

MINUTES
Plainwell City Council
January 25, 2021

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom Meeting Application as per Senate Bill 1108.
2. Pledge of Allegiance was recited.
3. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele (arrived at 7:08pm), Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski, all attending virtually from Plainwell, Michigan. Absent: None.
4. Approval of Minutes:
A motion by Keeney, seconded by Wisnaski, to accept and place on file the Council Minutes of the 01/11/2021 regular meeting. On voice vote, all voted in favor. Motion passed.
5. Public Comment: None.
6. County Commissioner Report: None
7. Agenda Amendments: None
8. Mayor's Report: None
9. Recommendations and Reports:
 - A. Mayor Keeler introduced Dan Veldhuizen from Siegfried Crandall PC who presented the audited financial statements as of and for the year ended June 30, 2020. Mr. Veldhuizen presented the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made during the audit. He reported the city's financial position is sound for communities our size and that the audit revealed no deficiencies in internal controls which could be consider a material weakness. He reported that very few of their audit clients have no deficiencies, and that Plainwell is the only municipality that actually prepares their own financials, saving the city about \$5,000 in audit fees. He did note that the Water Fund available "fund balance" was negative and that the city may need to evaluate its rate structure.
A motion by Overhuel, seconded by Steele, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2020. On a voice vote, all in favor. Motion passed.
 - B. Director Bomar reported having identified two (2) sets of fire turn-out gear and firefighter boots in need of repair, as identified during the department's annual inspection. The purchase is included in the budget and bids were received from vendors authorized to sell the equipment.
A motion by Wisnaski, seconded by Keeney, to approve the purchase of two (2) sets of fire turn-out gear and firefighter boots from West Shore Fire Inc. in the amount of \$6,148.00. On a roll call vote, all in favor. Motion passed.
 - C. Director Bomar reminded Council that in 2012, the city entered into an agreement with Allegan County Emergency Management to house an alternate emergency operations center (EOC) at our facility. As part
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of the agreement, County pays for phone lines dedicated to be available to the EOC. The County is asking to continue the agreement, by extension through 2026 under the same terms.

A motion by Wisnaski, seconded by Keeney, to approve extending an agreement with Allegan County Emergency Manager to use the Plainwell Public Safety Building as an alternate Emergency Operations Center, authorizing the City Manager to execute all documents. On a roll call vote, all in favor. Motion passed.

- D. Superintendent Pond reported a Variable Frequency Drive (VFD) used in the plant operations failed during a recent power outage and needed emergency replacement to maintain public health. The drive manages a digester mixing pump. Esper Electric was contracted for the job at a total cost of \$4,600.00, needing Council confirmation. Council asked about insurance reimbursements and whether the existing drive could be refurbished as a backup.
A motion by Overhuel, seconded by Wisnaski, to confirm the emergency purchase of a Variable Frequency Drive to run the digester mixing pump from Esper Electric at a cost of \$4,600.00. On a roll call vote, all in favor. Motion passed.
- E. Superintendent Pond reported leaking mechanical seals on the centrifugal pump shaft that required emergency replacement to maintain public health. The seals were leaking oil and sludge. JGM Valve Corporation was contracted for the job at a total cost of \$4,979.11, needing Council confirmation.
A motion by Wisnaski, seconded by Overhuel, to confirm the emergency purchase of two mechanical seals for the centrifugal pump shaft from JGM Valve Corporation at a cost of \$4,979.11. On a roll call vote, all in favor. Motion passed.
- F. Superintendent Nieuwenhuis reporting having researched two companies offering self-watering hanging flower baskets. The existing flower baskets require frequent manual watering during the season with substantial labor and material costs. These new baskets will reduce staff time, staff risk and material costs. The Parks & Trees Commission considered the proposals at its January 14, 2021 meeting and recommends purchasing 35 baskets from EarthPlanter, LLC. There have been already two (2) \$1,000 donations to offset the cost of these baskets.
A motion by Overhuel, seconded by Keeney, to approve the purchase of 35 self-watering hanging flower baskets from EarthPlanter LLC for \$4,779.00. On a roll call vote, all in favor. Motion passed.
- G. City Manager Wilson reported working with the Natural Resource Trust Council (NRTC) regarding restoration efforts on the Mill Race Dam. The NRTC is asking for a "brief project description" to include with its plan and assessment for the funding phase of the project. Council discussed ramifications of removing the dam south of the city, restoration of the hydro spillway and Riverwalk expansion.
A motion by Keeney, seconded by Wisnaski, to authorize the City Manager to continue working with the Natural Resource Trust Council to identify opportunities for Riverwalk Extension and Mill Race water flow. On a roll call vote, all in favor. Motion passed.
- H. City Manager Wilson reminded Council of a possible tract of land for purchase to expend the Industrial District. Negotiations continue for a final purchase recommendation, but the Administration recommends an Option Agreement be executed to formally identify the property and the city's interest in it. The Agreement would remain in effect for 180 days to allow time to negotiate a final purchase recommendation. The City Attorney recommends adopting a resolution authoring the option agreement.
A motion by Steele, seconded by Overhuel, to adopt Resolution 2021-06 authorizing an option agreement for real property in Gun Plain Township, valid for 180 days. On a roll call vote, all in favor. Motion passed.

10. Communications:

A. None

11. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$241,856.21 for payment of same. On a roll call vote, all in favor. Motion passed.

12. Public Comments: None

13. Staff Comments:

Personnel Manager Lamorandier noted completion of year-end reporting and cross training.

Superintendent Nieuwenhuis reported staff is preparing for tomorrow's snow storm.

Community Development Manager Siegel reported Planning Commission approval of site plans for Deep End Brewing and Nobis Agri-Service. She also reported a Mexican restaurant is coming to the Aubree's site.

Superintendent Pond gave a report on carp in Lake Allegan.

Director Bomar reported working on year-end reports and that the second round of staff vaccinations were underway.

Clerk/Treasurer Kelley reported a successful audit, per state procedures, of the November 2020 election ballots was conducted on January 18, 2021. Budget preparations continue.

City Manager Wilson gave a brief report on metal stripping in Building 9, west wall issues in Building 2 and waste profile reporting in Building 7.

14. Council Comments: None

15. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 8:25 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

February 8, 2021



Brian Kelley, City Clerk