

# City of Plainwell



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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“The Island City”

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## Agenda

### Planning Commission City Hall Conference Room May 15, 2024 6:30 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 2/21/2024 Planning Meeting
5. Chairman’s Report
6. Public Comment
7. New Business:
  - a. Discuss to amending the Chicken Ordinance
8. Old Business: None
9. Reports and Communications:
  - a. Council minutes 2/26/24; 3/11/24; 3/25/24; 4/8/24
10. Public Comments
11. Staff Comments
12. Commissioners/Council Comments
13. Adjournment

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**CITY OF PLAINWELL**  
**MINUTES**  
**Planning Commission**  
**Wednesday, February 21, 2024**

1. Call to Order at 6:30 pm by Colingsworth
2. Pledge of Allegiance
3. Roll Call:  
Present: Rachel Collingsworth, Jay Lawson, Stephen Bennett, Kevin Hammond, Lori Steele, Jim Higgs, Gary Sausaman
4. Approval of Minutes: 12/06/2023  
**Motion to approve minutes and place them on file was made by Sausaman and seconded by Lawson. All in favor vote. Motion passed.**
5. Chairperson's Report: None
6. New Business:  
Site Plan Review for Profielnorm. Three phase construction project that will take place in the Industrial Park.  
**A motion to approve the three-phase site plan was made by Higgs and seconded by Lawson with the condition that there is no foot print change to the additional phases, in which a review would be necessary.**  
Guests: Henry Dingemans, Profielnorm  
Dan Lewis, Vriesman & Korhorn  
Riley Lukomski, Southwest Michigan First
7. Old Business: None
8. Reports and Communications: 12/11/2023; 12/27/23; 01/08/24 & 01/22/2024 were reviewed and placed on file.
9. Public Comments: None
10. Staff Comments: Siegel & Lakamper, provided updates on Mill Complex and the results from the RFQ launch. Various updates in downtown.
11. Commissioner Comments:  
None
12. Adjournment: Colingsworth adjourned the meeting at 7:05 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

## MEMORANDUM

**To:** City of Plainwell Planning Commission  
**Date:** March 22, 2024  
**From:** Nathan Mehmed, AICP  
**RE:** **Backyard Chicken Zoning Ordinance Provision Examples**

The purpose of this memorandum is to provide the City of Plainwell with examples of zoning ordinance provisions that address backyard or residential keeping of chickens and summarize common provisions. Zoning ordinance provisions addressing backyard or residential keeping of chickens are commonly found in general provisions chapters and typically contain the following:

- Zoning district(s)
- Number of hens (commonly no roosters)
- Standards pertaining to coops (size, height, materials, etc.)
- Setback requirements
- Prohibition on exterior slaughter
- Permitting and licensing requirements
- Exceptions for commercial farms

Examples of backyard or residential keeping of chickens provisions in Michigan:

### **Niles Charter Township, Berrien County, MI**

#### **B. Keeping of Chickens.**

1. In the R-1A, R-1B and R-2 districts a maximum of six (6) hens may be kept per parcel, if kept in accord with this section and in accord with all Niles Charter Township ordinances pertaining thereto. Roosters shall be prohibited.
  2. Chickens shall be provided, and maintained within, a fully enclosed shelter located within the rear yard. Such enclosure shall be located in accord with rear setback standards for the respective districts but shall not be located closer than 25 feet from any side lot line.
  3. Slaughtering chickens outdoors shall be prohibited.
  4. No chickens shall be kept on parcels with more than two (2) dwellings.
  5. At all times proper licensing and permitting shall be maintained.
6. In the AP and RP districts, the keeping of chickens shall be permitted without restriction, if conducted in accordance with the GAAMPs.

C. Nothing in this Section 3.27 shall be considered to limit the keeping of livestock in conjunction with a farm, as defined herein.

**Kalamazoo Charter Township, Kalamazoo County, MI**

A. Keeping of Chickens (Hens) The purpose of this section is to provide standards and requirements for the keeping of chickens. Roosters are not permitted. It is intended to enable residents to keep up to four chickens on a non-commercial basis while limiting and mitigating any potential adverse impacts on surrounding properties and neighborhoods. The keeping of up to four chickens that are utilized exclusively by the person(s) occupying a one-family dwelling as a locally grown food source for the consumption of eggs or meat, is permitted as accessory to the residential use if all of the following are satisfied:

1. Chickens shall be kept only in the rear yard secured within a coop and attached pen during non-daylight hours. During daylight hours, chickens may be allowed to roam outside of the coop and pen, if supervised, and only within an area completely enclosed by a fence with a minimum height of four feet.
2. The accessory use, coop and pen shall be designed to provide safe and healthy living conditions for chickens while minimizing adverse impacts on other residents and the neighborhood. The coop and pen shall meet the following additional requirements:
  - a. The coop shall be set back a minimum of ten feet from all property lines of adjacent property and both the coop and pen shall be located a minimum of 35 feet from the nearest wall of any adjacent dwelling. Additionally, a coop and pen located on a lake front lot shall have a 40- foot rear yard setback. Public streets and public easements shall not be considered adjacent property lines for purposes of this section.
  - b. The coop and pen shall be a maximum of six feet in height and shall not exceed a combined total of 80 square feet.
  - c. The use of corrugated fiberglass, plastic tarps, scrap lumber or similar materials is prohibited. The coop and pen shall be similar in appearance to the surrounding residential dwellings and must be completely enclosed with a top and/or cover. The coop shall have a pitched roof.
  - d. The coop and pen may be movable only if the dimensional/setback restrictions contained in this section are satisfied.
3. All feed and other items associated with the keeping of chickens that are likely to attract or to become infested with or infected by rats, mice or other rodents shall be protected so as to prevent rats, mice or other rodents from gaining access or coming into contact with them.
4. The outdoor slaughter of chickens is prohibited.
5. The accessory use shall comply with all provisions of the Kalamazoo Charter Township Code of Ordinances pertaining to noise, odors, dust, fumes, sanitation and health or other comparable nuisances to ensure the public health, safety and welfare.

6. No person shall keep chickens without first securing a permit from the Township on a form provided and without paying a permit fee as prescribed by the Kalamazoo Township Board by resolution. The permit shall be issued by the Zoning Administrator. Such permit may be revoked by the Zoning Administrator if it is determined that any provision of this section is violated. The permit holder shall be noticed of such violation and have the right to a hearing by the Planning Commission before the permit may be revoked.
7. Establishment of an accessory use and/or accessory building under this section shall not confer a vested right in the provisions contained herein or a right to continue such use. Further, a permit granted under this section is personal to the applicant occupying the dwelling and is not transferable.
8. This section shall not regulate the keeping of chickens in those areas where a form of agriculture is a permitted principal use or special land use under other sections of this zoning code.
9. All licensing required by the State of Michigan and Kalamazoo County, as well as all other statutes, ordinances and codes, shall be satisfied.
10. No permit shall be issued by the Zoning Administrator without the written authorization from an owner of the property (if different from the applicant) consenting to the application on a form provided. Once authorization is obtained it shall continue for as long as the applicant is in possession of the property.

### **City of Grand Haven, Ottawa County, MI**

B. Backyard chickens. The intent of these regulations is to allow the raising of backyard chickens in single-family neighborhoods while protecting the urban character of the community. The keeping of backyard chickens is distinct from consideration of keeping other types of animals because chickens do not graze and require a small, contained area that is in keeping with the lot sizes in the City of Grand Haven.

No person shall keep chickens unless they obtain a backyard chicken permit and comply with the following conditions:

1. The keeping of chickens is permitted only on lots where the principal use is a single-family dwelling.
2. Chickens are prohibited on property located within the Sensitive Areas Overlay district.
3. The maximum number of chickens permitted per property shall be six (6). Roosters are prohibited.
4. Chickens must be maintained in a fully enclosed, roofed structure at all times.
5. The enclosure must be constructed of permanent residential building materials suited for the purpose intended, and in a manner which serves to enhance the aesthetic appearance of the neighborhood or surrounding area.
6. All areas accessible to the chickens, including the coop and run, shall be contained in a single structure not to exceed sixty (60) square feet in footprint and eight (8) feet in

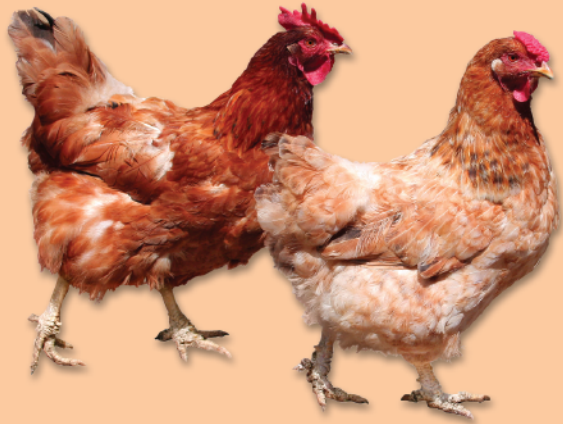
height measured from the grade. The minimum run size per chicken shall be eight (8) square feet.

7. The enclosure must have chicken wire or similar material embedded twelve (12) inches into the ground around the enclosure to deter predators from digging under the enclosure wall.
8. The enclosure shall be located in the rear yard and at least eight (8) feet from side and rear property lines, and where public sidewalk is present at least ten (10) feet distant from it.
9. The enclosure must be maintained in a clean and orderly fashion.
10. Chicken feed must be kept in a vermin-proof sealed container.
11. Slaughtering of chickens is not permitted.
12. The applicant shall pay the fee required by the fee resolution periodically adopted by the city council.
13. Applications for backyard chicken permits shall be submitted to, and permits shall be issued by, the planning and community development department.
14. An initial backyard chicken permit shall be valid indefinitely or until the property is sold or transferred to another owner, unless suspended or revoked.
15. Upon sale or transfer, the chickens and enclosure must be removed from the premises within sixty (60) days after the expiration of the permit.
16. Applications for a backyard chicken permit, suspensions, and revocations shall be handled in the manner provided in [chapter 21](#) licenses.

As always, let me know if you have any questions.

c: Denise Siegel

# *Suggestions for* ORDINANCES



## *Allowing* Backyard POULTRY

### *Authors:*

Darrin M. Karcher, Ph.D., Poultry Extension Specialist, Department of Animal Science, Michigan State University  
 Paul Wylie, MSU Extension Agricultural and Natural Resources Educator, Retired  
 R. M. "Mick" Fulton, D.V.M., Ph.D., Avian Pathologist, Diagnostic Center for Population and Animal Health

**K**eeping small flocks of chickens in cities is dramatically increasing. Unfortunately, there is a large gap between these new urban audiences and their knowledge of poultry husbandry. Numerous websites, books and Michigan State University Extension (MSUE) publications can provide materials to educate individuals on proper poultry management. Issues of animal welfare, neighbor annoyance concerns and environmental impacts must be considered before legislation is passed allowing these small poultry flocks to exist. The following suggestions will provide guidance on creating an environment, urban or rural, where it is reasonable for any individual to produce his or her own food or enjoy a new hobby.

- Limit the raising of chickens to single or two-family residences only and the number of chickens to 4 to 6 per site.
- No roosters (male adult chickens) may be kept.
- Poultry should not be allowed in a residence, porch or attached garage. Chickens must be confined in a house or coop in the backyard of the residence with a minimum of 1 square foot per bird (144 square

inches). An outside, enclosed run may or may not be allowed. The run should be no larger than 8 feet by 8 feet, and it should be attached to the coop. The facilities should be built to keep dogs, cats and wildlife from gaining entry.

- The poultry facility should be 5 to 10 feet from any property line and at least 10 to 20 feet from a neighboring residence.
- The owner should dispose of waste materials (feed, manure and litter) in an environmentally responsible manner. The materials can be composted or bagged and disposed of in the trash. Piling waste materials on the property is not acceptable.
- Both the process of weeding out inferior animals known as culling and mortality (death) are common occurrences when raising live animals. Poultry owners will need to deal with unwanted males, old hens or sick birds. An animal care program involving euthanasia of birds should be made available. Owners should bag and dispose of dead birds in the trash.

## SUGGESTIONS FOR ORDINANCES ALLOWING BACKYARD POULTRY



- The coop should be designed to discourage rodents and wild birds from entering. Owners should store all feed supplies in rodent-proof containers. They should take steps to avoid the buildup of flies and maggots by keeping litter and feed dry and promptly disposing of dead birds or waste eggs.
- The owner should control rodents by eliminating nearby hiding places (trash, weeds, and debris), trapping and baiting rats and mice on a regular basis.
- The owner must feed and water the chickens on a daily basis.
- Sales of eggs should not be allowed. Keeping hens should be for personal use and not for running a business.
- The ordinance may simply allow the keeping of laying hens if the conditions are met. A permit may be required depending on the municipality. If a permit is required, any fees should be nominal.
- The impact and spread of a disease can be reduced if households with poultry can be identified. A permit requirement will generate a list of all households with poultry allowing for a quicker response to a disease outbreak.
- For the protection of Michigan's commercial poultry industry, no such poultry holdings should be allowed within four miles of a commercial poultry operation.
- Contact Michigan Department of Agriculture to investigate the proximity to the commercial poultry industry.
- To review ordinances that have been passed in Michigan related to keeping poultry in urban and suburban settings, contact the Michigan Department of Agriculture at 517-335-5713.

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# Grand Rapids Chicken Laws

Are chickens allowed in Grand Rapids? Yes

How many chickens can you have? 4 to 6 (depending on lot size)

Can you have roosters in Grand Rapids? No

Chicken coop placement rules: Coops at least 10 feet from property lines.

Application process: Permit required

More information: [Grand Rapids municipal code](#)

Before starting to raise chickens in Grand Rapids, it's crucial to gain knowledge about the rules and regulations that govern this activity.

- **The City of Grand Rapids allows residents to keep up to 4 chickens on a lot less than 5,000 sq. feet, and up to 6 chickens on a lot of 5,000 sq. feet or more in size.**
- **Roosters are prohibited** in Grand Rapids.
- **Chickens must be kept in a coop or fenced enclosure in the rear yard** of the property.
- **The coop must be at least 6 square feet per chicken** and the enclosure must be at least 10 feet from any lot line.
- **Chicken feed must be stored in rodent-proof containers.**

## Requirements

- **Live in a single-family or two-family home.**
- **Have a lot that is at least 3,800 square feet in size.**
- **Obtain a permit from the City Manager** or his/her designee.

## Permit Denial Happens If:

- **The applicant's property is located in a floodplain** or other area that is not suitable for chicken keeping.
- **The applicant has a history of animal neglect or cruelty.**

It is possible for cities to change their rules on backyard chickens over time. That's why it's important to contact Grand Rapids officials for the most up-to-date information.

**MINUTES**  
**Plainwell City Council**  
**February 12, 2024**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Steve Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 01/22/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: Mayor Keeler reported that Judy Shumaker had fallen and was recovering, and asked for prayers for her recovery.
10. Recommendations and Reports:
  - A. Community Development Manager Siegel reported on the Southwright Apartments Project rental rehabilitation grant and detailed the work that had been accomplished. She stated that of the four apartments, three are low income.  
**A motion by Overhuel, seconded by Keeney, to open a Public Hearing at 7:04pm to allow comment on the Southwright Apartments rental rehabilitation project CBDG grant. On a roll call vote, all in favor. Motion passed.**  
  
**No public comment.**  
  
**A motion by Steele, seconded by Overhuel, to close the Public Hearing at 7:05pm. On a roll call vote, all in favor. Motion passed.**  
  
**A motion by Overhuel, seconded by Steele, to receive the final report and close out the Southwright Apartments rental rehabilitation project CBDG grant. On a roll call vote, all in favor. Motion passed.**
  - B. Superintendent Nieuwenhuis discussed a Purchase Order for preferred vendor AIS in the amount of \$10,000. The original request was for a blanket PO, but it was determined that a standard PO was the best choice for the services needed.  
**A motion by Overhuel, seconded by Steele, to approve the PO for AIS in the amount of \$10,000.00. On a roll call vote, all voted in favor. Motion passed.**

- C. Treasurer/Finance Director Kelley reported on Resolution 2024-07 (Res No. 2), which is the next step in the Old Orchard project Special Assessment District. Council adopted Resolution 2024-06 on January 22, 2024 creating the Special Assessment District 24-01, which allowed all affected parcels to be identified and costs for improvements to be estimated. 57 parcels have been identified, with an estimated project cost of \$1,162,853.93. Resolution 2024-07 (No.2) declares an intent to make public improvements, tentatively declaring the necessity of public improvement, tentatively designating a special assessment district, tentatively approving the costs of making the improvements, tentatively declaring the portion of the costs to be defrayed by the special assessment district and setting a Public Hearing on the City of Plainwell Special Assessment District 24-01. **A motion by Steele, seconded by Keeney, to adopt Resolution 2024-07 (No.2) as presented. On a roll call vote, all voted in favor. Motion passed.**
- D. Superintendent Pond reported that during routine shut down, cleaning and maintenance of the onsite plant water well, the variable frequency drive (VFD) and pump motor failed, and the galvanized discharge pipe had developed pin holes. Replacing these items and restoring function to the water well is necessary to avoid paying for City water. The cost of repair will be recouped in 6 and a half months. **A motion by Wisnaski, seconded by Keeney, to approve the quote with Peerless Midwest for the installation of a new well pump, new 3" PVC ball valve and variable frequency drive for a total cost of \$14,492.12. On a roll call vote, all voted in favor. Motion passed.**
- E. Superintendent Nieuwenhuis discussed scrapping the old water meters and parts. **A motion by Keeney, seconded by Wisnaski, approving the scrap of old meters and parts from the water meter change out at Alliance Metal Recycling by the Department of Public Works. On a roll call vote, all voted in favor. Motion passed.**
- F. Director Callahan reported that the bulk of the City's fire hose failed annual testing and inspection. Fire hose was last purchased in 1999. **A motion by Keeney, seconded by Wisnaski, to approve the purchase of twelve sections of 2 1/2" x 50' fire hose and six sections of 1 3/4" x 50' fire hose from Dinges Fire Company for a cost of \$5,448.76. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the January 2023 Investment and Fund Balance reports. On a voice vote, all voted 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 \$511,932.12 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments:

A City resident mentioned how well Utility Billing Specialist Penny Soper has been handling the communication with Plainwell residents during the water meter change over. Penny has mailed letters, made phone calls, and answered questions from City residents with patience and kindness. She has consistently maintained professionalism during this challenging project. Plainwell is lucky to have Penny.

14. Staff Comments:

Treasurer/Finance Director Kelley reported that property taxes are due this week, and he is preparing for the election with Clerk Leonard, noting the Early Voting begins this Saturday at 8:00am.

Personnel Coordinator Kersten stated that W2 forms have been completed and she is working on the annual MI Osha report. Nationwide, the company that handles the City's retirement plan, has recently updated its online platform, and she is working with them correcting issues caused by the transition.

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Superintendent Nieuwenhuis reported that the meter change out project with PMI has gone very well. PMI has done a great job, and several City residents have shared having positive experiences working with them. The new meters will hopefully be live in March.

Community Development Manager Siegel shared that she is working on the National Fish and Wildlife PFAS amendment. The Rental Rehab grant is now officially closed out. She secured two \$2,500 grants for local business to be used toward online website design. One grant was awarded to A Bushel and a Peck, and the other to Passiflora. The Chocolate Stroll was a huge hit this year. Downtown businesses were packed, and the Farmer's Market had record attendance at more than 400 guests. After a slow January, the Chocolate Stroll brought awareness and patronage back to downtown businesses.

Superintendent Pond reported filing paperwork with the State of Michigan to discontinue extra PFAS testing stemming from a single test last year that was out of range. Every test since has been within the limits set by the State.

