

MINUTES
Plainwell City Council
August 14, 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, and Councilman Keeney. Absent: Councilman Keeler, and Councilman Overhuel.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Keeney, to accept and place on file the Council Minutes and Summary of the 07/24/2017 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public Comments:
Dennis Burd, 224 Russet Drive, spoke about potholes on his street and that the cold patches are failing. Superintendent Updike noted that the current year budgeted paving projects have been issued, but that his group would evaluate whether infrared patching would work until more complete restoration could be budgeted, based on PASER ratings.
7. County Commissioner Report / Presentations:
Commissioner Don Black reported an October 23, 2017 meeting at Martin Library (6pm) for anyone who had questions about running for county commissions. He also noted there are two more public meetings about the road patrol funding issue and Mayor Pro-Tem Steele asked again about how the funding options would affect existing mutual aid agreements.
8. Agenda Amendments: None.
9. Mayor's Report:
Mayor Brooks noted the 23rd Annual Bryan Brooks Golf Outing scheduled for August 19, 2017.
10. Recommendations and Reports:
 - A. Clerk/Treasurer Kelley updated Council on the banks into which the city can deposit fund per the Investment Policy. The listing has changed from last year due to bank mergers and identifying new Michigan-based banks.
A motion by Keeney, seconded by Steele, to adopt Resolution 17-20 updating the Approved Financial Institutions. On a voice vote, all in favor. Motion passed.
 - B. Clerk/Treasurer Kelley reported on the annual budget amendment to carry approved prior year purchase encumbrances into the current fiscal year because of when the purchases were completed.
A motion by Steele, seconded by Keeney, to approve the 2017/2018 budget amendment for the 2016/2017 encumbrance rollover. On a voice vote, all in favor. Motion passed.
 - C. Superintendent Updike reported that the city needs a new Skid Steer, which is included in the budget. He also reported that the vendor offered a trade-in of \$8,000 for the existing machine, but more could be realized by selling the used machine at auction.
A motion by Steele, seconded by Keeney, to approve the purchase of a 318G Model Skid Steer from AIS Contraction for \$34,177.37 and to list the existing skid steer on the auction site for a minimum selling price of \$8,000. On a roll-call vote, all in favor. Motion passed.

- D. Superintendent Updike briefed Council on the equipment/fleet management/work order system through Cartegraph that needs to be upgraded to the cloud. The new version allows for better performance and less storage space on the city computers, with a slightly higher annual maintenance costs. The upgrade also communicates better with the GIS system and provides financial reports needed to maintain the city's state permits.
A motion by Keeney, seconded by Steele, to approve the purchase of Cartegraph software for \$9,400. On a roll-call vote, all in favor. Motion passed.
- E. Superintendent Updike reported replacement of the Gator machine that is used for parks maintenance. The unit is being replaced before maintenance costs become too burdensome. The existing machine will be traded in to bring the current cost down.
A motion by Steele, seconded by Keeney, to approve the purchase of a John Deere 4x2 Gator utility vehicle with trading in the existing one with Steensma Lawn & Gardent for a net cost of \$6,525.72. On a roll-call vote, all in favor. Motion passed.
- F. Superintendent Updike reporting the beginning of a multi-year project to replace influent screw pumps for Water Renewal. The first component is the engineering phase included in the Council Packet. Superintendent Pond will work with the engineers on this project.
A motion by Steele, seconded by Keeney, to approve engineering project with Fleis & Vandenbrink for design of the influent screw pump project in the amount of \$37,114. On a roll-call vote, all in favor. Motion passed.
- G. Superintendent Updike reported that Superintendent Pond issued bid requests for a 3-year contract for tank cleaning. Two firms bid and Superintendent Pond recommends the low-bidder, Clean Earth, which has been cleaning the tanks for many years.
A motion by Steele, seconded by Keeney, to approve the 3-year contract with Clean Earth for tank cleaning at an annual cost of \$27,400. On a roll-call vote, all in favor. Motion passed.

11. Communications:

- A. **A motion by Steele, seconded by Keeney, to accept and place on file the June and July 2017 Water Renewal Reports, the 2016..2017 Water Renewal Plant Asset Management Plan and the July 2017 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Keeney, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$329,762.22 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments

None.

14. Staff Comments

Superintendent Updike reported the summer paving project should start shortly after Labor Day.

Director Bomar provided an update for Council about the county-wide radio upgrade project.

Clerk/Treasurer Kelley reported closing three inactive PNC bank accounts, adding new CDs and continuing audit prep work.

15. Council Comments:

Mayor Pro-Tem Steele asked Director Bomar to place the speed limit tracker on South Sherwood.

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:27 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer