

**MINUTES**  
**Plainwell City Council**  
**January 10, 2022**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Fenner 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 Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 12/27/2021 regular meeting and closed session. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Keeler reported the lease agreement for William Crispe House has been signed with Stanford Lodge, which plans to use the facility essential the same.
10. Recommendations and Reports:
  - A. Mayor Keeler introduced Dan Veldhuizen from Siegfried Crandall PC who presented the audited financial statements as of and for the year ended June 30, 2021. Mr. Veldhuizen presented the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made during the audit. He reported the city's financial position is sound for communities our size and that the audit revealed no deficiencies in internal controls which could be consider a material weakness. He also reported no material misstatements with federal funds reporting. He reported that very few of their audit clients have no deficiencies, and that Plainwell is one of very few which prepares their own financials, saving the city audit fees.  
**A motion by Overhuel, seconded by Steele, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2021. On a voice vote, all voted in favor. Motion passed.**
  - B. Manager Wilson reported that the State has granted the request to extend the Grant. Given recently approved change orders and the extension, additional oversight by GHD has been quoted. There are ongoing discussions regarding liquidated damages with Melching for the extra costs incurred.  
**A motion by Keeney, seconded by Wisnaski, to approve Change Order 04 from GHD for additional oversight in the amount not to exceed \$38,255.00. On a roll call vote, all voted in favor. Motion passed.**

- C. Superintendent Nieuwenhuis reminded Council that the city is looking to upgrade its water meters. The city has already been invested in upgraded Sensus meters (about 25% of the meters) through Etna Supply which compliments the existing meters. Other meter styles and technologies are available, however any conversions would negate the investment in those upgraded Sensus meters. These meters are radio-capable, offering the city opportunities to save staff time by getting monthly reads more efficiently. Thirteen (13) existing meters have been identified for replacement to newer meters. The recommendation is to identify Etna Supply as a sole source provider and purchase the replacement meters.  
**A motion by Overhuel, seconded by Steele, to approve the purchase of thirteen (13) replacement water meters at a total cost of \$23,030.00 and designating the Etna Supply as a sole source provider of city water meters. On a roll call vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place of file the draft minutes from the 12/27/2021 Zoning Board of Appeals Meeting and the December 2021 Investment and Fund Balance Reports. On a voice vote, all 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 \$848,550.14 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments: None

14. Staff Comments:

Deputy City Clerk Fenger reported ongoing training.

Superintendent Nieuwenhuis demonstrated an opportunity to extend the belly-blade on an existing plow truck, which would save the city resources by needing only two plows instead of three. This is an alternative to a wing blade used by state and county crews, which is not available in the city budget.

Community Development Manager Siegel announced a Kickoff Meeting for the Master Plan / Recreation Plan Update for January 19, 2022 at 6pm. She also reported working on grant applications.

Superintendent Pond thanked Manager Wilson and Treasurer Kelley for their help keeping things going during his recent sickness.

Public Safety Director Bomar announced his retirement effective the third week of February 2022. He thanked Council for a great 44-year run, with 21 as Director.

Clerk/Treasurer Kelley is updating procedures, finalizing chart of account changes and attending trainings.

Manager Wilson thanked Treasurer Kelley for his work on the audit and Director Bomar for his contributions to the community. He also reported working on grants for the Mill and the River.

15. Council Comments:


Councilmember Wisnaski thanked Superintendent Nieuwenhuis and his crew for another opportunity to save money for the department.

Each Councilmember thanked Director Bomar for his service to the community.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:43 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL  
January 24, 2022   
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Brian Kelley, City Clerk