

# 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 November 7, 2018 7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 10/17/18 Planning Meeting
5. Chairman’s Report
6. New Business:
  - A. Rezoning Request, 712 N. Main St. is zoned R1-B and C 1. The City would like to rezone the property to just R1-B.
  - B. Site Plan Review – HyTech Springs, 950 Lincoln Parkway adding a bin shelter at the rear (south side) of their property.
7. Old Business: None
8. Public Comment
9. Reports and Communications:
  - A. 10/08/18 Council Minutes
10. Staff Comments
  - A. City Updates –
    - 5 building permits issued for October
    - 4 Site Plans issued for 2018 as of now
11. Commissioners Comments
12. Adjournment

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

**CITY OF PLAINWELL  
MINUTES  
Planning Commission  
October 17, 2018**

1. Call to Order at 7:02 p. m. by Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Rachel Colingsworth, Jim Higgs, Gary Sausaman, Lori Steele, Diana Lubic  
Excused: Chris Haas
4. Approval of Minutes – 09/19/18  
**Higgs motioned to approve minutes, as received seconded by Lawson. Minutes approved on an all in favor voice vote.**
5. Chairperson’s Report: - Diana Lubic reported out on the Michigan Planning Conference in Grand Rapids that she attended. She spoke about the Redevelopment session by Miller Canfield Attorney’s regarding development scams and how to avoid them. She was also honored at the Banquet for her 30 years of service to the Michigan Planning Committee.
6. New Business:  
A. **Zoning Variance** request for 133 S. Sherwood St. Mr. Ron Norwood is requesting a variance to build to line in the R1-C District. This was brought to Planning Commission for comment only prior to presenting this to the Zoning Board of Appeals. Owners are requesting due to an irregular shape and size of their lot, which limits their options to add on to their garage.  
Comments:  
**Sausaman** suggested they provided a copy of the property survey for the ZBA.  
**Higgs & Colingsworth** both commented that a letter from the neighbor would be good to have prior to moving forward to ZBA.  
**City Manager Wilson** commented that we have been working with Norwood’s for over a year now and have suggested he try to purchase property from the neighbor or an easement. Also it was suggested to add on to the back of the house or make the addition smaller to fit within the ordinance.  
**Higgs commented** that the ZBA consider granting the request, “who would it negatively impact?” He also mentioned that the ordinances can be too strict and every situation is different.
7. Old Business: None
8. Public Comments – None
9. Reports and Communications:  
A. 09/10/18 and 09/24/18 Council Minutes

10. Staff Comments:

Siegel, Community Development Manager reported out on the events this weekend: Pumpkins in the Park and Arts and Eats Tour.

Economic Development report consisted of new businesses All State Insurance moving into 151 N. Main St. and The White Owl, 126 E. Bridge St. will be closing on Sat. Oct. 20.

**Master Plan Project Updates:**

Redevelopment Site, 135 N. Anderson is now completed - Ace Hardware

Dog Park – is completed

River walk has been painted

Sherwood Park Restroom Project is funded and designs ready waiting to go out to bid.

Mill Cleanup is on schedule

City Manager Wilson reported on the water testing. Plainwell has been tested for both PFAS and Dioxins with reports well below the danger levels to zero detect.

Water reports are posted on the city webpage.

12. Commissioner Comments:

Sausaman asked about the hanger project at the airport and inquired about the low cost to rent a hanger.

Higgs commented on the Redevelopment Liquor License the City is supporting for Rose LLC.

13. Adjournment:

Lubic adjourned the meeting at 7:57 p.m.

Minutes submitted by Denise Siegel, Community Development Manager



# RE-ZONING APPLICATION

Permit No.#  
Parcel # 03-55-020-101-00  
Fee: \$200.00

1. Owner/Applicant: Name: Pell Amy D  
(Last) (First) (M.I.)  
Address: 712 N. main Plainwell MI 49080  
(Street & No.) (City) (State-Zip)  
Phone: (249) 806 2463  
(Home) (Work)

2. Describe Request: requesting the 40' of commercial frontage be changed to residential please.

3. Legal Description of Property: property # 03-55-020-010-00  
Com at SW Sec 20 TH N on Sec LIN 157ft  
TH E on LIN PPL with S. Sec LIN 330ft TH  
S 157ft to S LIN of SD Sec TH W to P0B Sec 20 TH N  
4. Address of Property: 712 N. main Plainwell MI 49080 (68)

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:  
Ø

"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:  Date: 10/31/18

N. Main Street

Driveway

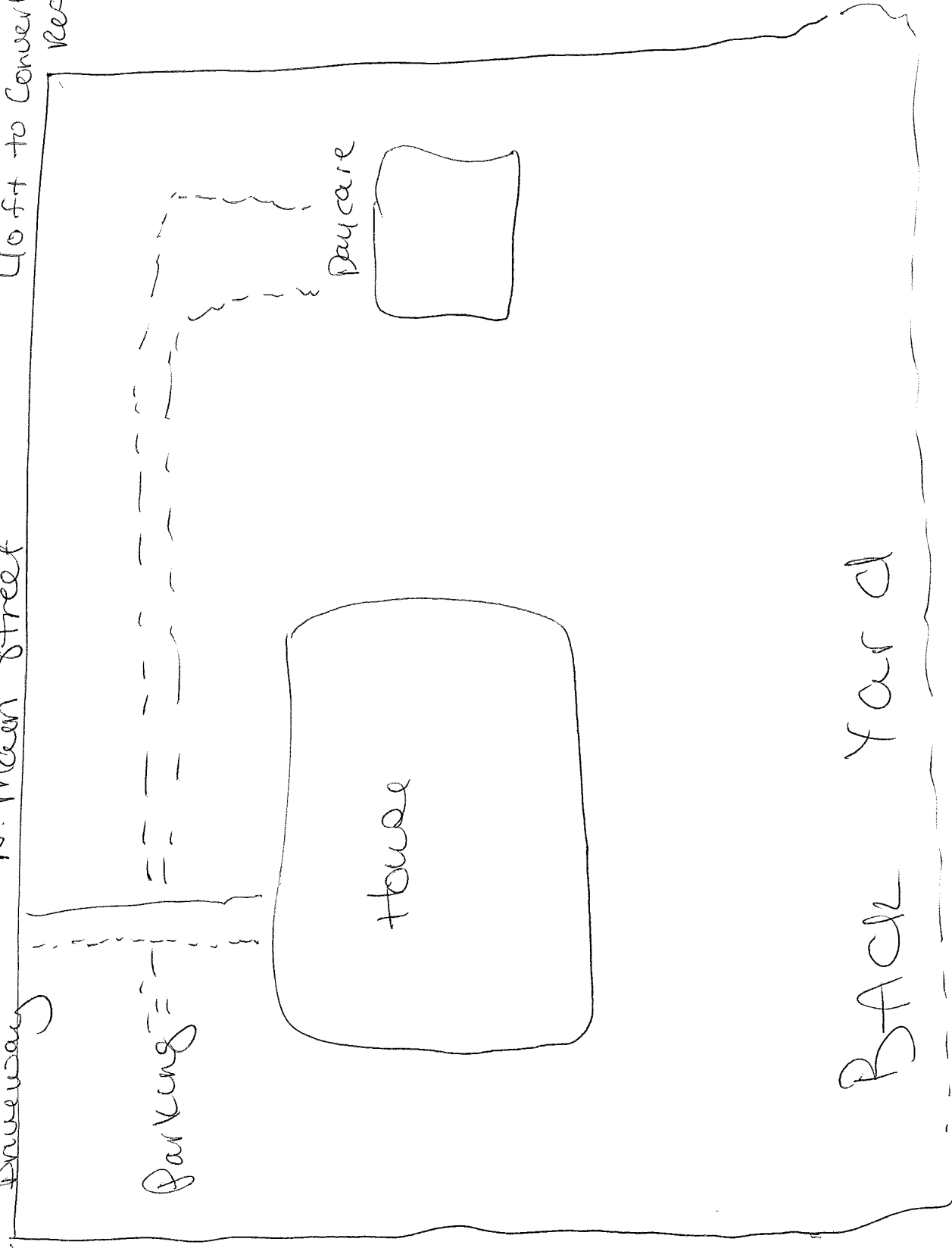
40 ft to Convert to Res.

Parking

Daycare

House

Back Yard



OCT 25 2018

Plainwell Treasury Office



City of Plainwell – Zoning Permit Application Rev: 08/2018

Fee: \$5.00 / Additional review fees may be imposed

Date: 10-23-18

Permit #: 18-41

Address of Project: 950 LINCOLN PY. Parcel ID Number: 55-206-020-00

Owner: HPECT SPRING

Contractor: Delta Design Systems, Inc.

Owner's Address: 950 LINCOLN PY PLAINWELL, MI

Contractor Address: 8246 Stadium Dr. Kalamazoo, MI 49009

Owner's Phone Number: 6851768

Contractor Phone Number: 269 353 7800

Work to be done (please check all that apply):

- New Building Construction
- Existing Building Addition/Alteration
- Building Demolition
- Moving a Building
- Fence
- Sign
- Other (please describe):

Zoning District of this property (check):

What is your Zoning District of this property: M-1

General Description of Project (use back of page if necessary):

FREESTANDING SCRAP BIN SHELTER

Will the work performed in this application change the Use of this property? Yes  No

Total Cost of Project: \$127,000

After project is complete, the setbacks established will be (if applicable):

Front: 50 ft. Back: - ft. Side: 30 ft. Side - ft.

Does this project involve a (check one):  Non-conforming use  Non-conforming structure

N/A

Is this a home occupation? NO If so what kind \_\_\_\_\_

Any type of special equipment use? NO Electrical \_\_\_\_\_ Plumbing \_\_\_\_\_

Will this project result in an increase in off-street parking? yes  no

I understand that before the issuance of a building permit, I must have an approved Zoning Permit Application. Additionally, the UNDERSIGNED affirms that he/she/they is (are) the owner of subject property authorized to represent the interests of all property owners involved in this application and that the answers and statements herein contained and all maps, plans, and other information herewith submitted and attached are in all respects true to the best of his/her/their knowledge and belief. Additionally, the UNDERSIGNED acknowledges they have received or have been made available all applicable Ordinances relevant to said project, and further, will comply with said Ordinances.

Signature of Applicant(s): [Signature]

Date of Signature(s): 10-23-18

Office Use Only

Is this project consistent with the Master Plan  yes  no If no please explain on back.

Approved:  Denied: \_\_\_\_\_

Signature and Date of Zoning Administrator (or designate): [Signature]

Remarks:



## Preliminary Site Plan Checklist

City of Plainwell Administration Department  
 211 N. Main St. Plainwell, MI 49080  
 269-685-6821  
 Plainwell.org

Project Name: HyTech Springs Parcel Number: 55-206-020-00 Current Zoning District: I
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Item	Requirement	Shown	NO – N/A
1.	Provide name, address and phone number of applicant	X	
2.	Provide name, address, phone number and sealed with signatures of Michigan licensed architect, engineer, designer, landscape architect or planner who prepared the plan. Plan should be stamped "Preliminary or titled Preliminary Site Plan	X	
3.	Has <b>the Zoning Permit</b> has been completed?	X	
4.	Include the north arrow, legend, graphic and written scale on all sheets	X	
5.	Include the land description	X	
6.	Include the zoning of the site and adjacent parcels		
7.	Include the gross land area		
8.	Include scale	X	
9.	Include Structure location(s) Dimensions of lot and property lines- Location of all structures on subject and abutting properties- Location of each proposed structure, w/use(s), w/number of stories, gross building area Distances between structures and lot lines, setback lines	X	
10.	Include Occupancy type and Fire exits	X	
11.	<b>Parking and Paving</b> Proper number of parking spots/handicap? Location of loading docks/zone? Adequate loading space? Asphalt or gravel requirement met?	X	
12.	<b>Landscaping</b> Location and volume meets requirement for zoning district	N/A	
13.	<b>Lighting</b> Exterior lighting kept substantially on property?		
14.	<b>Traffic Flow (vehicular and pedestrian)</b> Driveway permit needed? Does traffic circulation provide safe vehicular and pedestrian flow <b>Yes</b> Public safety vehicle access? Fire lanes needed? <b>No</b>	X	
15.	<b>Storm Water Retention</b> Location of proposed storm collection area shown? Is it an adequate size?	X	
16.	<b>Dumpster</b> Location and screening met for zoning district	X	



Item	Requirement	Shown	No- N/A
17.	<b>Water and Sewer Lines (hookups)</b> Will permits be needed? Size and location of water connections/meter(s) ? Is a backflow preventer required? Size and location of sewer connections? Hydrant location <b>2 on property 245 &amp; 244</b>	N/A    X	
18.	Noise, Odor, Particulate, Vibration, Combustible or Hazardous Material Concerns	N/A	
19	<b>Signage Plan</b> Describe plan and show signage plan	N/A	
20	<b>Outside Storage</b> Will outside storage be required? Proper screen age and distances met?	X	
21.	Is Minimum/Maximum Lot Width Requirement Met	X	
22.	Is Minimum/Maximum Lot Area Requirement Met	X	
23.	Is Minimum/Maximum Height Requirement Met	X	
24	Are the Setback Requirements met for the zoning district Front – 30 ft. Back - 30 ft. Side - 20 ft		
25	<b>Is this a phase Construction? If so</b> Description of each phase:		X
26.	<b>Fire Suppression Considerations (if applicable)</b> Is sprinkler needed or recommended <b>No</b> Fire Pump needed ( 3 stories or more) <b>No</b>	X	
27.	<b>Is this project in a wellhead Protection/Flood Hazard District?</b>		X
28.	<b>Include a brief description of the project – Free standing scrap bin shelter</b>	X	

**Reviewed by:**

Community Development Manager      \_\_\_DS 10/25/18\_\_\_

Public Works Superintendent            \_\_\_\_\_

Director of Public Safety                BB 10/25/18\_\_\_\_\_

Waste Water Superintendent          \_\_\_\_\_

City Manger                                 \_\_\_\_\_



**Internal Use Only**

**Site Plan Checklist**

Date:

Project Name: Bin shelters

Site Address:

Telephone number:

Permit #:

Contact Person:

Parcel #: 55-206-020-00

Email Address:

---

Approval Date: \_\_\_\_\_ Planning Commission

Approval Date: \_\_\_\_\_ City Commission

1. Minutes sent to applicant

2. Conditions of approval                      none

A. Soil Erosion and Sedimentation control Permit required from Allegan County Water Resources Commissioner

B. Take care of any Fire Department Concerns

C. Provide a CAD compatible plan

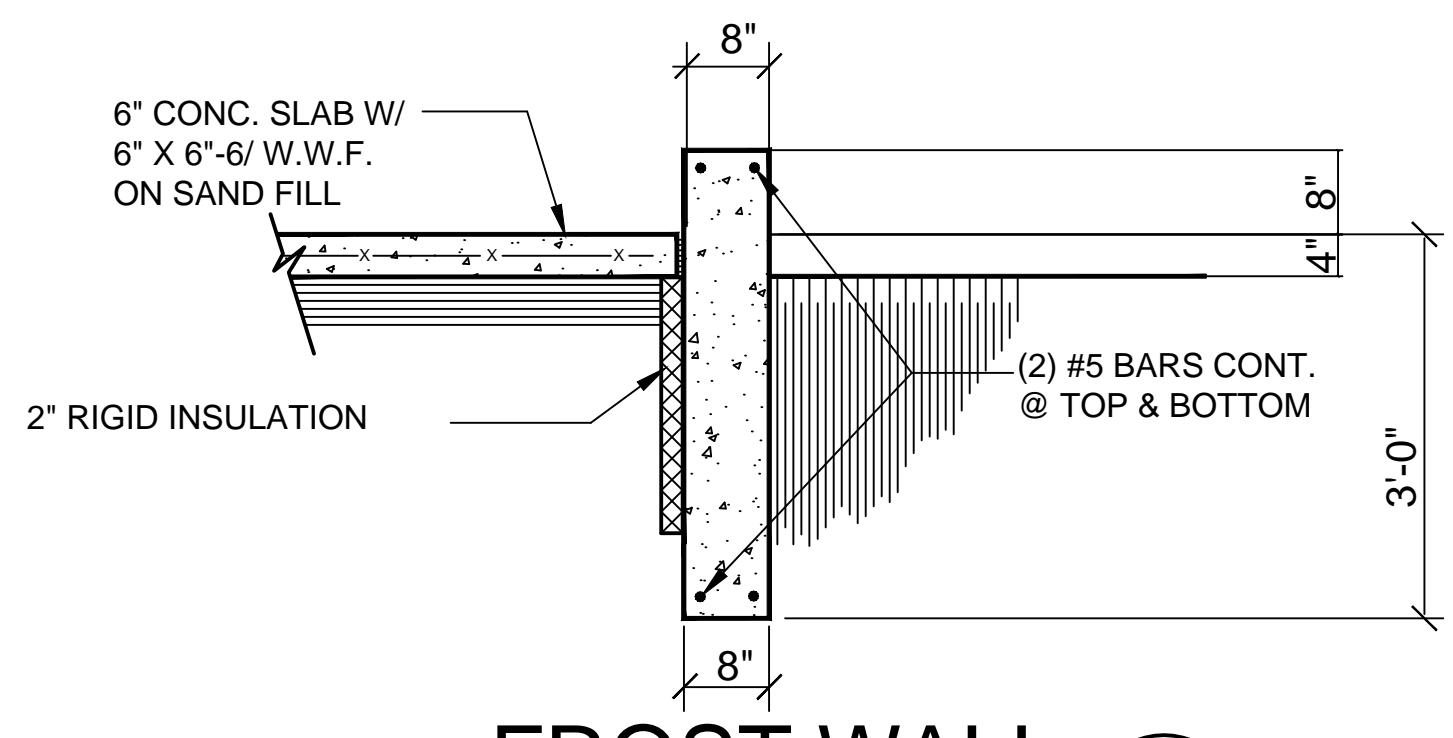
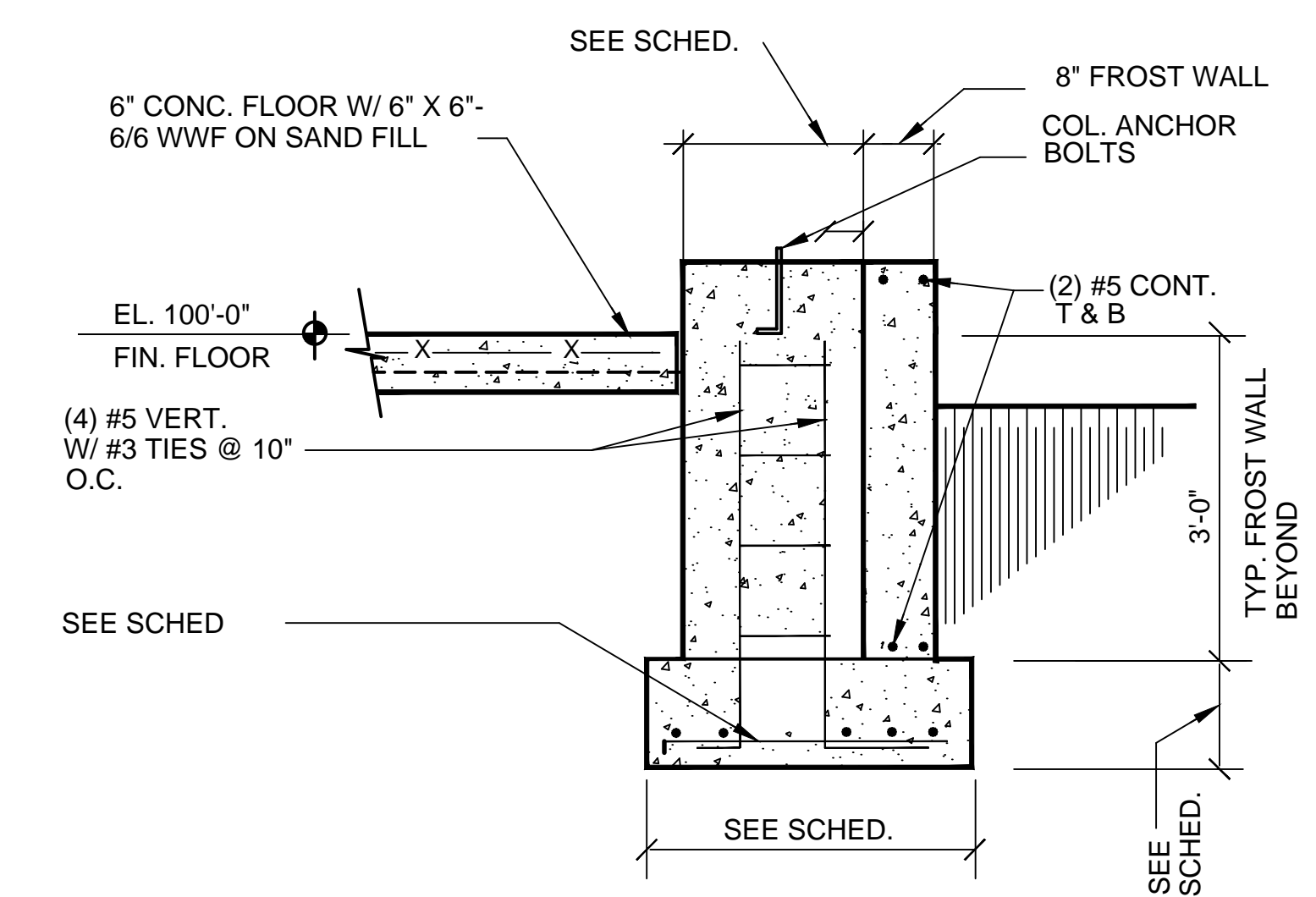
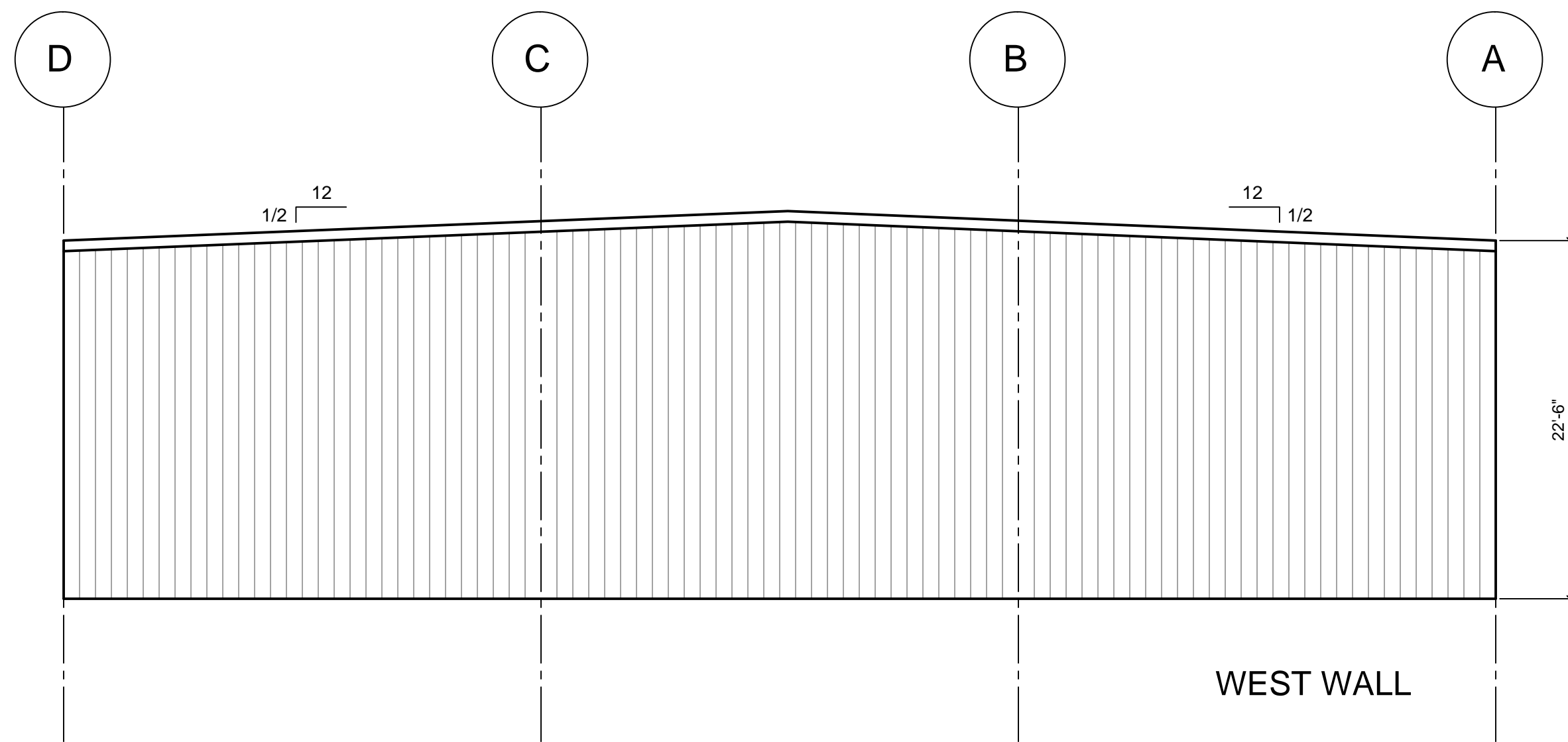
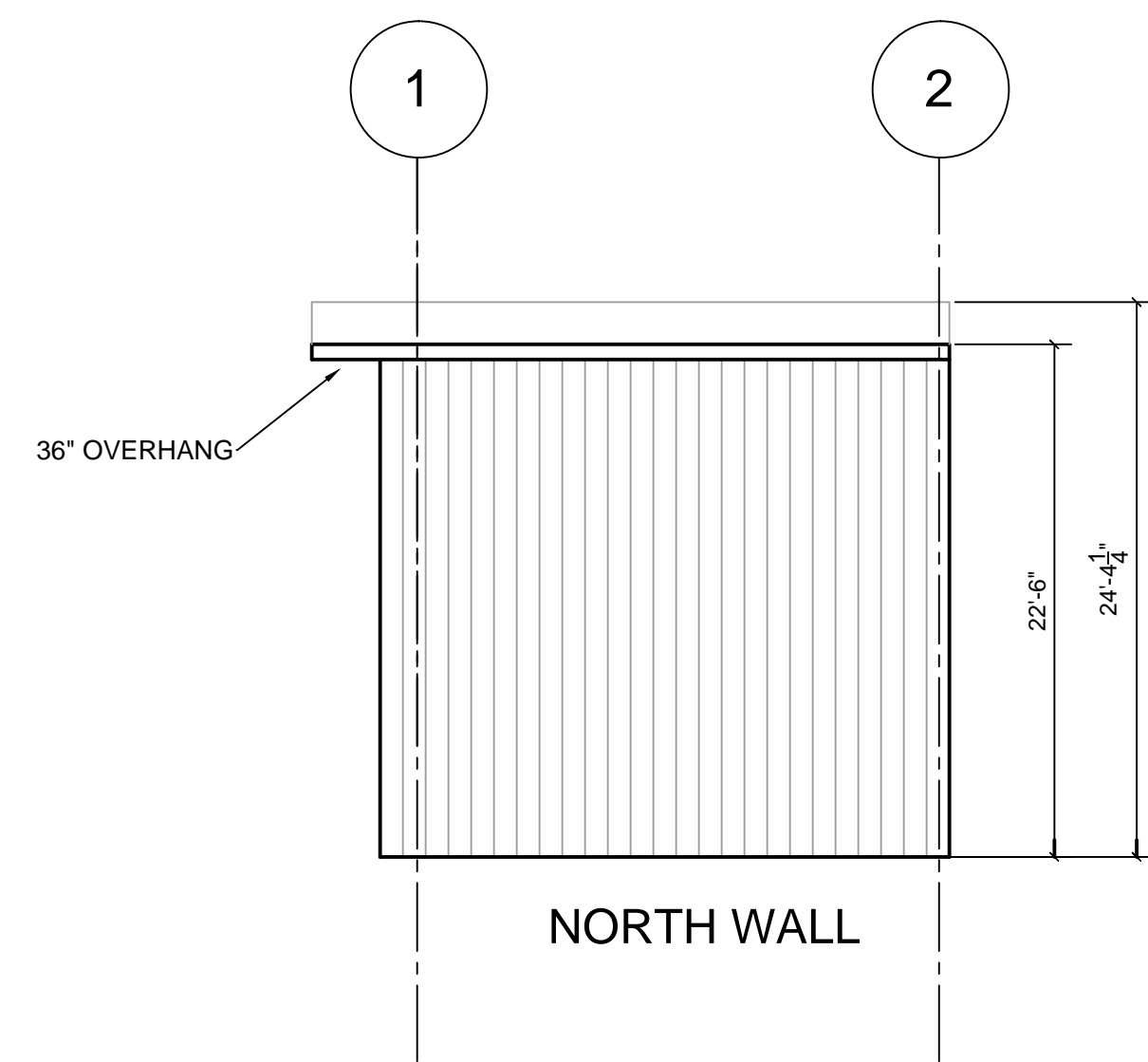
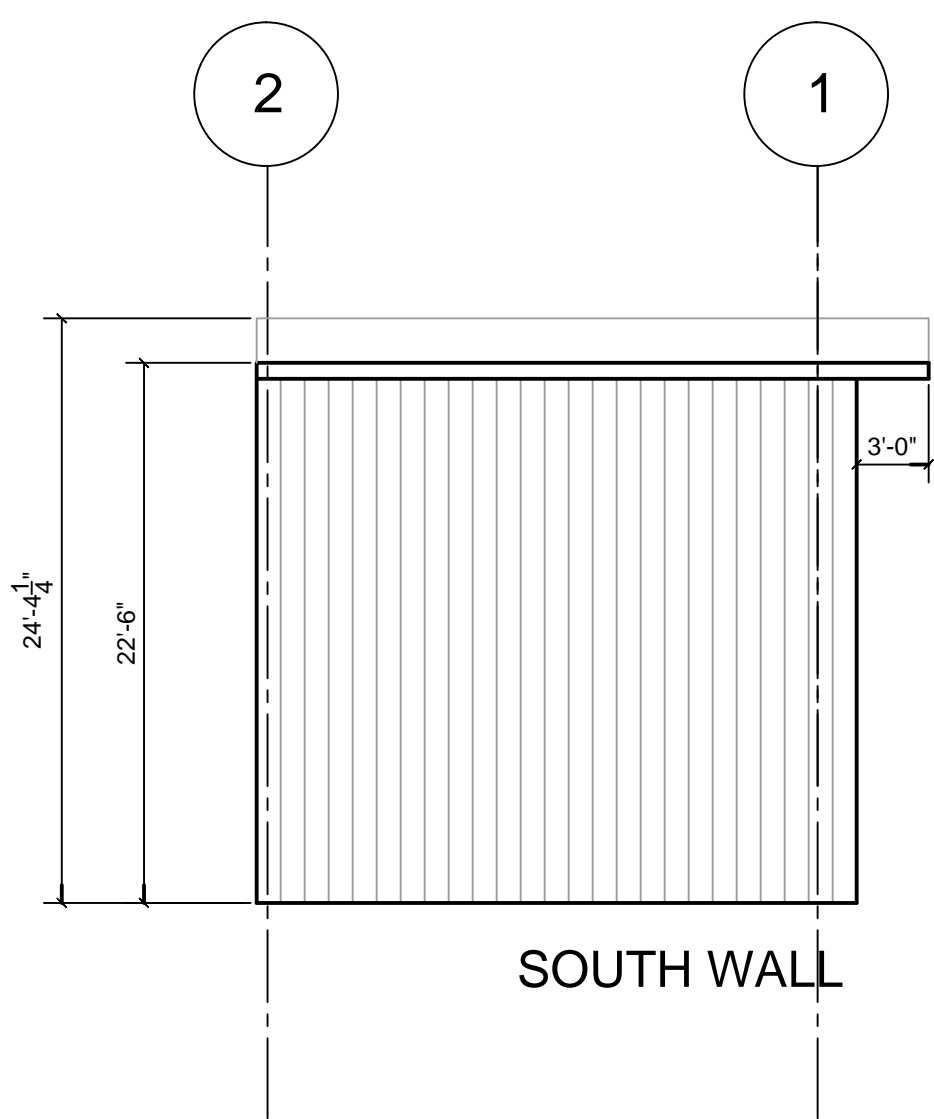
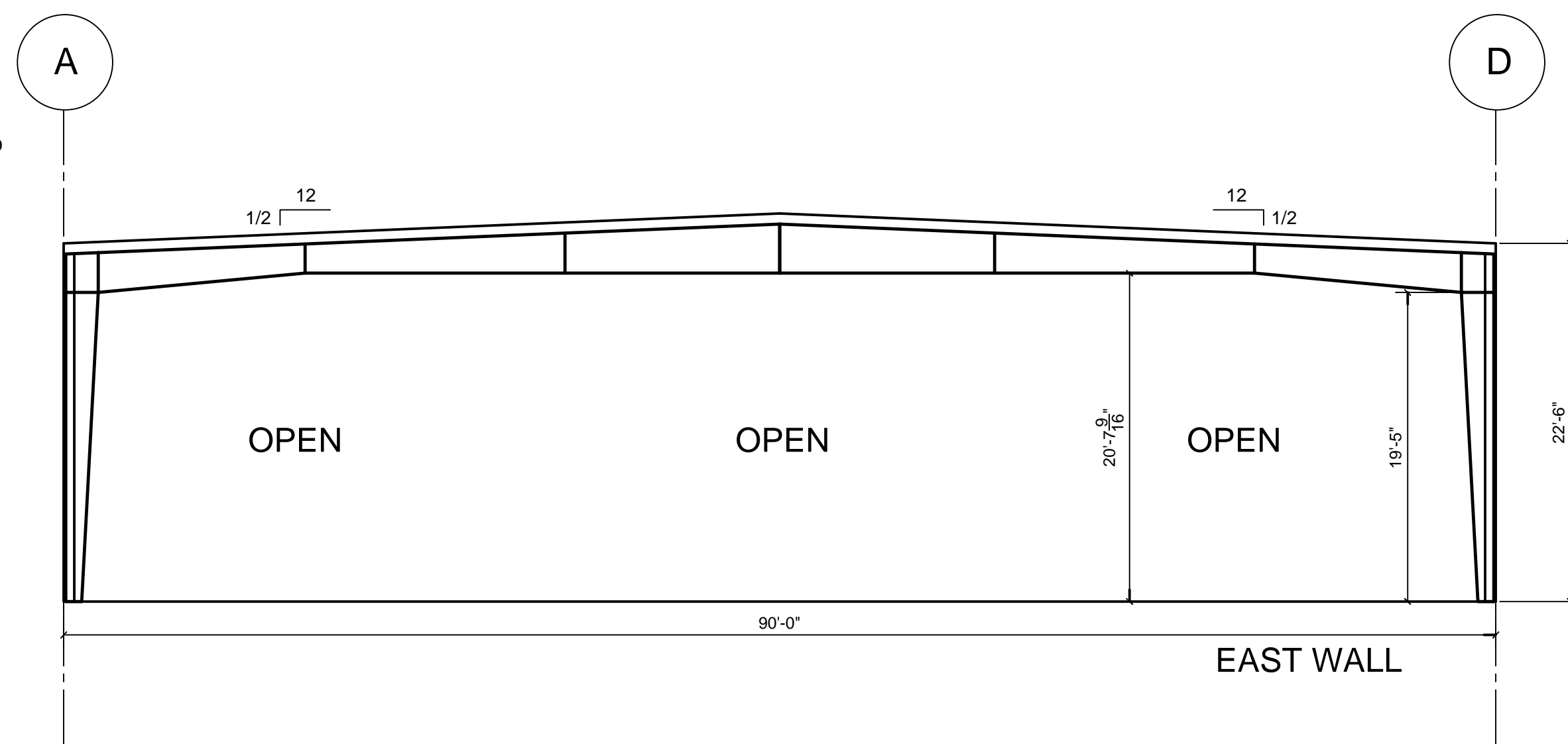
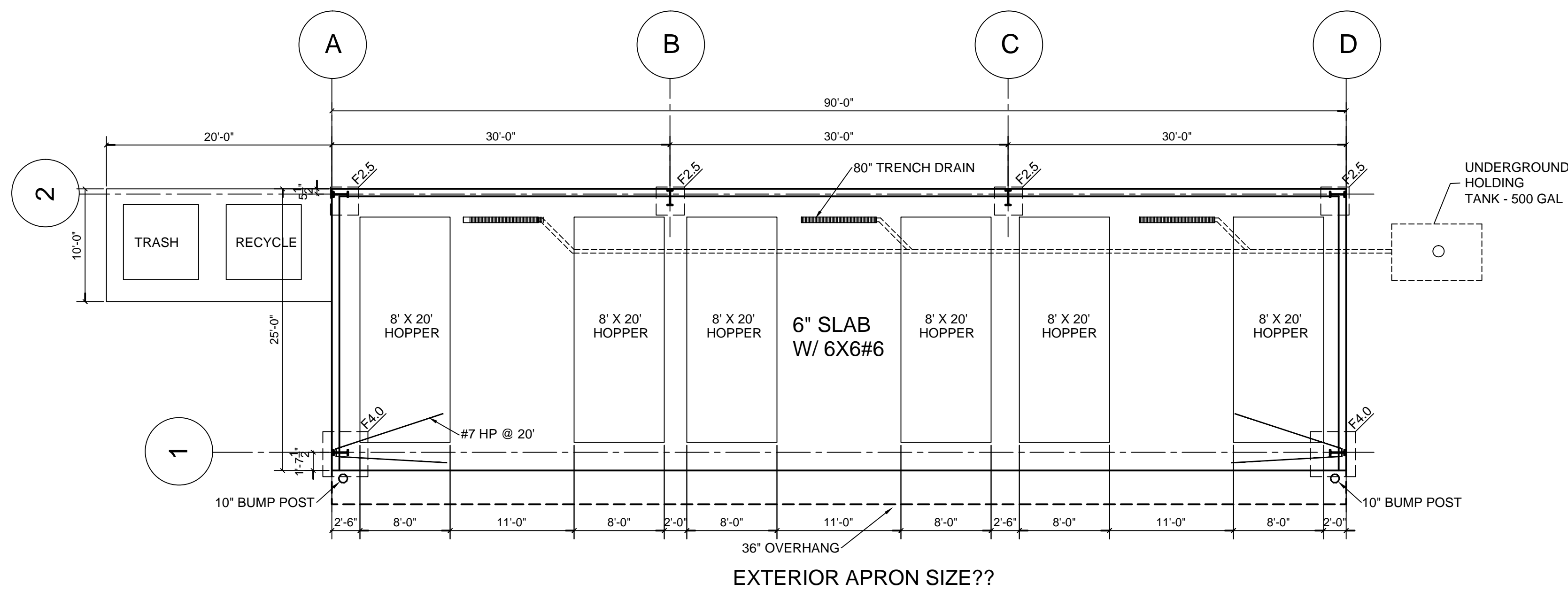
3. Sign Plan Signed by City and Applicant

4. Sealed Site Plans sent to PCI: Date \_\_\_\_\_

5. Site Plan complete:      Date \_\_\_\_\_

6. Easements Required                      Private    Public Date to City Commission \_\_\_\_\_





SEE AMERICAN BUILDINGS' DRAWINGS FOR ANCHOR BOLT SIZE & SPACING

SCRAP LUGGER SHELTER DESIGN

JOB NUMBER: 8240 Stadium Drive Kalamazoo, Michigan 49009 phone: (269) 353-7800 fax: (269) 353-7900

Delta Design Systems, Inc. design & build contractors steel building systems

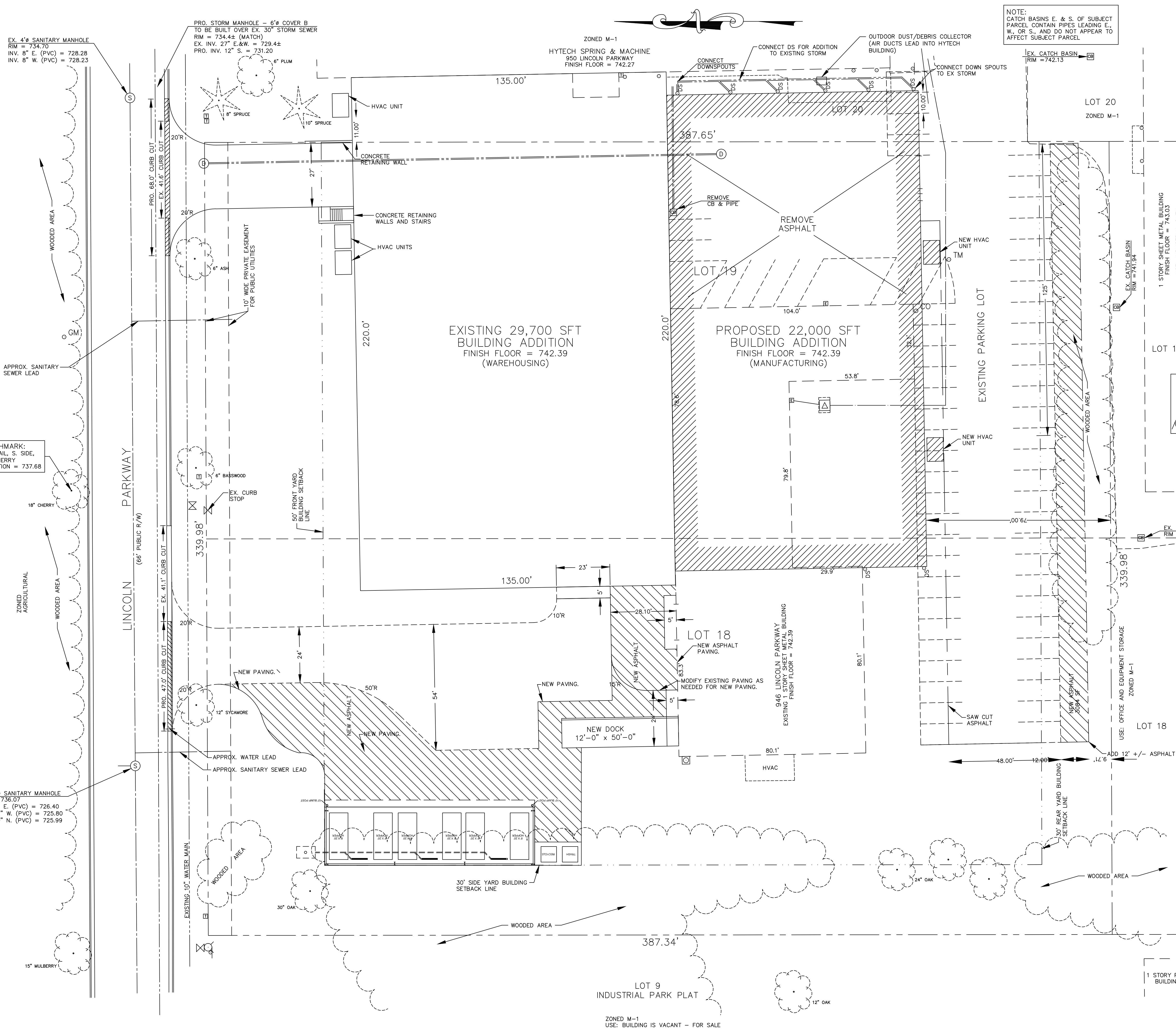
NORTH

HYTECH SPRING 950 LINCOLN PARKWAY PLAINWELL, MI 49080

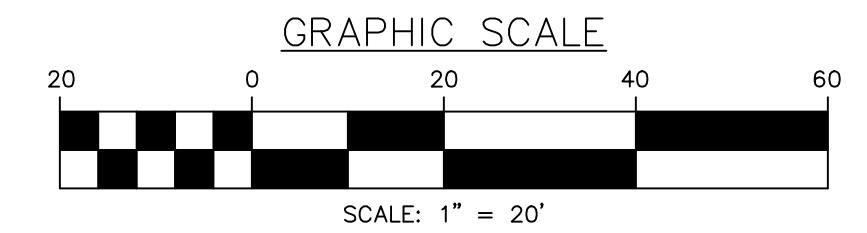
DATE: 9/25/2018

REVISION:

SHEET NO.:



NOTE:  
CATCH BASINS E. & S. OF SUBJECT PARCEL CONTAIN PIPES LEADING E., W., OR S., AND DO NOT APPEAR TO AFFECT SUBJECT PARCEL.



- LEGEND**
- = EXISTING CONCRETE CURB & GUTTER
  - = EXISTING EDGE OF ASPHALT
  - = EXISTING EDGE OF CONCRETE
  - = EXISTING BUILDING LINE
  - = EXISTING TREE LINE
  - = EXISTING FENCE LINE
  - = EXISTING SANITARY SEWER LINE
  - = EXISTING STORM SEWER LINE
  - = EXISTING GROUND CONTOUR LINE
  - = APPROXIMATE EXISTING BURIED ELECTRIC
  - = PROPERTY LINE
  - = PROPOSED EDGE OF ASPHALT
  - = PROPOSED EDGE OF CONCRETE
  - = PROPOSED BUILDING LINE
  - = PROPOSED STORM SEWER LINE
  - = PROPOSED GROUND CONTOUR LINE
  - ▨ = PROPOSED ASPHALT AREA
  - ▨ = PROPOSED CONCRETE AREA
  - = PROPOSED LEACHING BASIN
  - ⊙ = PROPOSED STORM MANHOLE
  - ⊙ = PROPOSED SPOT ELEVATION
  - ⊙ = EXISTING SPOT ELEVATION
  - ⊙ = EXISTING SANITARY MANHOLE
  - ⊙ = EXISTING SANITARY CLEAN-OUT
  - ⊙ = EXISTING GROUND TRANSFORMER
  - ⊙ = EXISTING ELECTRIC METER
  - ⊙ = EXISTING GAS WITNESS POST
  - ⊙ = EXISTING GAS METER
  - ⊙ = EXISTING TELEPHONE PEDESTAL
  - ⊙ = EXISTING FIBER OPTIC WITNESS POST
  - ⊙ = EXISTING WATER VALVE
  - ⊙ = EXISTING FIRE HYDRANT
  - ⊙ = EXISTING CATCH BASIN
  - ⊙ = EXISTING POST OR BOLLARD
  - ⊙ = EXISTING SIGN
  - ⊙ = EXISTING DECIDUOUS TREE
  - ⊙ = EXISTING CONIFEROUS TREE



**TOTAL SITE INFORMATION:**

SITE AREA: 338,795 SFT (7.77 AC)  
 ZONING: M-1 CLASSIFICATION  
 PROPOSED USE: WAREHOUSE/MANUFACTURING FACILITY  
 OWNERS: HY-TECH SPRING AND MACHINE  
 950 LINCOLN PARKWAY  
 PLAINWELL, MI 49080

**SITE DRAINAGE:**

DRAINAGE FROM EXISTING BUILDING AND PARKING AREA IS TO REMAIN UNCHANGED. THE "NEW" ROOF AREAS WILL DISCHARGE TO GROUND SURFACE PRIOR TO DRAINING TO THE MUNICIPAL SYSTEM.

**PARKING:**

REQUIRED PARKING (INCLUDES EXIST. FACILITIES AND PROPOSED WAREHOUSE):  
 1 SPACE FOR EVERY 350 SFT OF OFFICE = 3,200 SFT / 350 = 9.1 SPACES  
 1 SPACE FOR EVERY 2000 SFT WAREHOUSE = 65,108 SFT / 2,000 = 32.5 SPACES  
 1 SPACE FOR EVERY 650 SFT OF GROSS FLOOR AREA = 36,682 SFT / 650 = 56.4 SPACES  
 TOTAL REQUIRED SPACES = 101.1 SPACES => 101 SPACES  
 ACTUAL SPACES PROVIDED => 138

**LEGAL DESCRIPTION:**

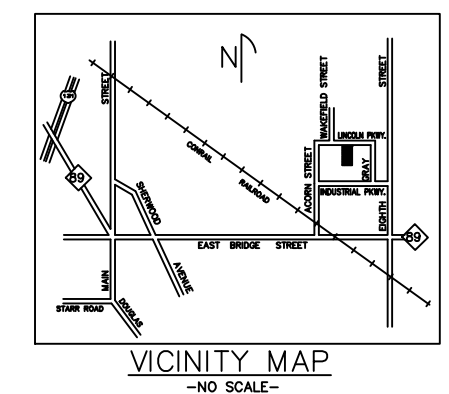
LOTS 18 AND 19, INDUSTRIAL PARK, PLAT NO. 2, BEING A SUBDIVISION IN THE NORTHEAST QUARTER OF SECTION 29, TOWN 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 12 OF PLATS, PAGES 47 AND 48, ALLEGAN COUNTY RECORDS, EXCEPT THE SOUTH 272.25 FEET THEREOF. CONTAINING 3.02 ACRES MORE OR LESS.

SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD OR OTHERWISE.  
 NOTE: THIS IS NOT A BOUNDARY SURVEY. PARCEL DIMENSIONS SHOWN ARE BASED ON MEASUREMENTS MADE BETWEEN FOUND MONUMENTATION WHICH HAS NOT BEEN VERIFIED

**UTILITY STATEMENT:**

THE EXISTING UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY OBSERVATIONS AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN HEREON COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATIONS INDICATED, ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

**NEW ASPHALT:**  
 3084 PARKING  
 1946 DOCK AREA  
 1720 DOCK TURN AROUND



JOB NUMBER: 1819

8240 Stadium Drive  
 Kalamazoo, Michigan 49009  
 phone: (269) 353-7800  
 fax: (269) 353-7900

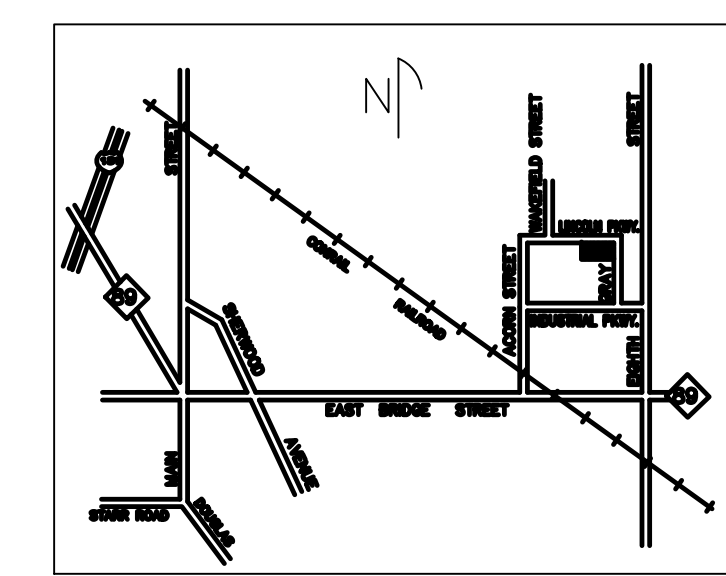
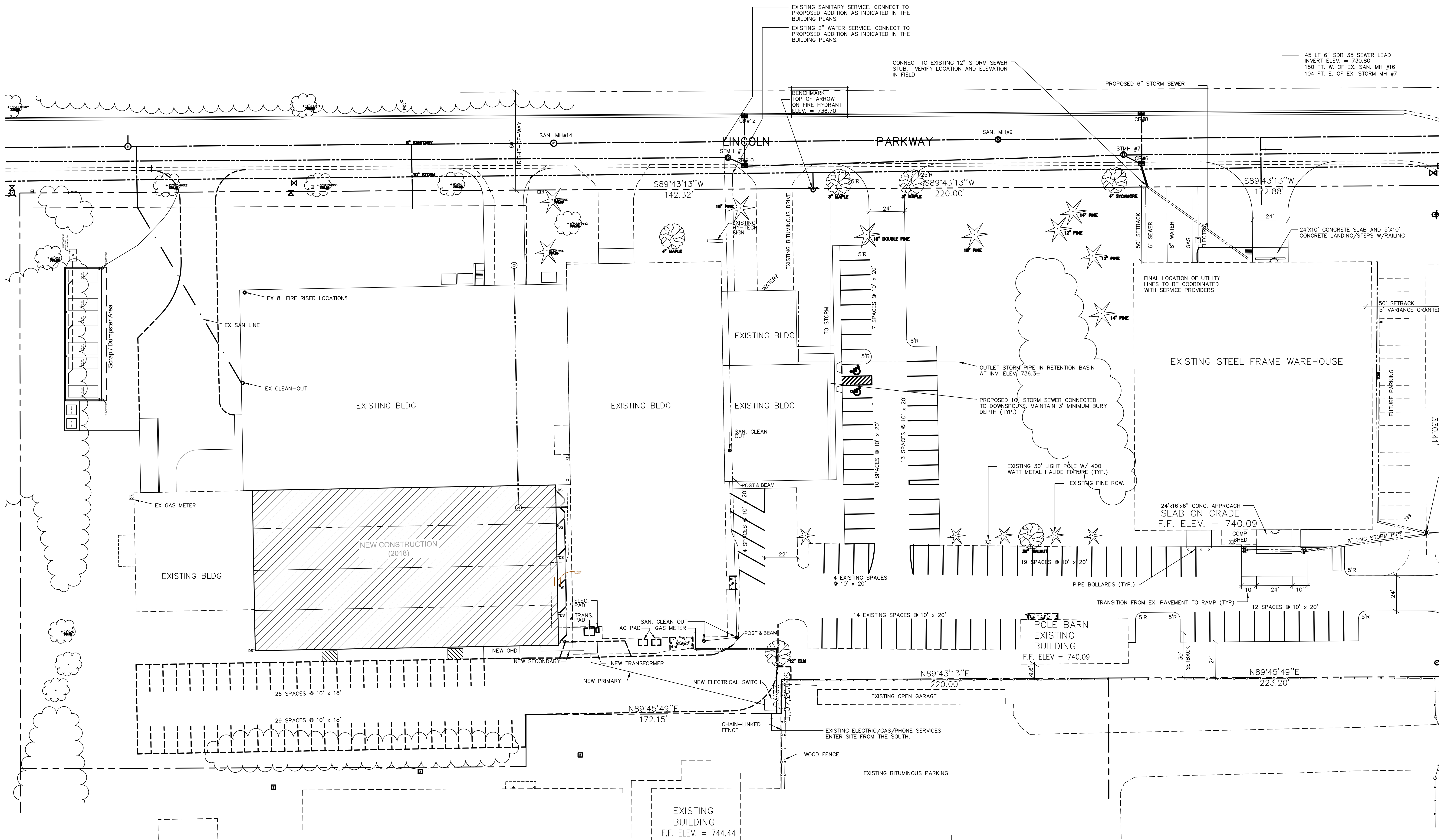
**Delta Design Systems, Inc.**  
 design & build contractors steel building systems

**HY-TECH SPRING & MACHINE**  
 950 LINCOLN PARKWAY  
 PLAINWELL, MICHIGAN 49080

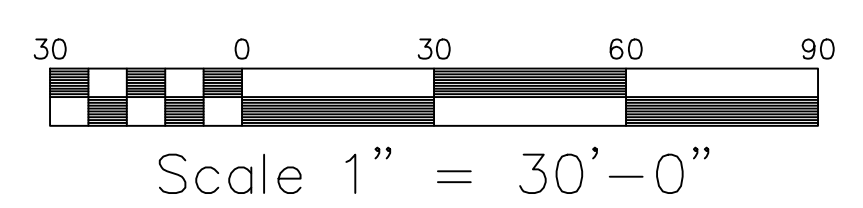
REVISION	DATE	FOR PERMITS
	23 AUGUST 2018	
	10/2/2018	018 9:52:59 AM, Delta Design Systems, Inc.

C-1





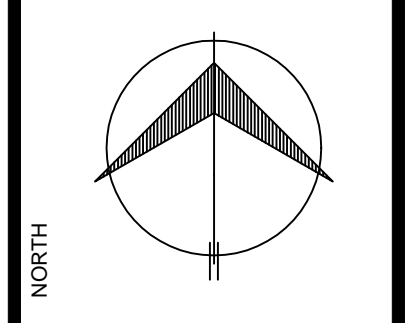
VICINITY MAP  
-NO SCALE-



JOB NUMBER:  
**1819**

8240 Stadium Drive  
Kalamazoo, Michigan 49009  
phone: (269) 353-7800  
fax: (269) 353-7900

**Delta Design Systems, Inc.**  
design & build contractors steel building systems



**HY-TECH SPRING & MACHINE**  
950 LINCOLN PARKWAY  
PLAINWELL, MICHIGAN 49080

DATE	REVISION
23 AUGUST 2018	FOR PERMITS
10.22.2018	2.23.38 PM_Delta Design Systems, Inc.

SHEET NO.:  
**C-2**

**MINUTES**  
**Plainwell City Council**  
**October 8, 2018**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Peter Dams from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, Councilman Overhuel, and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 09/24/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments:  
Rick Cain introduced himself to the group reporting that he is running for County Commissioner.
7. County Commissioner Report: None.
8. Presentations:  
Community Development Denise Siegel introduced the 2018 Photography Contest Winners – Youth Winner, Caitlin Davis – Adult Co-Winners, Marcus Lucas and James Larson – Best in Show, Katie Collier
9. Agenda Amendments: None.
10. Mayor's Report:  
Thank you for the continued support from Lighthouse Baptist Church.
11. Recommendations and Reports:
  - A. Clerk/Treasurer Kelley briefed Council on minor, mostly typographical updates to the city's Investment Policy and an update of the listing of approved financial depositories as required by the Policy. The only change to the depository listing was the addition of Grand River Bank in Grandville.  
**A motion by Keeler, seconded by Keeney, to adopt Resolution 18-23 for the Approved Financial Depositories and to accept changes to the city's Investment Policy. On a voice vote, all in favor. Motion passed.**
  - B. Clerk/Treasurer Kelley reported receiving an application for an Industrial Facilities Tax Abatement for Rizzo Packaging, Inc. The process requires a public hearing which is recommended for November 12, 2018 at 7am at the regular Council Meeting.  
**A motion by Steele, seconded by Overhuel, to adopt Resolution 18-24 setting a public hearing for November 12, 2018 to consider and IFT Tax Abatement for Rizzo Packaging, Inc. On a voice vote, all in favor. Motion passed.**
  - C. Superintendent Pond recommends using Perceptive Controls to program the recently acquired SCADA radios. Councilman Keeney appreciated using local vendors for this work.  
**A motion by Steele, seconded by Overhuel, to approve the programming of SCADA radios with Perceptive Controls for \$3,600.00. On a roll-call vote, all in favor. Motion passed.**

- D. Personnel Manager Lamorandier briefed Council on a new job description created in response to an upcoming retirement, which will include additional election assistant responsibilities.  
**A motion by Keeler, seconded by Keeney, to approve the Utility Billing Specialist / Deputy City Clerk job description as presented. On a voice-vote, all in favor. Motion passed.**
- E. City Manager Wilson sought permission from Council to seek grant funds from the Michigan Economic Development Corporation (MEDC) in relation to the Plainwell Paper Mill demolition project. Manger Wilson stated that the grant application would require the City to be responsible for matching 10% of any grant- if awarded. City Manager Wilson stated he estimates the City's match could be approximately \$360,000. While there is no guarantee of funds, nor have any bids been received, Council will still review and approval all bid packages and potential grant awards.  
**A motion by Keeler, seconded by Overhuel, to confirm Council's support of allocating 10% as City Match for a possible grant award for demolition. On a roll call vote, all in favor. Motion passed.**

12. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the September 2018 Investment and Fund Balance Reports and the August 2018 Public Safety Report. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

- A motion by Keeler, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$136,710.85 for payment of same. On a roll call vote, all in favor. Motion passed.**

14. Public Comments None

15. Staff Comments

Personnel Manager congratulated all of the photo contest participants and winners.

Superintendent Nieuwenhuis reported the Anderson Lot paving work has been delayed until Spring for various reasons. He also noted the leaf pickup project to which staff and a citizen raised concerns about the collection on Walnut Woods, which is being reviewed and monitored by staff. The city will make every effort to get leaves picked up before snowfall.

Superintendent Pond gave a progress report on the replacement of pumps at the water renewal facility.

Community Development Manager Siegel reported open voting for the Scarecrow Contest.

Director Bomar reported that October is Fire Prevention Month and that the Department is working to educate the elementary school students all month long.

Clerk/Treasurer Kelley reporting having convened the Election Commission to approve the listing of Election Inspectors for the November 6, 2018 General Election, noting the city continually seeks additional inspectors. He also reported absent voter ballots being mailed out at a good clip and that the auditors will return on October 24 to finalize the city's financial statement.

16. Council Comments:

Councilman Overhuel congratulation the photo contest winners.



17. Adjournment:

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

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer