

MINUTES
Plainwell City Council
February 12, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Steve 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, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 01/22/2024 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 reported that Judy Shumaker had fallen and was recovering, and asked for prayers for her recovery.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel reported on the Southwright Apartments Project rental rehabilitation grant and detailed the work that had been accomplished. She stated that of the four apartments, three are low income.
A motion by Overhuel, seconded by Keeney, to open a Public Hearing at 7:04pm to allow comment on the Southwright Apartments rental rehabilitation project CBDG grant. On a roll call vote, all in favor. Motion passed.

No public comment.

A motion by Steele, seconded by Overhuel, to close the Public Hearing at 7:05pm. On a roll call vote, all in favor. Motion passed.

A motion by Overhuel, seconded by Steele, to receive the final report and close out the Southwright Apartments rental rehabilitation project CBDG grant. On a roll call vote, all in favor. Motion passed.
 - B. Superintendent Nieuwenhuis discussed a Purchase Order for preferred vendor AIS in the amount of \$10,000. The original request was for a blanket PO, but it was determined that a standard PO was the best choice for the services needed.
A motion by Overhuel, seconded by Steele, to approve the PO for AIS in the amount of \$10,000.00. On a roll call vote, all voted in favor. Motion passed.

- C. Treasurer/Finance Director Kelley reported on Resolution 2024-07 (Res No. 2), which is the next step in the Old Orchard project Special Assessment District. Council adopted Resolution 2024-06 on January 22, 2024 creating the Special Assessment District 24-01, which allowed all affected parcels to be identified and costs for improvements to be estimated. 57 parcels have been identified, with an estimated project cost of \$1,162,853.93. Resolution 2024-07 (No.2) declares an intent to make public improvements, tentatively declaring the necessity of public improvement, tentatively designating a special assessment district, tentatively approving the costs of making the improvements, tentatively declaring the portion of the costs to be defrayed by the special assessment district and setting a Public Hearing on the City of Plainwell Special Assessment District 24-01. **A motion by Steele, seconded by Keeney, to adopt Resolution 2024-07 (No.2) as presented. On a roll call vote, all voted in favor. Motion passed.**
- D. Superintendent Pond reported that during routine shut down, cleaning and maintenance of the onsite plant water well, the variable frequency drive (VFD) and pump motor failed, and the galvanized discharge pipe had developed pin holes. Replacing these items and restoring function to the water well is necessary to avoid paying for City water. The cost of repair will be recouped in 6 and a half months. **A motion by Wisnaski, seconded by Keeney, to approve the quote with Peerless Midwest for the installation of a new well pump, new 3" PVC ball valve and variable frequency drive for a total cost of \$14,492.12. On a roll call vote, all voted in favor. Motion passed.**
- E. Superintendent Nieuwenhuis discussed scrapping the old water meters and parts. **A motion by Keeney, seconded by Wisnaski, approving the scrap of old meters and parts from the water meter change out at Alliance Metal Recycling by the Department of Public Works. On a roll call vote, all voted in favor. Motion passed.**
- F. Director Callahan reported that the bulk of the City's fire hose failed annual testing and inspection. Fire hose was last purchased in 1999. **A motion by Keeney, seconded by Wisnaski, to approve the purchase of twelve sections of 2 1/2" x 50' fire hose and six sections of 1 3/4" x 50' fire hose from Dinges Fire Company for a cost of \$5,448.76. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the January 2023 Investment and Fund Balance reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$511,932.12 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

A City resident mentioned how well Utility Billing Specialist Penny Soper has been handling the communication with Plainwell residents during the water meter change over. Penny has mailed letters, made phone calls, and answered questions from City residents with patience and kindness. She has consistently maintained professionalism during this challenging project. Plainwell is lucky to have Penny.

14. Staff Comments:

Treasurer/Finance Director Kelley reported that property taxes are due this week, and he is preparing for the election with Clerk Leonard, noting the Early Voting begins this Saturday at 8:00am.

Personnel Coordinator Kersten stated that W2 forms have been completed and she is working on the annual MI Osha report. Nationwide, the company that handles the City's retirement plan, has recently updated its online platform, and she is working with them correcting issues caused by the transition.

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Superintendent Nieuwenhuis reported that the meter change out project with PMI has gone very well. PMI has done a great job, and several City residents have shared having positive experiences working with them. The new meters will hopefully be live in March.

Community Development Manager Siegel shared that she is working on the National Fish and Wildlife PFAS amendment. The Rental Rehab grant is now officially closed out. She secured two \$2,500 grants for local business to be used toward online website design. One grant was awarded to A Bushel and a Peck, and the other to Passiflora. The Chocolate Stroll was a huge hit this year. Downtown businesses were packed, and the Farmer's Market had record attendance at more than 400 guests. After a slow January, the Chocolate Stroll brought awareness and patronage back to downtown businesses.

Superintendent Pond reported filing paperwork with the State of Michigan to discontinue extra PFAS testing stemming from a single test last year that was out of range. Every test since has been within the limits set by the State.

Director Callahan shared that Shop-With-a-Hero in December was a great success. 150 Plainwell Community School system students participated, with each child receiving \$175. The State held a tire sale, and DPS was able to purchase tires at a heavily discounted price. The Nottawaseppi Huron Band of Potawatomi of Battle Creek donated 3 tasers and supporting supplies to DPS.

Clerk Leonard reported that Early Voting begins this Saturday, and she is looking forward to experiencing an election first hand. She thanked Finance Director/Deputy Clerk Kelley for being an excellent trainer/mentor and for the extra hours and effort he has put into helping her and preparing for Early Voting.

Manager Lakamper shared that he has a ratings call scheduled next week for the Bond Sale. He stated that he is working with Director Callahan researching blight enforcement best practices, with a focus on International Property Management Code (IPMC). The Planning Commission will be reviewing the Profielnorm Site Plan at the next meeting. The closing with Profielnorm is scheduled for the end of the month.

15. Council Comments:

Mayor Pro-Tem Steele shared that she had a wonderful experience working with PMI during her water meter change out. It only took about 10 minutes, and the service technician was a fellow dog lover. She also thanked Community Development Manager Siegel for a fantastic, fun Chocolate Stroll Event.

Councilmember Keeney stated that his experience during water meter change out with PMI was quick and easy as well.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:47 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 26, 2024


JoAnn Leonard, City Clerk