

**MINUTES**  
**Plainwell City Council**  
**December 12, 2022**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Scott Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel and Councilmember Wisnaski. Absent: Councilmember Keeney.  
**A motion by Steele, seconded by Overhuel, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.**
5. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 11/28/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: Mayor Keeler noted how well everything went downtown for the Christmas celebration.
10. Recommendations and Reports:
  - A. Clerk Fenger reported that the proposed amendments were made in response to the request from a previous meeting where a business applied for a variance and the City Planner found that an ordinance amendment would be more appropriate. The process for amending an ordinance requires a Public Hearing is held to allow interested parties to comment on the proposed amendments.  
**A motion by Overhuel, seconded by Wisnaski, to set a public hearing for 7:00pm on January 09, 2023 to allow interested parties to comment on proposed zoning ordinance amendments. On a voice vote, all voted in favor. Motion passed.**
  - B. Manager Wilson reported on the Mill Race Dam / Stream Restoration project. The invoice submitted covers work performed by GHD and subcontractors through September 30, 2022, including project management meetings and sample testing. He reminded everyone that the project is being funded by the Kalamazoo River clean-up settlement funding.  
**A motion by Steele, seconded by Wisnaski, to approve Pay Application #1 for work conducted through September 30 by GHD and subcontractors in the amount of \$31,520.23. On a roll call vote, all voted in favor. Motion passed.**
  - C. Manager Wilson reported an issue with ice buildup on Buildings #2 & #3, which could cause water damage to the buildings. Esper Electric quoted \$5,775.00 to install temporary heat and light in the mill, which would prevent ice buildup and allow people to navigate the mill buildings safely. He

The City of Plainwell is an equal opportunity employer and provider

recommended designating Esper Electric as a preferred vendor due to the fact that they have worked for the City previously and demonstrated the ability to perform all the varieties of electrical work needed. **A motion by Steele, seconded by Wisnaski, to approve a contract with Esper Electric in an amount not to exceed \$10,000.00 for temporary heating and lighting in Mill Buildings #2 & #3, directing the City Manager to work with Esper Electric on adding the noon whistle to the project, and designating Esper Electric as a preferred vendor with a 12 month contract. On a roll call vote, all voted in favor. Motion passed.**

D. Clerk Fenger reported that the Council had approved the transfer of the industrial tax facility exemption at the previous meeting, however the corresponding resolution was not included in the packet. The City Attorney was consulted, and felt that the previous action taken by the Council was clear, however they recommended confirming that action by approving the resolution at this meeting.

**A motion by Wisnaski, seconded by Overhuel, to approve Resolution 2022-19 as presented. On a roll call vote, all voted in favor. Motion passed.**

E. Community Development Manager Siegel reported on the draft 5 Year Community Recreation Plan. She detailed the process, including the community involvement and the Parks & Trees Commission involvement. She reported that the notices had been sent to all required parties, including the bordering townships as required by the Michigan Department of Natural Resources. She reported that the final draft plan would be brought back for approval at the first meeting in January during the Public Hearing, with a goal of sending the final plan to the Michigan Department of Natural Resources by February 1, 2023. Clerk Fenger noted the requirement time frame for the public hearing notices was 30 days instead of the usual 15 days. This meant the Public Hearing was set on November 28, 2022 for January 9, 2023 in order to ensure the 30 days posting and noticing deadline was met. She noted the draft was being provided today to ensure public availability during the 30 day time frame.

*No action was taken.*

11. Communications:

A. **A motion by Steele, seconded by Overhuel, to accept and place on file the November Investment and Fund Balance reports, the November 2022 DPS report and the draft 11/30/2022 special Parks & Trees meeting minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$162,819.28 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley reported working on updating policies and procedures, as well as continuing work on the budget process. He reported that the audit statements would be coming soon as well. He reported that Julie Saukas, Utility Billing Clerk, would be switching from full time to part time on January 1, 2023.

Superintendent Nieuwenhuis reported that both trucks were at the shop getting transmission work. He also reported that the Sherwood crosswalk buttons and lights had been installed.

Community Development Manager Siegel thanked everyone who helped pull off Friday night, including Councilmember Overhuel, Councilmember Steele, Mayor Keeler, Manager Wilson, Superintendent

Nieuwenhuis and the rest of the staff, and said the events wouldn't have happened without all of them. She reported that Santa's House worked really well and his chair would move around the city all month on a pre-planned route for all the Santa events. She reported 150+ kids attended the Stories with Santa event at the Ransom District Library. She reported that the indoor market was finished for the season and all the vendors moved out of the building. She noted that two different market days had 300+ people in attendance, and those days coincided with the timing of the radio ads, so she's planning to increase radio ads next year.

Superintendent Pond reported that Treasurer/Finance Director Kelley had visited and had a good experience touring the plant and discussing the Capital Improvement Plan. He noted that he felt this would be a good thing to do more regularly.

Director Callahan reported that Treasurer/Finance Director Kelley had also visited and discussed the Capital Improvement Plan and the budget process. He reported the department was currently prepping for the Shop with a Hero event.

Manager Wilson reported meeting about the water/sewer rate analysis, and that staff was working on water/sewer rate improvements.

15. Council Comments:

Councilmember Overhuel thanked Mayor Keeler and Councilmember Steele for inviting him to ride in the wagon for the Christmas parade and noted that he enjoyed seeing the kids' faces when they saw Santa in the wagon. He noted that everyone did a great job with the Christmas events.

Mayor Keeler thanked Councilmember Steele for her help with the wagon during the Christmas parade and noted that he didn't think he could have pulled it off without her.

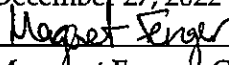
Councilmember Steele thanked everyone for getting the city ready for Christmas, and reported that the Christmas parade and tree lighting were great events. She wished everyone a Merry Christmas, and asked that everyone be safe and enjoy the holidays.

Councilmember Wisnaski stated that the city looks great with all the Christmas decorations set up.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:46 PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Margaret Fenger  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
December 27, 2022  
  
\_\_\_\_\_  
Margaret Fenger, City Clerk