

City of Plainwell



“The Island City”

Brad Keeler, Mayor
Lori Steele, Mayor Pro Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
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Web Page Address: www.plainwell.org

Agenda Planning Commission Wednesday, September 15, 2021 7:00 p.m. City Hall Council Chambers

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes: 08/04/21 and 08/18/21 Planning Meetings
5. Chairman’s Report
6. New Business:
 - A. Future Land Use Map, re: property 470 N. 10th St. intended future use
 - B. Commercial Redevelopment Zone – Presentation by Michelle Miersma
7. Old Business:
 - A. Ordinance draft review / work session
8. Reports and Communications:
 - A. 08/08/2021 Council Minutes
9. Staff Comments
10. Commissioners/Council Comments
11. Adjournment

The City of Plainwell is an equal opportunity provider and employer

**CITY OF PLAINWELL
MINUTES
Planning Commission/ Public Hearing
August 4, 2021**

1. The meeting was not called to order due to lack of a quorum
2. Present: Rachel Colingsworth, Stephen Bennett, Lori Steele
4. General Discussion re: Food Truck Ordinance was held but no decisions or details discussed.
5. Next Meeting – August 18, 2021 at 7 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

**CITY OF PLAINWELL
MINUTES
Planning Commission/ Public Hearing
August 18, 2021**

1. Call to Order at 7:00 p. m. by Colingsworth
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Rachel Colingsworth, Stephen Bennett, Jay Lawson, Lori Steele, Gary Sausaman Excused: Jim Higgs
4. Approval of Minutes – 05 /05/2021
Sausaman motioned to approve minutes Lawson seconded. All in favor to approve minutes and place them on file.
5. Chairperson’s Report: - None
6. New Business –
Ordinance draft review-1st read Mobile Food Vending
Lots of discussion re: the draft ordinance, Commission agreed to look over other community ordinances and continue to work on ordinance. Public Safety Chief Bill Bomar and Fire Marshall Ron Farr attended the meeting, providing insight re: Fire Codes, Fire Suppression etc. and will attend future meetings as we develop this ordinance.
7. Old Business
A. None
8. Reports and Communications:
A. 05/10, 24; 6/14/21; 7/12, 7/26 Council Minutes reviewed by Commission. **Steel motioned to place them on file seconded by Bennett. All in favor vote, motioned passed.**
9. Public Comments – None
10. Staff Comments: None given
11. Commissioner Comments: None given
12. Adjournment: Colingsworth adjourned the meeting at 7:43 p.m.

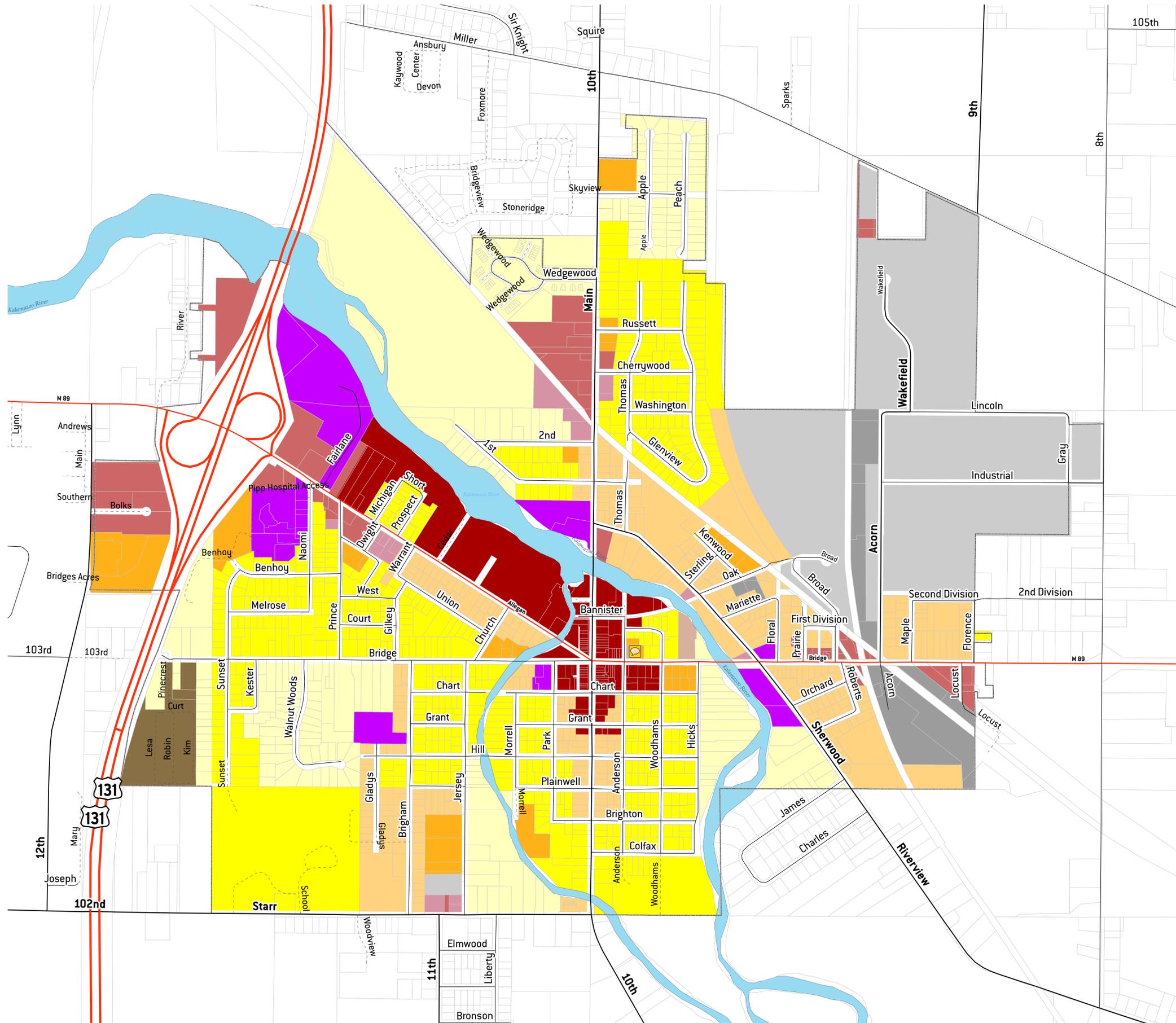
Minutes submitted by Denise Siegel, Community Development Manager

City of Plainwell

Allegan County, Michigan

ZONING MAP

Updated: July 17, 2017



- R-1A, Single-Family Residence
- R-1B, Single-Family Residence
- R-1C, Single and Two-Family Residence
- R-2, Multiple Family Residence
- RMH, Residential Mobile Home
- C-1, Local Commercial
- SB, Service Business
- C-2, General Commercial
- CBD, Central Business
- CS, Community Service
- M-1, Restricted Manufacturing
- M-2, General Manufacturing

This is to certify the Zoning Map to which the signature is attached is the official City of Plainwell Zoning Map developed pursuant to the Michigan Zoning Enabling Act (Act 110 of 2006, as amended) and as approved by the City of Plainwell City Council

Erik Wilson
City Manager

Brian Kelley
City Clerk

Date

1 inch = 500 feet

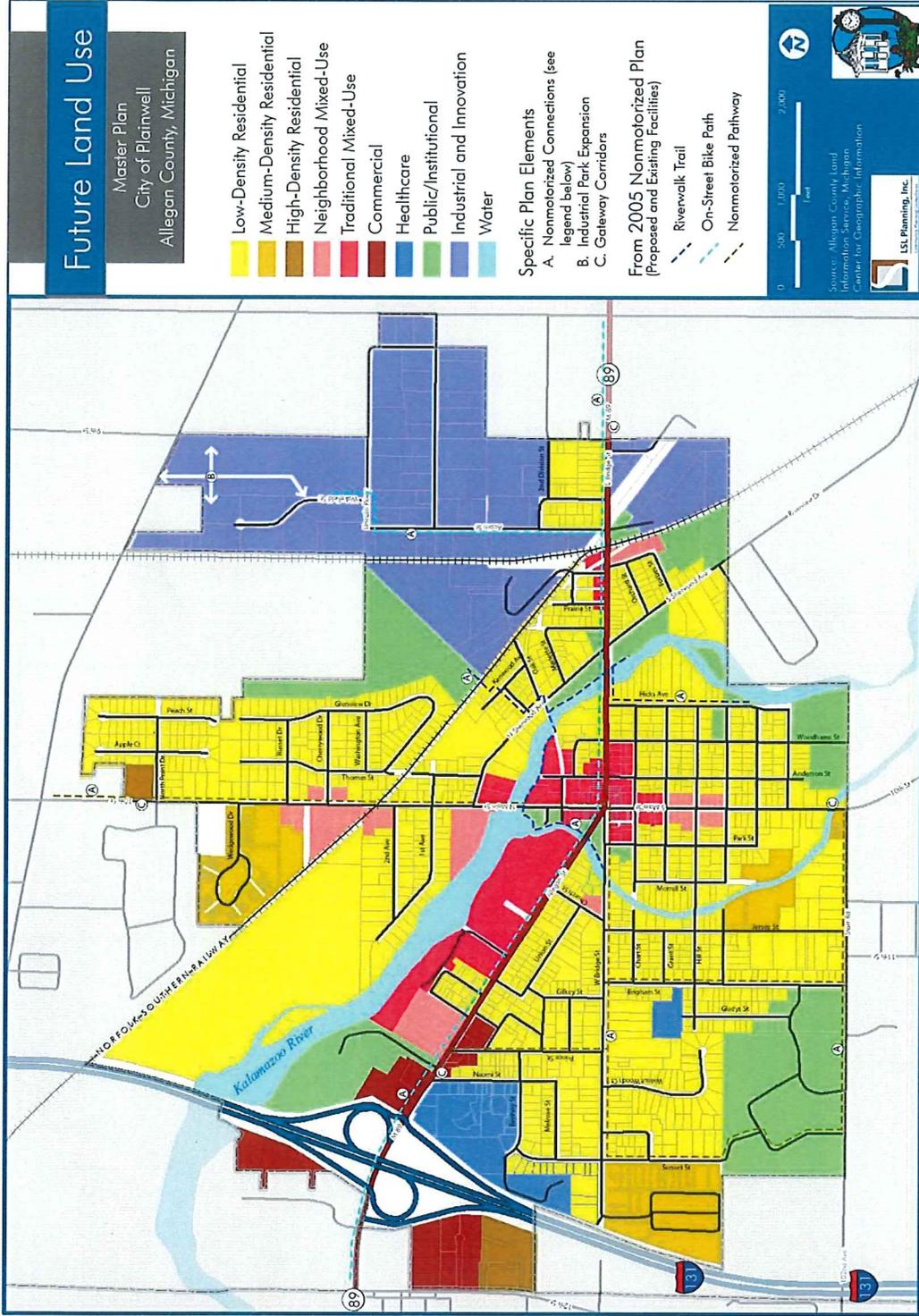


williams&works
engineers | surveyors | planners



Data Sources: Michigan CGI, Allegan County Land Information Services, City of Plainwell

Map 3: Future Land Use





COMMERCIAL REDEVELOPMENT ACT

Public Act 255 of 1978, as amended, encourages the replacement, restoration and new construction of commercial property by abating the property taxes generated from new investment for a period up to 12 years. As defined, commercial property means land improvements whether completed or in the process of construction, the primary purpose and use of which is the operation of a commercial business enterprise, including office, engineering, research and development, warehousing parts distribution, retail sales, hotel or motel development, and other commercial facilities. Mixed-use developments maybe eligible, but the abatement will only apply to the commercial portion of the property. Land and personal property are not eligible for abatement under this act.

Note: This document should be used as a general guide only and the legislation should be reviewed by local officials.

WHO IS ELIGIBLE?

“Local governmental unit” means a city or village.

WHAT IS A REPLACEMENT, NEW AND RESTORED FACILITY?

“Replacement facility” means commercial property to be acquired, constructed, altered, or installed for the purpose of being substituted for obsolete commercial property. Property impaired due to changes in design, construction, technology, or improved production processes, or damage due to fire, natural disaster, or general neglect shall be considered obsolete. All other new commercial property is considered a “new facility.” For purposes of granting the tax abatement, the replacement or new facility must meet all of the following conditions:

1. Is located on property that is zoned to allow for mixed-use, including high-density residential.
2. Is located in a qualified downtown revitalization district as defined in section two of the Neighborhood Enterprise Zone Act (PA 147 of 1992). This requires either being located in a Downtown Development Authority (PA 197 of 1975), a Principal Shopping District or Business Improvement District (PA 120 of 1961) or an area that is zoned and primarily used for business as determined by the local government unit.
3. The city or village establishes and implements an expedited local permitting and inspection process in the Commercial Redevelopment District. In addition, by resolution provides for the walkable non-motorized interconnections, including sidewalks and streetscapes throughout the Commercial Redevelopment District.

A “restored facility” means changes to obsolete commercial property as may be required to restore the property to an economically efficient condition. Restoration must result in improvements aggregating to more than 10 percent of the true cash value of the property at commencement of the restoration. Restoration includes major renovation including, but not limited to, the improvement of floor loads, correction of deficient or excessive height, new or improved fixed building equipment, including heating, ventilation, and lighting, reducing multistory facilities to one or two stories, improved structural support including foundations, improved roof structure and cover, floor replacement, improved wall placement, improved exterior and interior appearance of buildings, and other physical changes.

WHAT IS THE PROCESS?

Before the commercial redevelopment exemption certificate (i.e., property tax abatement) can be granted for the facility, the city or village, by resolution of its legislative body, must establish a Commercial Redevelopment District. The establishment of the district may be initiated by the local government unit or by owners of property comprising 75 percent of state equalized value of the property in the proposed district. At the time of the resolution’s adoption, property within the district must meet one of the following:

1. Obsolete commercial property or cleared or vacant land and part of an existing developed commercial or industrial zone. The property must have been zoned commercial or industrial before June 21, 1975, and characterized by obsolete commercial property and a decline in commercial activity.
2. Land cleared as a result of fire damage, or cleared as blighted area under Blighted Area Rehabilitation Act (PA 344 of 1945).
3. Cleared or vacant land included in a redevelopment plan adopted by the Downtown Development Authority (PA 197 of 1975) or Principal Shopping District or a Business Improvement District (PA 120 of 1961).

To establish the Commercial Redevelopment District, the city or village must first hold a hearing to establish a Commercial Rehabilitation District and determine in the resolution the district meets the requirements of the act. Once the district is established, the property owners may file an application with the local clerk for a commercial facilities exemption certificate. Applications are available from the Michigan Department of Treasury. Before acting on the application, the city or village shall hold a public hearing on the application and not more



than 60 days after receipt of the application either approved or disapproved by resolution. The local clerk shall provide written notification of the application hearing to the assessor of the local unit of government and each taxing jurisdiction that levies ad valorem property taxes. If approved, the application and resolution must be sent to the State Tax Commission for filing purposes.

COMMERCIAL FACILITIES EXEMPTION CERTIFICATE

The property owner must pay a commercial facilities tax rather than the normal property tax. The certificate must be issued for a period of at least one year, but cannot exceed 12 years. Certificates initially issued for less than 12 years may be extended based upon factors placed in writing at the time the certificate is approved, but shall not exceed 12 years.

DETERMINING COMMERCIAL FACILITIES TAX RATE

For a restored facility: The commercial facilities tax freezes the taxable value of the building at its value prior to restoration, therefore exempting the new investment from local taxes for a period not to exceed 12 years. The school operating tax and the State Education Tax (SET) are also frozen. Land and personal property cannot be abated under this act.

For a new or replacement facility: The commercial facilities tax provides a 50 percent reduction in the number of mills levied as ad valorem taxes, excluding only the State Education Tax (SET). Land and personal property cannot be abated under this Act.

Within 60 days after the granting of a new commercial facilities exemption certificate, the state treasurer may exempt 50 percent of the SET mills for a period not to exceed six years. The state treasurer will not grant more than 25 of these SET exclusions each year.

DISCUSSION

In addition to the Commercial Redevelopment Act (PA 255 of 1978), several other property tax abatements are available for the rehabilitation of commercial property in Michigan, including the Commercial Rehabilitation Act (PA 210 of 2005) and the Obsolete Property Rehabilitation Act (PA 146 of 2000). Each act has unique eligibility requirements, processes, and lengths and terms of the abatement. Please refer to the Michigan Economic Development Corporation (MEDC) fact sheet for more information on each program and consult the authorizing statute to determine the best fit for your project needs.

SUPPORTING STATUTE

Public Act 255 of 1978: Commercial Redevelopment Act

CONTACT INFORMATION

For more information on the Commercial Redevelopment Act, please contact the Community Assistance Team (CAT) specialist assigned to your territory or visit www.miplace.org.

**CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 53, “ZONING” OF THE CITY OF PLAINWELL CODE OF ORDINANCES; TO AMEND SEC. 53-3 TO ADD A DEFINITION PERTAINING TO MOBILE FOOD VENDING; TO AMEND ARTICLE XVI TO ADD A NEW SECTION PERTAINING TO FOOD TRUCK PERMITS AND APPROVAL STANDARDS; TO AMEND THE C-1, C-2, CBD, CS, AND I DISTRICTS TO ALLOW FOOD TRUCKS AS A PERMITTED USE WHEN OPERATED AT THE SAME LOCATION FOR LESS THAN 90 DAYS; AND TO AMEND THE C-1, C-2, CBD, CS, AND I DISTRICTS TO ALLOW FOOD TRUCKS AS A USE AFTER SPECIAL APPROVAL WHEN OPERATED AT THE SAME LOCATION FOR 90 DAYS OR MORE.

CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ORDAINS:

Section 1. Amendment of Sec. 53-3. Sec. 53-3 of the City of Plainwell Zoning Ordinance is amended to add the following definition in alphabetical order:

MOBILE FOOD VENDING. A business serving or offering for sale food and/or beverages from a mobile food unit which means for purposes of this ordinance a self-contained, fully enclosed unit including trailers.

Section 2. Amendment of Article XVI. Article XVI (“General Provisions”) of the City of Plainwell Zoning Ordinance is amended to add a new subsection 53-132D, which reads as follows:

Sec. 53-132D. MOBILE FOOD VENDING.

A. Purpose and Applicability

1. Mobile food vending can provide employment and small business growth in the City while providing a broad range of food choices to the public. The provisions of this section are intended to provide a proper balance between these uses that allow brick-and-mortar restaurants to thrive while allowing for new food vending opportunities that can add vitality to vacant parking lots and underutilized sites.
2. These provisions shall apply to businesses engaged in cooking, preparation, and distribution of food or beverage on properties outside of the public right-of-way.
3. This section does not apply to mobile food vendors that move from place to place and are in the same general location for less than thirty (30) minutes at a time.
4. Mobile food vending shall be permitted subject to the requirements of this Section.

B. Permit Required. A permit issued pursuant to this section required for any mobile food vendor which will be operating on public or private property in the City of Plainwell. The

application for a permit shall be on forms provided by the City Clerk and accompanied by a fee established by resolution of the City Council.

C. Approval Procedures

1. Mobile food vendors may be permitted only in the C-1, C-2, CBD, CS, and I zoning districts in accordance with the following procedures:
 - a. Temporary Use. If a mobile food vendor is proposed at a location for less than 90 days, the use shall be permitted by right, subject to site plan approval in accordance with Section 53-128.
 - b. Permanent Use. If a mobile food vendor is proposed at a location for 90 days or more, the use shall be permitted only as a special approval use in accordance with Section 53-130.
2. In addition to satisfying the requirements of this section, evidence of approval from the Allegan County Health Department shall be provided for all mobile food vending, or an equivalent license issued by the State of Michigan.
3. A mobile food vending stand, trailer, wagon, or vehicle shall be inspected by the Plainwell Fire Department. A copy of the Fire Department inspection form shall be submitted to the City.
4. A mobile food vending license shall be obtained from the office of the City clerk, as applicable.
5. Any alcohol sales associated with a mobile food vendor shall be licensed in accordance with the State of Michigan. Evidence of such license shall be submitted to the City.

D. Required Information. The following information shall be submitted with the application for site plan or special approval use for mobile food vending. The Zoning Administrator and/or Planning Commission may request additional information if deemed necessary. The site plan items identified below may substitute for that required by **Section 53-128 B:**

1. Name of the applicant and business, signature, phone number, email contact, and business address of the applicant.
2. A written description of the nature of the proposed use, including the methods of food preparation and cooking, and the frequency, duration, and hours of operation;
3. A trash collection and removal plan;
4. Source of water and power that will serve the mobile food vending unit;
5. Dimensioned drawings of any proposed signage;
6. Details of the mobile food vending unit, including the type, dimensions, elevation drawings or photos, and details of any furniture, tent, or other physical features associated with the proposed use;
7. A dimensioned site plan showing existing and proposed site improvements, including:
 - a. Buildings and building setbacks;

- b. The proposed location of the mobile food vending unit and any other associated activity;
 - c. Existing public improvements adjacent to the site, such as fire hydrants, bus shelters, trees and tree grates, and parking meters;
 - d. The nature of the property surface (e.g. asphalt, gravel, etc.);
 - e. The location of parking on the property, both for the mobile food vendor and any other principal use on the property;
 - f. Site lighting;
 - g. Signs;
 - h. Trash receptacles;
 - i. The location of on-site water, generator, and/or electric utilities that will serve the mobile food vendor(s);
 - j. The location of existing or planned sanitary facilities;
8. A business district map identifying existing restaurants within buildings and any other known mobile food vending operations within three hundred (300) feet;
 9. Photographs of the site.
 10. Proof of insurance coverage.
 11. If proposed on private property, a letter of written consent from the property owner.
 12. Copies of all necessary licenses or permits issued by the Allegan County Health Department, Plainwell Fire Department, and/or State of Michigan.
- E. *Review Standards.* In addition to the review standards of Section 53-128 D and 53-130 A, as applicable, the Zoning Administrator and Planning Commission shall take the following into consideration in the review and approval of a mobile food vending permit:
1. If the use will contribute to the vitality and experience of the business district.
 2. If the use will support or detract from existing brick and mortar establishments.
 3. If there an appropriate separation distance between temporary and permanent uses so as to not impair the long-term viability of nearby businesses.
 4. Whether the use will add variety to the types of food or beverage offerings in the district or compete with area businesses in close proximity.
 5. If the proposed stand, trailer, wagon, or vehicle contribute to the general aesthetic of the business district and include high quality materials and finishes.
- F. *Outdoor Cooking.* Outdoor cooking associated with mobile food vending is subject to a special approval use pursuant to Section 53-130. However, the Zoning Administrator and/or Planning Commission may permit outdoor cooking for a mobile food vendor meeting the requirements for a temporary use (<90 days) if there are no residential uses located within two hundred (200) feet of the property.
- G. *Placement.*

1. The mobile food vendor shall meet the setback requirements of the zone district in which it is located and the customer window shall be accessed directly from the public sidewalk. The intent of the placement is to contribute to the walkability of the business district and generate pedestrian activity. The Zoning Administrator or Planning Commission may reduce setback requirements where an alternate placement would clearly achieve this intent.
 2. The mobile food vendor shall not operate within three hundred (300) feet of a brick and mortar restaurant during the hours the restaurant is open to the public for businesses.
- H. *Parking Area.* The area occupied by mobile food vending shall not exceed twenty (20) percent of any required parking area. Sufficient on-site or district parking shall be provided for each stand, trailer, wagon, or vehicle on a lot, in addition to any other required parking for retail business buildings on the same parcel.
- I. *Pedestrian Space.* A minimum pedestrian clearance space of five (5) feet is required along all public walkways, unless the Zoning Administrator or Planning Commission allows for a reduced clearance space after consideration of the following:
1. Street classification and current or expected volume of use;
 2. Vehicular and pedestrian traffic volumes and related public safety;
 3. Nature of vehicular and pedestrian traffic (e.g. children, etc.);
 4. Availability and practicality (i.e. convenience) of alternative pedestrian routes; and
 5. Time of day, time of week, time of year, and duration of obstructions reducing the minimum required width (e.g. outdoor dining spaces, etc.)
- J. *Public ROW and Clear Vision.* Sales shall not be in public right-of-way or on public property unless otherwise approved by the City, and shall be outside of clear vision areas.
- K. *Sanitary Facilities.* Sanitary facilities shall be provided for mobile food vending operated as a principal use on a lot, unless the applicant provides sufficient documentation for alternative arrangements.
- L. *Hours of Operation.* Operating hours shall occur between 7:00 a.m. and 7:00 p.m. in commercial zoning districts and between 6:30 a.m. and 7:30 p.m. in industrial zoning districts, unless otherwise approved by the Planning Commission as a special approval use.
- M. *Co-Location.* Where mobile food vending has been approved on a lot as a principal use, locating additional vendors on the same lot is encouraged.
- N. *Sound.* No amplified outdoor music, sound, or noise shall be permitted. Planned locations for outdoor generators that provide power shall be identified. Use of generators may be prohibited if it is anticipated that they may create a nuisance to neighbors due to noise, exhaust, or vibration.
- O. *Revocation.* Any approved stand, trailer, wagon, or vehicle on a property for the purposes of mobile food vending shall remain in continuous operation so long as the premises is occupied. If the business closes, ceases to operate, or fails to keep regular business hours, then the temporary use permit may be revoked by the Zoning Administrator, or by the

Planning Commission and City Council in accordance with Section 53-128 G for special approval uses. If the approval is revised, the stand, trailer, wagon, or vehicle shall be immediately removed from the property.

Section 3. Amendment of Section 53-26. Section 53-26 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “U”, which reads as follows:

U. Mobile food vending, operated less than 90 days at a single location

Section 4. Amendment of Section 53-27. Section 53-27 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “C”, which reads as follows:

C. Mobile food vending, operated 90 days or more at a single location

Section 5. Amendment of Section 53-39. Section 53-39 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “S”, which reads as follows:

S. Mobile food vending, operated less than 90 days at a single location

Section 6. Amendment of Section 53-40. Section 53-40 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “J”, which reads as follows:

J. Mobile food vending, operated 90 days or more at a single location

Section 7. Amendment of Section 53-44. Section 53-44 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “M”, which reads as follows:

M. Mobile food vending, operated less than 90 days at a single location

Section 8. Amendment of Section 53-45. Section 53-45 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “B”, which reads as follows:

B. Mobile food vending, operated 90 days or more at a single location

Section 9. Amendment of Section 53-49. Section 53-49 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “F”, which reads as follows:

F. Mobile food vending, operated less than 90 days at a single location

Section 10. Amendment of Article XI. Article XI “CS, Community Service District” of the City of Plainwell Zoning Ordinance is amended to add a new Section 53-49A entitled “Permitted Uses After Special Approval,” which reads as follows:

Sec. 53-49A

PERMITTED USES AFTER SPECIAL APPROVAL

A. Mobile food vending, operated 90 days or more at a single location

Section 11. Amendment of Section 53-53. Section 53-53 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “Q”, which reads as follows:

Q. Mobile food vending, operated less than 90 days at a single location

Section 12. Amendment of Section 53-54. Section 53-54 of the City of Plainwell Zoning Ordinance is amended to add a new subsection “Q”, which reads as follows:

Q. Mobile food vending, operated 90 days or more at a single location

Section 13. Severability and Captions. This Ordinance and the various parts, sections, subsections, sentences, phrases and clauses thereof are hereby declared severable. If any part, section, subsection, sentence, phrase, or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby. The captions included at the beginning of each Section are for convenience only and shall not be considered a part of this Ordinance.

Section 14. Repeal. Any existing ordinance or resolution that is inconsistent or conflicts with this Ordinance is hereby repealed to the extent of any such conflict or inconsistency.

Section 15. Effective Date. This Ordinance is ordered to take effect eight (8) days following publication of adoption in the *Union Enterprise*, a newspaper having general circulation in the City, under the provisions of 2006 Public Act 110, except as may be extended under the provisions of such Act.

ROLL CALL VOTE:

YES:

NO:

ABSENT/ABSTAIN:

Declared adopted on:

Brad Keeler, Mayor

Brian Kelley, Clerk

MINUTES
Plainwell City Council
August 9, 2021

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: Mayor Keeler.
A motion by Wisnaski, seconded by Overhuel, to excuse Mayor Keeler from the proceedings. On a voice vote, all in favor. Motion passed.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeney, to accept and place on file the Council Minutes of the 07/26/2021 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. Presentation:
Public Safety Director Bomar gave a report detailed Officer Jeff Welcher's tenure with the city, celebrating his 25th year of full-time service.
8. County Commissioner Report: None
9. Agenda Amendments:
City Clerk Kelley noted the addition of one item for consideration, recommending to add item 11H - Radar Speed Signs to the agenda.
A motion by Wisnaski, seconded by Overhuel, to add Item 11H as recommended. On a voice vote, all in favor. Motion passed.
10. Mayor's Report: None
11. Recommendations and Reports:
 - A. DPW Superintendent Nieuwenhuis reminded Council about a contract with Renewed Earth for removal and processing the city's leaf and brush pickup. Renewed Earth has offered to extend the contract for up to three (3) one-year terms at the same pricing. The Administration recommends continuation of the contract for this cost effective and important Solid Waste Fund function.
A motion by Keeney, seconded by Wisnaski, to approve continuing a contract with Renewed Earth for leaf/brush removal and processing at an annual cost of \$15,000.00. On a roll call vote, all voted in favor. Motion passed.
 - B. Public Safety Director Bomar noted a July 2021 car-deer accident with Patrol Vehicle #1 for which body repairs were quoted by two local firms. Recommendation is to use H&H Auto Body for repairs which will be largely covered by insurance reimbursement.

A motion by Wisnaski, seconded by Keeney, to approve a quote from H&H Auto Body for body repairs to Patrol Vehicle #1 at an estimated cost of \$4,971.97. On a roll call vote, all voted in favor. Motion passed.

- C. Director Bomar reported having investigated several software options for evidence room property management. Public Safety Officer Culver gave a full report on how the software will improve department operations and reporting abilities. The recommendation is to partner with Track Products for software installation and ongoing maintenance.
A motion by Overhuel, seconded by Keeney, to approve the purchase of Property Room Software from Tracker Products for \$4,895.60 with an on-going annual maintenance cost of \$3,700.00. On a roll call vote, all voted in favor. Motion passed.
- D. City Manager Wilson reminded Council of a two-phase traffic study looking at speed and pedestrian controls in certain areas of town. Phase 2 of the project is being considered for a pedestrian and vehicle traffic recommendation at South Main and Hill Streets and will involve counts on three separate dates and engineering analysis. The work will be done after school starts.
A motion by Overhuel, seconded by Wisnaski, to approve Phase 2 of a Pedestrian and Vehicle Traffic Recommendation Study for South Main/Hill Streets with Wightman Associates at a cost of \$5,644.50. On a roll call vote, all voted in favor. Motion passed.
- E. City Manager Wilson gave an update on the Mill Demolition Project and presented a Pay Application from Melching, Inc. for \$320,199.30. He discussed ongoing negotiations related to liquidated damages.
A motion by Overhuel, seconded by Wisnaski, to approve Pay Request Application #6 for Melching, Inc. in an amount not exceed \$320,199.30, authorizing the City Manager to reduce the payment as necessary. On a roll call vote, all voted in favor. Motion passed.
- F. City Manager Wilson gave a update on the Roofing Project on Mill Buildings 2 and 3. He presented Change Order #1 for the removal of vent sections recommended by Melching.
A motion by Wisnaski, seconded by Keeney, to confirm a change order for \$9,699.00 to Melching, Inc. for the removal of vent sections on the Building #3 room and infill. On a roll call vote, all voted in favor. Motion passed.
- G. City Clerk Kelley presented a Resolution which, if adopted, with direct and authorize the Mayor and the City Clerk and the City Manager to exercise the purchase option on the Gun Plain Township Land before the August 16, 2021 expiration date and to perform other necessary actions to finalize the acquisition of this real property.
A motion by Keeney, seconded by Wisnaski, to adopt Resolution 2021-14 to exercise the purchase option for the Meert property in Gun Plain Township. On a roll call vote, all voted in favor. Motion passed.
- H. City Manager Wilson discussed the budgeted acquisition of radar speed signs to be installed on Sherwood and North/South Main Streets. Four quotes have been received and there is a lead time before installation. Plainwell Schools may be interested in purchasing two additional units as part of the purchase.
A motion by Overhuel, seconded by Keeney, to approve the purchase of up to six (6) Traffic Logix EV11 Radar Speed Signs from LED Lighting Solutions at a cost of \$2,824.99 each. On a roll call vote, all voted in favor. Motion passed.

12. Communications:

A. A motion by Overhuel, seconded by Keeney, to accept and place on file the June 2021 Public Safety Report, the June 2021 Water Renewal Report and the July 2021 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$526,191.76 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments: None

15. Staff Comments

Personnel Manager Lamorandier thanked Officer Welcher for his service. She gave an update on the open positions citywide.

Superintendent Nieuwenhuis reviewed the recent paving project. He also reported a news report about the recent drinking water grant. He also reported having tested water with no findings.

Community Development Manager Siegel reported s successful Library opening. She gave a report on RRC Certification and noted a September 13 all-board meeting at 6pm. She also reported updating the website and working on ordering Christmas Ornaments.

Superintendent Pond reported a pump failure at the Cushman Street Lift Station.

Clerk/Treasurer Kelley noted work on utility billing, property tax, and audit projects.

City Manager Wilson reported working on computations for a possible assessment for the Old Orchard Sewer Project to be included with a survey to the residents. He also asked for guidance about accepting proposals for the use of the Crispe Community House.

A motion by Overhuel, seconded by Wisnaski, for market the Crispe Community House for future use. On a voice vote, all in favor. Motion passed.

16. Council Comments:

Each Council Member thanked Officer Welcher for his service and passed along condolences to the Dorgan and Shumaker families.

17. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 8:27 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
August 23, 2021


Brian Kelley, City Clerk