

**MINUTES**  
**Plainwell City Council**  
**December 27, 2022**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Peter Dams of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 12/12/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: Peter Dams stated the city looks beautiful in the winter, and remarked that he was proud to be a resident of the city.
7. County Commissioner Report: County Commissioner Gale Dugan provided an update on the December 8<sup>th</sup> County Commissioner meeting. He reported on the tax foreclosure settlement due to new foreclosure laws, the anticipated remodel of the Allegan County Courthouse and potential reorganization of County buildings, as well as the possibility of a 3<sup>rd</sup> judgeship being added for Allegan County. He also wished everyone a Happy New Year and hoped everyone has a successful 2023.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Clerk Fenger reported that she had reached out to each member up for reappointment and three of them had confirmed their willingness to continue serving. She also reported that one member of the Board of Review decided not to return, and one member of the community had applied for the position. She noted that appointments are Mayoral, subject to City Council's confirmation.  
**A motion by Overhuel, seconded by Keeney, to confirm the Mayor's appointment of several community members to various boards and commissions. On a voice vote, all voted in favor. Motion passed.**
  - B. Treasurer/Finance Director Kelley reported that during a routine review of financial institutions he had found an additional bank that appeared to meet the requirements laid out in the City Charter for approved financial institutions. He stated that after following the due diligence processes, he felt comfortable recommending that the financial institution Southern Michigan Bank & Trust of Coldwater, Michigan be added to the list of approved financial institutions as depositories.  
**A motion by Steele, seconded by Wisnaski, to approve Resolution 2022-20 City of Plainwell Approved Financial Institutions as Depositories. On a roll call vote, all voted in favor. Motion passed.**

- C. Superintendent Nieuwenhuis reported that the SCADA alarms currently use 3G service, and Verizon will be ending all 3G service in January 2023. The SCADA alarms are vital to the water service processes and must be maintained. He noted that Perceptive Controls would be able to install the software and modem to upgrade the service to 4G to allow the SCADA alarms to continue functioning.  
**A motion by Wisnaski, seconded by Keeney, to approve a contract with Perceptive Controls for installation of new Win 911 software and modem in an amount not to exceed \$7,500.00. On a roll call vote, all voted in favor. Motion passed.**
- D. Superintendent Pond reported that the contract involved installation of the previously approved purchases of boiler sludge tubes and valves. He reported asking a second company for a bid however they were unable to get to the work until March at the earliest. He noted that the installation would improve the heat transfer process and lower the gas bill back to the regular levels.  
**A motion by Keeney, seconded by Steele, to approve a contract with RW LaPine for installation of the boiler tubes and valves in the amount of \$6,996.00. On a roll call vote, all voted in favor. Motion passed.**
- E. Manager Wilson reported that Division 7 completed the previous work and held the warranty on the mill property roofs. He stated that the mill property had monthly inspections done for the roofs when it was operational, and recommended starting semi-annual or annual inspections to ensure future issues were caught early.  
**A motion by Steele, seconded by Overhuel, to approve a 1 year contract with Division 7 and authorize Division 7 to complete roof repair work on Buildings 3, 12 & 16 in the amount of \$11,411.05. On a roll call vote, all voted in favor. Motion passed.**
- F. Manager Wilson reported this project was a continuation of the project brought to City Council at the previous meeting. He requested an updated quote from Esper Electric with all aspects of the project broken down into separate portions, which Esper Electric provided. He noted that the project could be approved as a whole, or separate portions could be approved, depending on which ones City Council wished to move forward.  
**A motion by Overhuel, seconded by Steele, to approve a project with Esper Electric for various electrical projects in the mill buildings for the total amount of \$20,715.00. On a roll call vote, all voted in favor. Motion passed.**
- G. Manager Wilson reported that the last remaining obstacle to removing the fencing around the mill property was the lead paint on various parts of the building. Due to the grants involved and the historic nature of the building, the Michigan Department of Environmental, Great Lakes & Energy (EGLE) and the Michigan State Historic Preservation Office (SHPO) were both involved in various aspects of the project. Manager Wilson noted that SHPO required a historic architect to approve of the lead paint abatement methods to ensure there is no damage to the building. Nelson Breech Nave and Analytical Testing & Consulting Services will work together to manage the project and create a report for each agency involved. While that work is on-going, Manager Wilson will continue to work with EGLE to find an approved contractor to perform the actual abatement portion of the project.  
**A motion by Keeney, seconded by Wisnaski, to approve a contract for a lead paint abatement project with Nelson Breech Nave, AIA, Architect in the amount of \$1,800.00 and Analytical Testing & Consulting Services, Inc. in the amount of \$11,650.00. On a roll call vote, all voted in favor. Motion passed.**
- H. Manager Wilson reported that as part of the grant process and the Memorandum of Agreement with SHPO required an assessment of the remaining historical buildings in the mill property. Building 1 was
- The City of Plainwell is an equal opportunity employer and provider

demolished, while Buildings 2 & 3 remain. The mill property is on the National Register of Historic Places and the assessment is needed to show the buildings remain in good condition and weren't damaged during the demolition process. Nelson Breech Nave is a historical architect that will conduct the assessment and create a report detailing the assessment for SHPO.

**A motion by Steele, seconded by Overhuel, to approve a contract for an assessment of Buildings 2 & 3 with Nelson Breech Nave, AIA, Architect in the amount not to exceed \$6,400.00. On a roll call vote, all voted in favor. Motion passed.**

- I. Clerk Fenger reported that the five resolutions designated Resolutions 2023-01 through 2023-05 were annual resolutions setting Ordinance Enforcement Officers, Council meeting dates, employee holiday dates, street flag dates and street closure processes. She noted that no significant changes had been made to the resolutions except for the updating of various personnel identified in the ordinance enforcement officer list and the street closure resolution.

**A motion by Overhuel, seconded by Steele, to adopt Resolutions 2023-01 thru 2023-05 for Ordinance Enforcement Officers, 2023 Council Meeting Dates, 2023 Employee Holiday Dates, 2023 Street Flag Dates and 2023 Street Closures. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the November Water Renewal report and the draft 12/13/2022 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 \$339,241.91 for payment of same. On a roll call vote, all voted in favor. Motion passed.**

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley reported focusing on the budget, policy updates and winter tax collections.

Superintendent Nieuwenhuis reported that DPW was focused on hauling snow.

Director Callahan reported that the Department of Public Safety participated in the local Shop with a Hero event, with about 130 children shopping at Meijer with about \$150 per child thanks to a generous donor. He noted that about 30 heroes participated, and Plainwell DPS sent 8 people to participate. He also noted that teachers from Plainwell Public Schools wrapped the gifts during the event.

Clerk Fenger reported working on a Council training/refresher course, including topics such as parliamentary procedures, and anything else Councilmembers would like more information on.

Manager Wilson noted that training for Councilmembers is a requirement as part of being a Redevelopment Ready Community (RRC), and the City of Plainwell is currently a certified RRC.

Manager Wilson reported that he was working on organizing a retreat for Councilmembers and staff, and was looking at January or February for dates. He thanked staff for putting together the holiday luncheon, and thanked the Councilmembers for attending.

15. Council Comments:

Councilmember Overhuel said he hoped everyone had a good Christmas.

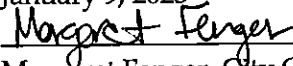
Councilmember Steele thanked staff for the holiday luncheon and said the food was good and the company was better. She hoped everyone had a wonderful Christmas and hoped everyone has a Happy New Year.

Councilmember Keeney said since he was out of town for Christmas, he wished everyone a Merry Christmas and a Happy New Year. He also thanked DPW for their work on snow removal.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:55 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Margaret Fenger  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
January 9, 2023  
  
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Margaret Fenger, City Clerk