

# City of Plainwell



Brad Keeler, Mayor  
Lori Steele, Mayor Pro-Tem  
Todd Overhuel, Council Member  
Roger Keeney, Council Member  
Randy Wisnaski, Council Member

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*"The Island City"*

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## AGENDA

### Plainwell City Council

**Monday, November 25, 2024 - 7:00PM**

**Plainwell City Hall Council Chambers**

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Current City Council:**
  - A. **Roll Call**
  - B. **Approval of Minutes – 11/11/2024 Regular Meeting**
  - C. **Report from Allegan County Board of Canvassers**
  - D. **Public Comment**
  - E. **Comments from Councilmembers**
  - F. **Adjournment *Sine Die* of retiring City Council**
5. **New City Council:**
  - A. **Oaths of Office / Seating of Councilmembers**
  - B. **Roll Call of New Council**
  - C. **Election of Mayor / Oath of Office**
  - D. **Election of Mayor Pro Tempore / Oath of Office**
  - E. **Public Comments**
  - F. **Comments from New City Council**
  - G. **Reconvene New City Council**
6. **Presentation: Department of Public Safety – *Meritorious Service Award***
7. **County Commissioner Report**
8. **Agenda Approval**
9. **Mayor's Report**
10. **Recommendations and Reports:**
  - A. **Annual Financial Statement Audit Presentation**

Council will consider accepting and placing on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2024. Siegfried Crandall, PC will present the final audited statements.
  - B. **Water Renewal – Approval for replacement of West Tech Grit Mitt**

Council will consider approving W. Soule to remove and replace the existing grit removal equipment in the grit building for \$12,822.00.

Agenda Subject to Change

Note: All public comment limited to two minutes, when recognized please rise and give your name and address.  
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**C. City of Plainwell – 2024-2030 Capital Improvement Plan (CIP) review**

Council will consider approving the 2024-2030 Capital Improvement Plan as presented.

**D. City of Plainwell – Purchase of a Kayak Launch for use at Darrow Park**

Council will consider approving the purchase of a Wave Armor Floating Dock and Kayak Launch System from BoatLifeandDock.com for a total cost of \$6,148.80.

**E. City of Plainwell – USA Earthworks LLC Pay Application #7 – Old Orchard Project**

Council will consider approving Pay Application #7 for USA Earthworks LLC in the amount of \$888,345.58 for work done on the Old Orchard Project.

- 11. Communications:** The October Department of Public Safety and Water renewal monthly reports, the 8/21/2024 Planning Commission meeting minutes, the 10/08/2024 DDA/BRA/TIFA meeting minutes, the 10/17/2024 Parks & Trees meeting minutes and the DRAFT 11/20/2024 Planning Commission meeting minutes.

**12. Accounts Payable - \$105,124.46**

**13. Public Comments**

**14. Staff Comments**

**15. Council Comments**

**16. Adjournment**

## Reports & Communications:

### A. Annual Financial Statement Audit Presentation

Section 7.10 of the Plainwell City Charter requires an annual audit of all city accounts by qualified accounts experienced in municipal accounting. The firm Siegfried Crandall, PC has provided auditing services for Plainwell for many years, and will present the city's audited financial statements as of June 30, 2024 to Council.

**Recommended action:** Consider accepting and placing on file the audited financial statements as of and for the year ended June 30, 2024.

### B. Water Renewal – Approval for replacement of West Tech Grit Mitt

The current grit removal equipment has begun to wear through the existing stainless-steel trough and needs to be replaced before it fails. W. Soule is able to fabricate new one.

**Recommended action:** Consider approving W. Soule to remove and replace the existing grit removal equipment in the grit building for \$12,822.00.

### C. City of Plainwell – 2024-2030 Capital Improvement Plan (CIP) review

A Capital Improvement Plan (CIP) is a long-term planning tool that identifies and schedules major physical infrastructure projects and investments, over a six-year period. It serves as a roadmap for the City to manage large-scale expenditures on assets such as buildings, roads, utilities, parks, and equipment. The last update was done 2022 so we are adding two years onto to the existing CIP. The CIP is created by city staff for approval by both the Planning Commission and City Council. The Planning Commission has approved the CIP as presented. Not all projects on this list will be feasible in the timeline presented however, having a robust CIP helps with planning and understanding the wants and needs of the City in terms of capital projects.

**Recommended action:** Consider approving the 2024-2030 Capital Improvement Plan as presented.

### D. City of Plainwell – Purchase of a Kayak Launch for use at Darrow Park

At the direction of the Parks and Trees, the City applied for and received a \$7,000 grant from the Pipp Foundation to purchase a floating kayak launch and dock system for use at Darrow Park. The installation site for the dock is privately owned. The owner has expressed a desire to donate the land in question to the City, but for a number of reasons, this has not yet occurred. The City would like to purchase the equipment now, as it is covered in full by the grant, and it can be installed elsewhere at Darrow Park if necessary.

**Recommended action:** Consider approving the purchase of a Wave Armor Floating Dock and Kayak Launch System from BoatLifeandDock.com for a total cost of \$6,148.80.

### E. City of Plainwell – USA Earthworks LLC Pay Application #7 – Old Orchard Project

On December 28, 2023, City Council approved a bid from USA Earthworks LLC for water/sewer/street improvements in the Old Orchard neighborhood. The work began on April 1, 2024 and is nearly complete. USA Earthworks has submitted pay applications monthly. The original contract allows the City to retain a percentage of the cost of the remaining work. The remaining work is estimated at \$30,000, and the City will retain \$59,638.89.

**Recommended action:** Consider approving Pay Application #7 for USA Earthworks LLC in the amount of \$888,345.58 for work done on the Old Orchard Project.

## Reminder of Upcoming Meetings

- December 04, 2024 – Plainwell Planning Commission – 6:30pm
- **December 09, 2024 – Plainwell City Council – 7:00pm**
- December 10, 2024 – Plainwell DDA/BRA/TIFA – 7:30am
- December 12, 2024 – Plainwell Parks & Trees – 5:00pm

Agenda Subject to Change

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