Director Callahan shared that Shop-With-a-Hero in December was a great success. 150 Plainwell Community School system students participated, with each child receiving \$175. The State held a tire sale, and DPS was able to purchase tires at a heavily discounted price. The Nottawaseppi Huron Band of Potawatomi of Battle Creek donated 3 tasers and supporting supplies to DPS.

Clerk Leonard reported that Early Voting begins this Saturday, and she is looking forward to experiencing an election first hand. She thanked Finance Director/Deputy Clerk Kelley for being an excellent trainer/mentor and for the extra hours and effort he has put into helping her and preparing for Early Voting.

Manager Lakamper shared that he has a ratings call scheduled next week for the Bond Sale. He stated that he is working with Director Callahan researching blight enforcement best practices, with a focus on International Property Management Code (IPMC). The Planning Commission will be reviewing the Profielnorm Site Plan at the next meeting. The closing with Profielnorm is scheduled for the end of the month.

15. Council Comments:

Mayor Pro-Tem Steele shared that she had a wonderful experience working with PMI during her water meter change out. It only took about 10 minutes, and the service technician was a fellow dog lover. She also thanked Community Development Manager Siegel for a fantastic, fun Chocolate Stroll Event.

Councilmember Keeney stated that his experience during water meter change out with PMI was quick and easy as well.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:47 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
February 26, 2024

  
JoAnn Leonard, City Clerk

**MINUTES**  
**Plainwell City Council**  
**February 26, 2024**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in the Department of Public Safety building.
2. The invocation was given by Anthony Vanvolkinburg of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Meeting minutes of the 02/12/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: Elizabeth Peterson introduced herself to Council, sharing information about herself and that she is running for 48<sup>th</sup> Circuit Court Judge.
7. County Commissioner Report: Gale Dugan briefed Council on several items pertaining to Allegan County as a whole. He discussed hazardous waste disposal sites, the recycling program, a camera being installed along M89 between Plainwell and Otsego and working with the DNR to expand public access to state owned game land for outdoor recreational activities other than hunting. He shared that he had traveled to New York recently in support of his daughter. Gale spoke of the recent passing of a family member.
8. Agenda Amendments: None.  
**A motion by Keeney, seconded by Wisnaski, to approve the Agenda for the February 26, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler offered condolences to the Shumaker family.
10. Recommendations and Reports:
  - A. Community Development Manager Siegel discussed a Special Event Permit request received from Dean's Ice Cream to host a car show on Monday nights from April 15<sup>th</sup>, 2024 through October 7<sup>th</sup>, 2024.  
**A motion by Keeney, seconded by Steele, to approve the Special Event Permit for Dean's Ice Cream as presented. On a roll call vote, all in favor. Motion passed.**
  - B. Superintendent Pond discussed a 6-month contract, covering February 2024 – July 2024, with Evoqua to provide Bioxide (a necessary water treatment chemical) and associated rental equipment.  
**A motion by Wisnaski, seconded by Keeney, to approve a 6-month contract with Evoqua Water Technologies to provide Bioxide and rental equipment to the City for \$16,492.12. On a roll call vote, all voted in favor. Motion passed.**
  - C. Superintendent Nieuwenhuis discussed the purchase of 12 black steel flower planters from Global Industries.  
**A motion by Keeney, seconded by Overhuel, approving the purchase of 12 black steel flower planters from Global Industrial for \$5519.40 plus shipping. On a roll call vote, all voted in favor. Motion passed.**
  - D. City Manager Lakamper discussed the sale of the William Crispe Building to Comfort Living Home, LLC.  
**A motion by Keeney, seconded by Wisnaski, to approve the sale of 203 W. Bridge St. to Comfort Living Home, LLC for a purchase price of \$115,000 and authorize City Manager, Justin Lakamper, to execute the sale. On a roll call vote, all voted in favor. Motion passed.**
11. Communications:  
**A motion by Keeney, seconded by Overhuel, to accept and place on file the February 2024 Department of Public Safety and Water Renewal reports, the draft 1/22/24 Parks & Trees meeting minutes, the draft 2/13/24 DDA/BRA/TIFA meeting minutes**

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and the draft 2/21/24 Planning Commission meeting minutes. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$928,344.81 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley thanked the 2024 Election Staff, Clerk Leonard and Allegan County for their help and support during early voting, and throughout the Primary Election. He shared that the State of Michigan may reimburse the City for a share of the cost of the Presidential Primary Election. He offered condolences to the Shumaker family, noting that Judy was an asset to Plainwell for many years, and that she will be greatly missed.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis reported that the water meter change out project is complete. PMI did a great job, working well with the DPW and the residents of Plainwell. He thanked the residents of Plainwell for making the meter change out possible, and assisting the City with this vital upgrade.

Community Development Manager Siegel shared that she is working on a T-Mobile Grant to put toward a community fire pit at Brook's Plaza. She shared that 10<sup>th</sup> Street Saloon offered support for the liquor license necessary for the Social District. She stated that the Planning Commission had reviewed and approved the site plans for Profielnorm, a new business coming to Plainwell's Industrial Park.

Dates to Note: Art Hop is March 8<sup>th</sup>, Farmer's Market begins May 2<sup>nd</sup>, Concerts in the Park begin at the end of May, and the Food Truck Rally is happening June 20<sup>th</sup>, July 16<sup>th</sup> and August 20<sup>th</sup> at Fannie Pell Park.

Superintendent Pond reported the new well is up and running, and Peerless did solid work.

Clerk Leonard reported that Early Voting went well, and was a great learning experience. She thanked Finance Director/Deputy Clerk Kelley for his training during the process and his leadership skills. She shared that she is looking forward to Election Day, and knows that her Election Staff will do a great job.

Manager Lakamper shared that Plainwell received an A rating for the Bond Sale, slightly lower than anticipated, due to a projected low general fund balance in the future. He stated that the Restrictive Covenants have been shared with GHD, and will be discussed in March. He closed with Profielnorm today. He thanked City residents and City Staff members for going above and beyond to make the meter change out a success and as smooth as possible.

15. Council Comments:

Councilmember Keeney shared that he had seen a bald eagle circling the Department of Public Safety Building.

Mayor Pro-Tem Steele offered condolences to the Shumaker and Flegal families.

Councilmember Overhuel offered condolences to Gale Dugan for his loss, as well as the Shumaker family.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:56 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

JoAnn Leonard

City Clerk

MINUTES APPROVED BY CITY COUNCIL

March 11, 2024

  
JoAnn Leonard, City Clerk

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**MINUTES**  
**Plainwell City Council**  
**March 11, 2024**

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 Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 02/26/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the March 11, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None.
10. Recommendations and Reports:
  1. City Manager Lakamper discussed Resolution 2024-08 to establish Industrial Development District 2024-01.  
**A motion by Overhuel, seconded by Keeney, to open a Public Hearing at 7:02pm to allow comment on Southwright Michigan First's request to establish Industrial Development District 2024-01 in Industrial Park. On a voice vote, all in favor. Motion passed.**  
  
**No public comment.**  
  
**A motion by Overhuel, seconded by Keeney, to close the Public Hearing at 7:04pm. On a voice vote, all in favor. Motion passed.**  
  
**A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2024-08 and establish Industrial Development District 2024-01 as presented. On a roll call vote, all in favor. Motion passed.**
  2. **A motion by Steele, seconded by Keeney, to open a Public Hearing at 7:07pm to allow comment on Resolution 2024-09 and Special Assessment District 2024-01. On a voice vote, all in favor. Motion passed.**
    1. Dennis Burd of 224 Russet Dr.- Asked what the total project cost was, how the assessment would be handled if the residence was sold, how assessment billing would work, the additional costs sewer service would add to the water bill, and where funding for this project was obtained.
    2. Nancy Muszynski of 218 Russet Dr.- Shared her concern at the assessment cost; asked the length of time before hook up to City sewer was required; asked if property taxes will increase; asked if driveway connections to the new road will be of the same material as the driveway; asked what, if anything, The City of Plainwell is an equal opportunity employer and provider

- needed to be done with drain fields, or if property owners only need to worry about the septic tank; asked what the different assessment amounts were for and stated a preference for the lowest amount.
3. Linda Carribino of 115 Russet- Asked if pricing was the same for a corner lot; asked for clarification that the tap fee was a one-time charge; asked about selling her property; asked for a full price break down, stating she lives on a fixed income and it seems like some costs are hidden.
  4. Dan Pitcher of 730 Glenview- Asked if the new roads are part of the assessment; asked if curbs and drains will be installed; asked for an informational packet to be provided.
  5. Cris Macklin of 808 Thomas St.- Asked what happens to the defunct septic tanks and who is responsible for emptying and decommissioning them; asked where the stub will be located; and who to contact for more information on decommissioning his septic system.
  6. Bob Munch of 114 Russet- Asked for an informational packet; stated he owns 2 parcels (one is vacant) and asked if the assessment applied to both his parcels; stated that previous City Manager Erik Wilson told him that there was a grant available to cover the costs of this project and inquired what happened to that grant.
  7. Denise Ulrich of 202 Russet- Asked if the new roads will be maintained; stated her property has drainage issues; asked about grant money; asked if the City had looked into ways to lessen the project cost; stated that the new roads should be covered by the City.
  8. Henry Richards of 801 Glenview- Asked if the City had done its due diligence looking for grants; stated that he had a new septic system installed a few years ago for ~\$7500 and that his parcel could accommodate an additional septic system; asked when the assessment fees will start being billed; asked if there would be any permit fees.
  9. Gary Harris of 130 Glenview- Asked that documentation be provided to property owners.
  10. Robin Pitcher of 730 Glenview- Asked about the project time line.
  11. Mike Shumaker of 821 Glenview- Asked about selling property with an assessment.
  12. Pam Waterman of 756 Glenview- Asked about accessibility to driveways and mailboxes during construction.

City Manager Lakamper, Finance Director/Treasurer Kelley, and Superintendent Nieuwenhuis discussed Resolution 2024-09, (Res. No.3) which is the next step in the Old Orchard project Special Assessment District 24-01, answering property owners' questions when possible. After public input, Council decided on \$7,500.00 per parcel instead of the original \$10,000.00. The lowered assessment amount increases chances of a City-wide sewer rate increase in the future. Superintendent Nieuwenhuis will contact Allegan County for more information on decommissioning septic systems and provide this information to all home owners.

City Manager Lakamper stated that the assessment was only on the sewer. Parcel owners have 20 years to repay the assessment. Early payment/payoff and extra payment(s) are fine and will lower interest. Billing will occur annually. Parcel owners have ten years to connect to City sewer, unless their septic system fails (requires connection), or the property is sold (requires connection and pay off of remaining assessment balance, if any). Stubs will be located in the right of way in the front yard.

**A motion by Steele, seconded by Overhuel, to close the Public Hearing at 8:28pm. On a voice vote, all in favor. Motion passed.**

**A motion by Keeney, seconded by Wisnaski, to adopt Resolution 2024-09 (No. 3) and set the assessment amount at \$7,500.00 per parcel. On a roll call vote, all voted in favor. Motion passed.**

3. Superintendent Nieuwenhuis discussed selling Truck #18 at auction.  
**A motion by Steele, seconded by Wisnaski, to approve the sale of Truck #18 at auction. On a roll call vote, all voted in favor. Motion passed.**
4. Community Development Manager Siegel discussed a Social District Permit request from Tenth Street, INC.

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**A motion by Steele, seconded by Overhuel, to approve Resolution 2024-10, stating that the application from Tenth Street, INC for a Social District Permit is recommended by City Council for consideration and approval by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.**

5. Director Callahan discussed purchasing nine (9) patrol rifles as part of an employee purchase plan for \$10,790.00.

**A motion by Keeney, seconded by Wisnaski, approving the purchase of nine patrol rifles from Next Level Armament as part of an employee purchase plan for \$10,790.00. On a roll call vote, all voted in favor. Motion passed.**

6. Director Callahan reported that thirty-six (36) MSA SCBA cylinders expire in June 2024 and need to be replaced. These cylinders allow firefighters to have respirable air in unsafe breathing environments.  
**A motion by Keeney, seconded by Wisnaski, to approve the purchase of thirty-six (36) MSA SCBA cylinders from MacQueen Emergency for 37,680.00 plus shipping. On a roll call vote, all voted in favor. Motion passed.**

7. Director Callahan discussed the sale of scrap metal.

**A motion by Steele, seconded by Overhuel, authorizing the DPS to sell scrap metal from old fire hose connectors and hardware and scrap from the mezzanine. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

**A motion by Steele, seconded by Overhuel, to accept and place on file the February 2024 Investment and Fund Balance reports. On a voice vote, all voted 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 \$197,473.37 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments:

1. Beth Raich of 231 Gilkey- Stated that her water bill went from \$46 last month to \$90 this month- she wonders why.
2. Pam Waterman of 765 Glenview- Thanked City Manager Lakamper for the video he posted explaining the new water meters and rate changes. She stated that her new meter had not changed her monthly bill.

14. Staff Comments:

Treasurer/Finance Director Kelley thanked Verne Waterman and the rest of the 2024 Election Staff for a smooth Presidential Primary Election. He states that the 2023 taxes have been settled with Allegan County, and he was honored to hear that his work for Plainwell is outstanding. The bond sale was last week, and he is learning about the process.

Personnel Coordinator Kersten shared that the assistant Water Renewal Superintendent job opportunity has been posted. This position will be Superintendent Pond's successor.

Superintendent Nieuwenhuis thanked the residents who came to the meeting. He will send letters with more information to parcel owners. This will be a good project- his recent meeting with the engineers and construction company went great. The construction company plans to maintain access to homes and mailboxes, limit dust and mud when possible, and allow bus access.

Community Development Manager Siegel shared that she is working on several smaller projects.

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Superintendent Pond shared that he had signed retirement paperwork.

Director Callahan had nothing to report.

Clerk Leonard had nothing to report.

Manager Lakamper thanked Superintendent Pond for his transparency, and working with the City to source and train his successor. The bond sale went better than expected. He shared that he has some ideas on how to encourage interest in Plainwell in the development community.

15. Council Comments:

Mayor Pro Tem Steele thanked the community, and stated that the Old Orchard project should have already been done. She is truly sorry, as prices have sky rocketed in recent years. She encouraged everyone to have a safe and fun St. Patrick's Day.

Council member Overhuel thanked everyone for coming.

Council member Keeney thanked the public, and the Officer Culver for attending tonight's meeting.

Council member Wisnaski thanked the public.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:58 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
March 25, 2024

  
JoAnn Leonard, City Clerk

**MINUTES**  
**Plainwell City Council**  
**March 25, 2024**

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 Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 03/11/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment:  
Emily Jipp announced her candidacy for Circuit Court Judge. She gave a brief resume and was available for questions.
7. County Commissioner Report: Commission Dugan shared an overview of the March 18, 2024 Board of Commissioners meeting at which they discussed the County Clerk's Office, household hazardous waste and recycling/landfill options. He also passed out and discussed a report from the Michigan PFAS Action Response Team, which is included with these Minutes.
8. Presentation: City Manager Lakamper offered to discuss the Old Orchard Project. With no neighborhood residents in attendance, nor any other requests, the presentation was not given.
9. Agenda approval:  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the March 25, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
10. Mayor's Report: None.
11. Recommendations and Reports:
  1. Director Callahan discussed a budget amendment for \$8,807.08 to cover the cost of repairs to the 1997 HME Firetruck and gave an overview of the truck's operation. Councilmember Overhuel asked how long the repairs would extend the usefulness of the truck. Callahan responded five (5) years.  
**A motion by Keeney, seconded by Wisnaski, approving a budget amendment to cover repairs to the 1997 HME Firetruck in the amount of \$8,807.08. On a roll call vote, all voted in favor. Motion passed.**
12. Communications:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the February 2024 DPS report, the draft 3/12/24 DDA/BRA/TIFA meeting minutes and the draft 3/14/24 Parks & Trees meeting minutes. On a voice vote, all voted in favor. Motion passed.**

13. Accounts Payable:

**A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$178,623.42 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

14. Public Comments: None

15. Staff Comments:

Treasurer/Finance Director Kelley reported the April utility bills calculated as expected, a little lower than usual. He thanked Penny Soper for her great work getting through the hiccups of the project. He noted gathering budget information for the upcoming year and working with Clerk Leonard to prepare for the May 7, 2024 election.

Superintendent Nieuwenhuis reported on recent auction sales, which brought in funds from the sale of the leaf vac and a DPW truck.

Community Development Manager Siegel reported working on the upcoming Farmers Markets and grant requests for a Darrow Park Boat Launch. She also gave a brief overview of the Dam Restoration Project.

Superintendent Pond reported filing annual reports with the State of Michigan with no significant findings.

Manager Lakamper reported that, if approved, the first billing for the Old Orchard special assessment will be in the summer of 2025. He reported that the homeowners would be responsible for filling in the old septic tanks. He noted that the city has received four (4) applications for the Assistant Water Renewal Superintendent position and that interviews are scheduled the week of April 8. He also reported progress is being made relative to the restrictive covenants for the mill property.

16. Council Comments:

Mayor Pro Tem Steele wished everyone a Happy and safe Easter.

Council member Overhuel appreciated all that the staff has done

17. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:32 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL  
April 08, 2024

  
\_\_\_\_\_  
Brian Kelley, Deputy City Clerk

**MINUTES**  
**Plainwell City Council**  
**April 08, 2024**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Scott Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 03/25/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None
7. County Commissioner Report: None
8. Agenda approval:  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the April 8, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Superintendent Nieuwenhuis discussed painting the front building at the Department of Public works.  
**A motion by Overhuel, seconded by Steele, approving a contract with Peterson Sons Painting to pressure wash and paint the front building at the DPW in the amount of \$7,010. On a roll call vote, all voted in favor. Motion passed.**
  - B. Superintendent Nieuwenhuis discussed the sale of old fencing, poles and gates at auction. Several residents expressed interest in the fencing, and sale at auction provides fair access to those interested.  
**A motion by Keeney, seconded by Wisnaski, approving the PW to sell fencing, poles and gates at auction. On a roll call vote, all voted in favor. Motion passed.**
  - C. City Manager Lakamper discussed the sale of the remaining Industrial lots at 830 Miller Road.  
**A motion by Wisnaski, seconded by Keeney, amending the listing agreement for the remaining properties at 830 Miller Road to \$40,000.00 per acre, or \$35,000.00 per acre if all remaining 24.86 acres are purchased. On a roll call vote, all voted in favor. Motion passed.**
11. Communications:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the March Investment and Fund Balance reports. On a voice vote, all voted 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 \$150,285.22 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments:

Treasurer/Finance Director Kelley reported working on the budget and working with Clerk Leonard to prepare for the May 7, 2024 election.

Personnel Coordinator Kersten shared that four applications have been received for the Water Renewal Superintendent position.

Superintendent Nieuwenhuis shared that the fire hydrant at Wesco can't be moved as planned. The Water Tower inspection is finished. There was a water main break at the Old Orchard, causing a boil water advisory for some of the residents.

Director Callahan updated Council on the investigation of an incident of diesel fuel being dumped into a drain at Wesco gas station, stating the person responsible has been identified and charged.

Manager Lakamper stated that we have more detailed information on the Old Orchard project, and that he would prefer to be the main point of contact for project information. He shared that a local business had asked about the Mill Property.

15. Council Comments:

Mayor Pro Tem Steele hoped everyone had a good Easter.

Councilmember Overhuel mentioned receiving a phishing email that appeared to be from Mayor Keeler, and reminded everyone to be cautious.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:29 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
April 22, 2024

  
\_\_\_\_\_  
JoAnn Leonard, City Clerk