnaski for appointment to the DDA-BRA-TIFA Board.  
**A motion by Keeney, seconded by Steele, to confirm the Mayor's appointment of Randy Wisnaski to the DDA-BRA-TIFA Board. On a voice vote, all the favor. Motion passed.**
9. Recommendations and Reports:
  - A. Community Development Manager Siegel reported on an application received for a building addition for Integrative Health Sciences located at 121 South Anderson Street. Business Owner Dan Morris briefed Council on the expansion plans, which been reviewed by the Planning Commission at its September 18, 2019 meeting and approval is recommended.  
**A motion by Overhuel, seconded by Keeney, to approve the Site Plan for a building addition at 121 S. Anderson Street. On a voice vote, all in favor. Motion passed.**
  - B. Community Development Manager Siegel reported a draft ordinance as part of the city's ongoing work related to certification as a Redevelopment Ready Community. The Complete Streets principles promote a safe network of access for pedestrians, bicyclists, transit users, motorists and users of all ages and abilities. The Planning Commission has reviewed these regulations and recommends approval.  
**A motion by Steele, seconded by Keeney, to approve Ordinance 383 to regulate the provisions of Complete Streets, and to direct the City Clerk to make publication of the Ordinance in the Union Enterprise. On a voice vote, all in favor. Motion passed.**

- C. Personnel Manager Lamorandier reminded Council that during the budget process, the city uses the 80% / 20% method of health insurance whereby the employees contribute 20% of the cost of health care. The Resolution before Council affirms and formalizes that process and approval is recommended.  
**A motion by Steele, seconded by Overhuel, to adopt Resolution 19-19 for the 80% / 20% Health Care Cost Option for the Publicly Funded Health Insurance. On a voice vote, all in favor. Motion passed.**
- D. City Treasurer Kelley reported that newer state law requires the city to specifically fund certain retiree health care costs for new employees hired after July 1, 2018. The city has been budgeting for these costs, but now needs to create a trust to account for these mandated costs. Council would serve as Trustees of the Trust and the day-to-day operations will be handled by a committee consisting of the City Manager, the Personnel Manager, the City Treasurer, a member of the employee group and a representative of Council as appointed by the Mayor. The Trust is effective June 30, 2019 and contributions are actuarially determined on an annual basis.  
**A motion by Wisnaski, seconded by Steele, to adopt Resolution 19-20 establishing the City of Plainwell Retiree Health Care Trust. On a voice vote, all in favor. Motion passed.**
- E. City Manager Wilson and Superintendent Nieuwenhuis gave an update on the Sherwood Avenue Project, tentatively scheduled for completion this week. The Council also considered a second progress billing.  
**A motion by Keeney, seconded by Steele, to approve a Sherwood Avenue progress billing from Michigan Department of Transportation for \$285,449.43, and that an order be drawn for payment of the same. On a roll-call vote, all in favor. Motion passed.**
- F. Superintendent Pond reported having had grounds at the Water Renewal Facility treated for weeds in 2017. That treatment used chemicals which ended up damaging the Norway Spruce and White Pine trees, which will need to be replaced. These trees provided screening from neighboring businesses. The contractor's insurance company offered a settlement as payment for damage to the trees and asks for a release from future claims. After appraisal and negation, the insurance company has offered \$18,553.00 to the city as settlement for damage to the trees. At a later time, the contract will be considered by Council for tree removal for the seven (7) trees in question.  
**A motion by Keeney, seconded by Steele, to authorize a Release from Future Claims for property damage at the Water Renewal Plant by Westfield Insurance for \$18,553.00. On a roll-call vote, all in favor. Motion passed.**
- G. City Treasurer Kelley reported that the adopted budget for 2019/2020 includes computers for the City Manager and the Personnel Manager. Recent mandates from the Michigan Bureau of Election require upgrades to the City Clerk's computer as well, which was slated for replacement in the next budget cycle. Rather than upgrade that computer now and replace it next year, Clark Technical Services recommends replacing that computer this year as well. Clark Technical received a quote from the city's preferred computer hardware provider, CDW-G, for \$6,203.68 for four (4) computers, including a new desktop computer for the City Assessor, which is in line with the budgeted amounts, with the remainder coming from operational savings in the Election and Administration departments.  
**A motion by Wisnaski, seconded by Steele, to approve the purchase of four (4) computers from CDW-G for \$6,203.68 and installation services from Clark Technical Services for \$350 per machine.. On a roll-call vote, all in favor. Motion passed**

10. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the August 2019 Public Safety and Water Renewal Reports and the DRAFT Planning Commission Minutes from September 28, 2019. On a voice vote, all in favor. Motion passed.**

11. Accounts Payable:

**A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$108,751.16 for payment of same. On a roll call vote, all in favor. Motion passed.**

12. Public Comments: None

13. Staff Comments:

Superintendent Nieuwenhuis reported that hydrant flushing was successful last week and explained to Council the new method of flushing whereby several teams of two are opening 2-3 hydrants at one time, resulting in less iron residue and a faster flushing time. He also reported on oil residue found in the storm drain system near Power Automotive, which has been cleaned and reopened.

Community Development Manager Siegel reported a successful and well-attended vintage baseball game. She gave an update to Sherwood Park Restroom and noted that there would be three (3) more farmer's markets. She also reminded Council of the October 16, 2019 Public Hearing for the recreational marihuana issue.

Superintendent Pond reported ongoing negotiations and discussions about sewer surcharges.

Public Safety Director Bomar reported having been approached by the contractor working on the Library about closures on South Sherwood to allow connection to utility infrastructure. This prompted a long discussion about notification to homeowners, traffic rerouting, access to M-89 and utility concerns about the building having no heat during the winter. Council asked Administration to act in the best interest of the citizens when discussing specific issues with the library's contractor. Director Bomar then reported on assisting law enforcement with a large country music concert on Friday October 27 in Richland and that traffic will be backed up in Plainwell for that concert. He then reported a successful and beneficial active assailant training with the hospital last week.

Clerk/Treasurer Kelley reported that absent voter ballots are now available. Those who have already submitted applications should have received a ballot. If you need a ballot, please call. Also, the financial audit went well and he is working on the financial statement itself, which should be finalized the week of October 14.

City Manager Wilson reminded Council about the public meeting on Thursday, September 27, 2019 at 7pm for a mill demolition update and that there would be Council action as part of the grant application.

14. Council Comments:

Council Member Overhuel thanked Denise Siegel for a great job putting on the baseball game.

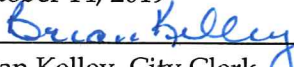
15. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:20 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

October 14, 2019

  
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Brian Kelley, City Clerk

**MINUTES**  
**Plainwell City Council**  
**September 26, 2019**

1. Mayor Keeler called the special meeting to order at 7:00 PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Keeney, Councilmember Overhuel and Councilmember Wisnaski. Absent: None.
4. Mayor Keeler introduced City Manager Erik Wilson who gave an overview of the history of the Mill since its closure and bankruptcy to the city purchasing the property and planning for development. He noted the accomplishments over the past 13 years including moving City Hall, demolition of blighted buildings, improvements at Fannie Pell Park and the pedestrian bridge over the Mill Race. He noted that the city had no debt service on the mill as of today, thanks to over \$4.3 million in grant funding over the years.

**A motion by Steele, seconded by Overhuel, to open a Public Hearing to discuss a Mill Demolition Grant at 7:17pm. On a voice vote, all in favor. Motion passed.**

City Manager Wilson reported that the city has submitted an application to the Michigan Economic Development Corporation (MEDC) for mill demolition and showed the public the expected buildings to be demolished by showing various aerials, photos and drawings. He noted that Building 1, the mill's cornerstone brick building on the west side, has suffered years of snow load and deteriorated to the point that it has been declared a dangerous building by professional inspectors, and is at risk of collapse. A plan will be developed to repurpose as much of the wood and bricks that can be salvaged from that building. He noted that the grant funding would require a 10% match and that no contracts have been let as of today, except certain engineering work to determine how the buildings could be demolished.

*Comments and questions were taken from the public in attendance. Those questions included:*

- *Whether any metal scrap from the train depot would be reclaimed as part of the city's share?*
- *Exactly where are the buildings to be demolished? I'm having a hard time visualizing which buildings they are.*
- *Whether this grant was a "done deal", or could the funding still not come through?*
- *What is the timeline for demolition if the grant funds are awarded?*
- *What will be the square footage of the remaining buildings after demolition?*

City Manager Wilson noted that due to the match requirements, the city could retain only 10% of the scrap value for the metal salvaged. He reported that the city is spending money on engineering for this project even without a signed grant agreement, which is an indication that confidence is high about being awarded the grant, but this is not a "done deal". He gave an estimate of a planned timeline that by 2021, developers could be working on site plans. He also noted the Weyerhaeuser is the potentially responsible party for the land, but that the development and demolition of the buildings rests with the city. City Manager Wilson also stated that information relative to the environmental review and health and safety plan is available to the public.

**With there being no more public comments, a motion by Keeney, seconded by Steele, to close the Public Hearing at 7:35pm. On a voice vote, all in favor. Motion passed.**

City Manager Wilson then introduced Jodie Dembowske from GHD, who gave an overview of the site remediation efforts related to soil removal and replacement with residential grade topsoil, or commercial,, depending on the location within the mill site, based on redevelopment plans.

During this discussion, an overview picture of the mill site was shown again when Manager Wilson spoke to the buildings scheduled for demolition and the audience was able to better see which buildings would be demolished. Another person asked about the condition of the buildings to remain on the north side of the demolition site (buildings 2 and 3) to which the Manager indicated those buildings were in "decent" shape.

One person from the audience asked why the façade of the buildings facing M-89 hasn't been cleaned up, to which Council reported that they have been waiting for the final demolition plans before investing in the façade. Another person from the audience asked about whether there would still be deed restrictions on the property after the soil remediation, to which City Manager reported that there would still be deed restrictions related to arsenic and water. He also noted that the entire area is high in arsenic and that the mill site is no higher than other areas, and the water restrictions would be mitigated by the city's requirement to connect to city water.

Finally, City Manager Wilson asked for the city's input related to the power poles along the river. As part of the soil remediation, Weyerhaeuser has to move the existing poles along the river to clean the soil. Negotiations between Weyerhaeuser, Consumers Energy and the city have resulted in the possibility of moving the power lines to new poles along M-89 which could be located north of the tree line on the mill property. This would result in less power poles in the MDOT right-of-way on the north side of M-89 and leave the riverbank available for park development. Questions from the audience included burying the powerlines instead of leaving them above ground. Derek Nofz and Angie Snyder, from Consumers Energy, both spoke to the high cost of doing that, particularly as related to power lines crossing the river or the Mill Race, which would more than quintuple the cost. Mr. Nofz also noted that burying power lines in outside of Consumers Energy's normal agreement with the Michigan Public Service Commission. Ms. Snyder did note that because of the varying types of power lines in this area (high voltage, low voltage, and communication), that there would still be need for power poles in the MDOT right of way to service buildings on the south side of M-89, that two (2) poles would need to remain along the river near City Hall to service the Mill Building, and that there remains the possibility that the communications companies may not move their lines off the existing poles. Those in attendance were largely in favor of moving the power poles off the river and co-locating them along M-89. City Manager Wilson then asked the audience if anyone was not in favor of moving the poles off of the riverfront and co-locating them along M-89; no one from the audience opposed the moved.

One audience member identified himself as Andy Webb, Planning Commission Chairman from Otsego Township, who noted that he was impressed with the presentation and suggested collaboration with municipalities in the Grand Rapids area which have had similar industrial redevelopments to evaluate other potential opportunities. He also suggested that strong broadband internet lines be placed in the development area to allow for the additional needs.

City Manager Wilson reported that once the grant agreement is executed, the city will report such to the development community, which should spur interest in projects, which could be planned and approved during the demolition process. He closed by saying he's confident that the community will be seeing some progress within the next year. He left a sign-up sheet asking those in attendance to sign up for a Citizen Advisory



Committee asking for input on the power pole and other development issues.

5. Council Comments:

Council Member Overhuel remarked that he is excited to see this development come to fruition.

Council Member Keeney noted that there were a lot of paper mills in this area and that it's great to see what Plainwell has done with theirs.

Each Council Member thanked everyone in attendance for their interest.

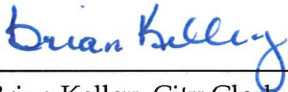
Mayor Keeler noted that without City Manager Wilson's insight, "we would not be doing this" and thanked him for a great presentation.

6. Adjournment:

**A motion by Keeney, seconded by Wisnaski, to adjourn the meeting at 8:20 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL  
October 14, 2019



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Brian Kelley, City Clerk

**MINUTES**  
**Plainwell City Council**  
**October 14, 2019**

1. Mayor Keeler called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Peter Dams from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Councilmember Keeney, Councilmember Overhuel, Councilmember Wisnaski and Mayor Pro Tem Steele (arrived at 7:11). Absent: None.
5. Approval of Minutes/Summary:  
**A motion by Overhuel, seconded by Wisnaski, to accept and place on file the Council Minutes and Summary of the 09/23/2019 regular meeting and the Minutes of the 09/26/2019 special meeting. On voice vote, all voted in favor. Motion passed.**
6. Public Comments: None
7. Community Development Manager Denise Siegel presented the awards for the photography contest. She noted that 22 photos were received and will be presented in the 2020 City Calendar.
8. Community Development Manager Siegel then introduced Caitlyn and Brody Honeysett and Jeff Haas who presented the Chris Haas Volunteer of the Year Award to Nancy Heilig. Caitlyn Honeysett reported there were three (3) nominations and it was not easy to make a choice, but the committee was honored to award Nancy Heilig for all she's done for the community. Nancy's husband, Jennings, thanked everyone for their support.
9. County Commissioner Report: None.
10. Agenda Amendments: None.
11. Mayor's Report:  
Mayor Keeler noted his thankfulness that more chairs had to be set up for this Council Meeting and that Sherwood Avenue is nearly complete.
12. Recommendations and Reports:
  - A. Superintendent Pond reported a small price increase for the annual chemical purchase of Calcium Nitrate, which is necessary to reduce odors at the Wastewater Treatment Plant. The price increase is \$0.14 per gallon, which equates to approximately \$1,500 per year. The costs are included in the budget and the city invoices an outside customer for their share of this chemical as part of the plant's operation.  
**A motion by Keeney, seconded by Wisnaski, to approve the contract with Evoqua Water Technologies for chemical purchases for the water revenue process estimated at \$33,720.00. On a roll-call vote, all in favor. Motion passed.**

13. Communications:

**A. A motion by Steele, seconded by Overhuel, to accept and place on file the September 2019 Investment and Fund Balance Reports. 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 \$206,133.44 for payment of same. On a roll call vote, all in favor. Motion passed.**

15. Public Comments:

Members of the audience reminded Council about the memorial for Nancy Heilig at 11am on Saturday the 19<sup>th</sup> at the Plainwell Performing Arts Center, and that the Arts and Eats Event is this coming weekend.

16. Staff Comments:

Personnel Manager Lamorandier reported having attended human resource training last week.

Superintendent Nieuwenhuis reported that a final walk-through for the Sherwood Avenue project will happen next week and that the South Sherwood detour is in effect for the library water taps.

Community Development Manager Siegel reported a host of weekend events including Pumpkins In the Park and Arts & Eats. She also reminded Council of the October 16, 2019 Public Hearing for the recreational marihuana issue.

Superintendent Pond again congratulated Jeff Gilliland on 20 years of service.

Clerk/Treasurer Kelley reported training this week for Treasurer issues such as Chart of Accounts and Tax Increment Financing. He also reported several election training items this Wednesday.

17. Council Comments:

Council Member Overhuel noted that community had suffered many losses in the past year.

Council Member Wisnaski reported having attended his first DDA/TIFA/BRA Board meeting.

Council Member Keeney remarked that he enjoyed seeing the scarecrows downtown.

18. Adjournment:

**A motion by Steele, seconded by Wisnaki, to adjourn the meeting at 7:23 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL  
October 28, 2019

  
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Brian Kelley, City Clerk