

City of Plainwell



“The Island City”

Brad Keeler, Mayor
Lori Steele, Mayor Pro Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821
Fax: 269-685-7282
Web Page Address: www.plainwell.org

Agenda Planning Commission September 4, 2019 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 07/17/19 Planning Meeting
5. Chairman’s Report
6. New Business:
 - A. Election of Officers: Commission will need to elect a Chairman, and a Vice-Chairman
 - B. Presentation by Heidi Denton re: Marihuana laws
 - C. Complete Street Ordinance review
7. Old Business:
 - A. Public meeting on the Marihuana Ordinance, scheduled for October 16, 2019.
Recommendation needs to be to City Council by Oct. 28.
8. Reports and Communications:
 - A. 7/08/19, 7/22/19, & 8/12/19 Council minutes
9. Public Comments
10. Staff Comments
11. Commissioners/ Council Comments
12. Adjournment

The City of Plainwell is an equal opportunity provider and employer

**CITY OF PLAINWELL
MINUTES
Planning Commission
July 17, 2019**

1. Call to Order at 7:00 p. m. by Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Rachel Colingsworth, Jim Higgs, Diana Lubic, Stephen Bennett,
Excused: Lori Steele, Gary Sausaman
4. Approval of Minutes – 06/19/19
Lawson motioned to approve minutes, as received seconded by Colingsworth. Minutes approved on an all in favor voice vote.
5. Chairperson’s Report: - None
6. New Business:
 - A. **Site Plan Review for the Ransom District Library** – Mike Galovan, Tower Pinkster and Titus and Ryan Russell, Preine & Newhof were in attendance for this review. Timeline for construction would be approximately 1 year beginning October 2019. Discussion: Higgs question the soil, Galovan replied they will be using urban cast that are designed to overcome the sites deficiencies re: the soil. Testing and moving of dirt will begin in the next couple of months. Phase 1 will be the construction of the new building and phase 2 will be the demolition of the old building.
Higgs motioned to move the plans forward to City Council for final approval, it was seconded by Lawson. Motion carried.
7. Old Business
 - A. **Marihuana ordinance Public Meeting for a community discussion and presentation was set by consensuses for Wednesday, September 4, 2019 at 7 p.m.**
8. Reports and Communications:
 - A. 6/10/19 & 6/24/19 Council Minutes reviewed by Commission
9. Public Comments – None
10. Staff Comments:
Denise Siegel, Community Development Manager
Envy, 118 E. Bridge St. has been sold; 127 S. Main St. has been sold;
11. Commissioner Comments: Bennett mentioned he drove out to the airport on July 4th and realized how empty the street were with not having fireworks. Higgs asked about the Mayor’s Health and mentioned he was thinking of him.

12. Adjournment:
Lubic adjourned the meeting at 7:53 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

DRAFT

Fedlt expects city commissioners to discuss the ordinance at their first October meeting. The issue is underway as communities across Michigan are facing a state-wide opt-out deadline. Under emergency rules established by the state, communities have until November 1 to adopt ordinances that would not allow recreational marijuana businesses to operate.

According to a list compiled by Bureau of Marijuana Regulation, about 600 communities had opted out as of July 26. Some said they planned to revisit their opt-out status in the future.

Cities can also opt to adopt their own ordinances allowing recreational marijuana facilities, giving them greater local control over the businesses. Fedlt said recreational businesses with state licenses will be allowed to operate in communities that take no action before the November 1 deadline.

"By taking no action, its essentially also saying to the state that the city subsequently allows it, passively," he said.

Under the ordinance proposed by Battle Creek's planning commission, growing operations would not be allowed within 1,000 feet of churches, residential zones, libraries, parks or schools. Recreational facilities involving the processing, testing, sale and transport of marijuana would also have limitations.

Follow Genevieve Grippo on [Facebook](#) and on [Twitter](#).

CITY OF PLAINWELL

ALLEGAN COUNTY, MICHIGAN

ORDINANCE #2019_____

**AN ORDINANCE TO REGULATE THE PROVISION OF COMPLETE STREETS IN THE CITY OF PLAINWELL,
ALLEGAN COUNTY, MICHIGAN**

WHEREAS, the “Complete Streets” guiding principle is to promote a safe network of access for pedestrians, bicyclists, transit users, motorists, and users of all ages and abilities; and

WHEREAS, as a matter of policy consistent with the City of Plainwell Master Plan, City officials should integrate and implement the “Complete Streets” guiding principle; and

WHEREAS, the planned “River to River” Interurban trail between Kalamazoo and Grand Rapids will pass through the City and further reinforces the need for policy; and

WHEREAS, the City of Plainwell Master Plan states that a transportation system needs to meet the needs of all types of users – motorists, pedestrians, bicyclists, transit users, and individuals with disabilities; and

WHEREAS, walking and bicycling are non-motorized transportation options that enhance health through physical activity and help reduce air pollution; and

WHEREAS, other jurisdictions and agencies nationwide have adopted Complete Streets legislation including the U.S. Department of Transportation, the State of Michigan (Bills HV 6151 and 6152), and numerous Michigan communities such as Lansing, Flint, Jackson, Midland, Dexter, and Saline; and

WHEREAS, the promotion of capital improvements that are planned, designed and constructed to encourage walking, bicycling, and transportation options increases the general safety and welfare for all of the City of Plainwell’s citizens; and

WHEREAS, complete streets can result in increased safety for non-motorized users, improved public health, a cleaner environment, mobility, equity, and enhanced quality of life through increased modal choices and more inviting streets.

NOW, THEREFORE, THE CITY OF PLAINWELL ORDAINS:

SECTION 1. PREAMBLE

That the City of Plainwell Code of Ordinances is hereby amended by adding at the end thereof Chapter 57, Complete Streets, to read as follows:

SECTION. 2. DEFINITIONS

“Complete streets” is defined as a design principle to promote a safe network of access for pedestrians, bicyclists, and motorists of all ages and abilities.

“Complete streets infrastructure” means design features that contribute to a safe, convenient, or comfortable travel experience for users, including but not limited to features such as sidewalks, shared use paths (sharrows), bicycle lanes, automobile travel lanes, paved shoulders, street trees, and landscaping, planting strips, curbs, accessible curb ramps, bulb outs, crosswalks, refuge islands, pedestrian, bike, and traffic signals, including countdown accessible signals, signage, street furniture, bicycle parking facilities, and traffic calming devices.

“Street” means any right-of-way, public or private, including arterials, connectors, alleys, ways, lanes, and roadways as well as bridges, tunnels, and any other portion of the transportation network.

“Street project” means the means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any Street, and includes the planning, design, approval, and implementation processes.

“Users” mean individuals that use Streets, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, and people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities.

SECTION 3. REQUIREMENT OF INFRASTRUCTURE ENSURING SAFE TRAVEL

- a. The City of Plainwell shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve public Streets and the transportation network for all Users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.
- b. Every Street Project on public Streets shall incorporate Complete Streets Infrastructure sufficient to enable reasonably safe travel along and across the right-of-way for each category of Users; provided, however, that such infrastructure may be excluded, upon written approval by the City Manager, where documentation and data indicate that 1) use by non-motorized Users is prohibited by law; 2) the cost would be excessively disproportionate to the need or probable future use over the long term; 3) there is an absence of current or future need; or 4) inclusion of such infrastructure would be unreasonable or inappropriate in light of the scope of the project.
- c. As feasible, the City of Plainwell shall incorporate complete streets infrastructure into existing public Streets to improve the safety and convenience of Users and construct and enhance the transportation network for each category of Users.
- d. If the safety and convenience of Users can be improved within the scope of pavement resurfacing, restriping, or signalization operations on public streets, such projects shall implement Complete Streets Infrastructure to increase safety for Users.
- e. At the planning stage, the City of Plainwell shall work with local residents, business operators, neighboring jurisdictions, school districts, students, property owners, and other stakeholders who will be directly affected by a Complete Streets project.

- f. The City of Plainwell shall review and either revise or develop proposed revisions to all appropriate plans, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals to integrate, accommodate, and balance the needs of all Users in all Street Projects on public Streets.
- g. The City of Plainwell shall rely upon the current editions of street design standards and guidelines that promote and support Complete Streets.
- h. Training in how to integrate, accommodate, and balance the needs of each category of Users shall be provided for planners, civil and traffic engineers, project managers, plan reviewers, inspectors, and other personnel responsible for the design and construction of Streets, as available.
- i. The City of Plainwell Complete Streets Project map, dated XXX, shall guide community investment in Complete Streets Infrastructure by providing planned or proposed projects including, but not limited to the following: proposed sidewalks, proposed bike lane connectors, proposed bike lane gateway streets, proposed sharrows, and proposed non-motorized paths. The following are the suggested cross section details:
 1. Sidewalk: 60" wide minimum, with 4" thick pavement, except 6" thickness at driveways.
 2. Proposed Bike Lane Connector: Two 11.5' drive lanes, two 5' bike lanes.
 3. Proposed Bike Lane Gateway Street: Two 10' drive lanes, one 10' center turn lane, two 4.5" bike lanes.
 4. Proposed Bike Sharrow: Sharrow symbol painted within drive lanes.
 5. Proposed Non-motorized Path: 10-14' wide as needed.

SECTION 4. STATUTORY CONSTRUCTION & SEVERABILITY

- a. This Ordinance shall be construed so as not to conflict with applicable federal or state laws, rules, or regulations. Nothing in this Ordinance authorizes any City agency to impose any duties or obligations in conflict with limitations on municipal authority established by federal or state law at the time such agency action is taken.
- b. In the event that a court or agency of competent jurisdiction holds that a federal or state law, rule, or regulation invalidates any clause, sentence, paragraph, or section of this Ordinance or the application thereof to any person or circumstances, it is the intent of the Ordinance that the court or agency sever such clause, sentence, paragraph, or section so that the remainder of this Ordinance remains in effect.

MINUTES
Plainwell City Council
July 8, 2019

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: Mayor Brooks.
A motion by Keeney, seconded by Overhuel, to excuse Mayor Brooks with prior notification. On a voice vote, all in favor. Motion passed.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeney, to accept and place on file the Council Minutes and Summary of the 06/24/2019 regular meeting. On 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: None
10. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis reported having completed the first year with a new street sweeping company. The Department received compliments from citizens and worked well with the vendor. Upon negotiation, the vendor has offered to keep pricing the same for a three-year contract period.
A motion by Keeler, seconded by Keeney, to approve a three-year contract with Walters Sweeping for up to four (4) street sweepings per year at an annual cost not to exceed \$18,300.00. On a roll-call vote, all voted in favor. Motion passed.
 - B. Superintendent Nieuwenhuis reported ongoing treatments for emerald ash borers city-wide. The vendor has offered to continue treatment next spring at similar pricing. City Manager Wilson noted that the cost of treatment is less than the cost of removal of the trees.
A motion by Keeler, seconded by Keeney, to approve a project with Honeytree Nursery for Spring 2020 Emerald Ash Borer Treatment at a cost of \$3,600.00. On a roll-call vote, all voted in favor. Motion passed.
 - C. City Manager Wilson presented a request from DC Strong to host a benefit fundraiser at City Hall Council Chambers in September and sought input from Council about whether this was acceptable policy.
A motion by Keeler, seconded by Overhuel, to allow rental of Council Chambers to DC Strong for a benefit fundraiser on September 28, 2019. On a voice vote, all voted in favor. Motion passed.

11. Communications:

A. A motion by Keeney, seconded by Overhuel, to accept and place on file the June 2019 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$171,004.34 for payment of same. On a roll-call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Community Development Manager Siegel reported the building at 118 East Bridge has sold and that exciting news will be forthcoming.

Superintendent Nieuwenhuis reported the milling on Sherwood Avenue would start Tuesday July 9.

Director Bomar reported a possible porch theft investigation.

Clerk/Treasurer Kelley reported 2019 Summer Property Tax Statements were mailed on Friday June 28 and will be due on Thursday August 15, 2019, and that he is working on year-end.

15. Council Comments:

None.

16. Adjournment:

A motion by Keeler, seconded by Overhuel, to adjourn the meeting at 7:18 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES
Plainwell City Council
July 22, 2019

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: Mayor Brooks.
A motion by Keeney, seconded by Overhuel, to excuse Mayor Brooks with prior notification. On a voice vote, all in favor. Motion passed.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 07/08/2019 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment:
Ryan Burns from Troop 35 introduced himself working toward a Merit Badge.
7. County Commissioner Report: None
8. Agenda Amendments: None
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. Community Development Manager Siegel presented plans for the new Ransom District Library, which have been reviewed by staff and considered by the Planning Commission. The plans outline the new building and related site modifications. Planner Ryan Russell answered Council's questions about soil borings and reported the building would be raised to elevation 727 and that the building's foundation would be embedded into the bedrock. The Planning Commission recommends approval.
A motion by Keeney, seconded by Keeler, to approve the site plan for the Ransom District Library at 180 Sherwood Avenue. On a voice vote, all voted in favor. Motion passed.
 - B. Clerk Kelley reported the resignation of DDA Member Tracee Dunlop, which was accepted by the Board on July 9. Business Owner David O'Bryant has applied to fill that position and Mayor Pro Tem Steele has made the appointment, subject to Council's confirmation.
A motion by Keeler, seconded by Overhuel, to confirm the Mayoral appointment of David O'Bryant to complete Tracee Dunlop's term on the DDA/BRA/TIFA Board. On a voice vote, all voted in favor. Motion passed.

- C. Personnel Manager Lamorandier reported wording changes in the city's Section 125 Plan Document, regarding the Health Savings Account, that must be approved by the governing body.
A motion by Keeney, seconded by Keeler, to adopt Resolution 19-18 to approve changes to the Section 125 Plan Document. On a voice vote, all voted in favor. Motion passed.
- D. Superintendent Nieuwenhuis reported that a planned 2020 overhaul of Well 4 should be accelerated for maintenance issues, after a recent inspection found leaks at the well site. The city's preferred provider, Peerless Midwest, has offered to complete the work for a project cost not to exceed \$25,000.00.
A motion by Keeler, seconded by Overhuel, to approve the overhaul of Well 4 with Peerless Midwest at a cost not to exceed \$25,000.00, and to amend the budget accordingly. On a roll-call vote, all voted in favor. Motion passed
- E. Treasurer Kelley reported a necessary upgrade to the city's firewall which will improve performance of the city's computer system and will allow for soon-to-be requested upgrades to other hardware infrastructure. Information Technology Manager Tony Clark solicited a quote from the city's preferred computer vendor, CDW-G.
A motion by Keeney, seconded by Overhuel, to approve the upgrades to the City Hall Firewall with CDW-G through Clark Technical Services at a cost of \$10,051.25 and to amend the budget accordingly. On a roll-call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2019 Public Safety Reports, the DRAFT DDA/TIFA/BRA Board Minutes from July 9, 2019 and the DRAFT Planning Commission Minutes from July 17, 2019. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$156,424.58 for payment of same. On a roll-call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Personnel Manager Lamorandier reminded Council of Sheryl Gluchowski's retirement on July 31, 2019.

Superintendent Nieuwenhuis briefed Council on the 2019 Water Sampling Program and the related results.

Community Development Manager Siegel briefed Council on Movies in the Park and permitting activities.

Superintendent Pond reported backup systems worked sufficiently during the Friday power outage.

Director Bomar reported an August 6 audit of fire apparatus by the Insurance Service Office. He introduced Officer Bob Farris, who thanked the Council for the opportunity to return to service in Plainwell. Public Safety Officer Eric Luthy demonstrated the new equipment vest which moves item off the officer's belt, creating many efficiencies and reducing stress to the back and hips.

Clerk/Treasurer Kelley reported 2019 Summer Property Tax bills are due on Thursday August 15, 2019, and that he is working on year-end. He also reported having confirmed with Plainwell Schools and the County that we will have a November 5, 2019 election for a school bond issue.

15. Council Comments:

None.

16. Adjournment:

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

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

August 12, 2019



Brian Kelley, City Clerk

MINUTES
Plainwell City Council
August 12, 2019

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: Mayor Brooks.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 07/22/2019 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report:
Commissioner Rick Cain updated Council about the County's plans to upgrade the Courthouse and about concerns over funding at the medical care facility at Dumont Lake.
8. Agenda Amendments: None
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. Clerk Kelley reviewed the process to fill the City Council Vacancy. Per Charter, Council has 30 days to appoint a new City Councilmember or a special election would need to be called. A Public Notice seeking applications from citizens was published on Monday, August 5, 2019 at City Hall and on the website. Applications will be accepted until 4pm on Friday, August 16, 2019, at which time copies of all the applications will be delivered to each Council Member for review. Council will hold at least one special meeting on or before August 23, 2019 to interview and/or appoint a new member. If a new member is appointed, he/ she would take the Oath of Office at the regular Council Meeting on August 26, 2019.
A motion by Keeler, seconded by Overhuel, to confirm the process to seek applications for the vacant City Council position. On a voice vote, all voted in favor. Motion passed.
 - B. Community member Tony Gless reported having received donations totaling \$10,000 for the purpose of upgrading two (2) pickleball courts at Cook Park. The funds were received by the City and plans have been discussed with Wright Fencing and Racquet Sports, both vendors used by the city in the past, to complete the upgrades that were funded by prior donations. The project cost will not exceed the \$10,000 donated. Mr. Gless thanked DPW Superintendent Bob Nieuwenhuis and the DPW admin staff for being so accommodating.
A motion by Keeney, seconded by Keeler, to acknowledge private donations totaling \$10,000 and to approve related upgrades to the pickleball courts at Cook Park for \$10,000. On a roll-call vote, all voted in favor. Motion passed.

C. Treasurer Kelley reported on behalf of Superintendent Pond that the annual purchases of chemicals used in the Wastewater Treatment Plant have been priced out from the city's preferred vendor.

A motion by Overhuel, seconded by Keeler, to approve the annual chlorine and sulfur dioxide gas purchases with Alexander Chemical at an estimated cost of \$10,000.00. On a roll-call vote, all voted in favor. Motion passed.

D. Treasurer Kelley reported on behalf of Superintendent Nieuwenhuis about the city's software to manage the equipment fleet. Currently the city uses Cartegraph for this work and the annual license renewal cost is due for \$5,940.00. The city has reviewed other software and recommends converting this process to BS&A Work Order system. The BS&A system, once converted, will allow for operational efficiencies because the other city departments use the same platform, and the BS&A system is more tailored to the city's needs. The BS&A engineers have reviewed the city's data and feel the conversion could be done by March 2020, which would allow for some parallel work with Cartegraph to make sure BS&A is fully functional before the Cartegraph license expires in August 2020. The SAW Grant original budget included \$15,000 for a conversion of this type and that budget remains available.

A motion by Overhuel, seconded by Keeler, to approve the annual Cartegraph software license for \$5,940.00 and to approve a project to convert to BS&A Work Orders at a project cost of \$16,370.00. On a roll-call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2019 Water Renewal Report, and the July 2019 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$399,208.19 for payment of same. On a roll-call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Personnel Manager Lamorandier noted that Mayor Brooks will be missed.

Community Development Manager Siegel reported learning all about environmental reviews.

Clerk/Treasurer Kelley reported 2019 Summer Property Tax bills are due on Thursday, August 15, 2019, that the audit is well underway and that work will start soon for the November 5, 2019 election.

15. Council Comments:

Councilmember Overhuel stated that Mayor Brooks did a lot for him and for his community and that the Mayor will be missed.

16. Adjournment:

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

Minutes respectfully

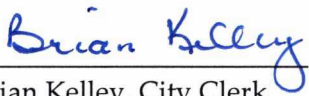
Submitted by,

Brian Kelley

City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

August 26, 2019



Brian Kelley, City Clerk