

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 respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer