

# City of Plainwell

Nick Larabel  
Paul Rizzo  
Adam Hopkins  
Jim Turley  
Angela Ridgway  
Cathy Green  
Kevin Seckel  
Justin Lakamper  
Randy Wisnaski



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

“The Island City”

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**AGENDA**  
**DDA/TIFA/BRA**  
**City Hall Council Chambers**  
**September 12, 2023 7:30 AM**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 08/08/2023 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
  
7. **BRA Action Items**
  - A. Mill Updates
  - B. Accounts Payable for August of \$18,678.72
8. **DDA Action Items**
  - A. Wayfinding Signs
  - B. Accounts Payable for August of \$721.55
9. **TIFA Action Items**
  - A. Update on Property
  - B. Accounts Payable for August of \$497.01
10. **Communications:** 07/24/23 and 08/14/2023 Council Meeting Minutes. Also, the Financial Report/ Summary as of 08/31/2023
11. **Public Comments**
12. **Staff Comments:**

*Events:* Farmers’ Market ends 9/28/23; Pumpkins in the Park - 10/14/23; Arts & Eats - 10/21/23  
*Businesses coming soon:* Smoke Shop; Bronson Lab; Holiday Inn  
*Site Plans approved:* Distillery 119 W. Bridge St.
13. **Member Comments**
14. **Adjournment**

***The Island City***

*Note: All public comment’s limited to two minutes, when recognized please rise and give your name and address.*  
The City of Plainwell equal-opportunity provider and employer

Minutes  
Plainwell DDA, BRA, and TIFA:  
**August 8, 2023**

1. Call to Order - Meeting called to order at 7:30 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call  
**Members Present:** Randy Wisnaski, Adam Hopkins, Justin Lakamper, Jim Turley  
Angela Ridgway, Nick Larabel, Paul Rizzo  
Approval of Minutes of 07/11/23: Minutes were approved with edits to place on file.
4. General Public-None
5. Chairman's Report: None
6. BRA Action Items
  - A. Mill Updates were given by Siegel on the Lead Abatement and 2 current contract negotiations for 2 Mill buildings and 3 acres of Mill property.
  - B. **Motion to accept accounts payable for July of \$7,361.72 was made by Hopkins and seconded by Rizzo. All in favor vote. Motion carried.**
7. DDA Action Items
  - A. Discussion/updates on downtown projects. Wayfinding Signs; Social District; Property sold
  - B. **Motion to accept accounts payable for July of \$1,579.72 was made by Ridgway and seconded by Larabel. All in favor vote. Motion carried.**
8. TIFA Action Items
  - A. General Information to group by Lakamper, City Manager, there will be a resolution placed on City Council Agenda, Mon. August 14 to rename the Industrial Park to the James R. Higgs Industrial Park.
  - B. **Motion to accept accounts payable for July of \$783.05 was made by Turley and seconded by Wisnaski. All in favor vote. Motion carried.**
9. Communications: 06/26/23 and 07/10/2023 Council Minutes. Also, the Financial Report/ Summary as of 07/31/2023 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager, Siegel reported:  
*Events:* Food Truck Rallies, Side Walk Sales, Farmers' Market  
*Businesses:* New owner of Envy; Bloom Eatery to open mid-September  
*Site plans* – Hotel (Holiday Inn Express) approved on Aug. 2  
Member Comments: Turley – Announced Bronson Hospital purchased his building.
12. Adjournment: **A Motion to adjourn the meeting at 7:38 a.m. was made by Hopkins and seconded by Wisnaski.**

09/01/2023 03:16 PM  
User: BKELLEY  
DB: Plainwell

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
POST DATES 08/01/2023 - 08/31/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	AUGUST 2023 DENTAL/VISION	19.44	26267
243-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	AUGUST 2023 HEALTH INSURAN	187.95	26269
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	AUGUST 2023 LIFE INSURANCE	0.61	26268
243-443-830.000	Contractual Reimbursement	CRA 200 ALLEGAN STREET LLC	2013 REIMBURSEMENT AGREEME	17,438.79	26341
243-443-931.000	Outside Services (RMLB)	ERIK WILSON	JULY 2023 CONSULTING	880.00	2381
243-443-931.000	Outside Services (RMLB)	LOCK MASTER SECURITY LLC	MILL ELEVATOR CONTROL ROOM	145.00	26307
243-443-948.000	Computer Services	PAGE FREEZER SOFTWARE INC	PAGEFREEZER FOR SOCIAL MEI	6.93	26319
		Total For Dept 443 PUBLIC		18,678.72	
		Total For Fund 243 BROWNFI		18,678.72	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 243 BROWNFIELD REDEVE	18,678.72
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18,678.72

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
 POST DATES 08/01/2023 - 08/31/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	AUGUST 2023 DENTAL/VISION	25.93	26267
248-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	AUGUST 2023 HEALTH INSURAN	330.52	26269
248-443-948.000	COMPUTER SERVICES	PAGE FREEZER SOFTWARE INC	PAGEFREEZER FOR SOCIAL MEI	6.93	26319
248-443-955.000	DDA - Welcome Pocket Folde	AMAZON	DDA - Welcome Pocket Folde	72.50	2419
Total For Dept 443 PUBLIC				435.88	
Dept 775 SPECIAL EVENTS					
248-775-881.022	DDA - Farmers Market Banne	COMPLETE TEAM OUTFITTER INDDA	- Farmers Market Banne	150.00	2419
248-775-881.022	Farmers Market Costs - DD	HARDINGS MARKET 380	DDA - ICE & WATER	15.67	26273
248-775-881.022	Farmers Market Costs - DD	PLUMBER'S PORTABLE TOILETS	DDA - FARMERS MARKET PORI	120.00	26336
Total For Dept 775 SPECIAI				285.67	
Total For Fund 248 DOWNTOW				721.55	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 248 DOWNTOWN DEVELOPM	721.55
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	721.55

M89/Hicks Park



Brooks Plaza ↑  
Public Parking ↔  
City Hall ←  
Library ↑

Fannie Pell Park  
Option A



Downtown ↑  
Bandshell ←  
River Walk →  
Public Parking ↔

Fannie Pell Park  
Option B



Downtown ↑  
Bandshell ←  
River Walk →  
City Hall →  
Public Parking ↔



Sherwood Park M89



S. Main St.



Sherwood Park →  
 Veterans Memorial →  
 River Walk →  
 Library ←  
 Downtown ↑

Downtown ↑  
 City Hall ↑  
 Public Parking →



## Sherwood by Deans



River Walk ←

Bandshell ←

Dog Park →

Pickleball Courts →

09/01/2023 03:16 PM  
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
POST DATES 08/01/2023 - 08/31/2023  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	AUGUST 2023 DENTAL/VISION	50.69	26267
247-443-718.001	Health Insurance Premiums	PRIORITY HEALTH	AUGUST 2023 HEALTH INSURAN	438.69	26269
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	AUGUST 2023 LIFE INSURANCE	0.70	26268
247-443-948.000	Computer Services	PAGE FREEZER SOFTWARE INC	PAGEFREEZER FOR SOCIAL MEI	6.93	26319
Total For Dept 443 PUBLIC				497.01	
Total For Fund 247 TAX INC				497.01	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL  
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BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 247 TAX INCREMENT FIN	497.01
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	497.01

**MINUTES**  
**Plainwell City Council**  
**July 24, 2023**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro-Tem Steele, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the July 10, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: John Spencer, a representative for House Republican Leader Matt Hall, introduced himself to Council and provided his contact information.
7. County Commissioner Report: County Commissioner Dugan shared that Allegan County's death rate is comparable to other counties, citing a recent medical examiner's report. He stated that there is discussion concerning aggregate and mineral rights on City owned property, as the State of Michigan is looking to acquire these rights from local communities. He provided an update on the Allegan County Courthouse remodel, stating that there were no funds available at this time. He said that there are currently two visiting Judges coming to the Courthouse and providing support. He gave an update on the Allegan County Sheriff Department body cams, and shared that Plainwell has received matching funds for a water/sewer project. He spoke about power generated by Calkins Dam in Allegan, and the hope to relicense it for continued use by the City of Allegan.
8. City Clerk Leonard reported no changes to the Agenda.  
**A motion by Steele, seconded by Overhuel, to approve the Agenda for the July 24, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. City Manager Lakamper provided an update on the curbside recycling and bulk trash removal services. Further research indicated that a special tax assessment district was unnecessary.  
**A motion by Keeney, seconded by Steele, to approve Resolution 2023-25 establishing fees for monthly curbside recycling and semi-annual bulk trash pickups to be collected on the 2023 Winter Tax Bill. On a roll call vote, all in favor. Motion passed.**
  - B. Water Renewal Superintendent Pond discussed the annual purchase of chlorine and sulfur gas necessary for Plant operation.  
**A motion by Wisnaski, seconded by Keeney, to approve the annual purchase of chlorine and sulfur gas from Haviland Products for \$14,600.00. On a roll call vote, all voted in favor. Motion passed.**

C. Water Renewal Superintendent Pond discussed the annual purchase of ferric chloride necessary for Plant operation.

**A motion by Keeney, seconded by Overhuel, to approve the annual purchase of ferric chloride from Webb Chemical for \$46,436.00. On a roll call vote, all voted in favor. Motion passed.**

D. Water Renewal Superintendent Pond discussed the annual purchase of polymer necessary for Plant operation.

**A motion by Overhuel, seconded by Wisnaski, to approve the annual purchase of polymer from WaterSolve LLC for \$8,800.00. On a roll call vote, all voted in favor. Motion passed.**

E. City Manager Lakamper discussed a request from Profielnorm USA for a topographical survey of the lot at 830 Miller Rd. This survey is in addition to previously requested survey work.

**A motion by Wisnaski, seconded by Keeney, to approve the Professional Services Agreement with Fleis & Vandenbrink Engineering for \$9,800.00 for survey work at 830 Miller Road as part of the land sale to Profielnorm USA. 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 June 2023 Department of Public Safety and Water Renewal Reports, the draft June 15, 2023 Parks & Trees Meeting Minutes and the draft July 11, 2023 DDA/BRA/TIFA Meeting Minutes. 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 \$523,479.58 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments:

Finance Director Kelley shared that he is working on the end of the year audit.

Superintendent Nieuwenhuis stated that the bridge is curing. The next step, epoxy and stone chips, will be happening soon.

Community Development Manager Siegel reported that an extension has been granted for the dam project, which has been delayed by lack of access to the property for testing purposes. She shared that the rental rehab project at Perfect Image Salon is complete and all apartments have tenants. She stated the Planning Commission has reviewed a site plan provided by Holiday Inn. There will be a Public Hearing in August concerning the Master Plan.

Water Renewal Superintendent Bryan Pond said that a recent surface water PFAS test came back well within limits.

Public Safety Director Callahan stated that the new Rescue 1 boat is here, and the department is happy with the purchase.



City Manager Lakamper discussed the lead abatement project, stating the closing of the EGLE loan has been extended by 6 months. The company providing the lead abatement service is looking to adjust their process, and work has stopped for now. He discussed the dam project, stating that we need access to do construction work. He shared that while the dam located at City Hall is fine, the trestle bridge has been deemed a potential barrier to fish migration. The City may need to consider removal of the trestle bridge. He provided an RFQ update.

15. Council Comments: Councilmember Overhuel thanked everyone for coming and congratulated Finance Director Kelley on his grandson and Superintendent Nieuwenhuis on his daughter's wrestling victory. Mayor Pro-Tem Steele also congratulated Superintendent Nieuwenhuis and his daughter.
16. Adjournment:  
**A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:49 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
Ginger J Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
August 14, 2023

  
Ginger J Leonard, City Clerk

**MINUTES**  
**Plainwell City Council**  
**August 14, 2023**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro-Tem Steele, Councilmember Overhuel, Councilmember Wisnaski and Councilmember Keeney.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the July 24, 2023 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None
7. Presentation: Public Safety Director Callahan presented a Life Saving Award to officers Varley, Rantz, Pell, Leonard, Thomas, Pallet, and Hester. On November 30<sup>th</sup>, 2022 these officers were dispatched to assist a 70-year-old man in full arrest. Officers arrived and CPR was initiated. The subject left in the ambulance with a pulse and breathing on his own.  
Public Safety Director Callahan presented a Life Saving Award to officers Rantz, Roberts, Leonard, Culver, Kuitert, Pallet, and Hester. On July 4<sup>th</sup>, 2023 these officers were dispatched to a witnessed cardiac arrest. Upon arrival they found the patient with agonal breathing and no pulse. Personnel applied an AED and started CPR. The patient left in the ambulance with a pulse and breathing on their own.  
The Life Saving Award is presented to Public Safety Officers for actions that save a human life. On these calls, first aid was administered - including placing an AED and performing CPR/Rescue Breathing. These actions reflect the highest standard of conduct for public safety personnel and shed good light upon the Plainwell Department of Public Safety.
8. **A motion by Steele, seconded by Overhuel, to approve the Agenda for the August 14, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: Mayor Keeler discussed the old jail, which was taken down and preserved. It is currently being stored in the basement of City Hall. He stated that the jail is historically accurate, and as such may qualify for funding from the Historical Society. He shared his hopes to reassemble and display the old jail in the future.
10. Recommendations and Reports:
  - A. Mayor Keeler provided Council with his recommendations to fill vacancies on various Boards and Commissions.  
**A motion by Keeney, seconded by Wisnaski, to confirm the Mayor's appointment of four community members to various Boards and Commissions. On a roll call vote, all in favor. Motion passed.**
  - B. Mayor Keeler presented Resolution 2023-27, a resolution renaming and dedicating Industrial Park to James R. Higgs Industrial Park. Mayor Keeler thanked Jim for his numerous contributions to the City of

Plainwell, both as Mayor and as a valued member of various Boards and Commissions over the past 53 years. Mayor Keeler read aloud the following:

**WHEREAS, Jim Higgs was Mayor of the City of Plainwell from 1976 to 1978 and again from 1980 to 1984; and**

**WHEREAS, Jim Higgs has faithfully served the City of Plainwell since 1970 as an experienced and valued member of the City Council, Planning Commission, Library Board and Airport Board; and**

**WHEREAS, he has participated in many community endeavors including revising the City Charter to move to a Manager/City Council form of government, reactivating the Planning Commission and proactively working toward diversification of the City's industrial tax base; and**

**WHEREAS, by sheer force of will and persistence has been instrumental in acquiring, developing and expanding the Industrial Park and in seeing that Plainwell is recognized as a positive, safe, caring community to live and work in; and**

**NOW THEREFORE BE IT RESOLVED, that the Mayor and City Council of the City of Plainwell, as an expression of thanks on behalf of the citizens of the City of Plainwell do hereby rename the Plainwell Industrial Park to James R. Higgs Industrial Park and dedicate it to Jim Higgs for his extraordinary service to the City of Plainwell; and**

**BE IT FURTHER RESOLVED, that a copy of this resolution be displayed in full in the minutes of the August 14, 2023 meeting of the Plainwell City Council and a copy of this resolution be presented to Mr. Jim Higgs.**

A motion by Steele, seconded by Overhuel, to approve Resolution 2023-27. On a roll call vote, all voted in favor. Motion passed.

Mayor Keeler presented Jim Higgs with a ceremonial signed copy of Resolution 2023-27.

Mr. Higgs thanked Council, and spoke of his dedication, support and service to the City of Plainwell over the last 5 decades.

C. Water Renewal Superintendent Pond discussed the need for additional PFAS testing.

A motion by Keeney, seconded by Wisnaski, to approve the purchase of PFAS testing supplies in an amount not to exceed 6,048.00. On a roll call vote, all voted in favor. Motion passed.

D. Water Renewal Superintendent Pond discussed the need to repair roofing on three Water Renewal Plants. Superintendent Pond requested quotes from several vendors. Only one vendor supplied a quote. A motion by Wisnaski, seconded by Overhuel, to approve the contract with J&L Roofing in an amount not to exceed \$110,113.00. On a roll call vote, all voted in favor. Motion passed.

E. Community Development Manager Siegel discussed the new Master Plan for 2023 through 2027.

A motion by Overhuel, seconded by Steele, to approve the 2023-2027 City of Plainwell Master Plan as presented. On a roll call vote, all voted in favor. Motion passed.

F. City Manager Lakamper discussed Ordinance 396 which amends section 36-17 of the Code of Ordinances dealing with Plainwell's water billing practices.

The City of Plainwell is an equal opportunity employer and provider

**A motion by Keeney, seconded by Wisnaski, to approve Ordinance 396 as presented. On a roll call vote, all voted in favor. Motion passed.**

**G. City Manager Lakamper discussed the updated purchase agreement from Profielnorm USA, which includes a topographical survey provided by the City.**

**A motion by Overhuel, seconded by Keeney, to approve the sale of approximately 15 acres of real property as depicted in exhibit A of the purchase agreement, located at 830 Miller Road, Plainwell, Michigan 49080 with a permanent parent parcel ID# of 55-020-056-00 and authorize the Mayor and City Clerk to enter into a purchase/sale agreement for the property subject to final approval by the City Manager and City Attorney. Further authorize the Mayor and City Clerk to execute any documents or other agreements necessary to close on the sale of the property subject to final review by the City Manager and City Attorney. Further authorize the City Manager and City Attorney to take any steps reasonably necessary to effectuate the sale of the Property subject to this motion. 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 July 2023 Investment and Fund Balance Reports, July 2023 Department of Public Safety and Water Renewal Reports, the draft July 13, 2023 Parks & Trees Meeting Minutes, the draft August 2, 2023 Planning Commission Meeting Minutes, and the draft July 11, 2023 and August 8, 2023 DDA/BRA/TIFA Meeting Minutes. 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 \$522,656.35 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

**13. Public Comments: None**

**14. Staff Comments:**

Finance Director Kelley spoke about being an Election Inspector for the City of Otsego during their August 8, 2023 school election. He stated how thankful he is that local Clerks and election staff work well together, and how that teamwork will be crucial during the implementation of 9 days of early voting. He shared that he is working on the end of the year audit.

Superintendent Nieuwenhuis thanked Public Safety for their outstanding service to the community. He congratulated Jim Higgs, and welcomed City Manager Lakamper.

Community Development Manager Siegel reported that two new businesses are coming to downtown Plainwell. She discussed Brook's Plaza, and talked about Wayfinding Signs that will be strategically placed around the City highlighting places of interest in the community. She is pleased with the new Master Plan.

City Clerk Leonard stated that she attended the Otsego school election with Finance Director/Deputy Clerk Kelley and found the experience to be an incredibly useful training tool. She enjoyed observing the voting process from start to finish, and shared her excitement for the upcoming elections, and honor at being chosen as City Clerk.

Public Safety Director Callahan thanked and congratulated his staff.

City Manager Lakamper thanked everyone for attending and welcoming him to the City of Plainwell. He shared that Williams & Works are handling the RFQ, and are working on a housing development project.

15. Council Comments:

Mayor Keeler thanked City staff, and shared that he feels blessed to work alongside such a great group of people. He welcomed City Manager Lakamper.

Councilmember Overhuel thanked everyone for coming and congratulated Jim Higgs. He shared that Jim had a profound influence on him as a young man- sparking his interest in City politics as well as radio.

Mayor Pro-Tem Steele thanked Public Safety for their service. She congratulated Jim Higgs, and thanked him and Tony Gless for all they do in support of the City.

Councilmember Keeney thanked Public Safety.

Councilmember Wisnaski thanked Jim Higgs for always going above and beyond in service of the City. He also thanked Public Safety.

16. Adjournment:

**A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:49 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
Ginger J Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
August 28, 2023

  
Ginger J Leonard, City Clerk



PERIOD ENDING 08/31/2023

% Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2023 (ABNORMAL)	MONTH 08/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND									
Revenues									
243-000-404.040	Captured Tax Real - BR - City Tax	6,507.00		6,507.18		0.00		(0.18)	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,179.00		776.73		0.00		402.27	65.88
243-000-404.042	Captured Tax Real - BR - Capital Impr	529.00		529.49		0.00		(0.49)	100.09
243-000-404.043	Captured Tax Real - BR - Fire Reserve	529.00		529.49		0.00		(0.49)	100.09
243-000-404.044	Captured Tax Real - BR - Solid Waste	688.00		688.34		0.00		(0.34)	100.05
243-000-404.047	Captured Tax Real - DDA - School	16,242.00		4,944.08		0.00		11,297.92	30.44
243-000-404.048	Captured Tax Real - BR - County Taxes	3,679.00		2,733.28		0.00		945.72	74.29
243-000-413.060	Captured Tax Pers - City Tax	3,619.00		3,619.11		0.00		(0.11)	100.00
243-000-413.061	Captured Tax Pers - Library	656.00		432.00		0.00		224.00	65.85
243-000-413.062	Captured Tax Pers - Capital Improvement	295.00		294.50		0.00		0.50	99.83
243-000-413.063	Captured Tax Pers - Fire Reserve	295.00		294.50		0.00		0.50	99.83
243-000-413.064	Captured Tax Pers - Solid Waste	383.00		382.85		0.00		0.15	99.96
243-000-413.065	Captured Tax Pers - County Taxes	2,046.00		1,520.17		0.00		525.83	74.30
243-000-665.000	Interest Earnings - Investments	1,207.00		1,266.97		643.89		(59.97)	104.97
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00		13,333.34		6,666.67		66,666.66	16.67
<b>TOTAL REVENUES</b>		<b>117,854.00</b>		<b>37,852.03</b>		<b>7,310.56</b>		<b>80,001.97</b>	<b>32.12</b>
Expenditures									
243-443-703.000	Salaries/Wages - Full Time Employees	43,424.00		7,105.39		5,306.85		36,318.61	16.36
243-443-704.001	Wages - Part Time Employees	2,440.00		1,450.67		1,319.02		989.33	59.45
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,380.00		655.40		511.28		2,724.60	19.39
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	360.00		150.75		148.78		209.25	41.88
243-443-716.000	Retirement - Defined Contribution 401a	3,969.00		171.48		128.18		3,797.52	4.32
243-443-718.001	Health Insurance Premiums - Current EE	6,020.00		271.89		143.71		5,748.11	4.52
243-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00		97.36		64.38		2,062.64	4.51
243-443-723.001	Retiree Health Care - OPEB	29.00		4.76		2.38		24.24	16.41
243-443-725.001	Fringe Benefit - Life Insurance	42.00		1.22		0.61		40.78	2.90
243-443-725.010	Workers Comp Insurance	217.00		162.39		0.00		54.61	74.83
243-443-767.000	Clothing - Uniforms	99.00		0.00		0.00		99.00	0.00
243-443-801.000	Professional Services - Engineering	8,000.00		0.00		0.00		8,000.00	0.00
243-443-801.013	Professional Services - Attorney	1,000.00		0.00		0.00		1,000.00	0.00
243-443-801.030	Professional Services - Auditor	374.00		0.00		0.00		374.00	0.00
243-443-830.000	Contractual Reimbursement CRA Activities	27,486.00		17,438.79		17,438.79		10,047.21	63.45
243-443-931.000	Outside Services (RMLB)	2,760.00		1,025.00		1,025.00		1,735.00	37.14
243-443-935.001	Property Liability Insurance	6,958.00		6,428.35		(585.12)		529.65	92.39
243-443-940.000	Rentals - Equipment	3,600.00		2,533.13		2,346.33		1,066.87	70.36
243-443-948.000	Computer Services	0.00		6.93		6.93		(6.93)	100.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,536.00		2,589.32		1,294.66		12,946.68	16.67
243-905-993.001	Debt Service - Interest - Interfund Loan	1,089.00		181.44		90.72		907.56	16.66
<b>TOTAL EXPENDITURES</b>		<b>128,943.00</b>		<b>40,274.27</b>		<b>29,242.50</b>		<b>88,668.73</b>	<b>31.23</b>
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		117,854.00		37,852.03		7,310.56		80,001.97	32.12
TOTAL EXPENDITURES		128,943.00		40,274.27		29,242.50		88,668.73	31.23
NET OF REVENUES & EXPENDITURES		(11,089.00)		(2,422.24)		(21,931.94)		(8,666.76)	21.84

PERIOD ENDING 08/31/2023

% Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2023	MONTH 08/31/2023	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	8,132.00	8,131.82	0.00	0.18	100.00
247-000-404.041	Captured Tax Real - BR - Library	1,472.00	970.15	0.00	501.85	65.91
247-000-404.042	Captured Tax Real - BR - Capital Impr	661.00	661.48	0.00	(0.48)	100.07
247-000-404.043	Captured Tax Real - BR - Fire Reserve	661.00	661.48	0.00	(0.48)	100.07
247-000-404.044	Captured Tax Real - BR - Solid Waste	860.00	859.88	0.00	0.12	99.99
247-000-404.048	Captured Tax Real - BR - County Taxes	4,595.00	3,415.34	0.00	1,179.66	74.33
247-000-583.000	Local Grants	104,593.00	0.00	0.00	104,593.00	0.00
247-000-665.000	Interest Earnings - Investments	3,330.00	451.77	240.66	2,878.23	13.57
TOTAL REVENUES		124,304.00	15,151.92	240.66	109,152.08	12.19
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	50,485.00	8,014.20	5,990.33	42,470.80	15.87
247-443-704.001	Wages - Part Time Employees	469.00	40.23	39.09	428.77	8.58
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	3,791.00	596.29	451.05	3,194.71	15.73
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	855.00	113.02	111.23	741.98	13.22
247-443-716.000	Retirement - Defined Contribution 401a	2,732.00	262.93	195.39	2,469.07	9.62
247-443-718.001	Health Insurance Premiums - Current EE	6,847.00	692.21	360.71	6,154.79	10.11
247-443-718.013	Health Insurance - HSA - Employer Paid	2,160.00	175.13	113.92	1,984.87	8.11
247-443-725.001	Fringe Benefit - Life Insurance	21.00	1.40	0.70	19.60	6.67
247-443-725.010	Workers Comp Insurance	247.00	184.83	0.00	62.17	74.83
247-443-775.000	Supplies - Repairs and Maintenance	3,600.00	5.59	0.00	3,594.41	0.16
247-443-801.013	Professional Services - Attorney	1,000.00	0.00	0.00	1,000.00	0.00
247-443-801.030	Professional Services - Auditor	71.00	0.00	0.00	71.00	0.00
247-443-931.000	Outside Services (RMLB)	500.00	0.00	0.00	500.00	0.00
247-443-935.001	Property Liability Insurance	146.00	134.88	(12.28)	11.12	92.38
247-443-940.000	Rentals - Equipment	1,500.00	621.12	229.86	878.88	41.41
247-443-948.000	Computer Services	0.00	6.93	6.93	(6.93)	100.00
TOTAL EXPENDITURES		74,424.00	10,848.76	7,486.93	63,575.24	14.58
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	15,151.92	240.66	109,152.08	12.19
TOTAL EXPENDITURES		74,424.00	10,848.76	7,486.93	63,575.24	14.58
NET OF REVENUES & EXPENDITURES		49,880.00	4,303.16	(7,246.27)	45,576.84	8.63

PERIOD ENDING 08/31/2023

% Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2023 (ABNORMAL)	MONTH 08/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
248-000-404.030	Captured Tax Real - DDA - City Tax	34,222.00		34,221.56		0.00		0.44	100.00
248-000-404.031	Captured Tax Real - DDA - Library	6,200.00		4,084.53		0.00	2,115.47		65.88
248-000-404.032	Captured Tax Real - DDA - Capital Impr	2,784.00		2,784.42		0.00	(0.42)		100.02
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	2,784.00		2,784.42		0.00	(0.42)		100.02
248-000-404.034	Captured Tax Real - DDA - Solid Waste	3,620.00		3,619.78		0.00	0.22		99.99
248-000-404.045	Captured Tax Real - DDA - County Taxes	19,347.00		14,374.21		0.00	4,972.79		74.30
248-000-413.060	Captured Tax Pers - City Tax	1,838.00		1,837.77		0.00	0.23		99.99
248-000-413.061	Captured Tax Pers - Library	333.00		219.30		0.00	113.70		65.86
248-000-413.062	Captured Tax Pers - Capital Improvement	150.00		149.55		0.00	0.45		99.70
248-000-413.063	Captured Tax Pers - Fire Reserve	150.00		149.55		0.00	0.45		99.70
248-000-413.064	Captured Tax Pers - Solid Waste	194.00		194.41		0.00	(0.41)		100.21
248-000-413.065	Captured Tax Pers - County Taxes	1,038.00		771.90		0.00	266.10		74.36
248-000-583.000	Local Grants	7,752.00		0.00		0.00	7,752.00		0.00
248-000-654.001	Charges for Service - Farmers Market Fee	4,225.00		1,161.97		747.22	3,063.03		27.50
248-000-654.102	Special Event Revenues - DDA	1,625.00		0.00		0.00	1,625.00		0.00
248-000-665.000	Interest Earnings - Investments	1,484.00		471.72		252.58	1,012.28		31.79
TOTAL REVENUES		87,746.00		66,825.09		999.80	20,920.91		76.16
Expenditures									
248-443-703.000	Salaries/Wages - Full Time Employees	18,163.00		2,793.06		2,089.16	15,369.94		15.38
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	1,312.00		195.06		147.55	1,116.94		14.87
248-443-718.001	Health Insurance Premiums - Current EE	3,264.00		519.66		271.96	2,744.34		15.92
248-443-718.013	Health Insurance - HSA - Employer Paid	792.00		90.99		60.30	701.01		11.49
248-443-725.010	Workers Comp Insurance	41.00		30.68		0.00	10.32		74.83
248-443-775.000	Supplies - Repairs and Maintenance	100.00		0.00		0.00	100.00		0.00
248-443-801.030	Professional Services - Auditor	71.00		0.00		0.00	71.00		0.00
248-443-851.000	Postage	100.00		0.00		0.00	100.00		0.00
248-443-900.000	Printing and Publishing	1,800.00		0.00		0.00	1,800.00		0.00
248-443-931.000	Outside Services (RMLB)	500.00		918.00		0.00	(418.00)		183.60
248-443-935.001	Property Liability Insurance	225.00		207.87		(18.92)	17.13		92.39
248-443-948.000	Computer Services	50.00		6.93		6.93	43.07		13.86
248-443-955.000	Miscellaneous Expense	400.00		72.50		72.50	327.50		18.13
248-443-960.000	Education & Training - Professional	200.00		0.00		0.00	200.00		0.00
248-443-962.000	Memberships & Dues	700.00		0.00		0.00	700.00		0.00
248-775-880.021	Community Promotion - Special Events	4,250.00		0.00		0.00	4,250.00		0.00
248-775-881.022	Farmers Market Costs - DDA	1,010.00		363.80		285.67	646.20		36.02
248-900-971.000	Capital Purchase	7,500.00		0.00		0.00	7,500.00		0.00
TOTAL EXPENDITURES		40,478.00		5,198.55		2,915.15	35,279.45		12.84
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		66,825.09		999.80	20,920.91		76.16
TOTAL EXPENDITURES		40,478.00		5,198.55		2,915.15	35,279.45		12.84
NET OF REVENUES & EXPENDITURES		47,268.00		61,626.54		(1,915.35)	(14,358.54)		130.38

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL  
 PERIOD ENDING 08/31/2023  
 % Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2023 (ABNORMAL)	MONTH 08/31/2023 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
TOTAL REVENUES - ALL FUNDS		329,904.00		119,829.04		8,551.02		210,074.96	36.32
TOTAL EXPENDITURES - ALL FUNDS		243,845.00		56,321.58		39,644.58		187,523.42	23.10
NET OF REVENUES & EXPENDITURES		86,059.00		63,507.46		(31,093.56)		22,551.54	73.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 08/31/2023

% Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2023	MONTH 08/31/2023	BALANCE	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	Taxes	36,647.00	23,251.72	0.00	13,395.28	63.45
D08	Interest and rentals	1,207.00	1,266.97	643.89	(59.97)	104.97
05	Transfer in	80,000.00	13,333.34	6,666.67	66,666.66	16.67
TOTAL REVENUES		117,854.00	37,852.03	7,310.56	80,001.97	32.12
Expenditures						
443	PUBLIC WORKS	112,318.00	37,503.51	27,857.12	74,814.49	33.39
905	DEBT SERVICE	16,625.00	2,770.76	1,385.38	13,854.24	16.67
TOTAL EXPENDITURES		128,943.00	40,274.27	29,242.50	88,668.73	31.23
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		117,854.00	37,852.03	7,310.56	80,001.97	32.12
TOTAL EXPENDITURES		128,943.00	40,274.27	29,242.50	88,668.73	31.23
NET OF REVENUES & EXPENDITURES		(11,089.00)	(2,422.24)	(21,931.94)	(8,666.76)	21.84



PERIOD ENDING 08/31/2023

% Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2023	MONTH 08/31/2023	BALANCE	
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
D01	Taxes	16,381.00	14,700.15	0.00	1,680.85	89.74
D08	Interest and rentals	3,330.00	451.77	240.66	2,878.23	13.57
D04	State grants	104,593.00	0.00	0.00	104,593.00	0.00
TOTAL REVENUES		124,304.00	15,151.92	240.66	109,152.08	12.19
Expenditures						
443	PUBLIC WORKS	74,424.00	10,848.76	7,486.93	63,575.24	14.58
TOTAL EXPENDITURES		74,424.00	10,848.76	7,486.93	63,575.24	14.58
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		124,304.00	15,151.92	240.66	109,152.08	12.19
TOTAL EXPENDITURES		74,424.00	10,848.76	7,486.93	63,575.24	14.58
NET OF REVENUES & EXPENDITURES		49,880.00	4,303.16	(7,246.27)	45,576.84	8.63

PERIOD ENDING 08/31/2023

% Fiscal Year Completed: 16.94

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	08/31/2023 (ABNORMAL)	MONTH 08/31/2023	INCREASE	(DECREASE)	NORMAL	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND									
Revenues									
D01	Taxes	72,660.00		65,191.40		0.00		7,468.60	89.72
D08	Interest and rentals	1,484.00		471.72		252.58		1,012.28	31.79
D04	State grants	7,752.00		0.00		0.00		7,752.00	0.00
UNCLASSIFIED	Unclassified	5,850.00		1,161.97		747.22		4,688.03	19.86
TOTAL REVENUES		87,746.00		66,825.09		999.80		20,920.91	76.16
Expenditures									
443	PUBLIC WORKS	27,718.00		4,834.75		2,629.48		22,883.25	17.44
775	SPECIAL EVENTS	5,260.00		363.80		285.67		4,896.20	6.92
900	CAPITAL OUTLAY	7,500.00		0.00		0.00		7,500.00	0.00
TOTAL EXPENDITURES		40,478.00		5,198.55		2,915.15		35,279.45	12.84
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:									
TOTAL REVENUES		87,746.00		66,825.09		999.80		20,920.91	76.16
TOTAL EXPENDITURES		40,478.00		5,198.55		2,915.15		35,279.45	12.84
NET OF REVENUES & EXPENDITURES		47,268.00		61,626.54		(1,915.35)		(14,358.54)	130.38
TOTAL REVENUES - ALL FUNDS									
TOTAL REVENUES - ALL FUNDS		329,904.00		119,829.04		8,551.02		210,074.96	36.32
TOTAL EXPENDITURES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS		243,845.00		56,321.58		39,644.58		187,523.42	23.10
NET OF REVENUES & EXPENDITURES		86,059.00		63,507.46		(31,093.56)		22,551.54	73.80

## AGENDA ITEMS

7. **BRA Action Items:**

- A. Recommended Action: Discussion/Updates on Mill Lead Abatement
- B. Accounts Payable:  
Recommended Action: Consider confirming the BRA payables for August in the amount of \$18,678.72

8. **DDA Action Items:**

- A. Recommended Action: Consider recommending wayfinding signs for purchase
- B. Accounts Payable:  
Recommended Action: Consider confirming the DDA payables for August in the amount of \$721.55

9. **TIFA Action Items:**

- A. Recommended Action: Discussion/Updates on property sales
- B. Accounts Payable:  
Recommended Action: Consider confirming the TIFA payables for August in the amount of \$497.01

**A reminder of Upcoming Meetings/Events:**

- Sept.14, 2023 – Parks and Trees Meeting 5:00 p.m. / City Hall Conference Room
- Sept. 20, 2023 – Planning Commission 6:30 p.m. / Council Chambers
- Sept. 25, 2023 -- City Council Meeting at 7:00 p.m./ Council Chambers

### ***The Island City***

*Note: All public comment's limited to two minutes, when recognized please rise and give your name and address.*  
The City of Plainwell equal-opportunity provider and employer