

MINUTES
Plainwell City Council
September 13, 2021

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Matt Hooper from 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/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 08/23/2021 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report:
Commissioner Cain reported that the County has been very busy discussing American Rescue Plan Act funding, and Covid-related issues. He gave an update on handling of health department mandates and the challenges related to conflicting statutes.
8. Agenda Amendments: None
9. Mayor's Report:
Mayor Keeler expressed the city's and his personal condolences to the friends and family of former City Treasurer Karen Koehn who passed away September 13, 2021.
10. Recommendations and Reports:
 - A. Clerk Kelley reported that Parks & Trees Commissioner Tom Belco moved out of the city in August 2021, creating a vacancy of his seat. Volunteer and city retiree Shirley DeYoung applied to serve on the Parks & Trees Commission to complete Belco's term at the Mayor's appointment, subject to Council confirmation. **A motion by Keeney, seconded by Wisnaski, to confirm the Mayor's appointment of Shirley DeYoung to the Parks & Trees Commission to complete the term surrendered by Tom Belco's move. On a voice vote, all voted in favor. Motion passed.**
 - B. Clerk Kelley noted receipt of an application for Industrial Facilities Tax (IFT) Abatement from Darby Metal Treating, Inc. for a building addition. As required, the City Council must allow each of the taxing authorities to have opportunity to comment on the application at a public hearing. The resolution before Council recommends holding a public hearing on October 11, 2021.
A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2021-15 to set a Public Hearing for Monday, October 11, 2021, to consider an IFT Tax Abatement Application from Darby Metal Treating, Inc. On a voice vote, all voted in favor. Motion passed.

- C. Director Bomar reported streamlining the process of policy and procedure updating. The Department has reviewed the Lexipol system and believes the updated policies will enhance department operations. The program is web-based and offers a mobile application for quick access to updated policies.
A motion by Overhuel, seconded by Steele, to approve the purchase of a subscription for updated law enforcement manuals, plus a cross reference, from Lexipol in the amount of \$8,677.70. On a roll call vote, all voted in favor. Motion passed.
- D. Superintendent Pond reporting annual chlorine and sulfur gas purchases. Until this year, there has been only one vendor option. This year a second, local, vendor offers similar pricing with no container rental charges, offering an overall cost reduction. Quotes were provided in the Council packet.
A motion by Keeney, seconded by Steele, to approve the purchase of chlorine and sulfur dioxide gas purchases with Haviland Chemical at an estimated cost of \$8,405.22. On a roll call vote, all voted in favor. Motion passed.
- E. Superintendent Pond reported a necessary update to a scientific and measurable study to determine the levels that users can discharge into the water renewal system without a surcharge. These limits were last updated in 2013. It was discussed that the Village of Martin may seek a portion of this study (specifically the "special alternative limits" study) from a different vendor, which would reduce the city's overall cost of this project.
A motion by Keeney, seconded by Wisnaski, to approve the project with Fleis & Vandenbrink to complete the Maximum Allowable Headworks Loading Study for \$54,400.00. On a roll call vote, all voted in favor. Motion passed.
- F. Community Development Manager Siegel reminded Council of planned upgrades to the Christmas lighting downtown. Based on recommendations from downtown merchants and the DDA Board, the displays are coming from Christmas Done Bright.
A motion by Overhuel, seconded by Wisnaski, to approve the purchase of five (5) new holiday displays from Christmas Done Bright in the amount of \$6,087.90. On a roll call vote, all voted in favor. Motion passed.
- G. City Manager Wilson reported that Building 2 originally used the east wall of Building 1 for its west wall. With the demolition of Building 1, the building was "peeled off" the east wall, so as to leave a west wall for Building 2, which now needs to be modified to mitigate future deterioration. This change is a structural requirement for the remaining structure.
A motion by Keeney, seconded by Steele, to confirm the Change Order #11 with Melching, Inc. in the amount of \$33,825.00. On a roll call vote, all voted in favor. Motion passed.
- H. City Manager Wilson reporting having received three (3) proposals for future use of the Crispe House. He noted that none of the proposals provided enough details to make a recommendation to Council. He noted that none of them specifically offered to keep the William Crispe name, which was important to the City. He also noted that only the Stanford Lodge proposal indicated the future use as a Home for the Aged, which was the preferred use by the city. He asked for Council direction on how to proceed. Council all desired to leave the Request for Proposal available until a final decision is made.
A motion by Steele, seconded by Wisnaski, to authorize the City Manager to negotiate and draft a lease agreement with Stanford Lodge for consideration by Council. On a voice vote, all voted in favor. Motion passed.

- I. Superintendent Pond Nieuwenhuis reported necessary repairs to the 2006 GMC salt truck before winter. **A motion by Keeney, seconded by Steele, to approve repairs to the 2006 GMC salt truck from M&K Truck Centers in an estimated amount of \$3,768.79. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the August 2021 Investment and Fund Balance Reports, and the August 2021 Public Safety Report. 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 \$750,788.77 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 going through 40 applications for the Deputy Clerk position and also reported three (3) upcoming interviews for the full-time Public Safety Officer position.

Superintendent Nieuwenhuis reported Water Operator Dan Neeson's last day due to retirement. Wade Keyzer will take over the duties of Water Operator for the City on September 14, 2021.

Community Development Manager Siegel gave Council an overview of zoning applications, RRC certificate updates and upcoming fall events.

Superintendent Pond reported purchase of a new truck for water renewal operations, which just needs a new radio and a bed liner.

Director Bomar gave an update on theft activity and a recent decline after recent arrests in the City of Kalamazoo. He reported a Cub Scout event the week of September 20, 2021.

Clerk/Treasurer Kelley reporting ongoing work on utility billing, property tax, and audit projects.

15. Council Comments:

Councilmember Overhuel again asked about notification to residents who put out brush long before the monthly pickup.


Mayor Pro Tem Steele expressed condolences for Karen Koehn and wished Sandy Lamorandier and Jeff Welcher a happy birthday.

16. Adjournment:

A motion by Keeney, seconded by Wisnaski, to adjourn the meeting at 7:47 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 27, 2021



Brian Kelley, City Clerk