

MINUTES
Plainwell City Council
January 28, 2019

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail from 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, Councilmembers Keeler, Overhuel and Keeney.
Absent: None
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 01/14/2019 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. Public Comment None
7. County Commissioner Report: None
8. Agenda Amendments:
A motion by Keeler, seconded by Keeney, to add item 10-E to the Agenda to consider changes to the city's 401(a) Retirement Program. On a voice vote, all vote in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. City Manager Wilson presented a proposed text amendment to the Zoning Ordinance that would provide maximum height exceptions for mechanical and incidental equipment. The Planning Commission has reviewed an application from a business in the Industrial Park and recommends Council receive the first reading of this text amendment in advance of a Public Hearing in front of the Planning Commission in February. This would be a variance all the time unless the city changes the Ordinance.
A motion by Keeler, seconded by Keeney, to accept for first reading an amendment to the Zoning Text regarding Permitted Height Exceptions in advance of a February Planning Commission Public Hearing. On a voice vote, all in favor. Motion passed.
 - B. City Manager Wilson reported repairs needed to Truck 17 to replace the dump box and the related body work. The repairs will return the truck to full service at substantial savings versus total replacement of the vehicle and the dump body.
A motion by Overhuel, seconded by Steele, to approve repairs to Truck 17 with body work of \$3,800.00 from Dan Agy and with a new dump box for \$7,159.00 from Truck & Trailer Specialty. On a roll-call, all in favor. Motion passed.
 - C. City Manager Wilson reported two vacant lots identified for possible sale. One is a city right-of-way and must be marketed differently as additional costs could be incurred related to the sale. Councilmember Keeler expressed concerns about those costs exceeding the proceeds from the sale of the property. It was noted that Council would have final approval prior to any final sales.
A motion by Steele, seconded by Overhuel, to authorize the City Manager to market two (2) vacant lots for sale, with costs not to exceed \$3,000.00. On a voice vote, all in favor.

Motion passed.

- D. Personnel Manager Lamorandier presented a proposed job description for a Finance/Account Clerk II position which was modified after the approval of the Utility Billing Specialist/Deputy City Clerk job description from October 2018. The Finance/Account Clerk II job description accounts for updated duties after shifting some work to the Deputy City Clerk.

A motion by Steele, seconded by Overhuel, to accept the job description for a Finance/Account Clerk II position as presented. On a voice vote, all in favor. Motion passed.

- E. Personnel Manager Lamorandier presented a proposed change to the city's retirement program to allow for in-service retirement distributions for employees 62-years of age or older with 5 years participation in the plan. The change would be effective immediately.

A motion by Steele, seconded by Overhuel, to approve changes to the city's retirement plan to allow for in-service distributions as presented. On a voice vote, all in favor. Motion passed.

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the Planning Commission Draft Meeting Minutes from 01/16/2019 and the M-40/M-89 Corridor Committee Meeting Minutes from 10/30/2018. 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 \$210,232.66 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments

Personnel Manager Lamorandier reported working on a new hire for the Utility Billing Specialist / Deputy City Clerk position.

Public Safety Director Bomar reported opening the Public Safety Training Room as a warming center during this week's extreme cold.

City Manager Wilson reported having advised customers to let the water run continuously during this extreme cold weather event.

15. Council Comments:

Councilmember Keeney inquired about the fatal accident on M-89 in Gun Plain Township and the city's response.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:31 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,
Erik Wilson
City Manager