

MINUTES
Plainwell City Council
August 12, 2019

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: Mayor Brooks.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 07/22/2019 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report:
Commissioner Rick Cain updated Council about the County's plans to upgrade the Courthouse and about concerns over funding at the medical care facility at Dumont Lake.
8. Agenda Amendments: None
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. Clerk Kelley reviewed the process to fill the City Council Vacancy. Per Charter, Council has 30 days to appoint a new City Councilmember or a special election would need to be called. A Public Notice seeking applications from citizens was published on Monday, August 5, 2019 at City Hall and on the website. Applications will be accepted until 4pm on Friday, August 16, 2019, at which time copies of all the applications will be delivered to each Council Member for review. Council will hold at least one special meeting on or before August 23, 2019 to interview and/or appoint a new member. If a new member is appointed, he/ she would take the Oath of Office at the regular Council Meeting on August 26, 2019.
A motion by Keeler, seconded by Overhuel, to confirm the process to seek applications for the vacant City Council position. On a voice vote, all voted in favor. Motion passed.
 - B. Community member Tony Gless reported having received donations totaling \$10,000 for the purpose of upgrading two (2) pickleball courts at Cook Park. The funds were received by the City and plans have been discussed with Wright Fencing and Racquet Sports, both vendors used by the city in the past, to complete the upgrades that were funded by prior donations. The project cost will not exceed the \$10,000 donated. Mr. Gless thanked DPW Superintendent Bob Nieuwenhuis and the DPW admin staff for being so accommodating.
A motion by Keeney, seconded by Keeler, to acknowledge private donations totaling \$10,000 and to approve related upgrades to the pickleball courts at Cook Park for \$10,000. On a roll-call vote, all voted in favor. Motion passed.

C. Treasurer Kelley reported on behalf of Superintendent Pond that the annual purchases of chemicals used in the Wastewater Treatment Plant have been priced out from the city's preferred vendor.

A motion by Overhuel, seconded by Keeler, to approve the annual chlorine and sulfur dioxide gas purchases with Alexander Chemical at an estimated cost of \$10,000.00. On a roll-call vote, all voted in favor. Motion passed.

D. Treasurer Kelley reported on behalf of Superintendent Nieuwenhuis about the city's software to manage the equipment fleet. Currently the city uses Cartegraph for this work and the annual license renewal cost is due for \$5,940.00. The city has reviewed other software and recommends converting this process to BS&A Work Order system. The BS&A system, once converted, will allow for operational efficiencies because the other city departments use the same platform, and the BS&A system is more tailored to the city's needs. The BS&A engineers have reviewed the city's data and feel the conversion could be done by March 2020, which would allow for some parallel work with Cartegraph to make sure BS&A is fully functional before the Cartegraph license expires in August 2020. The SAW Grant original budget included \$15,000 for a conversion of this type and that budget remains available.

A motion by Overhuel, seconded by Keeler, to approve the annual Cartegraph software license for \$5,940.00 and to approve a project to convert to BS&A Work Orders at a project cost of \$16,370.00. On a roll-call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2019 Water Renewal Report, and the July 2019 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$399,208.19 for payment of same. On a roll-call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Personnel Manager Lamorandier noted that Mayor Brooks will be missed.

Community Development Manager Siegel reported learning all about environmental reviews.

Clerk/Treasurer Kelley reported 2019 Summer Property Tax bills are due on Thursday, August 15, 2019, that the audit is well underway and that work will start soon for the November 5, 2019 election.

15. Council Comments:

Councilmember Overhuel stated that Mayor Brooks did a lot for him and for his community and that the Mayor will be missed.

16. Adjournment:

A motion by Keeney, seconded by Keeler, to adjourn the meeting at 7:27 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

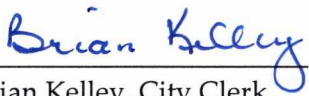
Submitted by,

Brian Kelley

City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

August 26, 2019



Brian Kelley, City Clerk