

MINUTES
Plainwell City Council
August 24, 2020

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom virtual meeting application.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was recited by Mayor Keeler.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney (arrived at 7:10pm) and Councilmember Wisnaski. 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 08/10/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment:
Joy Livingston presented Council with a discussion from the Parks & Trees Commission recommending naming the pickle ball courts at Cook Park in honor of Tony Gless. Mr. Gless championed the development of those courts, from fundraising to construction and expansion. All materials for the signage have been donated or discounted, and fully funded by private donations.
A motion by Keeney, seconded by Overhuel, to approve naming the Tony Gless Pickle Ball Courts. On a voice vote, all in favor. Motion passed.
7. County Commissioner Report: None.
8. Agenda Amendments:
Clerk Kelley noted a minor modification to Item C on the agenda to include the adoption of Resolution 2020-20 formally approving the changes to the retirement plans under consideration.
A motion by Overhuel, seconded by Keeney, to amend the agenda by adding the adoption of Resolution 2020-20 to Item C. On a voice vote, all in favor. Motion passed.
9. Mayor's Report:
Mayor Keeler expressed thanks the demolition project having begun.
10. Recommendations and Reports:
 - A. City Manager Wilson gave an update on the Mill Demolition Project. He noted that abatement is ongoing with approximately two to three weeks remaining. The contractor has submitted pay request 1 for consideration. Councilmember Overhuel asked if there any "snags" so far in the process and Manager Wilson reported none.
A motion by Overhuel, seconded by Wisnaski, to approve Pay Request #1 for Melching Inc. in the amount of \$170,325.00. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Wilson reminded Council of changes to the original demolition plans to now include design of a southern wall on Building 3, which is still under review. City Manager Wilson recommended a change order to the November 2019 contract with Hopkins Burns to allow for this work to remain in compliance with historical standards.

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A motion by Overhuel, seconded by Steele, to approve a change order for \$12,410 for architectural engineering services with Hopkins Burns Design Studio for Mill Demolition oversight and structural work. On a roll call vote, all voted in favor. Motion passed.

- C. Personnel Manager Lamorandier discussed a recommended change in retirement plan providers from Cuna Mutual to Nationwide. The change is being recommended to allow additional investment opportunities for the employees and to maintain reasonable fees. In addition, the list of trustees for the plan is being expanded to include Treasurer Brian Kelley, as noted in the proposed resolution. Financial Advisor Deborah Clark responded to questions about cost noting that the employees will pay a much lower rate than they current do, which could result in annual cost savings of approximately \$17,000 for the plan members as a whole. Council thanked everyone for their hard work.

A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2020-20 to approve administrative changes to the city's 401(a) and 457 Retirement Plans. On a roll call vote, all voted in favor. Motion passed.

- D. Treasurer Kelley reported that the city's current postage meter has reached the end of its useful life. Equipment was reviewed from three companies for upgraded postage meters to include automatic feeding and sealing of the envelopes. The city administration recommends a 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter which is taken advantage of the Mi-Deal savings and immediately provide operational efficiencies for mail processing.

A motion by Keeney, seconded by Steele, to approve the 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter at an average annual cost of \$1,717.44. On a roll call vote, all voted in favor. Motion passed.

- E. Treasurer Kelley reported a housekeeping budget amendment for prior fiscal year purchase orders that were approved, but finalized in the current fiscal year. These encumbrances are rolled into the current fiscal year to create a budget amendment to reflect their approval from the prior year.

A motion by Keeney, seconded by Wisnaski, to approve the budget amendment for the 2019/2020 purchase orders rolled over into the 2020/2021 budget. 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 July 2020 Public Safety Report and the July 2020 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$717,739.33 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 upcoming training/meetings for the retirement plan changeover approved at tonight's meeting. She also noted training for the Timesheets software module with live implementation phased in by department as early as November 2020.

Superintendent Pond reported work had begun on the blower repairs approved at the prior council meeting.

Director Bomar reported having received the patrol vehicle ordered in January 2020 and that the vehicle was being outfitted with equipment and required markings. He also fielded questions about traffic speed control monitors on South Sherwood.

Clerk/Treasurer Kelley reported mailing over 700 AV applications for the November 2020 election. He reported that original signatures are needed on the applications and the Clerk's Office is available to mail applications anytime. Ballots for the November 2020 election are expected to be available around September 21. He reported ongoing work with the year-end audit.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:40 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
September 14, 2020


Brian Kelley, City Clerk