City of Plainwell

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



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Agenda Planning Commission June 7, 2017 7:00 PM

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call
- 4. Approval of Minutes: 03/15/17 & 05/17/17 Planning Meeting
- 5. Chairman's Report
- 6. New Business:
 - A. Ace Hardware Site Plan Review
- 7. Old Business:
- 8. Public Comment
- 9. Reports and Communications:
 - A. 3/13, 3/27, 4/10, 4/24, 5/08/17 Council minutes
- 10. Staff Comments
 - A. City Updates
- 11. Commissioners Comments
- 12. Adjournment

CITY OF PLAINWELL MINUTES Planning Commission March 15, 2017

- 1. Call to Order at 7:02 p. m. by Chair Lubic
- 2. Pledge of Allegiance was given by all present.
- 3. <u>Roll Call</u>: Present: Chris Haas, Jay Lawson, Lori Steele, Diana Lubic, Jim Higgs, Gary Sausaman

Excused Absent: Chris Slinkman

4. Approval of Minutes -2/01/17:

Higgs moved to approve the minutes as presented and it was supported by Haas

5. Chairperson's Report:

None

- 6. New Business:
 - A. **Demolition of Plainwell Diner/Bait Shop** Demolition plans were presented for the two buildings, this is different than what was presented at the November 2, 2016 meeting. Due to complications both buildings will be demolition and the original footprint presented 11/2/16 will be constructed on the property. **Higgs**Moves to approve demolition plan to go before the City Commission supported by Haas. Motion carried
 - B. Rezoning of 201 E. Bridge Street –. A motion by Steele, supported by Haas to open the public Hearing at 7:10 p.m. to hear comment on the request to rezone 201 E. Bridge St. from SB to CBD. On a voice vote, all in favor. Motion passed.

Community Development Manager Siegel stated that the owner 201 E. Bridge St., Companion Animal Veterinary, is applying to rezone the properties from Service Business District (SB) to Central Business District (CBD). This property is currently zoned as SB and by rezoning it to CBD will remove the spot zoning. Plus allow for the Companion Animal Veterinary to expand to lines under the CBD zone. The property sits just on the corner of the CBD and directly across the street to the south is zoned CBD.

A motion by Higgs, supported by Haas to close the Public Hearing at 7:28pm. On a voice vote, all in favor. Motion carried.

A motion by Higgs, supported by Steele to recommend rezoning 201 E. Bridge St. from Service Business District to Central Business District. On a voice vote, all in favor. Motion carried.

C. Site Plan review for 201 E. Bridge St. – A review of the expansion for Companion Animal Veterinary was reviewed. Steele moves to approve the site plans to go before the City Commission supported by Lawson.

7. Old Business:

A. Marijuana law report – Steele and Siegel reported out on the new medical marijuana laws workshop they attended on Thursday, March 9, 2017. The Planning Commission wishes to do nothing regarding any ordinance change at this time.

8. Public Comment:

None

9. Reports and Communications:

A. Accepted the 1/23/17; 2/13/17 & 2/27/17 Council Minutes.

10. Staff Comments:

Siegel informed the commission about the USDA grant for the Prince Street Extension project.

11. Commissioner Comments:

Hass – complimented on how successful both the Art Hop and Senior Expo turned out.

12. Adjournment:

The meeting was adjourned at 7:41 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

CITY OF PLAINWELL MINUTES Planning Commission May 17, 2017

- 1. Call to Order at 7:02 p. m. by Chair Lubic
- 2. Pledge of Allegiance was given by all present.
- 3. <u>Roll Call</u>: Present: Jay Lawson, Lori Steele, Diana Lubic, Jim Higgs, Chris Slinkman

Excused Absent: Chris Haas, Gary Sausaman

4. Approval of Minutes -3/15/17:

None to approve – Higgs moved to approve minute's sight unseen.

5. <u>Chairperson's Report:</u>

None

6. New Business:

A. Land Division Review for 934 E. Bridge St. motion to recommend the division of the property and move forward to the Zoning Board of Appeals.

7. Old Business:

None

8. Public Comment:

None

9. Reports and Communications:

A. Accepted the 3/13/17; 3/27/17 & 4/24/17 Council Minutes. The minutes were not in the packet and therefore not accepted.

10. Staff Comments:

Siegel provided information on Plainwell Days Festival; Memorial Day Parade; Plainwell Kayak Company; Ace Hardware and Sweetwater donuts updates.

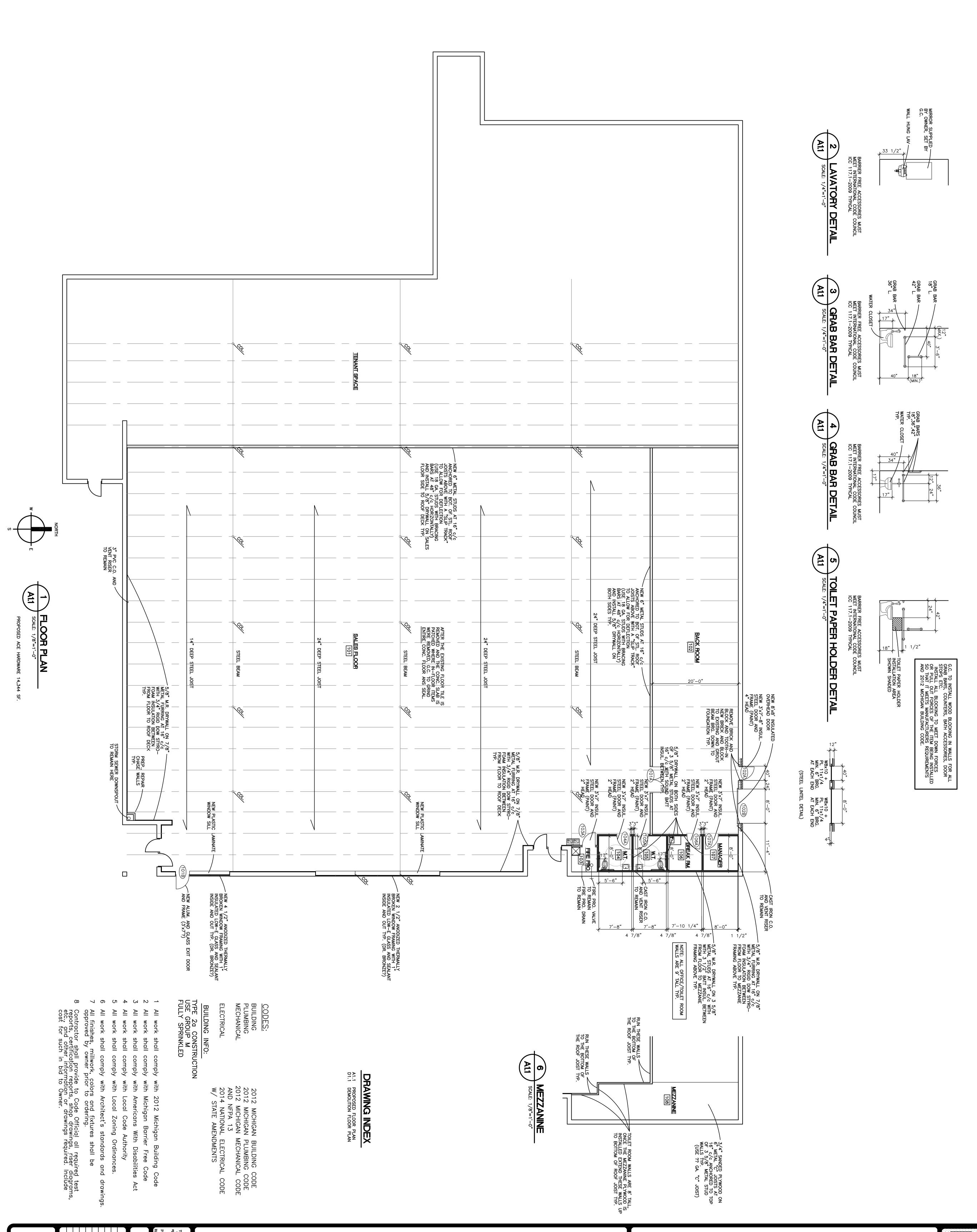
11. <u>Commissioner Comments</u>:

None

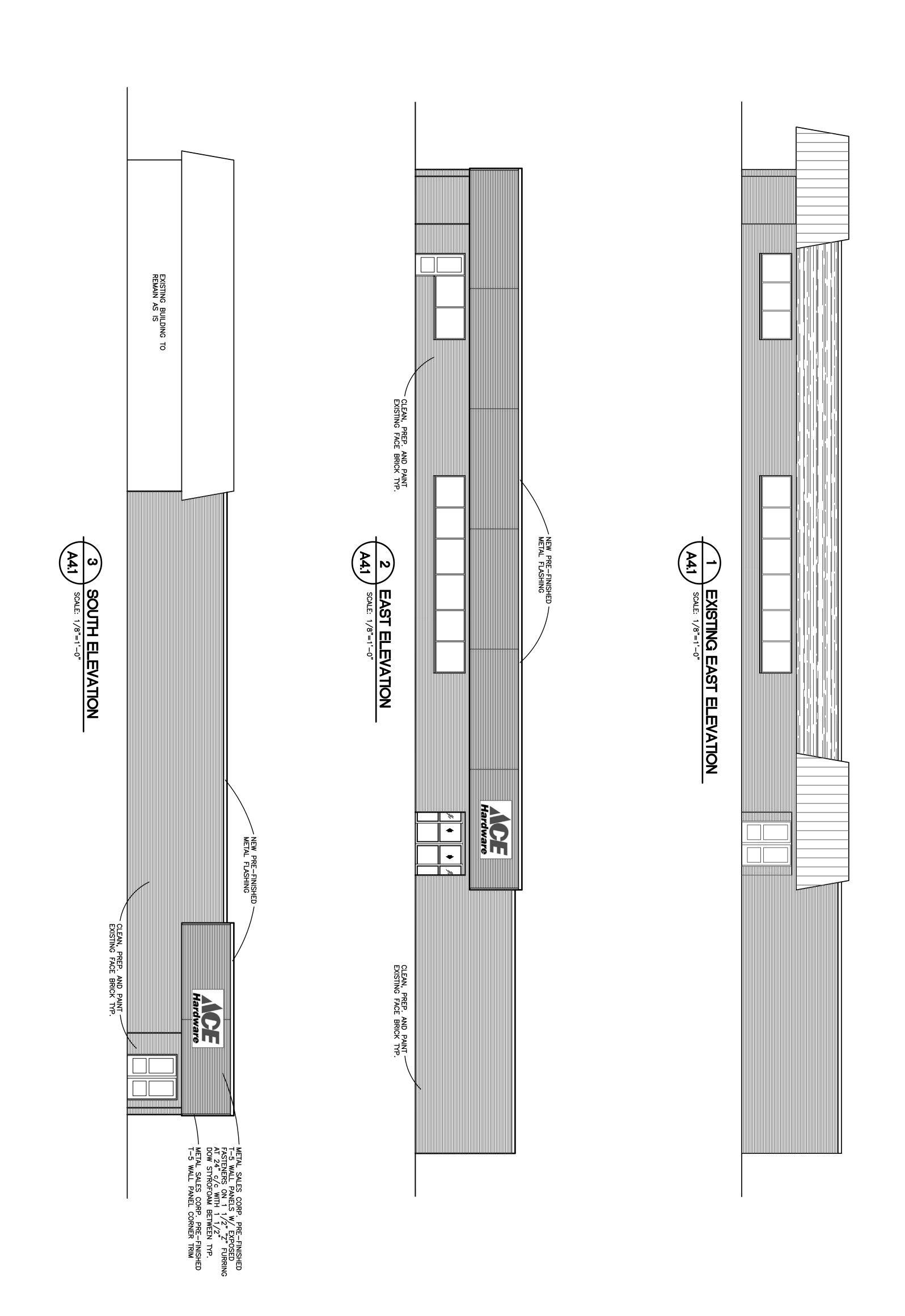
12. Adjournment:

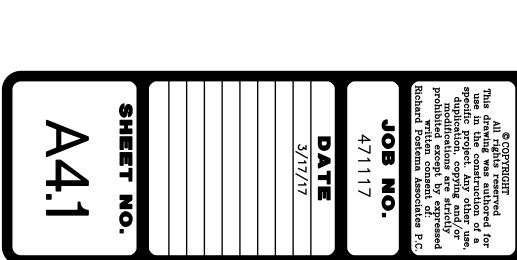
The meeting was adjourned at 7:21 p.m.

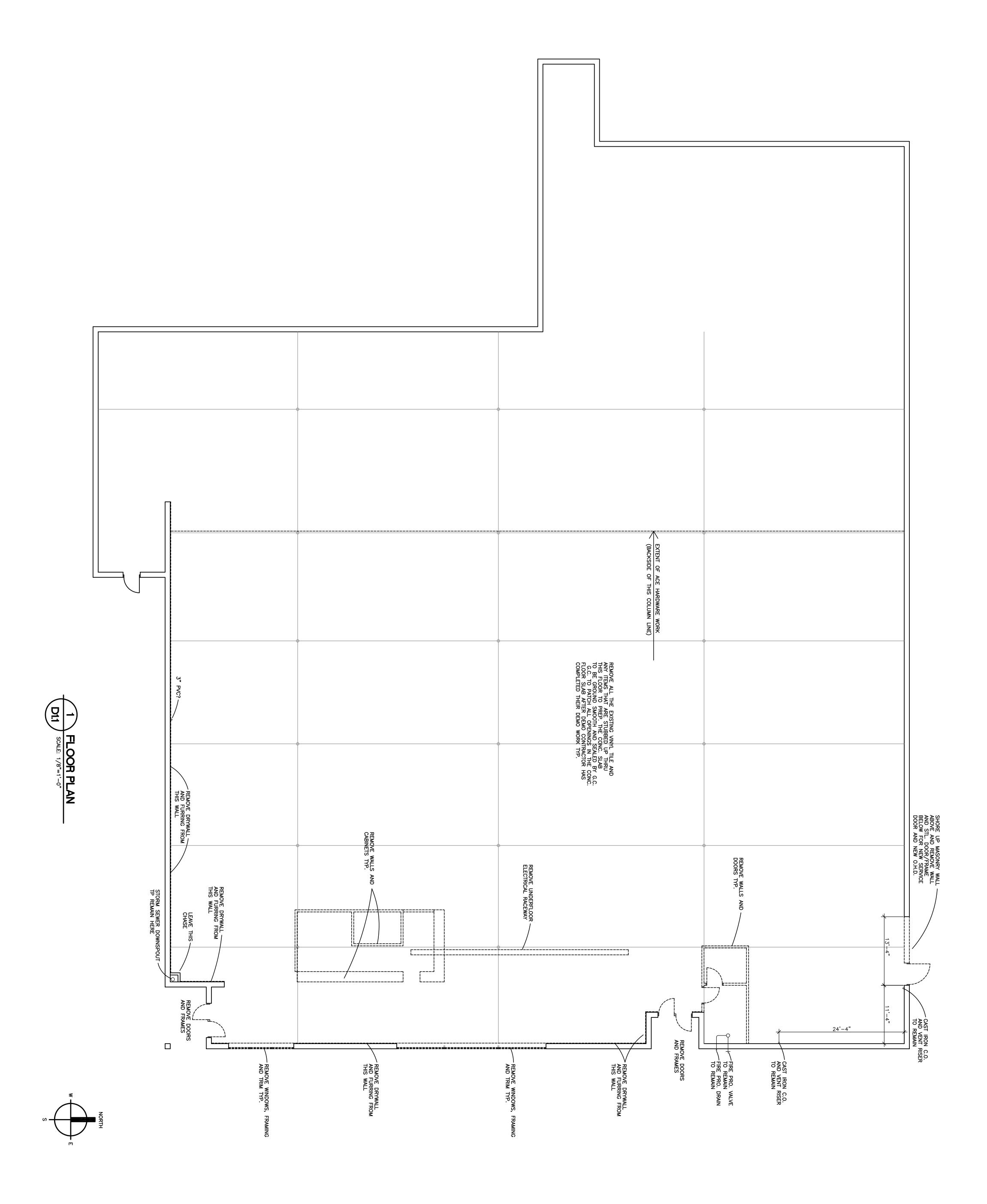
Minutes submitted by Denise Siegel, Community Development Manager

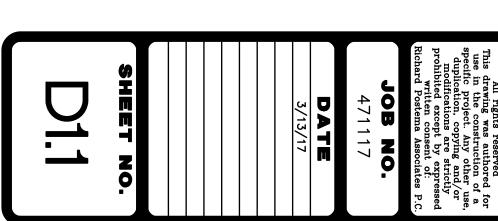


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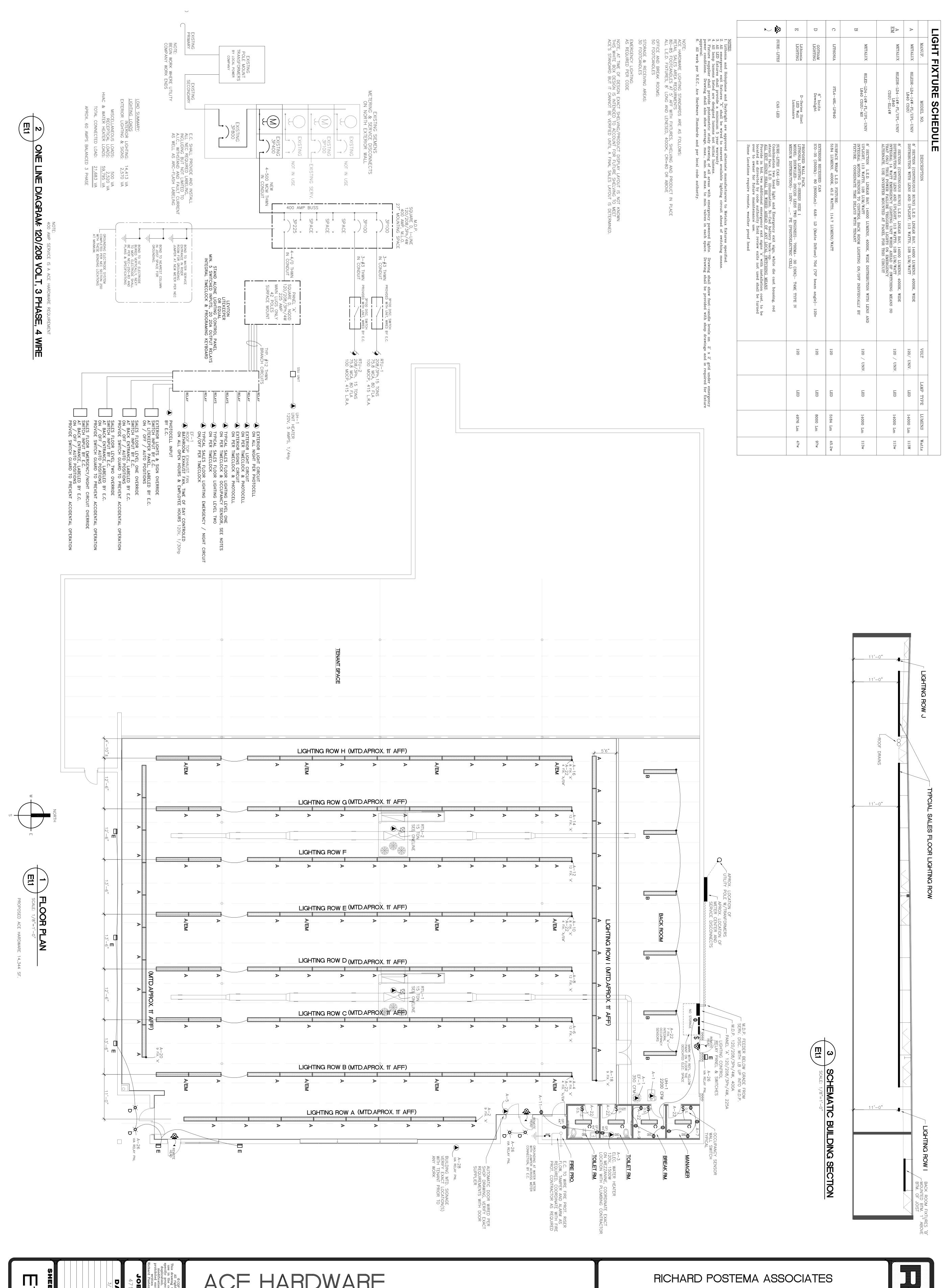




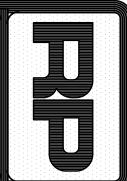


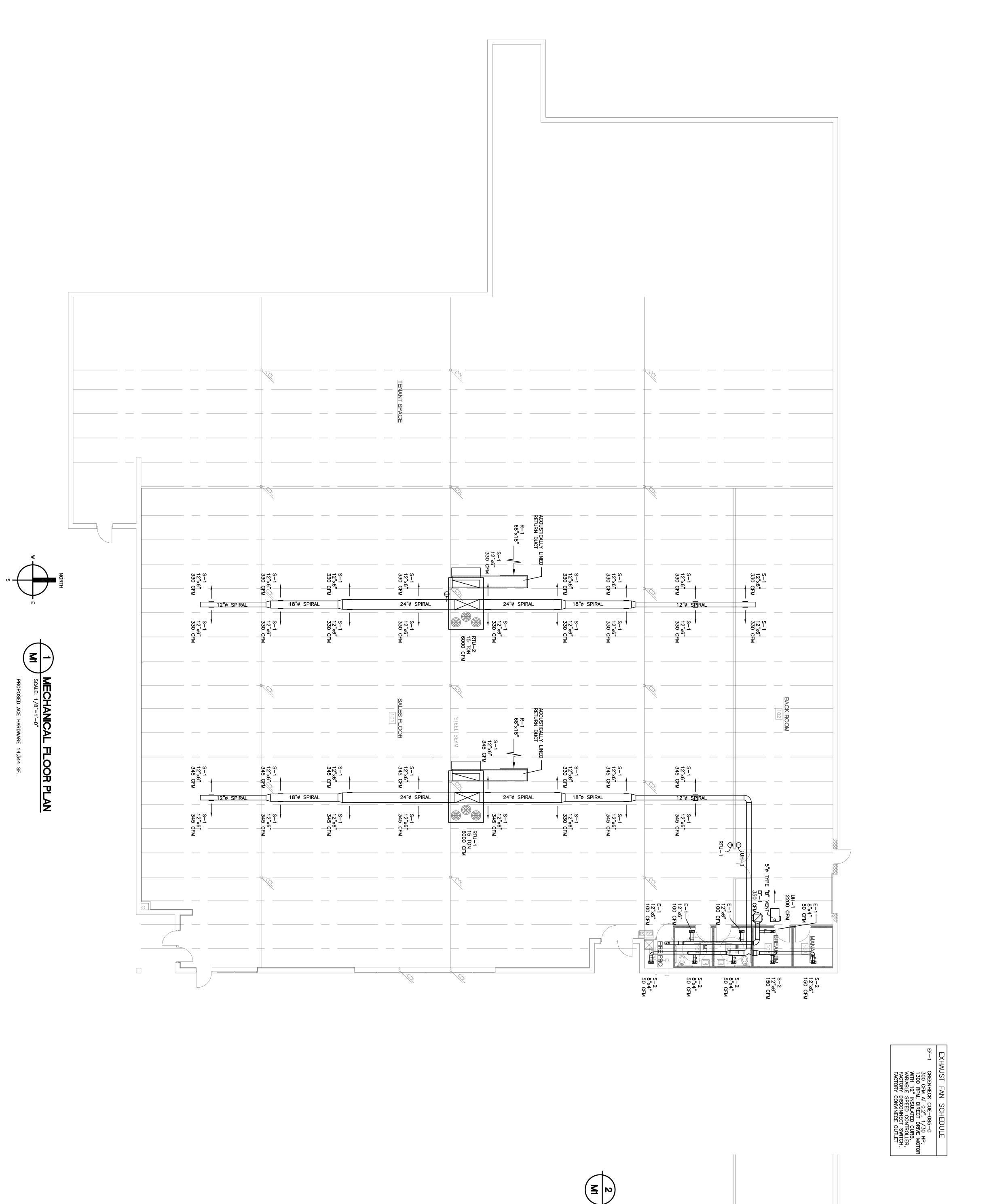








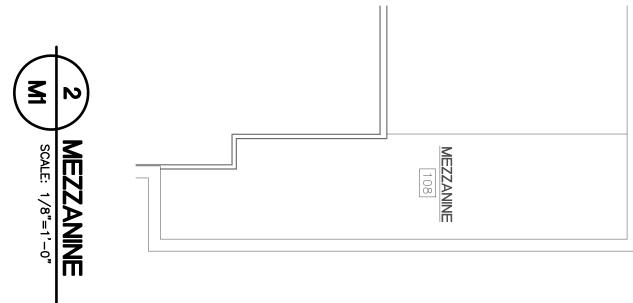


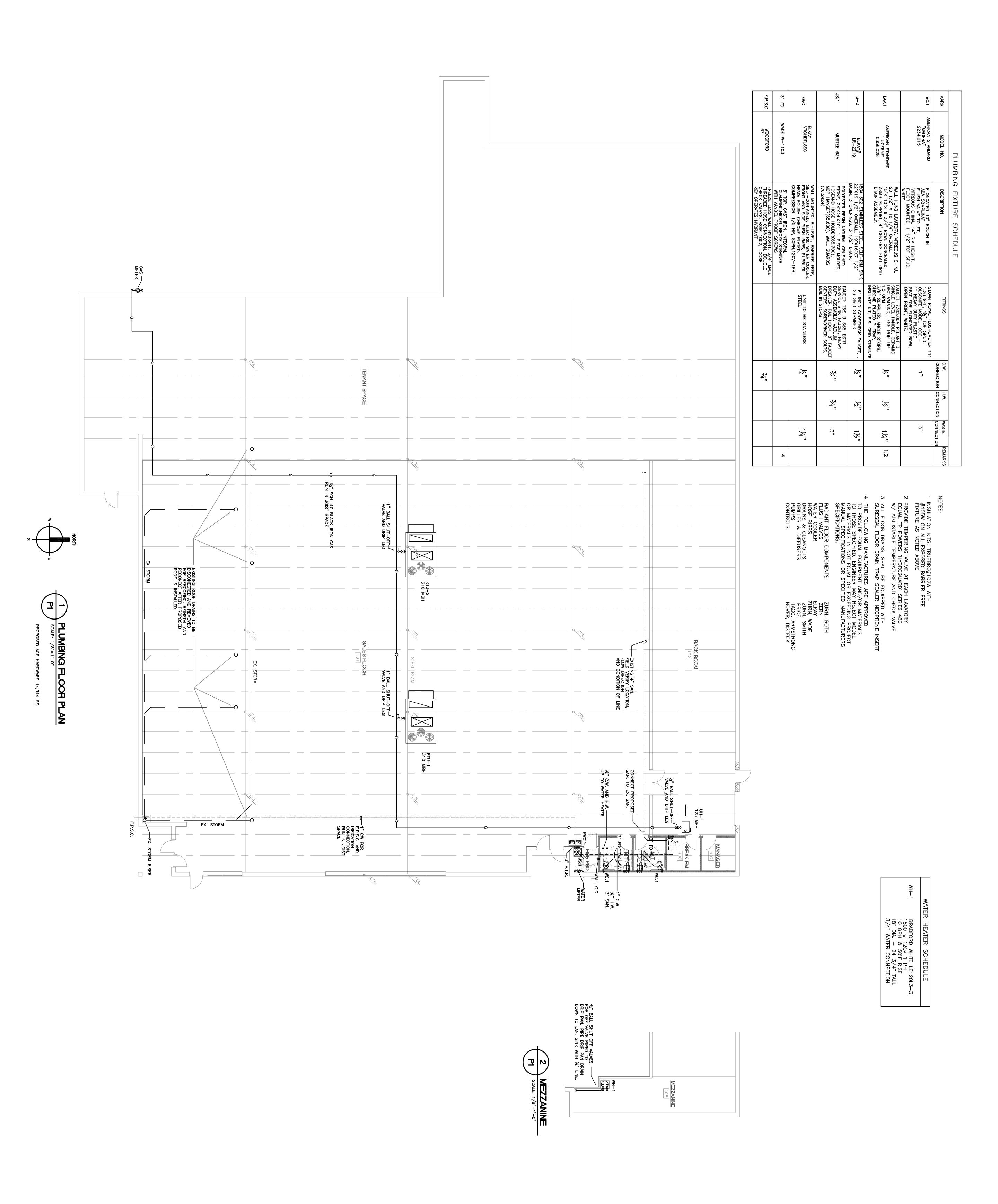


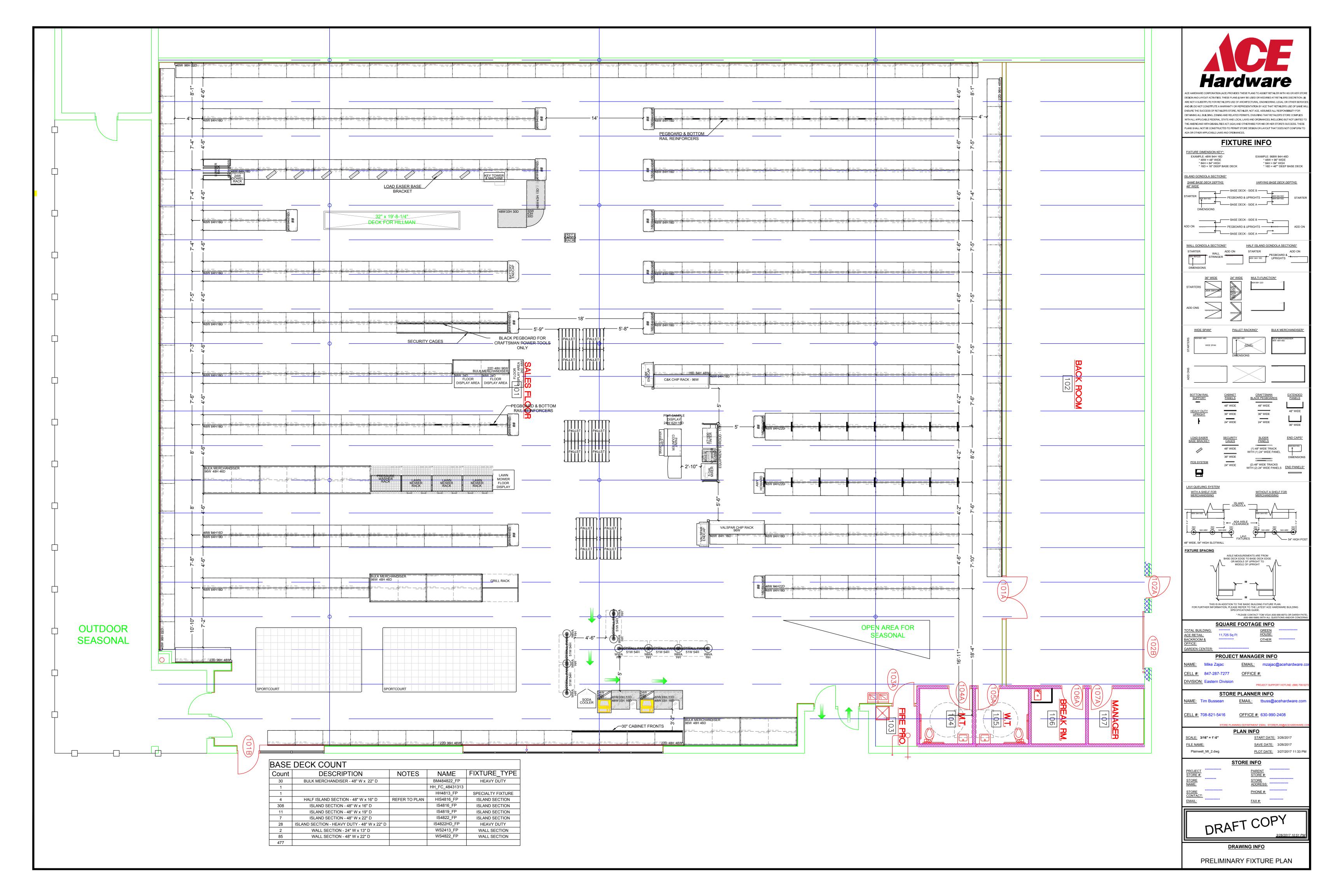
UNIT HEATER SCHEDULE

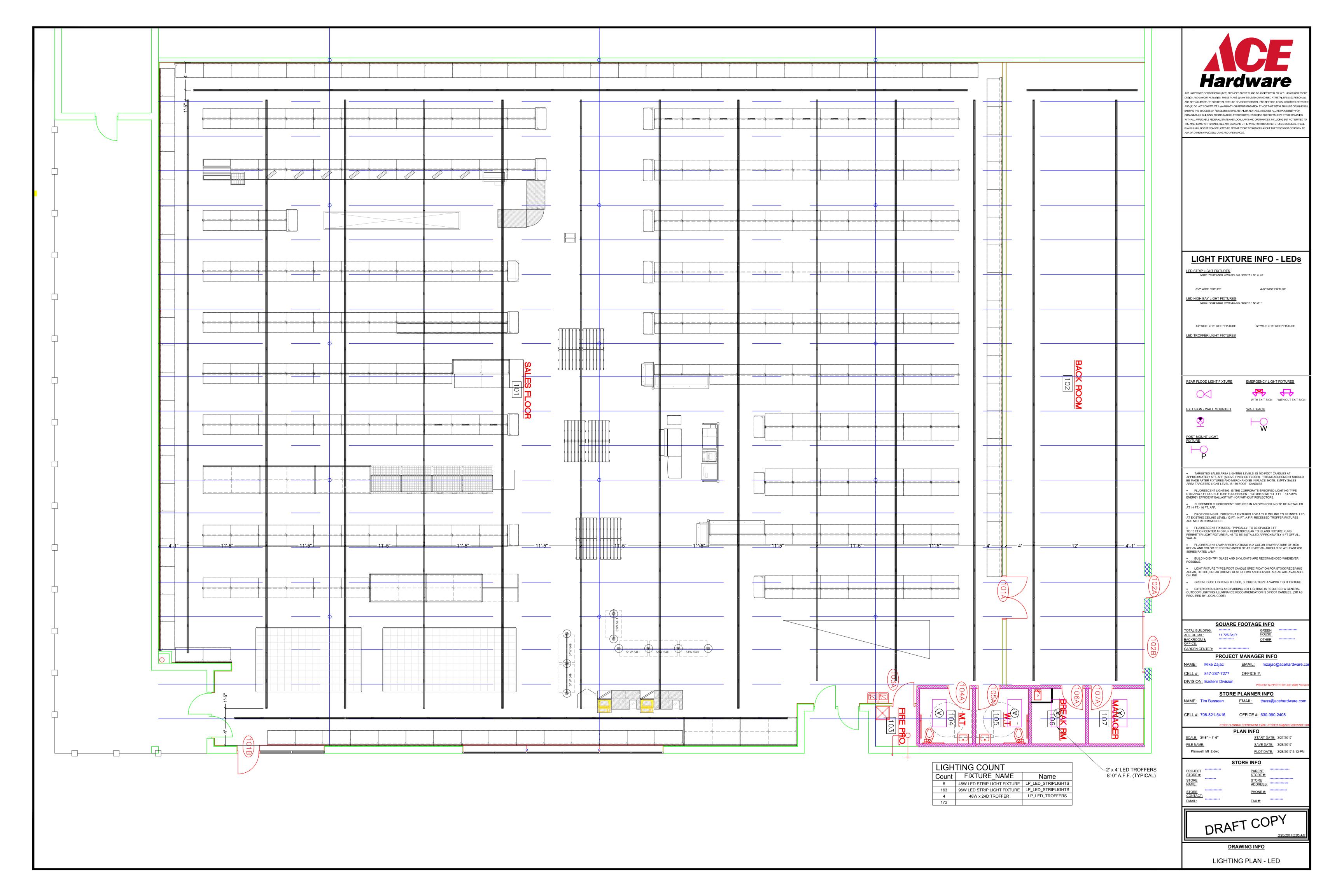
NATURAL GAS FURNACE
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125 103.8 83% 1/4 2200 208/230 60 1 2.4









MINUTES Plainwell City Council March 13, 2017

- 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, Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: None.
- 4. Approval of Minutes/Summary:

A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 02/27/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

- 5. Invocation was given by Peter Dams from Lighthouse Baptist Church
- 6. General Public:

Nancy Morehouse thanked the community for a successful pancake breakfast on Sunday March 12 and presented Community Development Manager Siegel with donations for the Dog Park approximating \$600.

7. County Commissioner Report:
Commissioner Black clarified that the county continues to seek input on funding for road patrols.

8. Presentations:

Jennifer Quigley from GHD presented a brief overview of the cleanup project and the process of evaluating where to dig on the mill property. She noted two (2) areas where recent testing suggested those sites are not as bad as previously thought – one near where the Mill Race joins the River and the other near the Prince Street Extension. Remedial design reports are expected to be delivered to the EPA by January 2018 with EPA approval expected shortly thereafter which would allow for implementation of the work in the spring/summer of 2018. Council asked about the delays, as work was expected in 2017, and Ms. Quigley noted the process ongoing communications with EPA and responding to its comments, as well as statutory requirements, as the cause for delays in this complicated project. City Manager Wilson asked about deed restrictions, which are known for zoning and use issues. Ms. Quigley suggested that additional deed restrictions for water-use should be expected as the project continues. City Manager Wilson noted that Weyerhauser has been helpful regarding the Sweetwater project. Council thanked Ms. Quigley for her report.

- 9. Agenda Amendments: None
- 10. Mayor's Report: Mayor Brooks reported having attended the funeral service for former Mayor Joe Dorgan and celebrated Joe's life for his service to Plainwell. Joe Dorgan's was a "life well lived". Mayor Brooks believes that Joe was pleased with the recent action to sell the Harding's Building to Ace Hardware. Joe's appointment as Mayor came at just the right time for Plainwell. The Mayor expressed his condolences to the family.
- 11. Recommendations and Reports:
 - A. Clerk/Treasurer Kelley reminded Council of a 2016 action to grant the West Town Apartments special tax consideration upon funding for a large rehabilitation project. The developer noted at the February 27 meeting that the MSHDA funding had been secured and that project would begin soon. A motion by Steele, supported by Overhuel, to approve the second reading and waive the actual reading of Ordinance 378 for West Town Apartments, thereby approving Ordinance 378. On a voice vote, all in favor. Motion passed.

- B. Superintendent Updike reported on the grant to add brick-and-mortar restrooms to Sherwood Park. The city is required to match funds in the amount of \$15,000, which would be largely in-kind costs for the DPW staff to do some of the work in the next budget cycle for the facility which would be similar to the facilities in Pell Park. The Resolution before Council formalizes the matching funds. A motion by Keeler, supported by Steele, to adopt Resolution 17-11, authorizing the appropriation of \$15,000 of matching funds for the Michigan DNR Grant for Sherwood Park Upgrades and Enhancements. On a voice vote, all in favor. Motion passed.
- **C.** Nancy Moorehouse requested of Council a special event permit for the Plainwell Days Festival similar to last year's event. Director Bomar noted a possible different parade route, but everything was in order.

A motion by Keeler, supported by Overhuel, to approve Special Event Permit 2017-001 for the Plainwell Days Festival. On a voice vote, all in favor. Motion passed.

- D. Lexanne Mastenbrook requested of Council a special event permit for the annual Easter Egg Hunt and noted that the event continues to add more features and may need additional items not included in the original permit application, such as electricity for a band and snow fencing along M-89. A motion by Steele, supported by Keeler, to approve Special Event Permit 2017-002 for the Easter Egg Hunt, with administrative approval for the items not included in the original application. On a voice vote, all in favor. Motion passed.
- **E.** Superintendent Updike noted ongoing discussions with citizen Tony Gless about converting a tennis court at Thurl Cook Park into two (2) pickleball courts. Mr. Gless has assured the city that funding is available for the entire project. Racquet Sport has submitted a proposal for the work approximating \$10,700. Superintendent Updike recommends letting the purchase order now to get on the contractor's calendar for a summer/fall project completion

A motion by Steele, supported by Overhuel, to accept the proposal from Racquet Sports for the conversion of a tennis court at Thurl Cook Park to two (2) pickleball courts. On a voice vote, all in favor. Motion passed.

12. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the January 2017 DPS Report, the February 2017 Investment Activity and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Keeler, supported by Steele, that the bills be allowed and orders drawn in the amount of \$155,520.39 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments None.

15. Staff Comments

Personnel Manager Lamorandier expressed her condolences to the Dorgan Family.

Superintendent Pond noted continued work on capital projects.

Superintendent Updike reported working on the RFP for the grant restroom work and bidding for paving work

Community Development Manager Siegel noted continued fundraising for the Dog Park, as well as working on a Pipp Foundation Grant. She also noted the Farmer's Market would open on May 19 in the new location near the Bandshell.

Director Bomar noted attending the medical marijuana summit and that there was good information given. He reported on several public safety events including an arrest Officer Rantz made in cooperation with the Kalamazoo County Sheriff's Department related to an alleged robbery at Meijer on West Main.

Clerk/Treasurer Kelley noted completion of the 2016 property tax settlement and that the city had issued n RFP for Assessing Services.

City Manager Wilson noted Joe Dorgan's involvement with the Rotary and his work in the community. He will be sorely missed.

16. Council Comments:

None.

17. Adjournment:

A motion by Steele, supported by Keeler, to adjourn the meeting at 7:38 PM. On voice vote, all voted in favor. Motion passed.

MINUTES Plainwell City Council March 27, 2017

- 1. Mayor Brooks 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 Brooks, Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: Mayor Pro-Tem Steele.
- 5. Approval of Minutes/Summary:

A motion by Overhuel, supported by Keeney, to accept and place on file the Council Minutes and Summary of the 03/13/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

- 6. General Public / County Commissioner Report: None.
- 7. Presentations:

Mayor Brooks recognized City Manager Erik J. Wilson on his 15 years of service to Plainwell. The Mayor remarked on the process in 2002 when the city faced significant financial challenges and the city manager search included applicants with much experience, yet the city chose someone who thinks outside the box. The city has flourished since Erik's appointment by reducing costs and not having the legal expense that some other cities have. The Mayor said Erik's was a "great hire." Councilman Keeney said Erik is a "joy to work with." Councilman Keeler said that Erik keeps an eye on the city's money as if it were his own. Councilman Overhuel echoed the positive sentiments. City Manager Wilson thanked Council for their comments and said Plainwell is a great community and has enjoyed his 15 years, when most city managers have a "shelf life" of about 5 years. Erik said he's found a home here in Plainwell and thanked everyone at the staff table for being part of a great team.

- 8. Agenda Amendments: None
- 9. Mayor's Report: None.
- 10. Recommendations and Reports:
 - A. Community Development Manager Siegel briefed Council about the zoning at 201 E. Bridge, which is currently "Service-Business", while the rest of the downtown area is zoned "Central Business District". The owners of 201 E. Bridge are asking for a zoning change to CBD to allow for a much needed business expansion. The Planning Commission has reviewed the rezoning request and the related site plan for expansion and recommends approval. Owners Greg & Wendy Hassel were in attendance and thanked the city staff for being so easy to work with. City Manager Wilson expressed his excitement for the business expansion.

A motion by Keeler, supported by Keeney, to approve the rezoning request for 201 E. Bridge from "Service Business" to "Central Business District" and the related site plan. On a voice vote, all in favor. Motion passed.

B. Community Development Manager Siegel noted that recent site plans for combining buildings at 140 and 138 South Main have had to be modified. The existing buildings will now have to be demolished and a new building constructed to the footprint in the original site plans. The Planning Commission has reviewed this new plan and is recommending approval.

A motion by Keeler, supported by Overhuel, to accept the demolition plan for 140/138 S.

Main Street. On a voice vote, all in favor. Motion passed.

- **C.** City Manager Wilson noted that two (2) DPW vehicles have been taken out of service and can be sold at auction, Rangerbid.com, which has done business with the city in the past.
 - A motion by Keeler, supported by Keeney, to approve the sale at two (2) DPW vehicles at auction. On a voice vote, all in favor. Motion passed.
- **D.** City Manager Wilson briefed Council on Gun Plain Township's plan to administer fireworks on July 4 using the city's airport. A permit was presented along with an insurance certificate naming the city as additional insured. Director Bomar noted that fire personnel would be at the event in case of emergency.
 - A motion by Keeler, supported by Keeney, to approve the Fireworks Display Permit as presented. On a voice vote, all in favor. Motion passed.
- **E.** Personnel Manager Lamorandier noted City Manager Wilson's contact is expiring and is being renewed. She briefed Council on the minor changes to the contract, which has no current dollar changes. The new contract is a 5-year contract with one-year extensions and includes small modifications of leave time and now requires a 45-day notice if the Manager resigns, instead of the current 30-day requirement.
 - A motion by Keeler, supported by Overhuel, to accept the changes to the City Manager's employment contract. On a voice vote, all in favor. Motion passed.

11. Communications:

A motion by Keeney, seconded by Overhuel, to accept and place on file the Planning Commission DRAFT March 15, 2017 Minutes, the February 2017 DPS Report and the February 2017 Water Renewal Report. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, supported by Overhuel, that the bills be allowed and orders drawn in the amount of \$33,268.54 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments

None.

14. Staff Comments

Personnel Manager Lamorandier congratulated Erik and noted working on the budget...

Superintendent Pond noted re-pricing of the hot water loop capital project.

Superintendent Updike reported working on sewer mains.

Community Development Manager Siegel noted continued fundraising for the Dog Park, including a can drive at Harding's April 1 and 2. She noted the Chamber Dinner at Lake Doster on Thursday the 30th. She also reminded Council of the Easter Egg Hunt in Hicks Park on April 8.

Director Bomar noted several directed patrols around the city, including documenting compliance with school bus stops. He also noted the Department had issued several warnings for cutting through the parking lot behind Old City Hall, and that citations were now being issued.

Clerk/Treasurer Kelley thanked City Manager Wilson for his support.

City Manager Wilson noted working on grants and on closings for the Hardings and Sweetwaters projects.

15. Council Comments:

Councilman Keeney noted from the Library Board that they appreciate the signs.

16. Adjournment:

A motion by Keeler, supported by Keeney, to adjourn the meeting at 7:30 PM. On voice vote, all voted in favor. Motion passed.

MINUTES Plainwell City Council April 10, 2017

- 1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
- 2. Scott Smith of Lighthouse Baptist Church gave the Invocation.
- 3. Pledge of Allegiance was given by all present.
- 4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: None.
- 5. Approval of Minutes/Summary:

A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 03/27/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

6. General Public / County Commissioner Report:

Commissioner Don Black provided the Council inform

Commissioner Don Black provided the Council information about the Allegan County Elder Fraud and Abuse Prevention Program including a phone if anyone of an Allegan County senior who may benefit from this program.

7. Presentations:

None.

8. Agenda Amendments: None

9. Mayor's Report: None.

- 10. Recommendations and Reports:
 - **A.** Clerk/Treasurer Kelley reported that Plainwell has again been named a Tree City USA. As part of the Arbor Day celebrations, Plainwell has identified Monday, April 24 for a local celebration honoring the late Mayor Joseph Dorgan with a tree planting in Sherwood Park at 11am.

A motion by Keeney, supported by Keeler, to adopt Resolution 17-12 setting Monday April 24, 2017 as Plainwell Arbor Day. On a voice vote, all in favor. Motion passed.

B. Superintendent Pond reported on a painting project in the secondary pump room as part of routine maintenance and that two (2) proposals were received.

A motion by Keeler, supported by Steele, to approve the project with Modernistic Restoration to clean and paint the secondary pump room for \$4,871. On a roll-call vote, all in favor. Motion passed.

C. City Manager Wilson briefed Council on the status of the roofing at City Hall and over the Mill. The project under consideration will help mitigate the deterioration of the roofs.

A motion by Steele, supported by Keeler, to approve the roof repair project at City Hall and the Mill with Carlyle Roofing for \$8,855. On a roll=call vote, all in favor. Motion passed.

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the March 2017 Fund Balance, Investment and Water Renewal Reports, the DDA-BRA-TIFA minutes from 02/14/2017 and 03/14/2017, and the Parks & Trees Minutes from 02/16/2017 and 03/16/2017. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, supported by Steele, that the bills be allowed and orders drawn in the amount of \$62,835.42 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments

None.

14. Staff Comments

Superintendent Pond reported the suspension of a capital project for repairing a hot water loop at the Water Renewal suspension due to cost overruns.

Clerk/Treasurer Kelley reported working on the budget.

City Manager Wilson also reported working on the budget.

15. Council Comments:

None.

16. Adjournment:

A motion by Steele, supported by Keeney, to adjourn the meeting at 7:21 PM. On voice vote, all voted in favor. Motion passed.

MINUTES Plainwell City Council April 24, 2017

- 1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
- 2. Don Mejeur of Lighthouse Baptist Church gave the Invocation.
- 3. Pledge of Allegiance was given by all present.
- 4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele Councilman Keeler, and Councilman Overhuel. Absent: Councilman Keeney.
- 5. Approval of Minutes/Summary:

A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 04/10/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

6. General Public / County Commissioner Report:
Commissioner Don Black noted an upcoming meeting in Wayland to discuss the possibility of a road patrol millage countywide.

7. Presentations:

Chief Judge William Baillargeon, from the 57th District Court, briefed Council on the state of the courts, thanking the staff for making the 57th District one of the top ranked courts in the State. He noted the diligence of Court Administrator Linda Lenahan. He noted four (4) "problem solving courts" administered by the 57th – the Drug Treatment Court, the Mental Health Treatment Court, the Veterans' Treatment Court (which just honored its 9th graduate) and the new Sobriety Treatment Court. Each of these courts, sanctioned by the Michigan Supreme Court, has helped and are helping keep offenders out of the prison system, saving the State some resources, and supporting responsible citizens. The Judge delivered two (2) reports which are available in the Clerk's Office.

- 8. Agenda Amendments: Added Item 10F to discuss a Brownfield Engineering/Planning project.
- 9. Mayor's Report: The Mayor thanked Lighthouse Baptist Church for being at nearly every meeting to conduct the invocations. Their support is appreciated.
- 10. Recommendations and Reports:
 - A. Clerk/Treasurer Kelley reported City Assessor Ted Gruizenga's last day is April 30, 2017 and read aloud Resolution 17-13 recognizing and thanking Ted for his nearly 19 years of service.
 A motion by Keeler, supported by Steele, to adopt Resolution 17-13 recognizing Ted Gruizenga for his service to Plainwell as City Assessor. On a voice vote, all in favor. Motion passed.
 - B. Clerk/Treasurer Kelley reported having received six (6) proposals for Assessing Services on April 5, 2017. After reviewing each of the proposals for experience, certifications, cost and office availability. Mike Richmond has worked with Ted Gruizenga for some time and has current, relevant, understanding of Plainwell's assessment rolls, is adequately certified and turned in the low-bid of the six proposals. The Administration recommends contracting with Mike Richmond. A motion by Keeler, supported by Steele, to approve the project with Mike Richmond to provide Assessing Services for a 3-year period beginning May 1, 2017 at a total project cost of \$50,400, and authorize the City Manager to execute all documents related to the approved action. On a roll-call vote, all in favor. Motion passed.
 - **C.** City Manager Wilson and Superintendent Updike briefed Council on the status of the fencing near the players' benches at Kenyon Park. They are in need of replacement for aesthetic and safety issues.

The project is for approximately 300 linear feet of 6-foot high commercial grade fencing. DPW Staff will remove the existing fencing. Council directed the City Manager to review and update all existing agreements to ensure costs are being allocated correctly and recovered appropriately.

A motion by Keeler, supported by Overhuel, to approve the fencing project at Kenyon Park with Wright Fence for \$4,121.91. On a roll-call vote, all in favor. Motion passed.

D. City Manager Wilson reported a third attempt at operating a kayak rental business out of Pell Park has been reviewed and accepted by the DDA Board at a recent meeting. Council was presented a draft license agreement to grant access to the garage at Pell Park to Plainwell Kayak Company and noted that the business has not commented or approved the agreement, so minor changes may need to be made. The agreement is a license agreement, not a lease, because a lease implies the business has total control of the building, which is needed by the City for storage and staging, so the agreement simply grants access and use to the business.

A motion by Overhuel, supported by Steele, to approve the license agreement with Plainwell Kayak Company to operate out of the Pell Park facility, and authorize the City Manager to make minor changes to the agreement and sign all documents on behalf of the City. On a voice vote, all in favor. Motion passed.

- **E.** Director Bomar presented Council three (3) new job descriptions for a Deputy Director of Public Safety, a Fire Lieutenant and a Fire Captain. Other job descriptions have been updated. The new job descriptions help better define and spread responsibilities within the department. Upon inquiry of Council, it was noted that the Fire Captain and Fire Lieutenant positions are cross-trained and staffed with Public Safety Officers and that the paid on-call firefighters can elevate only to Fire Sergeant further advancement requires training as a Public Safety Officer.
 - A motion by Keeler, supported by Overhuel, to approve the Public Safety job descriptions as presented. On a voice vote, all in favor. Motion passed.
- F. City Manager Wilson reminded Council of a recent technical update by GHD on the cleanup of the Mill Site and noted the overwhelming technical knowledge needed to fully understand the long-term effects of the decisions being made now. Of particular concern to the Brownfield Redevelopment Authority Board is whether the site will be subject to deed restrictions or other institutional controls which could delay or prohibit future development. At its April 11, 2017 meeting, the BRA Board allocated up to \$7,000 for a firm with Superfund experience to review the developing cleanup design (being worked on by GHD) specifically searching for these restrictions and controls. Skeo Solutions, Inc. submitted a proposal for these services and has experience with this specific site as an earlier incarnation of this business worked on the original concept plan for the Mill in 2004.

A motion by Steele, supported by Keeler, to contract with Skeo Solutions, Inc. to provide engineering and planning assistance for the Brownfield Redevelopment Authority for the remedial design plan in an amount not to exceed \$7,000. On a roll-call vote, all in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the March 2017 DPS Report and the 04/11/2017 DDA-BRA-TIFA minutes. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, supported by Overhuel, that the bills be allowed and orders drawn in the amount of \$35,395.29 for payment of same. On a roll call vote, all in favor. Motion passed.

- 13. Public Comments None.
- 14. Staff Comments

Superintendent Pond reported on a recent meeting he attended about phosphorous in Lake Allegan.

Superintendent Updike reported on working on paving bids for upcoming projects and trying to gather information from Michigan Gas about its work on First and Second Avenues.

Community Development Manager Siegel reported continued fundraising efforts for the Dog Park. So far, over \$2,100 has been raised, with a long way to go. She also noted a community directory being developed for distribution at the Plainwell Days Festival. She also reported receiving two separate grants for the Farmer's Market, which opens on May 19 at the Bandshell location. Finally, she reported that the Otsego/Plainwell Chamber of Commerce is seeking a new Chamber Director.

Clerk/Treasurer Kelley reported working on the budget.

City Manager Wilson reported about a Thursday meeting to receive an update on the electrical project at the William Crispe House.

15. Council Comments:

None.

16. Adjournment:

A motion by Steele, supported by Keeney, to adjourn the meeting at 8:09 PM. On voice vote, all voted in favor. Motion passed.

MINUTES Plainwell City Council May 8, 2017

- 1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
- 2. Matt Hooper of Lighthouse Baptist Church gave the Invocation.
- 3. Pledge of Allegiance was given by all present.
- 4. Roll Call: Present: Mayor Brooks, Councilman Keeney, and Councilman Overhuel. Absent: Mayor Pro-Tem Steele and Councilman Keeler.
- 5. Approval of Minutes/Summary:

A motion by Overhuel, supported by Keeney, to accept and place on file the Council Minutes and Summary of the 04/24/2017 regular meeting. On voice vote, all voted in favor. Motion passed.

- 6. General Public / County Commissioner Report:
 Commissioner Don Black reported that the circuit court probation office is in the process of moving.
- 7. Presentations: None.
- 8. Agenda Amendments: None.
- 9. Mayor's Report: None.
- 10. Recommendations and Reports:
 - A. Superintended Updike reminded Council of a new pavement striping machine purchase last year. The former machine is now redundant in the city's inventory and can be sold at auction.
 A motion by Overhuel, supported by Keeney, to authorize the sale of the redundant pavement striper at auction. On a voice vote, all in favor. Motion passed.
 - B. Community Development Manager Siegel reported on the planned Vacation Bible School sponsored by Lighthouse Baptist Church. This annual event is held in Thurl Cook Park on June 19 to 21, 2017. A motion by Keeney, supported by Overhuel, to approve Special Event Permit 2017-04. On a voice vote, all in favor. Motion passed.
 - **C.** Community Development Manager Siegel reported on a fundraising run/walk for the Dog Park to be held May 21, 2017 in Thurl Cook Park/Industrial Park. The event will host vendors as well as a dog obstacle course.

A motion by Overhuel, supported by Keeney, to approve Special Event Permit 2017-05. On a voice vote, all in favor. Motion passed.

11. Communications:

A. A motion by Keeney, seconded by Overhuel, to accept and place on file the April 2017 Fund Balance and Investment Reports. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, supported by Overhuel, that the bills be allowed and orders drawn in the amount of \$64,808.99 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

Superintendent Pond reported the replacement of the air handling unit is underway.

Superintendent Updike reported submitting a grant with the Transportation Economic Fund for \$380,000 and expects a decision in November 2016. City Manager Wilson reported this grant may help provide consolidation and/or moving stormwater retention ponds which could create more available land in the Industrial Park.

Community Development Manager Siegel reported continued fundraising efforts for the Dog Park. So far, over \$3,000 has been raised, with a new goal of \$25,000, which would coincide with a recently approved MEDC Public Spaces, Community Places matching grant. There is \$20,000 in matching funds available with that grant. Also, she reminded Council of the Farmer's Market opening on May 19. She reported continued work with the Chamber of Commerce to find a new Director. Finally, she noted that Plainwell Kayak Company plans to open on Memorial Day weekend.

Clerk/Treasurer Kelley reported continued work on the budget.

15. Council Comments:

None.

16. Adjournment:

A motion by Keeney, supported by Overhuel, to adjourn the meeting at 7:18 PM. On voice vote, all voted in favor. Motion passed.