

# City of Plainwell



“The Island City”

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Roger Keeney, Council Member  
Todd Overhuel, 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](http://www.plainwell.org)

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## Agenda Planning Commission September 6, 2017 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 07/19/17 Planning Meeting
5. Chairman’s Report
6. New Business:
  - A. Rezoning of the parcels located at 542, 548, 554, 600 Allegan St. from Central Business District (CDB) to General Commercial (C-2)
7. Old Business:
8. Public Comment
9. Reports and Communications:
  - A. 7/10, 7/24, 8/14, & 8/17 Council minutes
10. Staff Comments
  - A. City Updates
11. Commissioners Comments
12. Adjournment

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

**CITY OF PLAINWELL**  
**MINUTES**  
**Planning Commission**  
**July 19, 2017**

1. Call to Order at 7:00 p. m. by Chair Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Lori Steele, Diana Lubic, Jim Higgs, Chris Haas, Gary Sausaman  
Excused: Chris Slinkman
4. Approval of Minutes – 6/07/17  
**Higgs motioned to approve minutes as received seconded by Sausaman. Minutes approved.**
5. Chairperson’s Report:  
None
6. New Business:
  - A. Wesco Site Plans** – presented by John Tenpas of Driesenga & Associates, Inc.  
Removal and Replacement of existing fueling dispensers and 1,800 sq. feet canopy.  
Construction of new curbs and driveways  
Repaving of the site  
Replacement of existing retaining wall  
Installation of dumpster enclosure and accessory building  
**Motion to approve the site plan for recommendation to the City Council was made by Higgs and seconded by Sausaman.**
  - B. Sweetwater Site Plans** – presented by Rick Schell & Chris Olson  
Clearing and excavation of the site  
Construction of a 4,125 sq. foot building  
Landscaping  
Construction of driveways (2), curbing, and parking lot (52 spaces)  
Construction of a storm water retention area.  
City Manager Wilson explained that the city is responsible for 90’ of road (extension of Prince Street west of M89) and the 4-way traffic light. A USDA grant in the amount of \$65,000 was received for the road to extend 300’ onto the Mill Site, thus allowing a paved access into Sweetwaters from both driveways entrances.  
**Motion to approve the site plan, excluding the signage plan, for recommendation to City Council was made by Sausaman and seconded by Higgs.**
- Signage Plan will be approved at later date**
7. Old Business:  
The closing of the Harding’s Building took place on July 18, 2017.
8. Public Comment:

None

9. Reports and Communications:

A. Accepted the 5/22, 6/12, 6/26/17 Council Minutes. **Minutes were accepted as presented.**

10. Staff Comments:

None

11. Commissioner Comments:

None

12. Adjournment:

The meeting was adjourned at 8:00 p.m.

Minutes submitted by Denise Siegel, Community Development Manager



# RE-ZONING APPLICATION

Permit No.# 2017-02  
Parcel # \_\_\_\_\_  
Fee: \$200.00

1. Owner/Applicant: Name: Olsen Chris R.  
(Last) (First) (M.I.)  
Address: 3313 Stadium Kalamazoo MI 49008  
(Street & No.) City (State-Zip)  
Phone: NA 269-350-1267  
(Home) (Work)

2. Describe Request: Change zoning from Central Business  
District (CBD) to C-2 (General Commercial)

3. Legal Description of Property: 542, 548, 554, 600 Allegan Street, Plainwell, MI  
TAX Parcel Number: 55-030-077-00, 55-030-077-10, 55-030-077-20  
55-030-077-30.

4. Address of Property: 554 + 552 E. Allegan Street, Plainwell, MI 49080

5. Attach an accurate Drawing of the Site Showing:
- a) Property Boundaries
  - b) Existing and proposed buildings
  - c) The distance from the lot line of each existing or proposed building.
  - d) Unusual physical features of the site.
  - e) Abutting streets

6. Names and Addresses of all other persons, firms or corporations having a legal interest in the property:  
Ridgview Retail Limited: Rick Schell, Stephen Hesser, Greg Gurner  
Plainwell 554 LLC, Plainwell 552 LLC, Sweetwater, SW's Down Mill

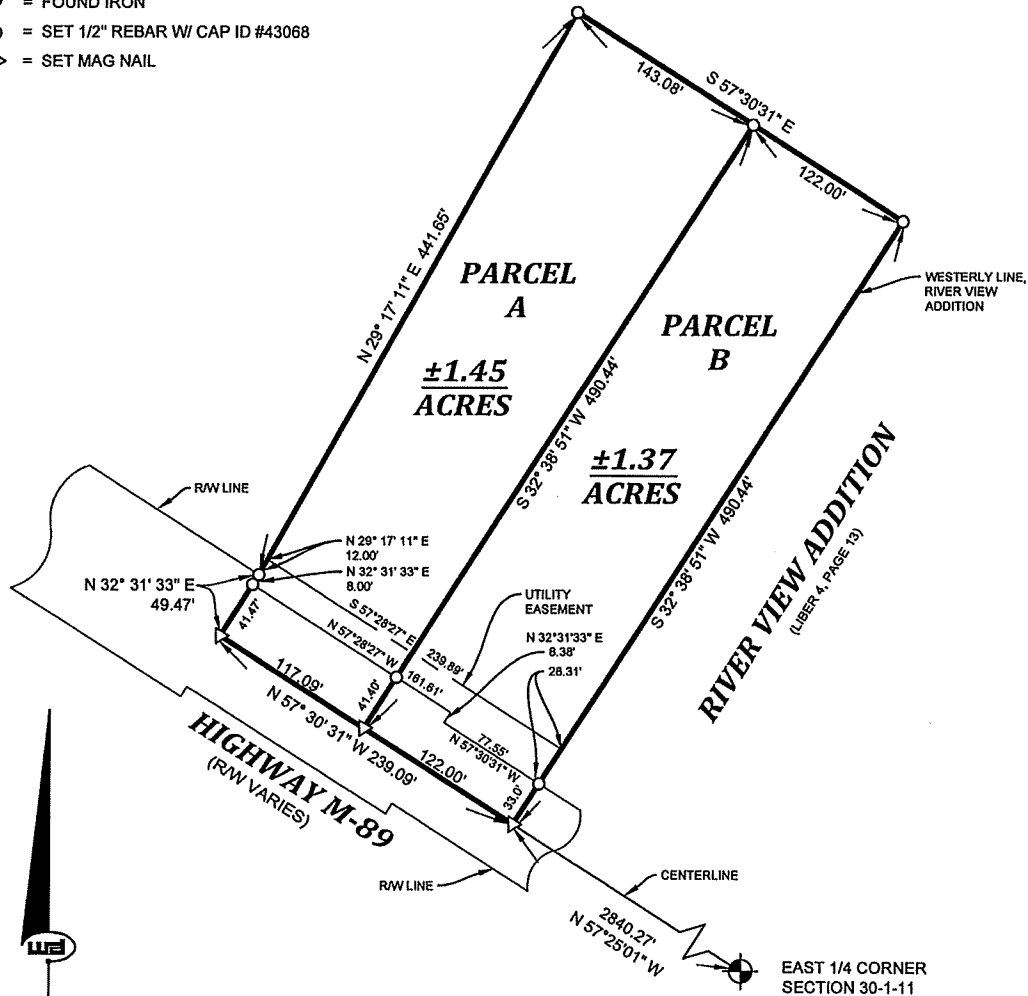
"I understand that if the zoning change is granted, I am in no way relieved from all other applicable requirements of the City of Plainwell Zoning Ordinance."

Applicant/Owner Signature: X [Signature] Date: 8/1/17

# SURVEY IN THE NORTH HALF OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN.

## LEGEND

- = FOUND IRON
- = SET 1/2" REBAR W/ CAP ID #43068
- ▷ = SET MAG NAIL



CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN

SECTION 30, T 1 N, R 11 W

A-172026



**WIGHTMAN & ASSOCIATES, INC.**  
ENGINEERING ♦ SURVEYING ♦ ARCHITECTURE  
264 Western Avenue  
Allegan, MI 49010  
Phone: (269) 673-8465  
2303 Pipestone Road  
Benton Harbor, MI 49022  
Phone: (269) 927-0100  
9835 Portage Road  
Portage, MI 49002  
Phone: (269) 327-3532  
www.wightman-assoc.com

CLIENT: RIDGEVIEW RETAIL LIMITED  
JOB No: 172026  
DATE: 07-11-2017  
SCALE: 1"=100'  
DRAWN BY: SCR  
CHECKED BY:

*Aaron D. Smith*  
AARON D. SMITH

PS-43068

PARCEL A

THAT PART OF THE NORTH HALF OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 30; THENCE NORTH 57° 25' 01" WEST 2840.27 FEET TO THE INTERSECTION OF THE CENTERLINE OF ALLEGAN STREET (M-89 HIGHWAY) AND THE WESTERLY PLAT LINE OF RIVER VIEW ADDITION, AS RECORDED IN LIBER 4 OF PLATS, PAGE 13, ALLEGAN COUNTY RECORDS; THENCE NORTH 57° 30' 31" WEST ON SAID CENTERLINE 122.00 FEET TO THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED; THENCE CONTINUING NORTH 57° 30' 31" WEST ON SAID CENTERLINE 117.09 FEET; THENCE NORTH 32° 31' 33" EAST 49.47 FEET; THENCE NORTH 29° 17' 11" EAST 441.65 FEET; THENCE SOUTH 57° 30' 31" EAST PARALLEL WITH SAID CENTERLINE 143.08 FEET; THENCE SOUTH 32° 38' 51" WEST 490.44 FEET TO THE POINT OF BEGINNING. CONTAINING 1.45 ACRES MORE OR LESS.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.

SUBJECT TO THE RIGHTS OF THE PUBLIC AND OF ANY GOVERNMENTAL UNIT IN ANY PART THEREOF TAKEN, USED, OR DEEDED FOR STREET, ROAD, OR HIGHWAY PURPOSES.

SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE SEARCH.

THIS SURVEY WAS PERFORMED WITH AN ERROR OF CLOSURE NO GREATER THAN 1 IN 5000.

THIS SURVEY COMPLIES WITH THE REQUIREMENTS OF SECTION 3, P.A. 132 OF 1970, AS AMENDED.

BEARINGS ARE RELATED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

PARCEL B

THAT PART OF THE NORTH HALF OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 30; THENCE NORTH 57° 25' 01" WEST 2840.27 FEET TO THE INTERSECTION OF THE CENTERLINE OF ALLEGAN STREET (M-89 HIGHWAY) AND THE WESTERLY PLAT LINE OF RIVER VIEW ADDITION, AS RECORDED IN LIBER 4 OF PLATS, PAGE 13, ALLEGAN COUNTY RECORDS AND THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED; THENCE NORTH 57° 30' 31" WEST ON SAID CENTERLINE 122.00 FEET; THENCE NORTH 32° 38' 51" EAST 490.44 FEET; THENCE SOUTH 57° 30' 31" EAST PARALLEL WITH SAID CENTERLINE 122.00 FEET TO SAID WESTERLY PLAT LINE; THENCE SOUTH 32° 38' 51" WEST ON SAID WESTERLY PLAT LINE 490.44 FEET TO THE POINT OF BEGINNING. CONTAINING 1.37 ACRES MORE OR LESS.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.

SUBJECT TO THE RIGHTS OF THE PUBLIC AND OF ANY GOVERNMENTAL UNIT IN ANY PART THEREOF TAKEN, USED, OR DEEDED FOR STREET, ROAD, OR HIGHWAY PURPOSES.

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BEARINGS ARE RELATED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

UTILITY EASEMENT

THAT PART OF THE NORTH HALF OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 30; THENCE NORTH 57° 25' 01" WEST 2840.27 FEET TO THE INTERSECTION OF THE CENTERLINE OF ALLEGAN STREET (M-89 HIGHWAY) AND THE WESTERLY PLAT LINE OF RIVER VIEW ADDITION, AS RECORDED IN LIBER 4 OF PLATS, PAGE 13, ALLEGAN COUNTY RECORDS; THENCE NORTH 32° 38' 51" EAST ON SAID WESTERLY PLAT LINE, 33.00 FEET TO THE NORTHEASTERLY RIGHT OF WAY LINE OF HIGHWAY M-89 AND THE POINT OF BEGINNING OF THE LAND HEREIN DESCRIBED; THENCE NORTH 57° 30' 31" WEST ON SAID RIGHT OF WAY LINE 77.55 FEET; THENCE NORTH 32° 31' 33" EAST ON SAID RIGHT OF WAY LINE 8.38 FEET; THENCE NORTH 57° 28' 27" WEST ON SAID RIGHT OF WAY LINE 161.61 FEET; THENCE NORTH 32° 31' 33" EAST 8.00 FEET; THENCE NORTH 29° 17' 11" EAST 12.00 FEET; THENCE SOUTH 57° 28' 27" EAST 239.89 FEET TO SAID WESTERLY PLAT LINE; THENCE SOUTH 32° 38' 51" WEST ON SAID WESTERLY PLAT LINE 28.31 FEET TO THE POINT OF BEGINNING. CONTAINING 0.12 ACRES, MORE OR LESS.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD, OR OTHERWISE.

SUBJECT TO THE RIGHTS OF THE PUBLIC AND OF ANY GOVERNMENTAL UNIT IN ANY PART THEREOF TAKEN, USED, OR DEEDED FOR STREET, ROAD, OR HIGHWAY PURPOSES.

SUBJECT TO ANY FACTS THAT MAY BE DISCLOSED IN A FULL AND ACCURATE TITLE SEARCH.

BEARINGS ARE RELATED TO THE MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE.

CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN SECTION 30, T 1 N, R 11 W



WIGHTMAN & ASSOCIATES, INC. ENGINEERING SURVEYING ARCHITECTURE 264 Western Avenue Allegan, MI 49010 Phone: (269) 673-8465 2303 Pipetstone Road Benton Harbor, MI 49022 Phone: (269) 927-0100 www.wightman-assoc.com 9835 Portage Road Portage, MI 49002 Phone: (269) 327-3532

CLIENT: RIDGEVIEW RETAIL LIMITED JOB No: 172026 DATE: 07-11-2017 SCALE: DRAWN BY: SCR CHECKED BY: AARON D. SMITH

Aaron D. Smith signature

PS-43068

A-172026

**MINUTES**  
**Plainwell City Council**  
**July 10, 2017**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keller, Councilman Overhuel and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:  
**A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 06/26/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None.
7. County Commissioner Report / Presentations: None.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Superintendent Pond reported that the old chlorine analyzer was not working.  
**A motion by Keeler, supported by Keeney, to approve the purchase of a replacement inline chlorine analyzer from the low-quote of Forberg Scientific for \$4,027.60 On a roll-call vote, all in favor. Motion passed.**
  - B. Superintendent Updike reported castings are needed in conjunction with the approved 2017 paving project. This work will commence immediately and the cost will be split between streets & sewer.  
**A motion by Overhuel, supported by Keener, to approve the purchase of pavement castings from East Jordan Iron Works for \$8,290.54. On a roll-call vote, all in favor. Motion passed.**
  - C. Superintendent Updike reported on an annual emerald ash borer treatment at a cost of \$3,600. Most of the trees are in good shape with the recurring treatments.  
**A motion by Overhuel, supported by Keeler, to approve the contract with Honeytree Arborist for emerald ash borer treatments for \$3,600. On a roll-call vote, all in favor. Motion passed.**
  - D. City Manager Wilson reported that the approved paving contractor has agreed to the pricing for adding Anderson Street from M-89 to Bannister Street, including striping. The budget includes \$40,000 for paving the parking lots and the street and there is \$10,000 in fund balance.  
**A motion by Keeler, supported by Keeney, to modify the existing paving contract to include Anderson Street for \$19,000. On a roll-call vote, all in favor. Motion passed.**
11. Communications:
  - A. **A motion by Overhuel, seconded by Keeney, to accept and place on file the June 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeler, supported by Keeney, that the bills be allowed and orders drawn in the amount of \$234,175.54 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Personnel Manager Lamorandier thanked everyone for fixing the flowers.

Public Safety Deputy Director Varley reported that minors had done the damage on the flowers.

Superintendent Updike reported preparing for the paving project.

Community Development Manager Siegel reported that the farmer's market has moved back to the Mill Parking Area on M-89. She also noted the Car & Truck Show taking place at that same site on Saturday July 15. Also noted that the Plainwell Kayak Company is off to a great start.

City Manager Wilson noted an upcoming planning meeting for Sweetwater's.

15. Council Comments:

Mayor Pro-Tem wished Mayor Brooks a happy birthday next week!.

16. Adjournment:

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

Minutes respectfully

Submitted by,

Lori Steele, Mayor Pro-Tem



**MINUTES**  
**Plainwell City Council**  
**July 24, 2017**

1. Mayor Pro-Tem Steele called the regular meeting to order at 7:01 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 Pro-Tem Steele, Councilman Keeler, and Councilman Overhuel. Absent: Mayor Brooks and Councilman Keeney.
5. Approval of Minutes/Summary:  
**A motion by Keeler, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 07/10/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None.
7. County Commissioner Report / Presentations:  
Commissioner Don Black delivered the 2016 State of the County report to the Mayor and the City Manager. He noted an August 2, 2017 Precinct Meeting at Gun Plain Township (6.30pm) to discuss options for funding county-wide law enforcement. Mayor Pro-Tem Steele expressed her disappointment at the seeming lack of communication about the meetings and the funding options being discussed. The entire Council, including the City Manager, expressed concerns about the citizens of Plainwell being taxed for county-wide law enforcement when the city has its own public safety force which is funded by the city property taxes.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Pro-Tem Steele reported that the husband of city employee Anne Conn passed away Monday morning and both the Mayor and Councilman Keeney were offering support to Anne and the family, as each of them were close with the Conn family. She also sent well wishes to Paul Warnement who recently suffered injuries in a fire.
10. Recommendations and Reports:
  - A. Clerk/Treasurer Kelley reported that a member of the Parks & Trees Commission had moved out of the city and resigned his posted. Citizen Gina DeHart is the Mayor's appointee to complete Marcus Taylor's term on the Parks & Trees Commission.  
**A motion by Steele, seconded by Overhuel, to confirm the Mayor's appointment of Gina DeHart to complete Marcus Taylor's term on the Parks & Trees Commission. On a voice vote, all in favor. Motion passed.**
  - B. Ric Schell representing Sweetwater's Donuts reported to Council on the company's plans for a 4100 square foot retail & corporate training facility with between 25 and 30 employees to cover the 24/7 operations. He briefly went over the Site Plan and noted the Planning Commission has seen the entire plan and recommends approval. City Manager Wilson noted grant approval from USDA for 320 feet of road north of Allegan Street to accommodate the development. The work is pending closing on the sale of the property.  
**A motion by Keeler, seconded by Overhuel, to approve the site plan for Sweetwater's Donuts on North Prince Street. On a voice vote, all in favor. Motion passed.**

- C. John Tenpas from Driesenga & Associates, representing Wesco, reported to Council on the company's plan to demolish and reconfigure all the structures on the site, except the store building. The new fuel canopy will be turned 90 degrees to improve traffic flow and there will be a new Dumpster area as well. The Planning Commission has reviewed the full site plan and recommends approval. **A motion by Overhuel, seconded by Keeler, to approve the site plan for Wesco at 551 Allegan Street as presented. On a voice vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2017 Public Safety Report, the DRAFT 07/11/2017 DDA-BRA-TIFA Minutes and the DRAFT 07/19/2017 Planning Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$148,141.65 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Superintendent Updike reported he is waiting for a start date for the paving project. In the meantime his staff is preparing for that work and also painting work on North Main.

Community Development Manager Siegel reported ongoing fundraising efforts for the Dog Park including an August 5 can/bottle drive. She also reported on the Movies in the Park, which start Friday July 28.

Superintendent Pond reported using summer help to prepare painting projects on the exterior buildings.

Director Bomar reported on a July 19 fire at Drug & Lab, which was quickly extinguished. He noted that his staff has toured the facility and spoken with staff about safety improvements on site.

Clerk/Treasurer Kelley reported working on the audit, the chart of accounts, clerk and payroll functions.

15. Council Comments:

Councilman Overhuel is excited for Ace Hardware, Sweetwater's and Wesco – great things are happening in Plainwell!

16. Adjournment:

- A motion by Overhuel, seconded by Steele, to adjourn the meeting at 7:35 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer

**MINUTES**  
**Plainwell City Council**  
**August 14, 2017**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Don Mejeur of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, and Councilman Keeney. Absent: Councilman Keeler, and Councilman Overhuel.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Keeney, to accept and place on file the Council Minutes and Summary of the 07/24/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments:  
Dennis Burd, 224 Russet Drive, spoke about potholes on his street and that the cold patches are failing. Superintendent Updike noted that the current year budgeted paving projects have been issued, but that his group would evaluate whether infrared patching would work until more complete restoration could be budgeted, based on PASER ratings.
7. County Commissioner Report / Presentations:  
Commissioner Don Black reported an October 23, 2017 meeting at Martin Library (6pm) for anyone who had questions about running for county commissions. He also noted there are two more public meetings about the road patrol funding issue and Mayor Pro-Tem Steele asked again about how the funding options would affect existing mutual aid agreements.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Brooks noted the 23<sup>rd</sup> Annual Bryan Brooks Golf Outing scheduled for August 19, 2017.
10. Recommendations and Reports:
  - A. Clerk/Treasurer Kelley updated Council on the banks into which the city can deposit fund per the Investment Policy. The listing has changed from last year due to bank mergers and identifying new Michigan-based banks.  
**A motion by Keeney, seconded by Steele, to adopt Resolution 17-20 updating the Approved Financial Institutions. On a voice vote, all in favor. Motion passed.**
  - B. Clerk/Treasurer Kelley reported on the annual budget amendment to carry approved prior year purchase encumbrances into the current fiscal year because of when the purchases were completed.  
**A motion by Steele, seconded by Keeney, to approve the 2017/2018 budget amendment for the 2016/2017 encumbrance rollover. On a voice vote, all in favor. Motion passed.**
  - C. Superintendent Updike reported that the city needs a new Skid Steer, which is included in the budget. He also reported that the vendor offered a trade-in of \$8,000 for the existing machine, but more could be realized by selling the used machine at auction.  
**A motion by Steele, seconded by Keeney, to approve the purchase of a 318G Model Skid Steer from AIS Contraction for \$34,177.37 and to list the existing skid steer on the auction site for a minimum selling price of \$8,000. On a roll-call vote, all in favor. Motion passed.**

- D. Superintendent Updike briefed Council on the equipment/fleet management/work order system through Cartegraph that needs to be upgraded to the cloud. The new version allows for better performance and less storage space on the city computers, with a slightly higher annual maintenance costs. The upgrade also communicates better with the GIS system and provides financial reports needed to maintain the city's state permits.  
**A motion by Keeney, seconded by Steele, to approve the purchase of Cartegraph software for \$9,400. On a roll-call vote, all in favor. Motion passed.**
- E. Superintendent Updike reported replacement of the Gator machine that is used for parks maintenance. The unit is being replaced before maintenance costs become too burdensome. The existing machine will be traded in to bring the current cost down.  
**A motion by Steele, seconded by Keeney, to approve the purchase of a John Deere 4x2 Gator utility vehicle with trading in the existing one with Steensma Lawn & Gardent for a net cost of \$6,525.72. On a roll-call vote, all in favor. Motion passed.**
- F. Superintendent Updike reporting the beginning of a multi-year project to replace influent screw pumps for Water Renewal. The first component is the engineering phase included in the Council Packet. Superintendent Pond will work with the engineers on this project.  
**A motion by Steele, seconded by Keeney, to approve engineering project with Fleis & Vandenbrink for design of the influent screw pump project in the amount of \$37,114. On a roll-call vote, all in favor. Motion passed.**
- G. Superintendent Updike reported that Superintendent Pond issued bid requests for a 3-year contract for tank cleaning. Two firms bid and Superintendent Pond recommends the low-bidder, Clean Earth, which has been cleaning the tanks for many years.  
**A motion by Steele, seconded by Keeney, to approve the 3-year contract with Clean Earth for tank cleaning at an annual cost of \$27,400. On a roll-call vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Steele, seconded by Keeney, to accept and place on file the June and July 2017 Water Renewal Reports, the 2016..2017 Water Renewal Plant Asset Management Plan and the July 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeney, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$329,762.22 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Superintendent Updike reported the summer paving project should start shortly after Labor Day.

Director Bomar provided an update for Council about the county-wide radio upgrade project.

Clerk/Treasurer Kelley reported closing three inactive PNC bank accounts, adding new CDs and continuing audit prep work.

15. Council Comments:

Mayor Pro-Tem Steele asked Director Bomar to place the speed limit tracker on South Sherwood.

16. Adjournment:

**A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:27 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer

**MINUTES**  
**Plainwell City Council**  
**July 10, 2017**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keller, Councilman Overhuel and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:  
**A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 06/26/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None.
7. County Commissioner Report / Presentations: None.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Superintendent Pond reported that the old chlorine analyzer was not working.  
**A motion by Keeler, supported by Keeney, to approve the purchase of a replacement inline chlorine analyzer from the low-quote of Forberg Scientific for \$4,027.60 On a roll-call vote, all in favor. Motion passed.**
  - B. Superintendent Updike reported castings are needed in conjunction with the approved 2017 paving project. This work will commence immediately and the cost will be split between streets & sewer.  
**A motion by Overhuel, supported by Keener, to approve the purchase of pavement castings from East Jordan Iron Works for \$8,290.54. On a roll-call vote, all in favor. Motion passed.**
  - C. Superintendent Updike reported on an annual emerald ash borer treatment at a cost of \$3,600. Most of the trees are in good shape with the recurring treatments.  
**A motion by Overhuel, supported by Keeler, to approve the contract with Honeytree Arborist for emerald ash borer treatments for \$3,600. On a roll-call vote, all in favor. Motion passed.**
  - D. City Manager Wilson reported that the approved paving contractor has agreed to the pricing for adding Anderson Street from M-89 to Bannister Street, including striping. The budget includes \$40,000 for paving the parking lots and the street and there is \$10,000 in fund balance.  
**A motion by Keeler, supported by Keeney, to modify the existing paving contract to include Anderson Street for \$19,000. On a roll-call vote, all in favor. Motion passed.**
11. Communications:
  - A. **A motion by Overhuel, seconded by Keeney, to accept and place on file the June 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeler, supported by Keeney, that the bills be allowed and orders drawn in the amount of \$234,175.54 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Personnel Manager Lamorandier thanked everyone for fixing the flowers.

Public Safety Deputy Director Varley reported that minors had done the damage on the flowers.

Superintendent Updike reported preparing for the paving project.

Community Development Manager Siegel reported that the farmer's market has moved back to the Mill Parking Area on M-89. She also noted the Car & Truck Show taking place at that same site on Saturday July 15. Also noted that the Plainwell Kayak Company is off to a great start.

City Manager Wilson noted an upcoming planning meeting for Sweetwater's.

15. Council Comments:

Mayor Pro-Tem wished Mayor Brooks a happy birthday next week!.

16. Adjournment:

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

Minutes respectfully

Submitted by,

Lori Steele, Mayor Pro-Tem

**MINUTES**  
**Plainwell City Council**  
**July 24, 2017**

1. Mayor Pro-Tem Steele called the regular meeting to order at 7:01 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 Pro-Tem Steele, Councilman Keeler, and Councilman Overhuel. Absent: Mayor Brooks and Councilman Keeney.
5. Approval of Minutes/Summary:  
**A motion by Keeler, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 07/10/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None.
7. County Commissioner Report / Presentations:  
Commissioner Don Black delivered the 2016 State of the County report to the Mayor and the City Manager. He noted an August 2, 2017 Precinct Meeting at Gun Plain Township (6.30pm) to discuss options for funding county-wide law enforcement. Mayor Pro-Tem Steele expressed her disappointment at the seeming lack of communication about the meetings and the funding options being discussed. The entire Council, including the City Manager, expressed concerns about the citizens of Plainwell being taxed for county-wide law enforcement when the city has its own public safety force which is funded by the city property taxes.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Pro-Tem Steele reported that the husband of city employee Anne Conn passed away Monday morning and both the Mayor and Councilman Keeney were offering support to Anne and the family, as each of them were close with the Conn family. She also sent well wishes to Paul Warnement who recently suffered injuries in a fire.
10. Recommendations and Reports:
  - A. Clerk/Treasurer Kelley reported that a member of the Parks & Trees Commission had moved out of the city and resigned his posted. Citizen Gina DeHart is the Mayor's appointee to complete Marcus Taylor's term on the Parks & Trees Commission.  
**A motion by Steele, seconded by Overhuel, to confirm the Mayor's appointment of Gina DeHart to complete Marcus Taylor's term on the Parks & Trees Commission. On a voice vote, all in favor. Motion passed.**
  - B. Ric Schell representing Sweetwater's Donuts reported to Council on the company's plans for a 4100 square foot retail & corporate training facility with between 25 and 30 employees to cover the 24/7 operations. He briefly went over the Site Plan and noted the Planning Commission has seen the entire plan and recommends approval. City Manager Wilson noted grant approval from USDA for 320 feet of road north of Allegan Street to accommodate the development. The work is pending closing on the sale of the property.  
**A motion by Keeler, seconded by Overhuel, to approve the site plan for Sweetwater's Donuts on North Prince Street. On a voice vote, all in favor. Motion passed.**



- C. John Tenpas from Driesenga & Associates, representing Wesco, reported to Council on the company's plan to demolish and reconfigure all the structures on the site, except the store building. The new fuel canopy will be turned 90 degrees to improve traffic flow and there will be a new Dumpster area as well. The Planning Commission has reviewed the full site plan and recommends approval. **A motion by Overhuel, seconded by Keeler, to approve the site plan for Wesco at 551 Allegan Street as presented. On a voice vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2017 Public Safety Report, the DRAFT 07/11/2017 DDA-BRA-TIFA Minutes and the DRAFT 07/19/2017 Planning Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$148,141.65 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Superintendent Updike reported he is waiting for a start date for the paving project. In the meantime his staff is preparing for that work and also painting work on North Main.

Community Development Manager Siegel reported ongoing fundraising efforts for the Dog Park including an August 5 can/bottle drive. She also reported on the Movies in the Park, which start Friday July 28.

Superintendent Pond reported using summer help to prepare painting projects on the exterior buildings.

Director Bomar reported on a July 19 fire at Drug & Lab, which was quickly extinguished. He noted that his staff has toured the facility and spoken with staff about safety improvements on site.

Clerk/Treasurer Kelley reported working on the audit, the chart of accounts, clerk and payroll functions.

15. Council Comments:

Councilman Overhuel is excited for Ace Hardware, Sweetwater's and Wesco – great things are happening in Plainwell!

16. Adjournment:

- A motion by Overhuel, seconded by Steele, to adjourn the meeting at 7:35 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer

**MINUTES**  
**Plainwell City Council**  
**August 14, 2017**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Don Mejeur of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, and Councilman Keeney. Absent: Councilman Keeler, and Councilman Overhuel.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Keeney, to accept and place on file the Council Minutes and Summary of the 07/24/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments:  
Dennis Burd, 224 Russet Drive, spoke about potholes on his street and that the cold patches are failing. Superintendent Updike noted that the current year budgeted paving projects have been issued, but that his group would evaluate whether infrared patching would work until more complete restoration could be budgeted, based on PASER ratings.
7. County Commissioner Report / Presentations:  
Commissioner Don Black reported an October 23, 2017 meeting at Martin Library (6pm) for anyone who had questions about running for county commissions. He also noted there are two more public meetings about the road patrol funding issue and Mayor Pro-Tem Steele asked again about how the funding options would affect existing mutual aid agreements.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Brooks noted the 23<sup>rd</sup> Annual Bryan Brooks Golf Outing scheduled for August 19, 2017.
10. Recommendations and Reports:
  - A. Clerk/Treasurer Kelley updated Council on the banks into which the city can deposit fund per the Investment Policy. The listing has changed from last year due to bank mergers and identifying new Michigan-based banks.  
**A motion by Keeney, seconded by Steele, to adopt Resolution 17-20 updating the Approved Financial Institutions. On a voice vote, all in favor. Motion passed.**
  - B. Clerk/Treasurer Kelley reported on the annual budget amendment to carry approved prior year purchase encumbrances into the current fiscal year because of when the purchases were completed.  
**A motion by Steele, seconded by Keeney, to approve the 2017/2018 budget amendment for the 2016/2017 encumbrance rollover. On a voice vote, all in favor. Motion passed.**
  - C. Superintendent Updike reported that the city needs a new Skid Steer, which is included in the budget. He also reported that the vendor offered a trade-in of \$8,000 for the existing machine, but more could be realized by selling the used machine at auction.  
**A motion by Steele, seconded by Keeney, to approve the purchase of a 318G Model Skid Steer from AIS Contraction for \$34,177.37 and to list the existing skid steer on the auction site for a minimum selling price of \$8,000. On a roll-call vote, all in favor. Motion passed.**

- D. Superintendent Updike briefed Council on the equipment/fleet management/work order system through Cartegraph that needs to be upgraded to the cloud. The new version allows for better performance and less storage space on the city computers, with a slightly higher annual maintenance costs. The upgrade also communicates better with the GIS system and provides financial reports needed to maintain the city's state permits.  
**A motion by Keeney, seconded by Steele, to approve the purchase of Cartegraph software for \$9,400. On a roll-call vote, all in favor. Motion passed.**
- E. Superintendent Updike reported replacement of the Gator machine that is used for parks maintenance. The unit is being replaced before maintenance costs become too burdensome. The existing machine will be traded in to bring the current cost down.  
**A motion by Steele, seconded by Keeney, to approve the purchase of a John Deere 4x2 Gator utility vehicle with trading in the existing one with Steensma Lawn & Gardent for a net cost of \$6,525.72. On a roll-call vote, all in favor. Motion passed.**
- F. Superintendent Updike reporting the beginning of a multi-year project to replace influent screw pumps for Water Renewal. The first component is the engineering phase included in the Council Packet. Superintendent Pond will work with the engineers on this project.  
**A motion by Steele, seconded by Keeney, to approve engineering project with Fleis & Vandenbrink for design of the influent screw pump project in the amount of \$37,114. On a roll-call vote, all in favor. Motion passed.**
- G. Superintendent Updike reported that Superintendent Pond issued bid requests for a 3-year contract for tank cleaning. Two firms bid and Superintendent Pond recommends the low-bidder, Clean Earth, which has been cleaning the tanks for many years.  
**A motion by Steele, seconded by Keeney, to approve the 3-year contract with Clean Earth for tank cleaning at an annual cost of \$27,400. On a roll-call vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Steele, seconded by Keeney, to accept and place on file the June and July 2017 Water Renewal Reports, the 2016..2017 Water Renewal Plant Asset Management Plan and the July 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeney, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$329,762.22 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Superintendent Updike reported the summer paving project should start shortly after Labor Day.

Director Bomar provided an update for Council about the county-wide radio upgrade project.

Clerk/Treasurer Kelley reported closing three inactive PNC bank accounts, adding new CDs and continuing audit prep work.

15. Council Comments:

Mayor Pro-Tem Steele asked Director Bomar to place the speed limit tracker on South Sherwood.

16. Adjournment:

**A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:27 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer

**MINUTES**  
**Plainwell City Council**  
**August 17, 2017**

1. Mayor Brooks called the special meeting to order at 10:01 AM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keeler and Councilman Keeney.  
Absent: Councilman Overhuel.
4. Recommendations and Reports:
  - A. There was an open discussion of the fundraising campaign for the Dog Park. The campaign required contributions to be \$20,000 during the period from May 18 through August 18, in order for the city to qualify for an additional \$20,000 of grant funding. As of the meeting time, approximately \$13,000 had been raised by the Community, with two days left. It was noted that no one contribution could exceed \$7,000. Councilman Keeney asked if contributions after any Council action would reduce the amount actually contributed by the city.  
**A motion by Keeney, seconded by Steele, to approve the allocation of city funds to contribute to the Patronicity Dog Park Fundraising Campaign to reach the \$20,000 goal, in an amount not to exceed \$7,000. On a roll-call vote, all in favor. Motion passed.**
5. Adjournment:  
**A motion by Steele, seconded by Keeney, to adjourn the meeting at 10:10 AM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Sandra Lamorandier  
Deputy City Clerk