

MINUTES
Plainwell City Council
May 13, 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, Councilmember Keeler, Councilmember Overhuel and Councilmember 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 04/22/2019 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report:
Commissioner Cain reported the County is proceeding with a ballot initiative in November 2020 to reset the Headlee Millage rate. The County continues to seek input on programs to be reinstated or supplemented as part of the millage request. He also reported the Commission on Aging is taking bids for delivery services for Meals on Wheels and searching for funding options.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel presented an application from Ace Hardware to install a propane tank in the parking area at Anderson and Bannister. Plans were reviewed by the Planning Commission which recommends approval. There was discussion on whether to charge rent for use of the parking spaces or to ask Ace to maintain the grass areas on Anderson as well as the Dumpster Corral.
A motion by Overhuel, seconded by Keeler, to approve the site plan for installing a propane tank for Ace Hardware in the city parking lot at Anderson and Bannister. On a voice vote, all voted in favor. Motion passed.
 - B. Community Development Manager Siegel presented the application for the annual Memorial Day Parade. Public Safety has reviewed the plans for the annual parade set for May 27, 2019.
A motion by Overhuel, seconded by Keeney, to approve Special Event Permit 19-02 for the annual Memorial Day Parade for May 27, 2019. On a voice vote, all voted in favor. Motion passed.
 - C. Community Development Manager Siegel presented the application for the 2019 Plainwell Days Festival, including planned events and road maps. Public Safety has reviewed the plans for the event scheduled for June 13 through 16, 2019. Nancy Moorhouse discussed several of the planned events.
A motion by Overhuel, seconded by Keeler, to approve Special Event Permit 19-03 for the Plainwell Days Festival June 13 through 16, 2019. On a voice vote, all voted in favor. Motion passed.

- D. City Manager Wilson presented a contract with the Michigan Department of Transportation for planned work on North Sherwood Avenue. The State requires a resolution naming the authorized representative for the city to execute all documents related to the contract.
A motion by Steele, seconded by Overhuel, to adopt Resolution 19-11 authorizing the City Manager to execute all documents related to the North Sherwood Avenue Construction Project. On a voice vote, all voted in favor. Motion passed.
- E. Superintendent Nieuwenhuis reported having received quotes for repaving the Sun Theatre Parking Lot after recent Consumers Energy electrical system upgrades. DPW Staff have already removed and replaced some trees.
A motion by Steele, seconded by Keeler, to approve the project to pave the Sun Lot with Wyoming Asphalt for \$20,200.00, plus labor. On a roll-call vote, all voted in favor. Motion passed.
- F. City Manager Wilson briefed Council regarding application to the Michigan Economic Development Corporation for funds that would remove the last portions of the Mill. The application requires bid numbers for removing the selected buildings. The Administration recommends using GHD to engineer this third phase of the Mill Demolition Project at a quoted cost of \$66,030.00
A motion by Keeler, seconded by Overhuel, to approve the project with GHD for engineering related to the Mill Demolition Project at a cost not to exceed \$66,030.00. On a roll-call vote, all voted in favor. Motion passed.
- G. Treasurer Kelley reported that Superintendent Pond having loaned an unused ABS pump to the Village of Martin, which will need to continue to use this pump while its lift stations are being upgraded. Since the city no longer uses this style of pump in its system, it is recommended to sell the pump the Village of Martin for \$500. City Ordinance requires Council approval for all asset sales.
A motion by Overhuel, seconded by Steele, to approve the sale of an unused ABS Pump to the Village of Martin for \$500.00. On a roll-call vote, all voted in favor. Motion passed.
- H. Treasurer Kelley reported having reviewed the listing of approved depositories for city funds as required by the Investment Policy. The current listing for consideration adds United Bank and Arbor Financial Credit Union.
A motion by Steele, seconded by Keeler, to adopt Resolution 19-12 to update the listing of approved depositories of city funds. 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 Investment and Funds Balance Reports and the Draft May 2, 2019 Planning Commission Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$129,666.97 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 interviewing for seasonal help and for a Light Equipment Operator position. An offer has been made for the Light Equipment Operator position. She reported the retirement of Sheryl Gluchowski, DPW Administrative Assistant as of July 31, 2019 and that Cheryl Pickett will be transferred to DPW effective July 1. An offer has been made for a City Hall replacement for Cheryl Pickett. Shirley DeYoung's retirement party will be May 31 from 4pm-6pm at City Hall.

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Superintendent Nieuwenhuis reported the Sun Lot work and that the flower beds are ready for planting on Saturday May 18, 2019.

Community Development Manager Siegel reported the Farmers Market will open in the Sweetwaters Parking Lot on May 23 and the “President Grant” will speak at the school and at City Hall on May 28, 2019.

Clerk/Treasurer Kelley expressed gratitude for Monica Nagel, Clerk for the City of Saugatuck for allowing him to work the May 7, 2019 election as an opportunity to learn more about the election process which will serve to help the citizens of Plainwell.

15. Council Comments:

None.

16. Adjournment:

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

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer