

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Cathy Green, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

"The Island City"

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AGENDA

Plainwell City Council
Monday, March 24, 2025 - 7:00PM
Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – 03/10/2025 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Approval**
9. **Mayor's Report**
10. **Recommendations and Reports:**
 - A. **City – First Right of Refusal to Purchase Buildings #17 and #18**
Council will consider postponing this item until a utility access agreement and amendments to the existing common area agreement have been secured from BizEX Ventures.
 - B. **City – Compensation Commission Recommendations**
Council will hear compensation recommendations for elected officials.
 - C. **DPW – Solid Waste Haul Out**
Council will consider approving a payment of \$6,500 to H and K for hauling out our street sweeping debris, along with an estimated \$10,000 payment to the Kent County Landfill for disposal of the debris.
 - D. **City – Repair of the Downtown City Clock**
Council will consider approving the mechanical and cosmetic renovation of the downtown City clock by The Verdin Company for \$10,780.
 - E. **City – Resolution 2025-07 – A Resolution to approve MDOT Contract 25-5115 and authorize City Manager Lakamper to execute the contract on behalf of the City**
Council will consider approving Resolution 2025-07 as presented.
 - F. **City – Resolution 2025-08 – Employee Sick Leave Policy Amendment**
Council will consider approving Resolution 2025-08 as presented.
11. **Communications:** The February Department of Public Safety and Water Renewal reports, the 02/11/2025 DDA/BRA/TIFA meeting minutes and the 02/13/2025 Parks & Trees meeting minutes.
12. **Accounts Payable - \$87,881.03**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.

Reports & Communications:

A. City – First Right of Refusal to purchase buildings #17 and #18

In 2011 the City sold GHD buildings 17 and 18 of the mill complex, after the execution of a development agreement from 2010. This resulted in GHD's offices (Building 17), the entryway (Building 18), and City Hall (Building 19), being renovated and occupied by both parties. Part of that agreement was a Right of First Refusal for both parties, should the other sell their building(s). GHD has a signed Letter of Intent (LOI) with BizEx Ventures to sell them both buildings 17 and 18, and the associated parking lot, for \$326,000. This triggers the cities Right of First Refusal and allows us to enter into a purchase agreement under the same terms as the LOI between BizEx and GHD.

Recommended action: Consider postponing this item until a utility access agreement and amendments to the existing common area agreement have been secured from BizEX Ventures.

B. City – Compensation Commission Recommendations

The work of the City Council is essential to the governance and well-being of Plainwell, and their time and efforts should be fairly compensated for the responsibilities and duties they undertake. Special Meetings beyond the regular schedule are often necessary, and Council participation in these meetings requires additional time and effort.

The Compensation Commission met on March 17th, 2025 and offer the following recommendations:

- Increase City Council pay from \$1800/year (\$75 per meeting) to \$1920/year (\$80 per meeting)
- Maintain the Mayoral Stipend at \$1,000/year
- Provide compensation for each Special Meeting beyond five per year at the same pay rate as regular meetings

Recommended action: Consider accepting the recommendations of the Compensation Commission as presented.

C. DPW – Solid Waste Haul Out

Street sweepings are considered hazardous waste and must go to a land fill. We have a contract to dump the sweepings at the landfill until the end of March, 2025. The cost of disposal (not including trucking) was \$10,102 in 2023. The trucking cost was \$6,429.12. This is an estimate because waste is weighed for cost.

This is the only way to get rid of the street sweeping debris we collect each year. We do contact local trucking companies for pricing each year. H and K kept the same price and are available to haul the debris before the landfill contract expires.

Recommended action: Consider approving a payment of \$6,500 to H and K for hauling out our street sweeping debris, along with an estimated \$10,000 payment to the Kent County Landfill for disposal of the debris.

D. City – Repair of the Downtown City Clock

The Downtown Clock has not been working properly and requires mechanical repairs and a facelift. The clock is a featured item in our downtown, and the decision to renovate the clock is recommended by the BRA DDA TIFA Board. The mechanical/cosmetic repair includes all mechanical components, such as dial gears, new timepiece, master clock controller, junction box and related equipment. The cosmetic upgrades include LED's, four Lexan covers with bezels (the covers for the dial faces), and the additional installation needed for this work on site. The total renovation cost is \$10,780. The DDA has budgeted \$18,000 for this project.

Recommended action: Consider approving the mechanical and cosmetic renovation of the downtown city clock by The Verdin Company for \$10,780.

E. City – Resolution 2025-07 – A Resolution to approve MDOT Contract 25-5115 and authorize City Manager Lakamper to execute the contract on behalf of the City

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.

The City of Plainwell has been working with MDOT to pave and repair South Main St. from East Bridge St. to 102nd Ave. This project includes concrete pavement repair, sidewalk and permanent pavement markings and all other necessary work needed for completion. This Resolution approves the required contract with MDOT and authorizes City Manager Justin Lakamper to execute the contract.

Recommended action: Consider approving Resolution 2025-07 as presented.

F. City – Employee Sick Leave Policy Amendment

The state of Michigan's new Earned Sick Time Act (ESTA) went into effect Feb 21, 2025. While our current sick leave policy largely met ESTA's requirements, we have made a few revisions to ensure full alignment with the law. Changes Include:

- All part-time employees will now accrue 1 hour of sick leave for every 30 hours worked.
- Accrual Timing – Leave accrual has occurred on monthly basis in the past but we will move to a per pay period accrual. This change allows employees earlier access to their earned time.

The overall structure of our sick leave policy remains the same, ensuring continues flexibility and support for employees.

Recommended action: Consider approving Resolution 2025-08 as presented, and amending the Employee Sick Leave Policy to comply with Michigan's Earned Sick Time Act (ESTA).

Reminder of Upcoming Meetings

- April 02, 2025 – Planning Commission – 6:30pm
- April 08, 2025 – DDA/BRA/TIFA – 7:30am
- **April 14, 2025 – City Council – 7:00pm**
- April 16, 2025 – Planning Commission – 6:30pm
- April 17, 2025 – Parks & Trees – 5:00pm

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.