

MINUTES  
Plainwell City Council  
December 28, 2020

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, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski, all attending virtually from Plainwell, Michigan. Absent: None.
4. Approval of Minutes:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 12/14/2020 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:  
Mayor Keeler is excited for resumption of the demolition.
9. Recommendations and Reports:
  - A. Clerk Kelley reported having confirmed incumbent members of various boards and commissions have opted to continue serving for an additional term. The recommended action is for Council to confirm the Mayor's appointments as presented.  
**A motion by Overhuel, seconded by Keeney, to confirm the Mayor's re-appointment of several community members to various boards and commissions. On a voice vote, all voted in favor. Motion passed.**
  - B. City Manager Wilson reported the Planning Commission's work related to ordinance amendments for mining operations. The Planning Commission held a Public Hearing on December 16, 2020 with no public comment and recommends approval of the Ordinance, effective eight (8) days after publication.  
**A motion by Wisnaski, seconded by Keeney, to approve Ordinance 389 to add a definition pertaining to mining operations and to add related special approval use and standards. On a roll call vote, all voted in favor. Motion passed.**
  - C. City Manager Wilson updated Council on the progress of the Paper Mill Demolition Project. He noted an updated completion estimate of March 2021. He noted differences between the contractor's estimate and a survey of the asbestos on site. He also suggested possible costs associated with preparing and maintaining Buildings 2, 3 and 10 that could affect the amount of "contingency" available for work related to the water tower. Included in the update was a listing of bills paid and payable for Melching and GHD for project work. Council asked several questions and was asked to consider the combined pay request totaling \$654,053.00.

**A motion by Overhuel, seconded by Keeney, to authorize approve pay application #3 for expenses incurred for demolition and engineering totaling \$654,053.00. On a roll call vote, all voted in favor. Motion passed.**

- D. City Manager Wilson reported the Environmental Protection Agency (EPA) requires each water system to have an updated Risk and Resiliency Assessment and an Emergency Response Plan. The city's engineer, Fleis & Vandenbrink, has offered to perform the assessment and the plan for a cost of \$11,800.00.  
**A motion by Wisnaski, seconded by Steele, to approve a project with Fleis & Vandenbrink for a Water System Risk and Resiliency Assessment and Emergency Response Plan at a cost of \$11,800.00. On a roll call vote, all voted in favor. Motion passed.**
- E. City Manager Wilson reminded Council of a recent breach in security at the Kenyon Park Water Tower. For the water wells that supply the water tower and to protect the drinking water, the city sought updates to the security system and recommends installation of door intrusion alarms and a phone line to attach to the existing water SCADA system, which will immediately alert any breaches. The city's SCADA partner, Perceptive Controls, have offered to do this work at a cost of \$5,650.00  
**A motion by Steele, seconded by Overhuel, to approve a project with Perceptive Controls to install door intrusion alarms and a phone line to the existing Water SCADA system at a cost of \$5,650.00. On a roll call vote, all voted in favor. Motion passed.**
- F. City Manager Wilson reported the city has \$19,900.00 remaining on the SAW Grant to purchase computer hardware before December 31, 2020, for assisting upgrades to the city's GIS system. The hardware purchases are still being evaluated by technical staff and could exceed the SAW Grant funds available.  
**A motion by Steele, seconded by Wisnaski, to approve a budget not to exceed \$25,000 for the purchase of computer hardware to help assist the City's GIS program. On a roll call vote, all voted in favor. Motion passed.**
- G. Clerk Kelley reported that Public Act 660 of 2018 resulted in Allegan County to appoint its Equalization Director to serve as a "Designated Assessor" for assessing districts in a state of distress. The Public Act sets standards for professional assessors and provides for annual state audit responsibilities. Should an assessor not meet these standards, the State could take actions against the assessor over a course of several years. In the most severe cases, the state could "take over" the assessment roll. If a county has appointed a "Designated Assessor", and an assessment district has an executed interlocal agreement with the County, this "Designated Assessor" would step in to control the assessment roll instead of the state. Several other assessment districts in the County have already entered into this interlocal agreement.  
**A motion by Overhuel, seconded by Keeney, to approve an Interlocal Agreement with Allegan County to provide Designated Assessor services under specific circumstances. On a roll call vote, all voted in favor.**
- H. Clerk Kelley outlined five (5) annual resolutions for 2021 – the first lists the Ordinance Enforcement Officers of the city which was reviewed by the Department of Public Safety; the second lists the Council meeting dates for 2021; the third lists the employee holiday dates (when City offices are closed); the fourth is a listing of the dates on which the flags are flown on city streets, and; the fifth is a resolution authorizing the Director of Public Safety to liaison with the State of Michigan for temporary closures of state highways.  
**A motion by Steele, seconded by Keeney, to adopt Resolutions 2021-01 through 2021-05 for Ordinance Enforcement Officers, 2021 Council Meeting Dates, 2021 Employee Holiday Dates, 2021 Street Flag Dates and 2021 Street Closures. On a voice vote, all in favor. Motion passed.**

10. Communications:

**A. A motion by Keeney, seconded by Steele, to accept and place on file the November 2020 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

11. Accounts Payable:

**A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$412,575.13 for payment of same. On a roll call vote, all in favor. Motion passed.**

12. Public Comments: None

13. Staff Comments:

Director Bomar reported working with the County to schedule Covid vaccinations for public safety staff.

Clerk/Treasurer Kelley reported the final audit has been delivered and will be presented to Council on January 25. The Chart of Accounts is being updated and the Budget process has begun.

City Manager Wilson reported the city is taking enforcement action against the Clark Station on South Main and expects escalated actions in January.

14. Council Comments:

Council wished everyone a Happy New Year.

15. Adjournment:

**A motion by Keeney, seconded by Steele, to adjourn the meeting at 7:56 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

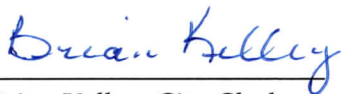
Submitted by,

Brian Kelley

City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL

January 11, 2021



Brian Kelley, City Clerk