City of Plainwell

Rick Brooks, Mayor Lori Steele, Mayor Pro-Tem Brad Keeler, Council Member Roger Keeney, Council Member Todd Overhuel, Council Member



"The Island City"

Department of Administration Services 211 N. Main Street Plainwell, Michigan 49080

Phone: 269-685-6821 Fax: 269-685-7282

Web Page Address: www.plainwell.org

Agenda Planning Commission July 17, 2019 7:00 PM

- Call to Order
- Pledge of Allegiance
- 3. Roll Call
- Approval of Minutes: 06/19/19 Planning Meeting
- Chairman's Report 5.
- New Business:
 - A. Site Plan Review for Ransom District Library
 - B. Site plan for Sherwood Park Restroom
- 7. Old Business:
 - A. Public meeting Marihuana Presentation September 4, 2019
- 8. Reports and Communications:
 - A. 6/10/19 & 6/24/19 Council minutes
- **Public Comments**
- 10. Staff Comments
- 11. Commissioners/ Council Comments
- 12. Adjournment

CITY OF PLAINWELL MINUTES Planning Commission June 19, 2019

- 1. Call to Order at 7:02 p. m. by Sausaman
- 2. Pledge of Allegiance was given by all present.
- 3. <u>Roll Call</u>: Present: Jay Lawson, Rachel Colingsworth, Lori Steele, Diana Lubic, Stephen Bennett, Gary Sausaman Excused: Jim Higgs
- 4. Approval of Minutes -06/05/19

Steel motioned to approve minutes, as received seconded by Lawson. Minutes approved on an all in favor voice vote.

5. <u>Chairperson's Report:</u> - None

Closed Planning meeting at 7:05 Open Public Hearing at 7:05

A. Sausaman open the Public Hearing for 720 N. Main Rezone Application: to rezone 720 N. Main from C1 to SB (service business), along with a special use permit for a holistic animal clinic to utilize 720 N. Main. Dr. Shawn Dolan and Scott Merlett were present; they gave a brief description of their Renewed Animal Wellness Center.

Public Comments were taken:

Cory Redder, 731 Thomas St. asked about construction and additional buildings. No new construction is being considered at this time. Mr. Redder stated that their niche of animal care would be a good idea for the neighborhood.

A letter of concern was presented by Amy and Jim Pell, 712 N. Main St. stating a concern for a fence, being she runs a day care and feels parents would be unsure about coming to her daycare. Also asking the new owners to put in their own sewer, and concerned about tax increase. City Manager, Erik Wilson will meet with the Pell's to discuss these concerns. Scott Merlett, mentioned they are not opposed to a fence.

Planning Commission comments:

Sausaman asked how many appointments they would have in a day. Approximately 20-30 animals a day. No overnight stays and nothing after 6 or 7 p.m.

Sausaman inquired about number of employees- approximately 7-10 employees.

Steele made a motion to close the public hearing, seconded by Colingsworth. A motion by Bennett to recommend the Planning Commission move forward on the rezone and special use permit and send to City Council on 6/24/19.

- 6. New Business
- 7. Old Business

- A. Final review of the CIP draft copy 2019-2024
- B. Marihuana ordinance discussion. Set a public meeting in September, date TBA. Staff will compile a summary of other communities and the latest information regarding the new laws.

8. Reports and Communications:

A. 5/28/19 Council Minutes reviewed by Commission

9. Public Comments – None

10. Staff Comments:

Denise Siegel, Community Development Manager mentioned the new site plans for the library arrived; a special meeting will be set to review the plans on or before Wed. July 3, 2019.

Also announced that there will not be fireworks this year due to sponsorship/funding for this year's show.

11. <u>Commissioner Comments</u>: Sausaman mentioned what a great turn out for the Plainwell Days Festival, Rotary sold out of all their food by 3 p.m. on Saturday.

12. Adjournment:

Lubic adjourned the meeting at 7:48 p.m.

Minutes submitted by Denise Siegel, Community Development Manager



Preliminary Site Plan Checklist

City of Plainwell Administration Department 211 N. Main St. Plainwell, MI 49080 269-685-6821 Plainwell.org

Project Name: Ransom District Library

Parcel Number: *55-160-087-20* Current Zoning District: *CS*

Item	Requirement	Shown	NO – N/A
1.	Provide name, address and phone number of applicant	X	
2.	Provide name, address, phone number and sealed with signatures of Michigan licensed architect, engineer, designer, landscape architect or planner who prepared the plan. Plan should be stamped "Preliminary or titled Preliminary Site Plan	X	
3.	Has the Zoning Permit has been completed?	Х	
4.	Include the north arrow, legend, graphic and written scale on all sheets	Х	
5.	Include the land description	Х	
6.	Include the zoning of the site and adjacent parcels		
7.	Include the gross land area		
8.	Include scale	Х	
9.	Include Structure location(s) Dimensions of lot and property lines- Location of all structures on subject and abutting properties- Location of each proposed structure, w/use(s), w/number of stories, gross building area Distances between structures and lot lines, setback lines	х	
10.	Include Occupancy type and Fire exits	х	
11.	Parking and Paving Proper number of parking spots/handicap? Location of loading docks/zone? Adequate loading space? Asphalt or gravel requirement met?	X	
12.	Landscaping Location and volume meets requirement for zoning district	Х	
13.	Lighting Exterior lighting kept substantially on property? X		
14.	Traffic Flow (vehicular and pedestrian) Driveway permit needed? Does traffic circulation provide safe vehicular and pedestrian flow Public safety vehicle access? Yes Fire lanes needed? Yes	X X	
15.	Storm Water Retention Location of proposed storm collection area shown? Is it an adequate size?		
16.	Dumpster		

Item	Requirement	Shown	No- N/A
17.	Water and Sewer Lines (hookups)		
	Will permits be needed?		
	Size and location of water connections/meter(s)?		
	Is a backflow preventer required?		
	Size and location of sewer connections?		
	Hydrant location Yes (2)		
18.	Noise, Odor, Particulate, Vibration, Combustible or Hazardous Material		X
	Concerns		
19	Signage Plan		
İ	Describe plan and show signage plan (no signage plan shown)		
20	Outside Storage		
	Will outside storage be required?		
	Proper screen age and distances met?		
21.	Is Minimum/Maximum Lot Width Requirement Met	Х	
22.	Is Minimum/Maximum Lot Area Requirement Met	X	
23.	Is Minimum/Maximum Height Requirement Met	Х	
24	Are the Setback Requirements met for the zoning district	Х	
	Front - 30		
	Back - 25 Side - 20		
25	Is this a phase Construction? If so		Х
	Description of each phase:		
26.	Fire Suppression Considerations (if applicable)		
	Is sprinkler needed or recommended No details provided		
	Fire Pump needed (3 stories or more)		
27.	Is this project in a wellhead Protection/Flood Hazard District?		
28.	Include a brief description of the project		
	Ransom District Library build and demolition		
	,		

Reviewed by:

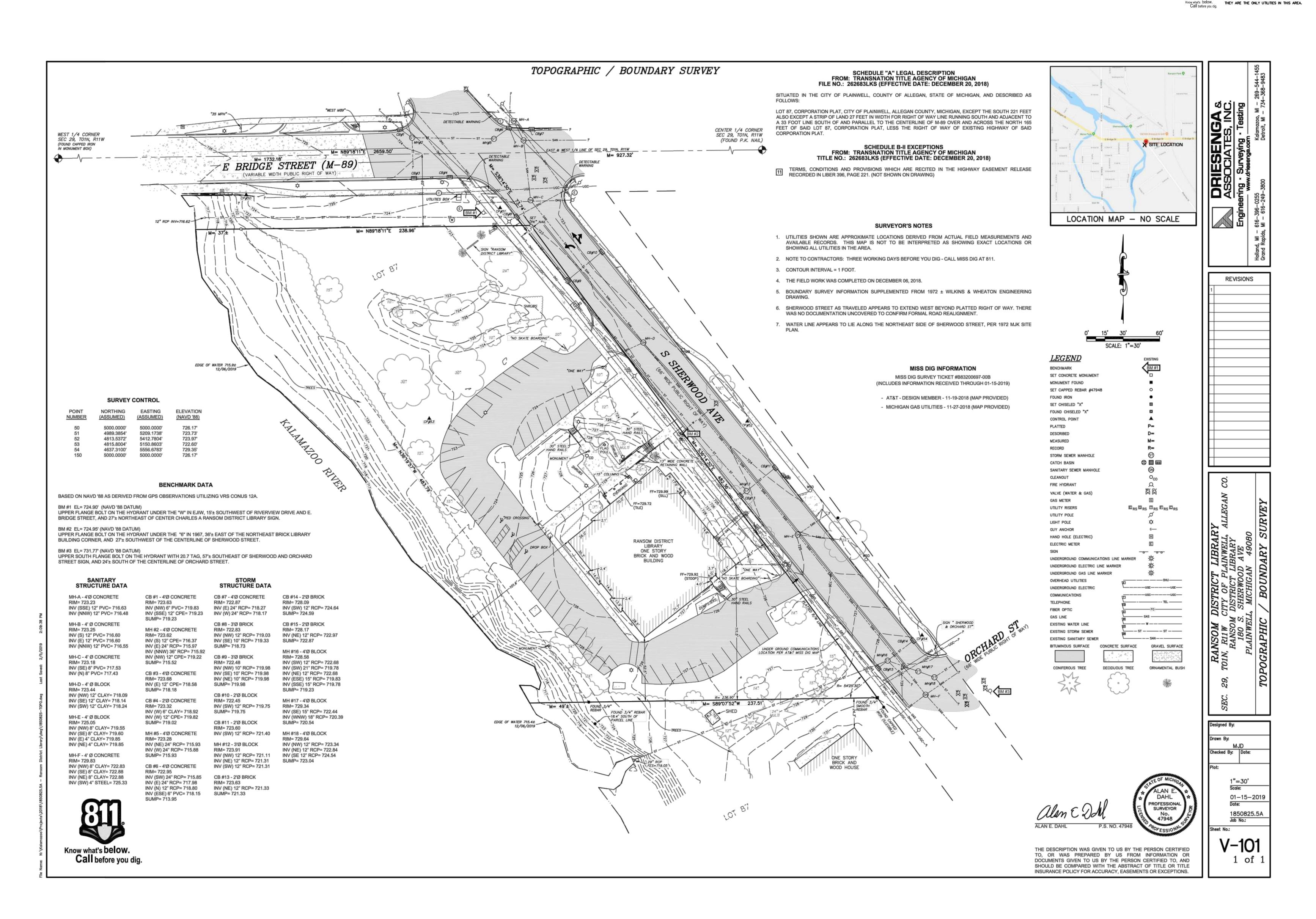
Community Development Manager
Public Works Superintendent
Director of Public Safety
City Manger

Denise Siegel 6/21/19
Robert Nieuwenhuis 6/24/19
Bill Bomar 6/24/19

Internal Use Only

Site Plan Checklist

Project Site Ado		Ransom District Library 30 Sherwood Ave.	,	Permit #: 2019-16 Contact Person: Parcel #: Email Address:
1.	Minute	s sent to applicant		
2.	Condit	ions of approval	none	
	A.	Soil Erosion and Sedimo		required from Allegan County Water
	В.	Take care of any Fire D	epartment Concerns	
	C.	Provide a CAD compati	ble plan	
3. Sign	ı Plan Si	gned by City and Applica	ant	
1.	Sealed	Site Plans sent to PCI: D	ate	
5.	Site Pla	n complete: Date _		
5 .	Easeme	ents Required	Private Public Date to	City Commission



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ISSUED FOR

Prein&Newhof

PN# 2180577

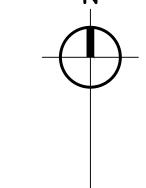
1707 SOUTH PARK ST. KALAMAZOO, MICHIGAN 49001 PHONE: (269) 372-1158 info@preinnewhof.com

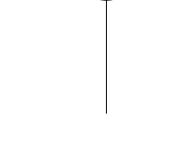
UTILITY LOCATIONS ARE DERIVED FROM ACTUAL MEASUREMENTS OR AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA.



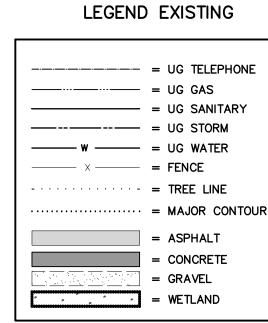








SCALE: 1" = 30' (CONTOURS AT ONE FOOT INTERVALS)



LEGEND REMOVALS X = REMOVALS

= REMOVALS

PHONE: (269) 492-6763

PHONE: (269) 372-1158

FAX: (269) 364-6955

PHONE: (269) 685-8024

ISSUED FOR

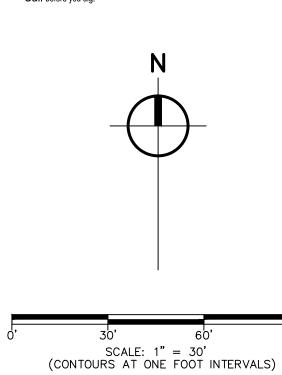
DATE

PN# 2180577 Prein&Newhof

1707 SOUTH PARK ST. KALAMAZOO, MICHIGAN 49001 PHONE: (269) 372-1158 info@preinnewhof.com



UTILITY LOCATIONS ARE DERIVED FROM ACTUAL MEASUREMENTS OR AVAILABLE RECORDS. THEY SHOULD NOT BE INTERPRETED TO BE EXACT LOCATIONS NOR SHOULD IT BE ASSUMED THAT THEY ARE THE ONLY UTILITIES IN THIS AREA.



SITE LAYOUT LEGEND

CONCRETE CURB & GUTTER CONCRETE STRAIGHT CURB BARRIER FREE RAMP PARKING AREA STRIPING ISLAND STANDARD DUTY CONCRETE WALKWAY/PAVEMENT HEAVY DUTY CONCRETE WALKWAY/PAVEMENT STANDARD DUTY BITUMINOUS PAVEMENT HEAVY DUTY BITUMINOUS PAVEMENT TRAFFIC FLOW PARKING STALL COUNT TRANSITION FROM NORMAL TO REVERSE SLOPE GUTTER SECTION (5' TRANSITION LENGTH)

- . ALL TEXT & FEATURES SHOWN SCREENED ARE EXISTING. ALL STRUCTURES SHALL BE LOCATED IN RELATION TO THE PROPOSED IMPROVEMENTS.
 2. UTILITIES SHOWN WERE EITHER FIELD LOCATED, OR TAKEN FROM EXISTING RECORD/DESIGN DRAWINGS &
- ARE SHOWN ACCORDINGLY, THE CONTRACTOR SHALL EXERCISE CAUTION & FIELD VERIFY REQUIRED LOCATIONS PRIOR TO EXCAVATION & CONSTRUCTION. 3. THE STANDARD PARKING STALL DIMENSION IS 9-FEET
- 4. THE STANDARD BARRIER FREE PARKING STALL IS 8-FEET BY 18-FEET (PLUS 2-FOOT OVERHANG). 5. THE STANDARD COMPACT PARKING STALL IS 9-FEET BY 16-FEET.
- 6. BARRIER FREE PARKING STALLS MUST BE MARKED BLUE. . STANDARD PARKING STALLS MUST BE MARKED

GENERAL NOTES: SITE INFORMATION: PROPERTY ADDRESS: 180 S. SHERWOOD AVE. TAX ID NUMBERS & ZONING DISTRICT: 55-160-087-20 CS PARCEL SIZE: 2.41 ACRES (105,000 SQ. FT.) NO FLOODPLAIN ON PROPERTY TRASH RECEPTACLE : DUMPSTER ENCLOSURE BUILDING LOT COVERAGE MAXIMUM = 35% OF TOTAL AREA BUILDING LOT COVERAGE PROPOSED = 17.00% (20,000 SQ. FT.) ZONING REQUIREMENTS: SETBACKS: FRONT = 25' SIDE = 25' FROM PROP LINE, 50' FROM SIDE LOT REAR = 0'MAXIMUM BUILDING HEIGHT = 35' PROP. BUILDING HEIGHT = PARKING CALCULATION: PROP. BUILDING 20,000 SQ. FT. LIBRARY REQUIRED: 20,000 SQ. FT. LIBRARY/250 = 80 SPACES TOTAL REQUIRED = 80 SPACES TOTAL PROVIDED = 78 SPACES LIBRARY BUILDING UTILITIES = ELECTRIC, WATER, SANITARY SEWER, COMMUNICATIONS, GAS

SITUATED IN THE CITY OF PLAINWELL, COUNTY OF ALLEGAN, STATE OF MICHIGAN, AND DESCRIBED AS FOLLOWS: LOT 87, CORPORATION PLAT, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, EXCEPT THE SOUTH 221 FEET ALSO EXCEPT A STRIP OF LAND 27 FEET IN WIDTH FOR RIGHT OF WAY LINE RUNNING SOUTH AND ADJACENT TO A 33 FOOT LINE SOUTH OF AND PARALLEL TO THE CENTERLINE OF M-89 OVER AND ACROSS THE NORTH 165 FEET OF SAID LOT 87, CORPORATION PLAT, LESS THE RIGHT OF WAY OF EXISTING HIGHWAY OF SAID CORPORATION PLAT.

ISSUED FOR

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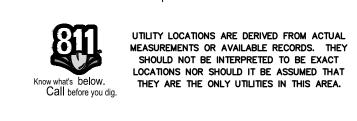
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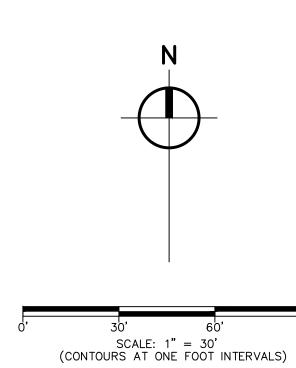
DISTRIC⁻

PROJECT TITLE NEW RANSOM

LIBRAR

PN# 2180577 Prein&Newhof 1707 SOUTH PARK ST.
KALAMAZOO, MICHIGAN 49001
PHONE: (269) 372-1158
info@preinnewhof.com





100-YEAR FLOOD ELEVATION: 722.00

FLOODPLAIN DATA:

SITE GRADING LEGEND √970.10 TC SPOT ELEVATION 1.50% FLOW DIRECTION WITH GRADE SLOPE LABEL CATCH BASIN CULVERT END SECTION HYDRANT & VALVE MANHOLE CLEANOUT GRADE BREAK -----PROP. CONTOUR LINE **— — — 790.0 — — —**

EX. CONTOUR LINE GRADING LIMIT -----NOTES: = BACK OF CURB = TOP OF CONC. = SIDEWALK = HMA PAVT. CONC./HMA = WHERE CONC. MEETS HMA

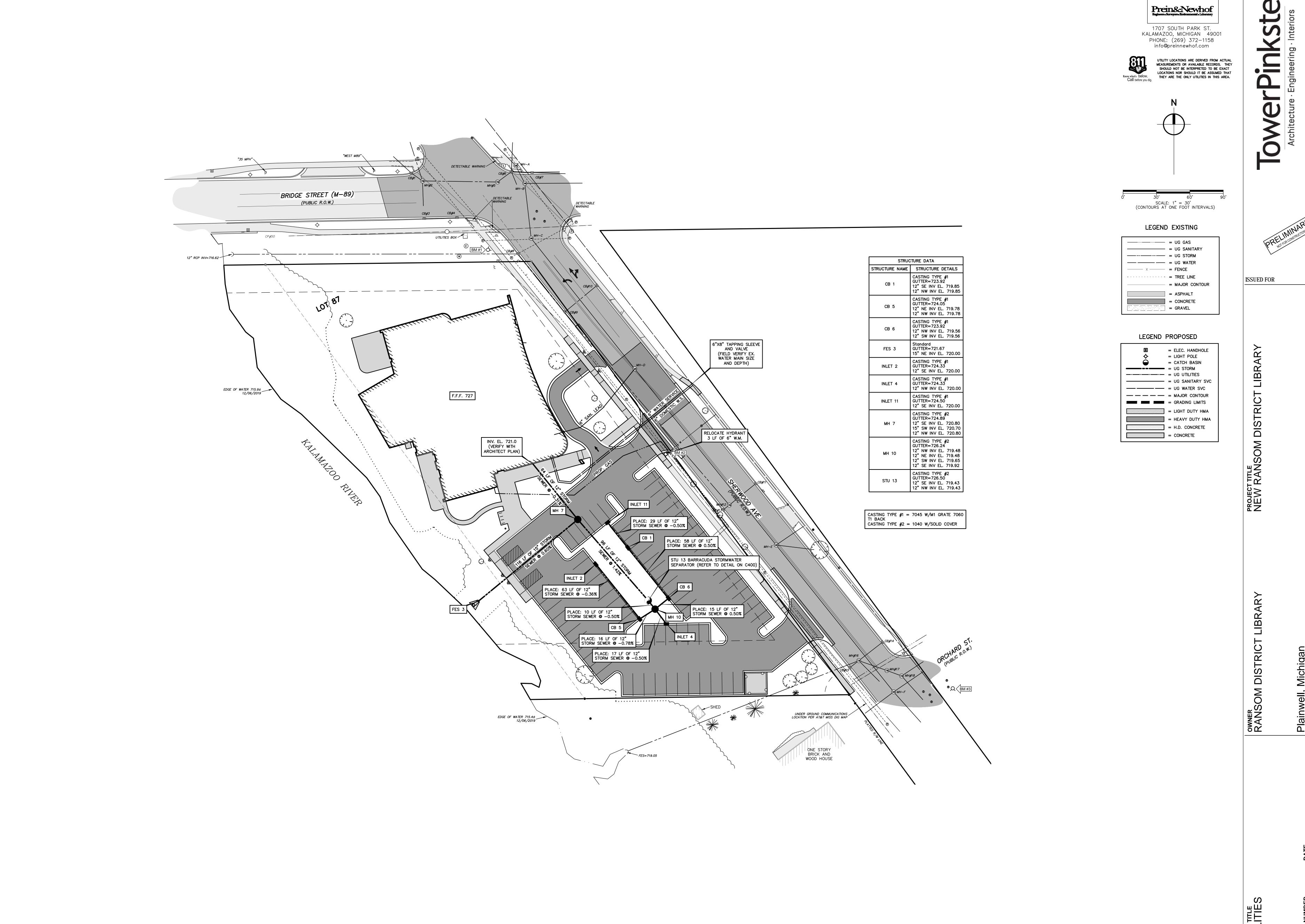
REFER TO SPECIFICATIONS FOR ADDITIONAL ABBREVIATIONS FOR CIVIL/SITE AMENITIES.

.IBRAR DISTRIC PROJECT TITLE NEW RANSOM [

ISSUED FOR

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DATE



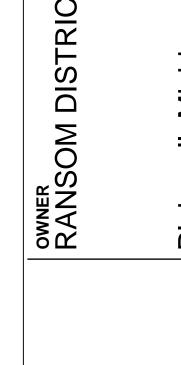
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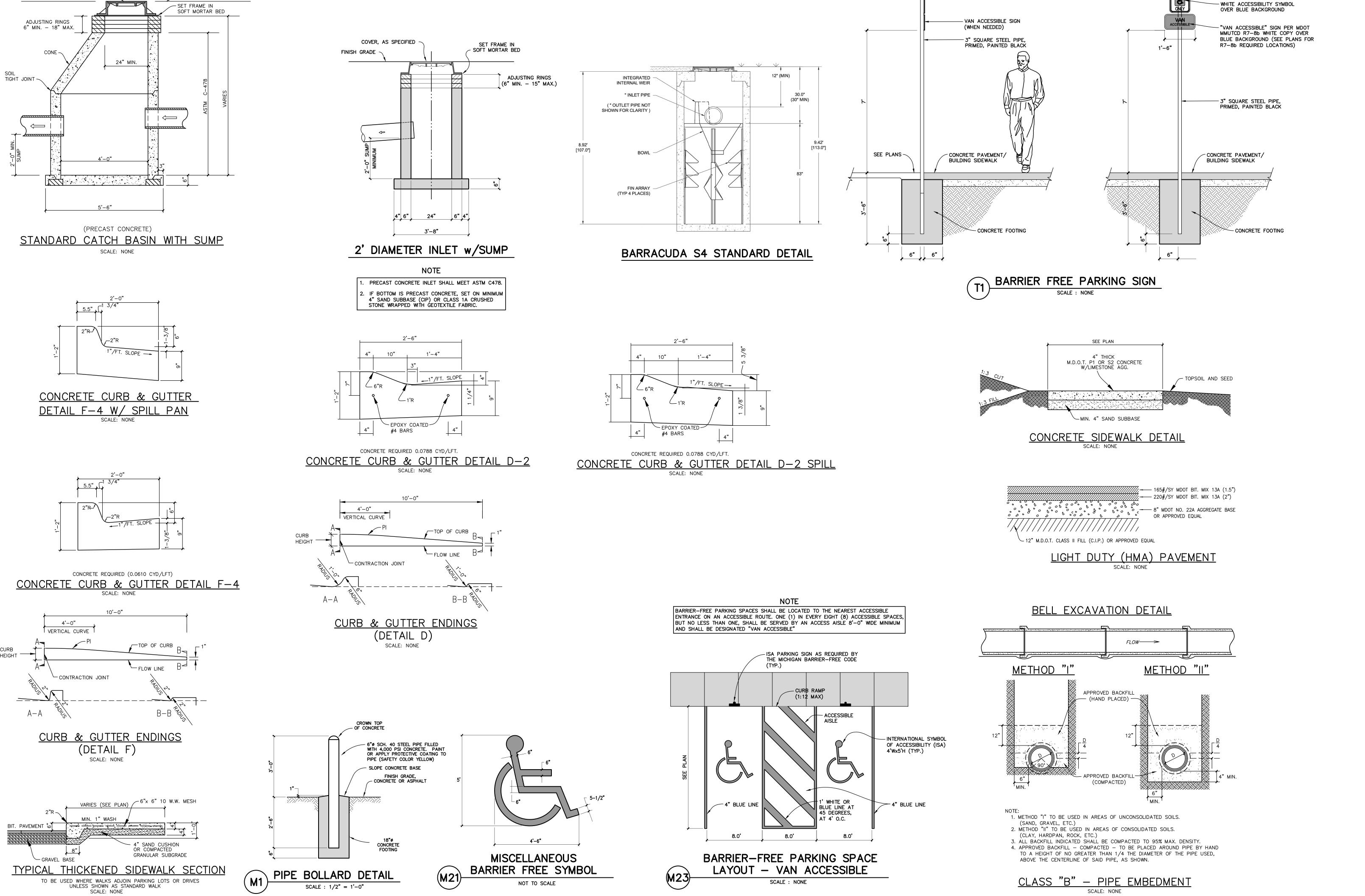
PN# 2180577

DATE



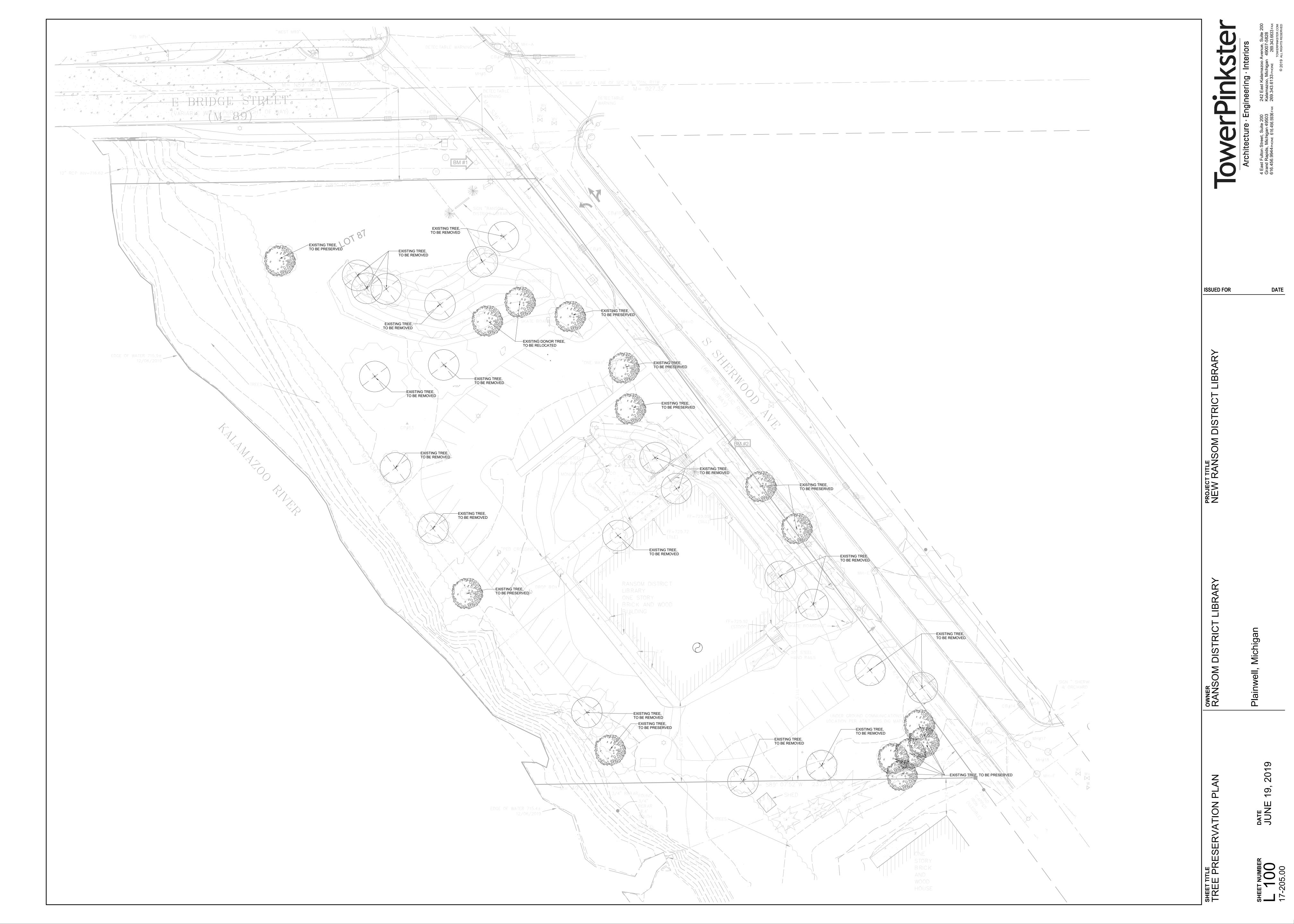


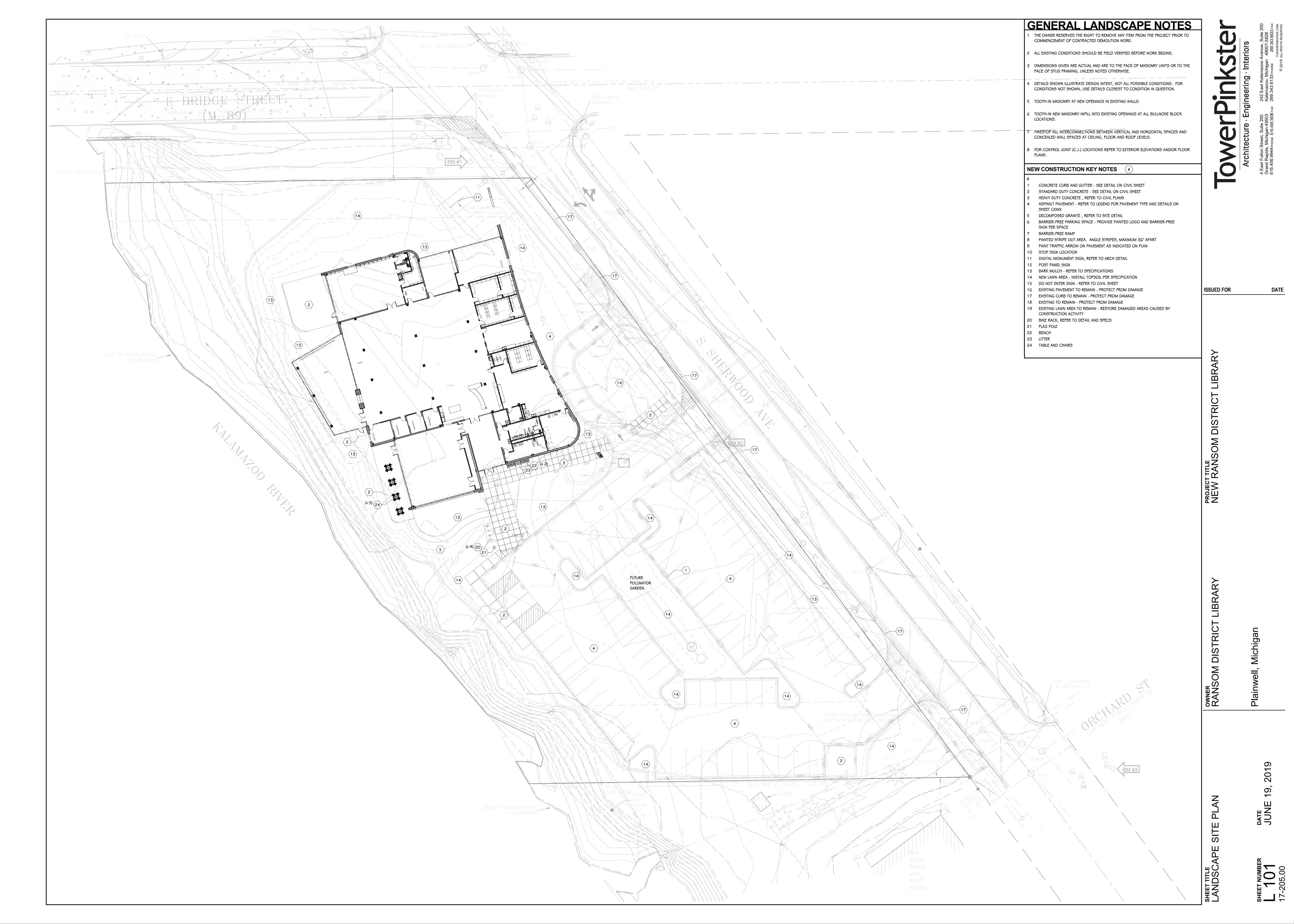




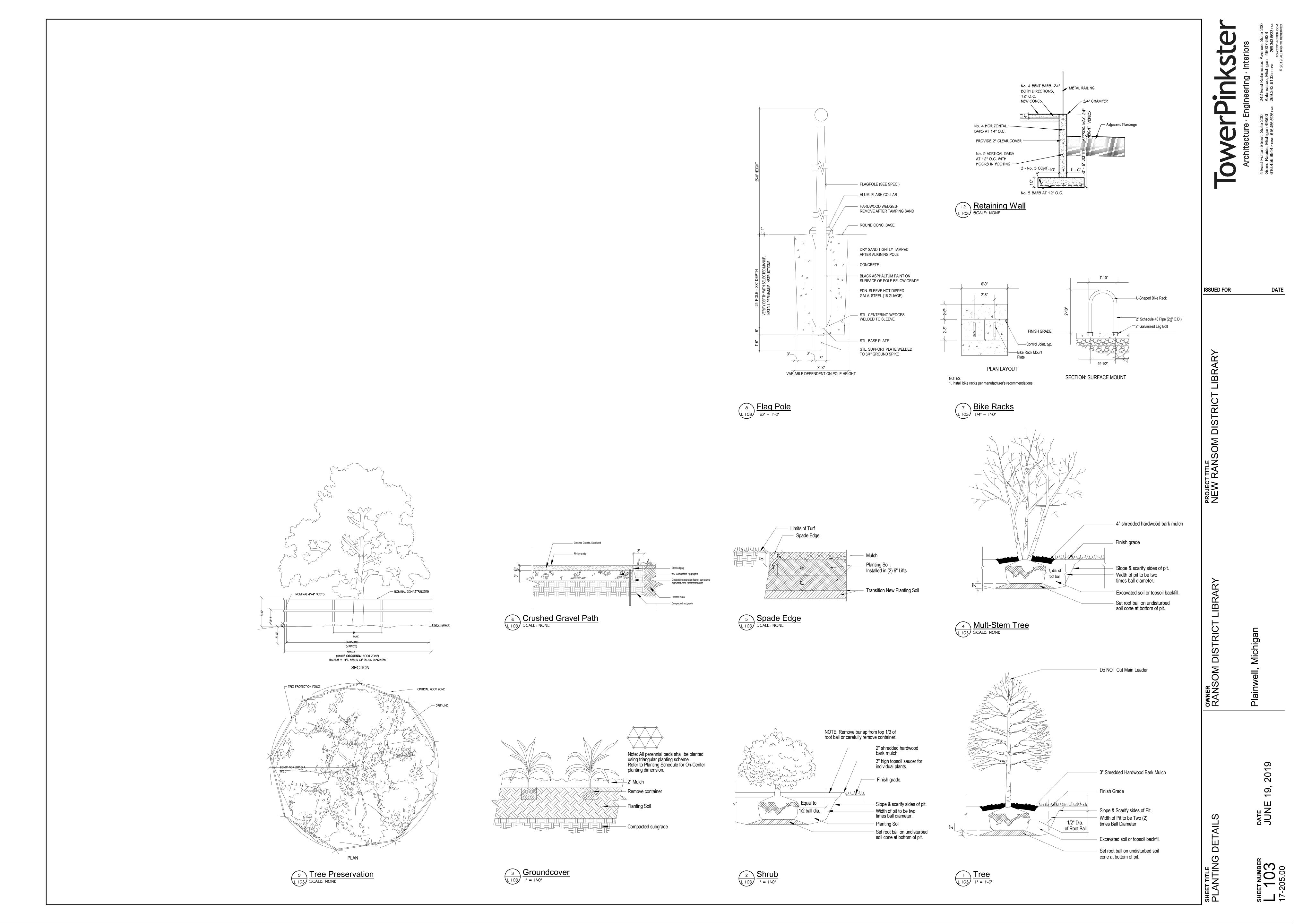
- RESERVED PARKING SIGN

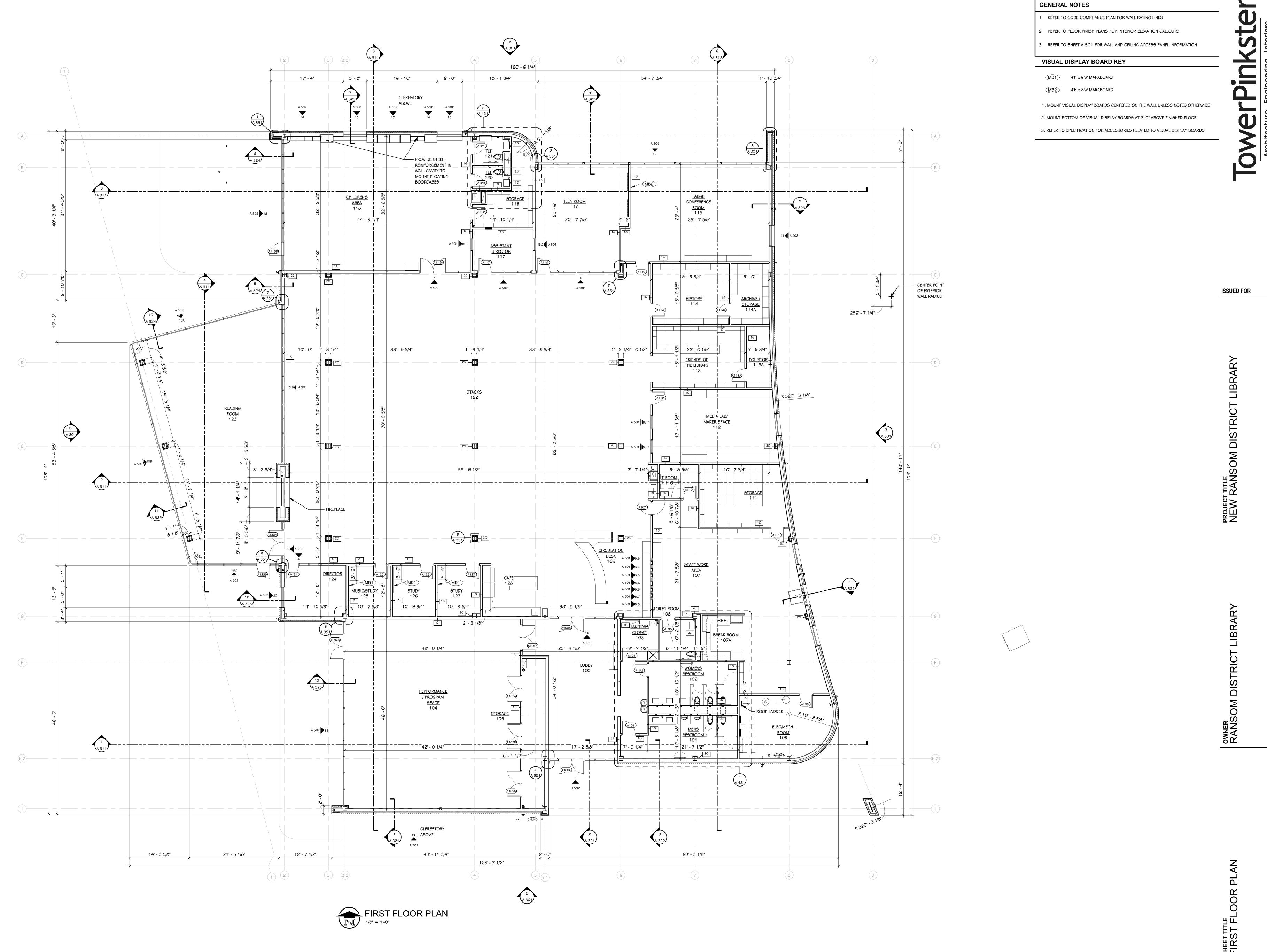
COVER AS SPECIFIED ~

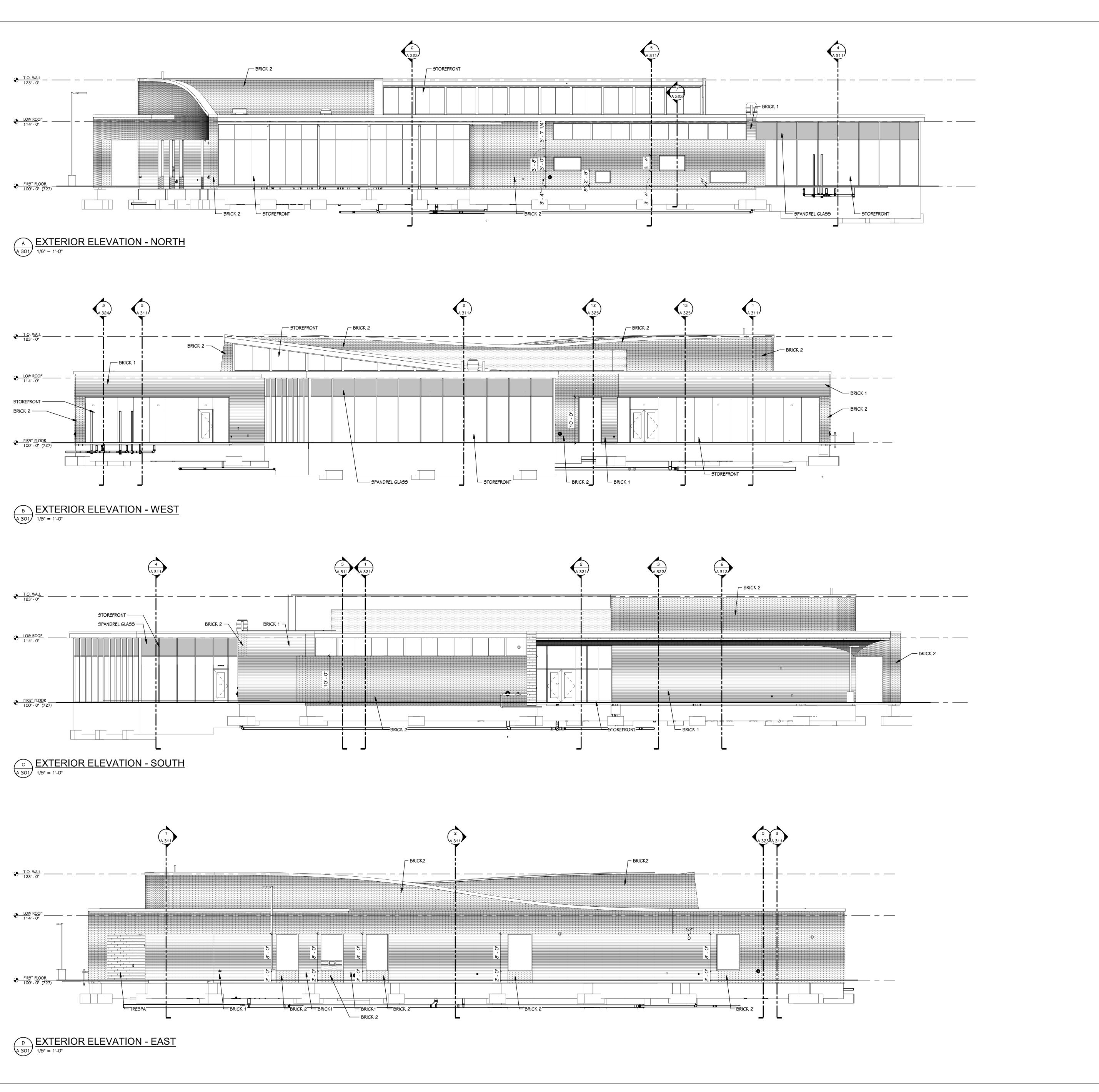


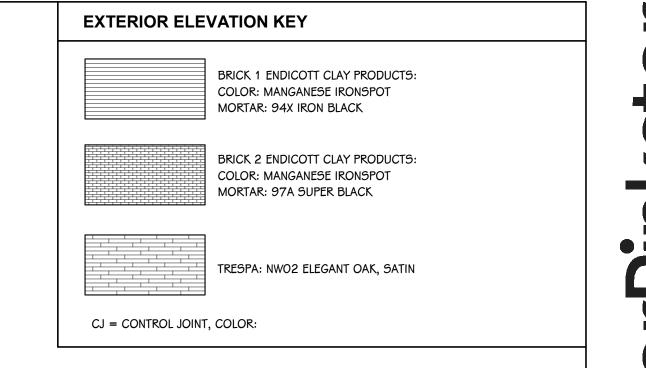












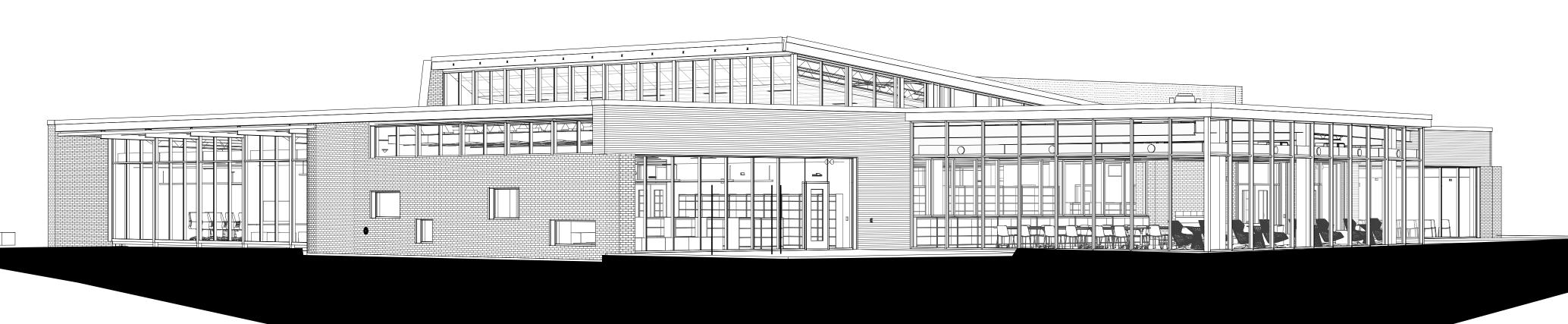
ISSUED FOR

SHEET TITLE
EXTERIOR ELEV

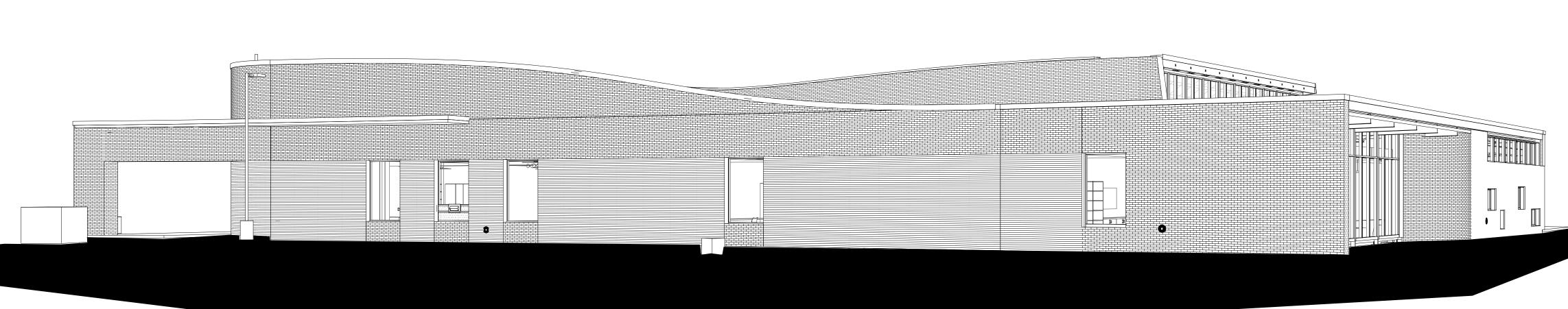
RANSOM DISTRICT LIBRARY

KEY PLAN
SCALE: NO SCALE

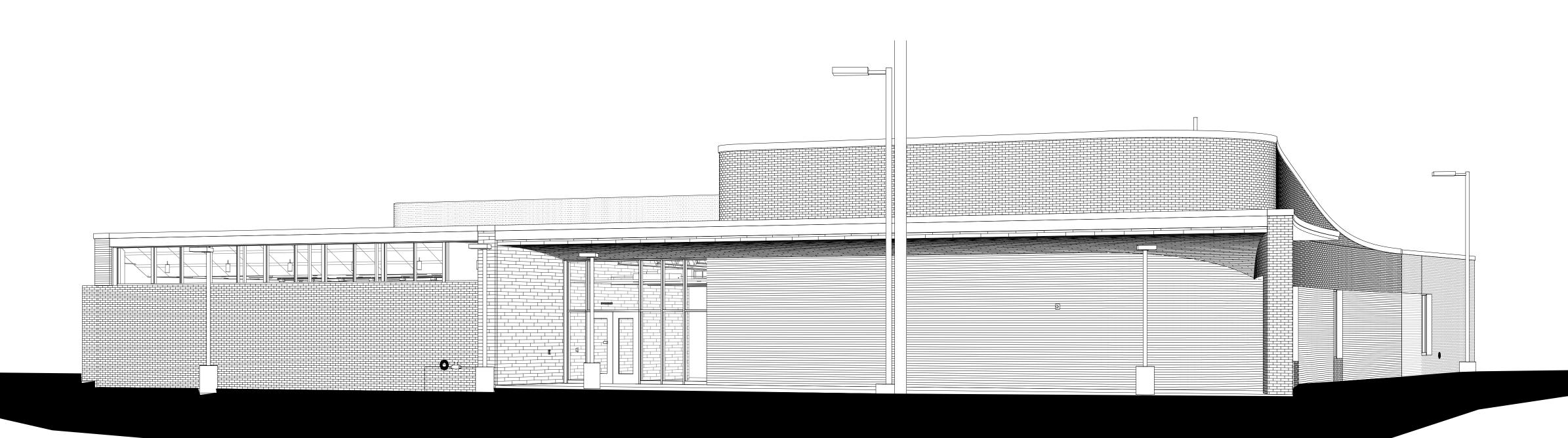
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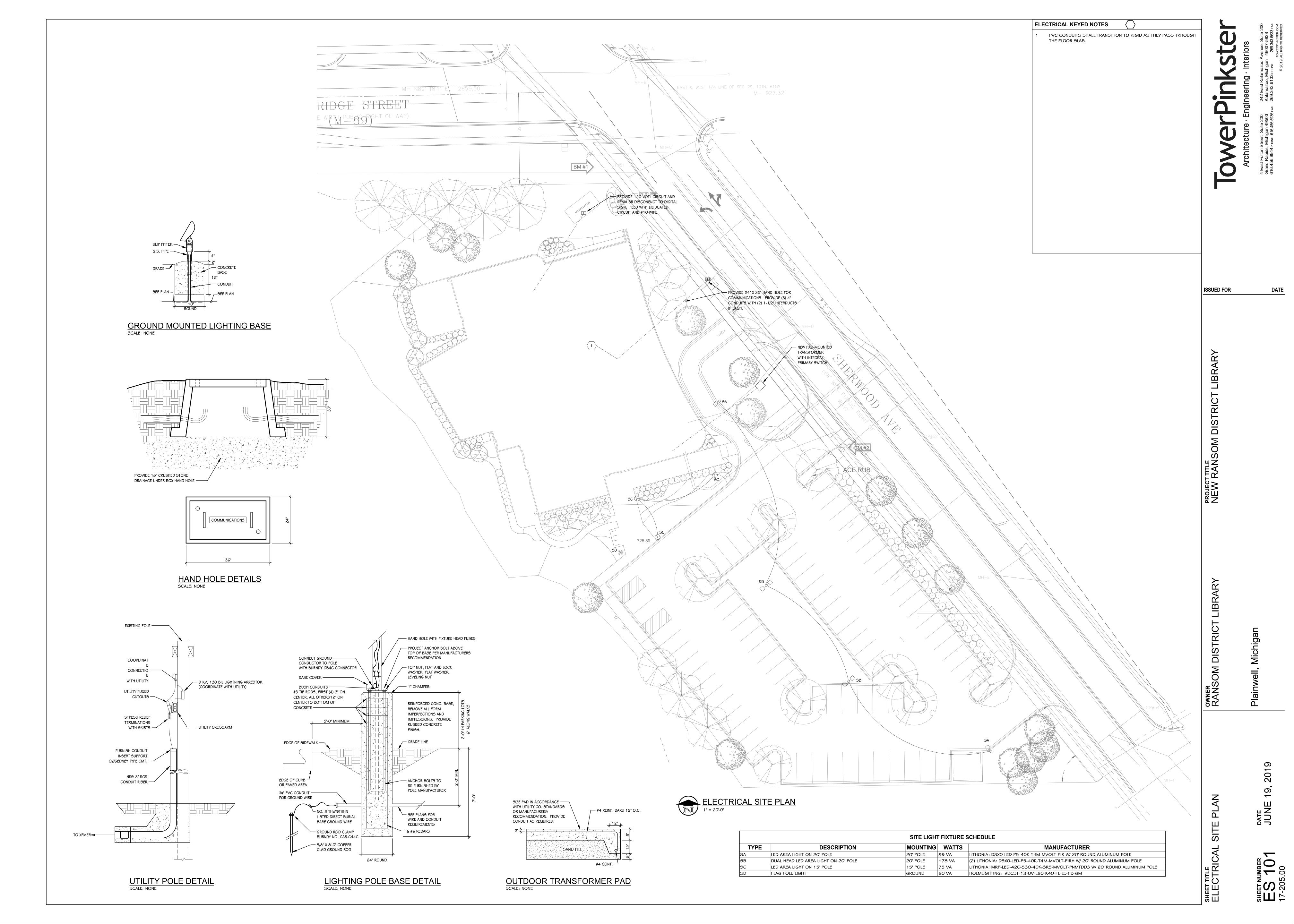
EXTERIOR CHILDRENS ROOM CORNER

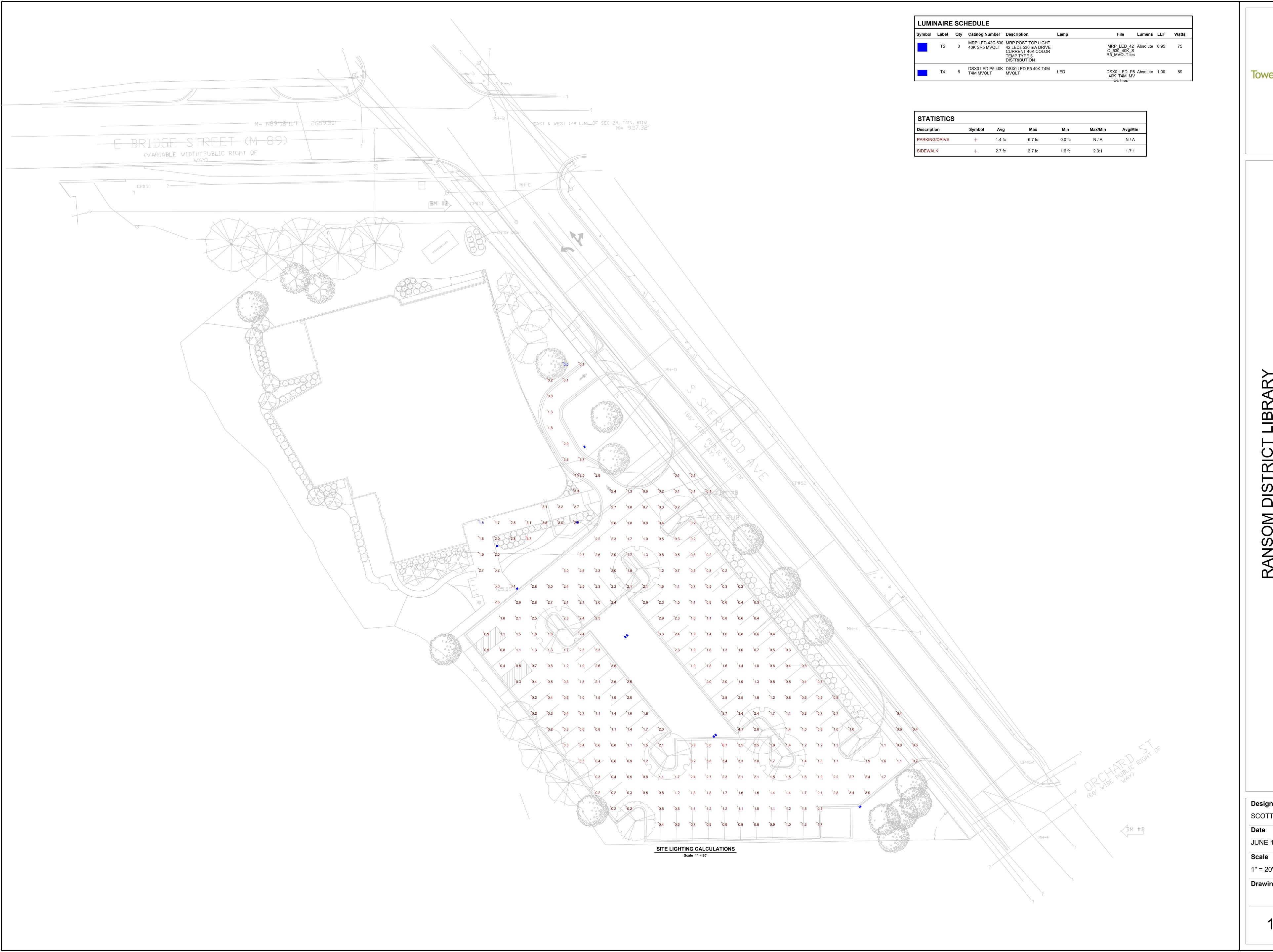


EXTERIOR FRONT CORNER



EXTERIOR ENTRANCE







Designer SCOTT GARBERICK Date JUNE 19, 2019

1" = 20' Drawing No.

1 of 1



The Conrad

Single, Wet, Unisex Style Restroom

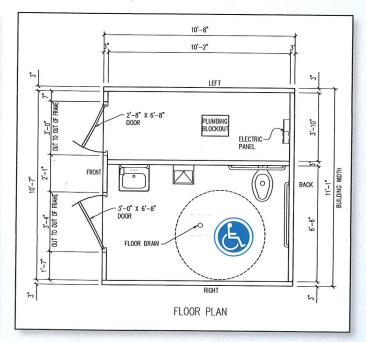


he Conrad, a plumbed unisex style restroom, offers one individual unit containing all stainless steel fixtures, a separate chase for housing mechanical, electrical equipment and storage for supplies. Unique industry-leading features include: easy to clean and sanitize wall-to-floor cove detail; post-tensioning system to add strength, shrinkage crack resistance and impermeability; stainless steel connector plates and window frames for corrosion resistance; and post-tensioning in large multi-unit restrooms to create monolithic twoway slab design. Restroom meets or exceeds current codes.

Pre-Engineered • Minimal Site Preparation • Delivered To Site Ready To Use • Maintenance Free • Durable • Sustainable

Only Brand to Offer:

- Easy clean-out cove detail
- Patented post-tensioning system
- Stainless steel assembly connector plates
- Stainless steel window frame
- Monolithic roof and floor designs (multi-unit)



MANUFACTURED throughout the USA & Canada by Licensed Producers AVAILABLE LOCALLY FROM:

AVAILABLE OPTIONS:

- Wall Textures & Colors
- · Factory Plumbed & Wired
- Choice of Pre-Installed Fixtures
- · Hot Water Heaters · Water Fountains
- · Room Heaters · Solar Package
- Anti-Graffiti Coating



DRAWING PACKAGE NUMBER: CFS108111

10'-8" X 11'-1"X 9'-8" CONRAD

SHERWOOD PARK IMPROVEMENTS

CUSTOMER: CITY OF PLAINWELL

PROJECT: SHERWOOD PARK IMPROVEMENTS

PRODUCER: QUALITY PRECAST, INC.

GENERAL NOTES:

- 1. DESIGN SPECIFICATIONS
 - 30 2015
 - ASCE 7-10
 - AC 3'8-'4
 - PC 7T- ED.
 - STEEL CONST. MANUAL 14TH ED.
- 2. LOADS
 - ROOF LIVE LOAD: 150 PSF
 - FLOOR LIVE LOAD: 150 PSF
 - WIND LOADING: 165 VPF
 - SEISVICIDESIGNICATEGORY C
- 3. MATERIALS
 - CONCRETE = 2,500 PS (RELEASE)
 - = 5.000 PS (28 DAY)
 - = 3,500 PS (POST-TENSIONING)
 - REBAR: ASTM A615, GRADE 60
 - WELDED WIRE FABRIC: GRADE 65 ASTM A1064
 - POST-TENSION STRAND: ASTM A416, Fpu=270 KSI

ABBREVIATIONS:

P.D. = PANE_ DIMENSION

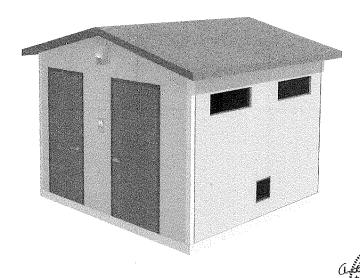
R.O. = ROUGH OPENING

TYP. = TYPICAL

PREPARED FOR:



SUBMITTAL DRAWINGS



DRAWING INDEX

PSC3 renses

	DWG	SHEET TITLE	REVISION	NO.	DATE
ſ	E-01	COVERSHEET			07.03.19
ſ	E-02	BUILDING LAYOUT			07.03.19
	E-03	BUILDING CROSS SECTIONS			07.03.19
	E-04	CONNECTION LAYOUT			07.03.19
ſ	E-05	CONNECTION DETAILS			07.03.19
	E-06	RECOMMENDED SITE PREP			07.03.19

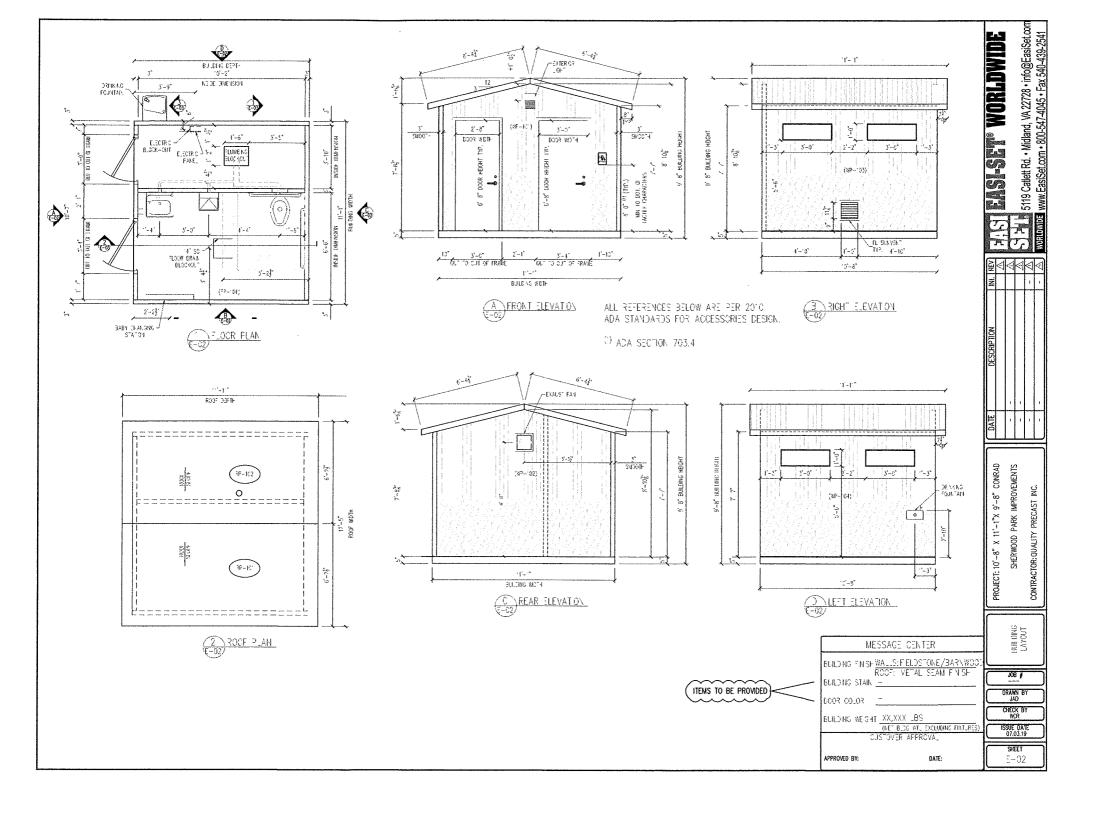
COLECT: 10 - 8" X 11 - 1"X 9 - 8" CONRA SHERWOOD PARK IMPROVEMENTS

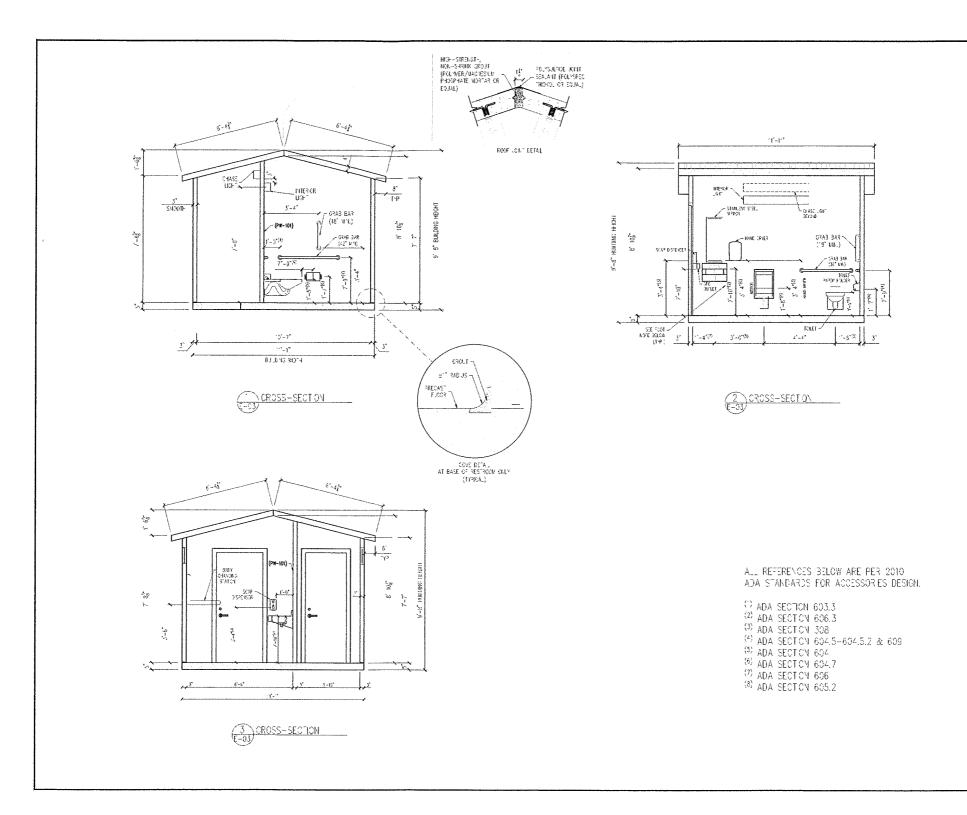
COMINSHITT

DRAWN BY JAD

ISSUE DATE 07.03.19

E-0'





EASI-SETI® WORLDWIDE 5119 Catlett Rd • Midland, VA 22728 • info@EasiSet con www.EasiSet.com • 800-547-4045 • Fax 540-439-2541

9 -8 CONRAD - - -

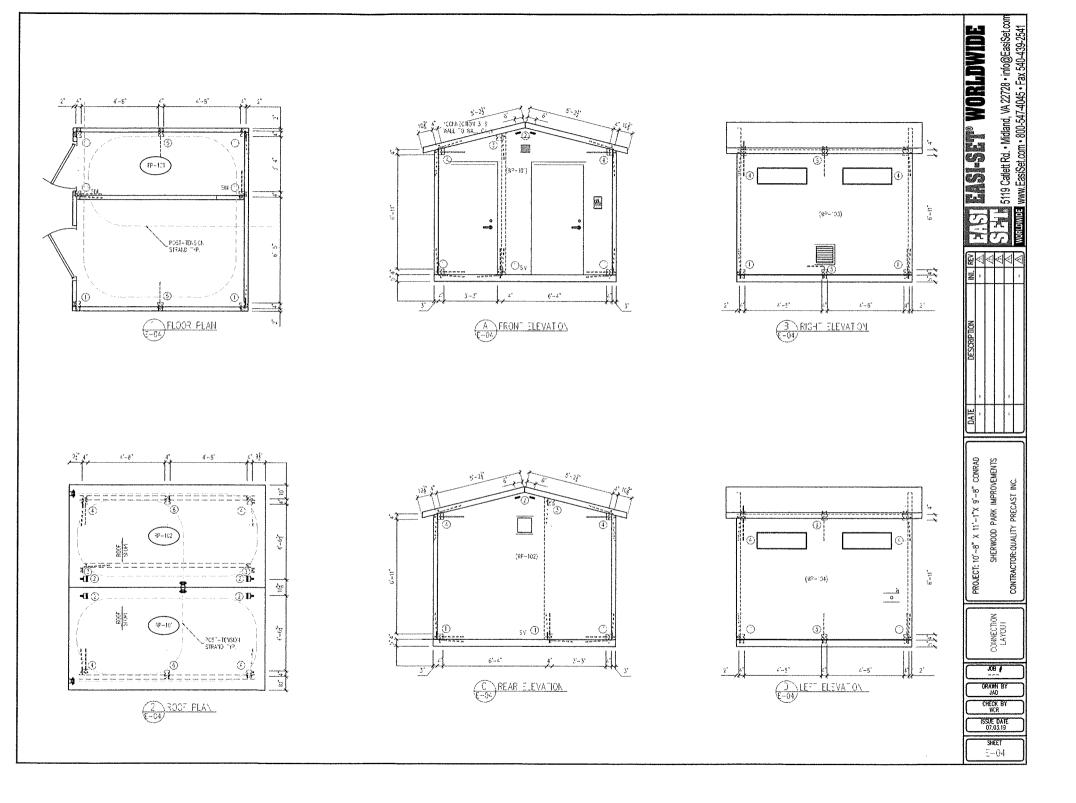
PROJECT: 10"-8" X 11"-1"X 9"-8" CONRAD SHERWOOD PARK IMPROVEMENTS CONTRACTOR: QUALITY PRECAST INC.

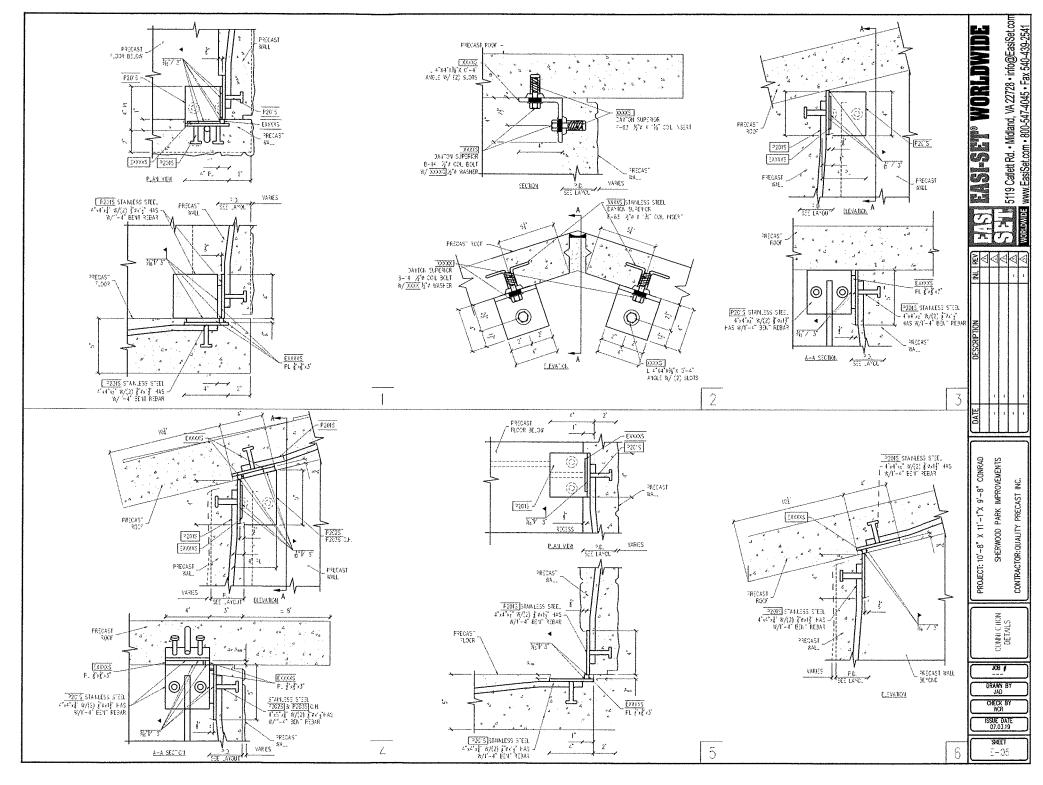
> CROSS SECTION

> > .08 /

DRAWN BY JAD CHECK BY YCR

155UE DATE 07.03.19 SHEET E-03





RECOMMENDED FOUNDATION REQUIREMENTS FOR EASIHISET TRANSPORTABLE PRECAST CONCRETE BUILDINGS

BUILDING DESIGN
EASI-SET TRANSPORTABLE PRECAST CONCRETE BUILDINGS HAVE BEEN DESIGNED TO ELIMINATE THE NEED FOR
FOUNDATIONS OR FOOTINGS FOR VIRTUALLY ALL INSTALLATIONS. THE BUILTHIN FLOOR OF THE EASI-SET
BUILDINGS IS DESIGNED FOR USE ON FLOATING FOUNDATIONS COMPRISED OF 4"HE" OF CRUSHED STONE OR
SAND. THIS DESIGN, AND THE USE OF APPROPRIATE FLOATING FOUNDATIONS OF STONE OR SAND, HAVE PROVEN
TO BE EFFECTIVE AND PROBLEM FREE IN THE FIELD FOR A WIDE MARKETY OF INSTALLATIONS. THE
EFFECTIVENESS OF THE DESIGN HAS NOT BEEN ADVERSELY AFFECTED BY THE SIZE OF THE EASI-SET BUILDING.

CAMEA STATE TOWNDATION OF CRUSHED STONE OR SAND SHOULD BE PLACED ON A WELL-DRAINED AND GRADED AREA, TO PRECLUDE THE RETENTION OF STANDING WATER. ON A WELL-DRAINED AND PROPERLY GRADED SITE, ANY GROUND SWELL SHOULD BE VINIMAL AND LINEAR, WITHING DAMAGE TO THE EASI-SET BUILDING OR ITS CONTENTS.

IT IS VPORTANT TO MOTE THAT THE DESIGN OF AN EASI-SET BUILDING ENABLES THE TRANSPORTATION OF THE BUILDING, WHICH MAXIMIZES THE FLEXIBLITY AND LONGHTERM USEFULNESS OF THE STRUCTURE. FURTHERMORE, THE ELIMINATION OF FOUNDATIONS AND FOOTINGS VINIMIZES THE VPACTION, AND DAMAGE TO, THE ENVIRONMENT OF THE BUILDING SITE. THE USE OF STANDARD FOUNDATIONS OR FOOTINGS WOULD COUNTER SOME OF THE SIGNIFICANT BENEFITS, WHICH CAN BE ACHIEVED BY NISTALLING EASIHER. NITHOUSE AREAS WHERE LOCAL BUILDING CODES MAY NOT ACCOMMISCIANT THE USE OF A FLOATING FOUNDATION FOR AN EASIHERT BUILDING, A MARIANCE TO SUCH CODES MAY BE ANAILABLE.

SITE PREPARATION REQUIREMENTS (VANUFACTURER'S RECOVMENDATION)

- ALEAS SET BUILDING SHALL BEAR FULLY ON A CRUSHED STONE BASE THAT IS AT LEAST TWO FEET LARGER THAN THE LENGTH AND WOTH OF BUILDING.
- B. STONE SHALL BE A MINIMUM OF 4" THICK DOWN TO FIRM SUBGRADE. THE VERTICAL SOLL CAPACITY UNDER STONE SHALL BE COMPACTED TO HAVE MINIMUM BEARING OF 1,500 POUNDS PER SQUARE FOOT, STONE SHALL BE 3/8" OR SMALLER AND MUST BE SCREEDED LEVEL WITHIN AN BOTH DIRECTIONS. STONE SHALL BE PLACED WITHIN A PERIMETER FORM WITH FLAT AND LEVEL TOP EDGE FOR SCREEDING, FORMING MATERIAL SHALL REMAIN AROUND STONE UNTIL AFTER THE BUILDING IS SET.
- C. THE CRUSHED STONE BASE SHALL BE KEPT WITHIN THE CONFINES OF THE SOL OR PERIVETER FORM, DO NOT ALLOW THE BASE TO BECOME UNDONENED SO THAT IT MAY WASH, ERODE, OR OTHERWISE BE UNDERWINED.

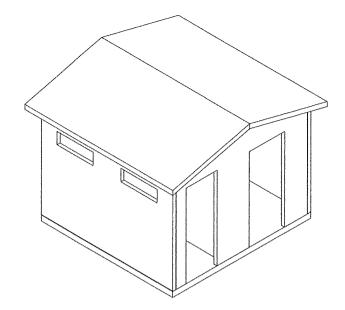
 OR

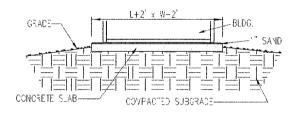
IF BULDING SIPLACED ON PAVEVENT OR A CONCRETE SLAB, SUBSTRATE BELOW PAVEMENT OR SLAB MUST HAVE A VERTICAL SOLICAPACITY OF 1,500 POLYDS PER SQUARE FOOT, PLACE STONE OR SAND TO 1" ABOVE HIGHEST POINT OF AREA WHERE BULDING WILL BE PLACED AND AT LEAST 1'-0" WIDE ALL AROUND THE BUILDING FOOTPRINT, RETAIN STONE OR SAND WITH A PERIMETER FORM TO PREVENT THE MATERIAL FROM WASHING OUT.

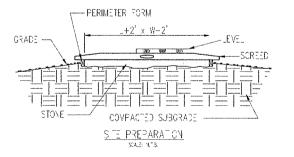
D. PROVIDE POSITIVE DRAINAGE FOR THE FILL, PAD, OR SLAB AS REQUIRED.

ACCESS.

AL CONTRACTOR MUST PROVIDE LEVEL UNOBSTRUCTED AREA LARGE ENOUGH FOR A CRANE AND A TRACTORHTRALER TO PARK ADJACENT TO THE PAD. CRANE MUST BE ABLE TO PLACE OUTRIGGERS WITHIN 5'HO" OF EDGE OF PAD AND TRUCK AND CRANE MUST BE ABLE TO GET SIDE BY SIDE UNDER THEIR OWN POWER, NO OVERHEAD LINES MAY BE WITHIN 75' RADIUS OF CENTER OF PAD. A MINIMUM OF 24" CLEARANCE IS REQUIRED BETWEEN THIS BUILDING AND ADJACENT BUILDINGS.











PROJECT: 10'-8" X 11'-1"X 9'-8" CONRAD
SHERWOOD PARK IMPROVEMENTS
CONTRACTOR: QUALITY PRECAST INC.

8 COMMINDED SITE PREP

JOB # DRAWN BY JAD

CHECK BY WCR ISSUE DATE 07.03.19

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MINUTES Plainwell City Council June 10, 2019

- 1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
- 2. Pledge of Allegiance was given by all present.
- 3. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: None.
- 4. Approval of Minutes/Summary:

A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 05/28/2019 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.

- 5. Robert Beltran from Lighthouse Baptist Church gave the invocation.
- 6. Public Comment: None
- 7. County Commissioner Report: None
- 8. Agenda Amendments: None
- 9. Mayor's Report: None
- 10. Recommendations and Reports:
 - **A.** Clerk Kelley reported having communicated with five (5) board members on various Boards and Commissions, each of whose term expire on June 30. Each member expressed desire to continue serving. The Mayor reviewed the list and has recommended re-appointment of each member, as presented, subject to City Council confirmation.

A motion by Keeney, seconded by Keeler, to confirm the Mayor's appoint of Nicholas Larabel to the BRA/TIFA/DDA Board, William Parsons to the Compensation Board, Matthew Bradley to the Parks & Trees Commission, and Diana Lubic and Gary Sausaman to the Planning Commission. On a voice vote, all voted in favor. Motion passed.

11. Communications:

- A. A motion by Steele, seconded by Overhuel, to accept and place on file the April 2019 Public Safety Report, the May 2019 Investment Report and the May 2019 Fund Balance Report. On a voice vote, all in favor. Motion passed.
- 12. Accounts Payable:

A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$146,777.34 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments

Superintendent Nieuwenhuis reported paint and landscaping work at the Sun Lot, as well as having moved 29 tons of asphalt on West Bridge on June 10.

Community Development Manager Siegel reported several Sesquicentennial Celebration events in coordination with this week's Plainwell Days Festival. She also reported having received a letter of approval from the Michigan DNR for the previously approved Sherwood Park Bathroom. Finally she invited Council to a Friday June 14 ribbon cutting event for Highland Ridge at 126 East Bridge at 11.30am.

Director Bomar reported Bob Farris as the City's new Part-Time Police Officer. He also reported retired Public Safety Officer Aaron Chapman has been retained to train the staff on reporting requirements within the Department.

Clerk/Treasurer Kelley reported Amanda Kersten as the city's new Accounts Payable/Finance Clerk, taking over for Cheryl Pickett who is transitioning to the Department of Public Works. He also reported working on property taxes which will be issued by month's end.

Personnel Manager Lamorandier reported ongoing work with documenting and orienting new hires.

City Manager Wilson thanked DPW Superintendent Nieuwenhuis and his staff for their work on the Sun Lot.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Keeler, to adjourn the meeting at 7:17 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully Submitted by, Brian Kelley City Clerk/Treasurer

MINUTES Plainwell City Council June 24, 2019

- 1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
- 2. Peter Dams 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.

A motion by Keeney, seconded by Overhuel, to excuse Mayor Brooks with prior notification. On a voice vote, all in favor. Motion passed.

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 06/10/2019 regular meeting and the Council Minutes of the 06/10/2019 Special meeting. On voice vote, all voted in favor. Motion passed.

- 6. Treasurer Kelley introduced Amanda Kersten to Council and to the Public as the new Accounts Payable/Finance Clerk, having taken over for Cheryl Pickett who transferred to the Department of Public Works.
- 7. Public Comment: None
- 8. County Commissioner Report: None
- 9. Agenda Amendments:

A motion by Keeler, seconded by Overhuel, to add Item I – Appointment of Certifying Officer – Mill Demolition Grant. On a voice vote, all in favor. Motion passed.

- 10. Mayor's Report: None
- 11. Recommendations and Reports:
 - **A.** Community Development Director Siegel presented applications from Scott Marlett for a zoning change and a special use permit for 720 North Main Street. The zoning change takes the property from C-1, Local Commercial, to SB, Service Business, to allow for a holistic animal clinic. The Planning Commission reviewed the applications and held the required public hearing on June 19, 2019, and recommends approval. Scott Marlett, in attendance, briefed the Council on the business plan and answered questions from Council.

A motion by Keeney, seconded by Keeler, to approve Ordinance 382 to amend the Zoning Map to rezone 720 North Main Street to SB – Service Business District and to approve a special use permit for a holistic animal clinic at that location. On a voice vote, all voted in favor. Motion passed.

B. Superintendent Pond reported higher than expected landfill costs associated with a previously approved storm drain/street sweeping/bio-bid mulch disposal project. The originally approved project cost was not to exceed \$7,000. The hauling costs totaled \$1,950 and the landfill costs totaled \$12,132.12.

A motion by Keeney, seconded by Keeler, to confirm the purchase with C&C Landfill for \$12,132.12 for tipping fees related to the previously approved storm drain/bio-bed mulch/street sweeping removal project. On a roll-call vote, all voted in favor. Motion passed.

- **C.** City Manager Wilson presented a draft 3-Year Collective Bargaining Agreement with the Service Employees International Union Local 517M (SEIU).
 - A motion by Overhuel, seconded by Keeney, to approve the three-year labor contract with the SEIU. On a roll-call vote, all voted in favor. Motion passed.
- **D.** City Manager Wilson presented a draft 4-Year Collective Bargaining Agreement with the Police Officers Labor Council (POLC).
 - A motion by Keeney, seconded by Overhuel, to approve a four-year labor contract with the POLC. On a roll-call vote, all voted in favor. Motion passed.
- E. Treasurer Kelley presented several budget amendments to account for 2018/2019 projects previously approved but not accounted for in the budget, and for changes to cost distributions.
 A motion by Overhuel, seconded by Keeler, to approve the 2018/2019 Budget Amendments as presented. On a roll-call vote, all voted in favor. Motion passed.
- F. Treasurer Kelley presented a schedule of fines and fees for the upcoming 2019/2020 Budget Year.

 A motion by Keeler, seconded by Overhuel, to adopt Resolution 19-15 for the 2019/2020 Fines and Fees.

 On a voice vote, all voted in favor. Motion passed.
- **G.** City Manager Wilson presented, for the second time, a draft Capital Improvement Program for 2019-2024. The Planning Commission has also reviewed this document and recommended approval at its June 19, 2019 meeting.
 - A motion by Keeney, seconded by Keeler, to adopt the 2019-2024 City of Plainwell Capital Improvement Program. On a roll-call vote, all voted in favor. Motion passed.
- H. A motion by Overhuel, seconded by Keeler, to open a Public Hearing at 7:27pm for the 2019/2020 Plainwell City Budget. On a voice vote, all in favor. Motion passed.

City Manager Wilson presented the 2019/2020 Plainwell City Budget showing the revenues and expenditures for all funds city-wide. The major project, affecting several funds, is the Sherwood Avenue Project, which will leave the Major Streets and Water funds with little leftover resources in the short-term. The Water Fund will issue additional bonds to restore its resources and the city will strive to restore the Major Streets Fund using state funding and different methodologies to repair street sections.

No public comment.

A motion by Keeler, seconded by Keeney, to close the Public Hearing at 7:39pm. On a voice vote, all in favor. Motion passed.

A motion by Keeler, seconded by Overhuel, to adopt Resolution 19-16 for the General Fund Appropriations and Resolution 19-17 for the Special and Operating Funds Appropriations for the 2019/2020 Plainwell City Budget. On a roll-call vote, all voted in favor. Motion passed.

I. City Manager Wilson reported as part of the application process for a Mill Demolition Grant, the local unit must designate a Certifying Officer as it relates to the environmental review requirements and all other submissions.

A motion by Keeler, seconded by Keeney, to designate the City Manager as the Certifying Officer for the Mill Demolition Grant. On a voice vote, all voted in favor. Motion passed.

12. Communications:

A. A motion by Overhuel, seconded by Keeler, to accept and place on file the May 2019 Public Safety Report, the May 2019 Water Renewal Report and the Draft June 19, 2019 Planning Commission Minutes. On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$101,571.91 for payment of same. On a roll call vote, all in favor. Motion passed.

- 14. Public Comments: None
- 15. Staff Comments

Community Development Manager Siegel updated the Council on community events and the Sherwood Park Restroom.

Superintendent Nieuwenhuis reported on the water main break at Hill & Brigham.

Superintendent Pond reported near capacity flow due to the high river level after the recent rains and that he's added a tank to the process to help slow the flow.

Director Bomar reported a change in the city's attorney from Robert Champion to David Kiel at Orton Tooman PC in Allegan.

Clerk/Treasurer Kelley reports 2019 Summer Property Tax Statements will be mailed on Friday June 28 and will be due on Thursday August 15, 2019, and that he is preparing for year-end.

16. Council Comments:

None.

17. Adjournment:

A motion by Keeler, seconded by Overhuel, to adjourn the meeting at 8:47 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully Submitted by, Brian Kelley City Clerk/Treasurer