

MINUTES
Plainwell City Council
June 26, 2017

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Peter Dams 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 Overhuel. Absent: Councilman Keeler and Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 06/12/2017 regular meeting and the Minutes of the 06/14/2017 Budget Workshop. On voice vote, all voted in favor. Motion passed.
6. General Public Comments:
State Representative Mary Whiteford gave the Council an update on legislative matters including the State Budget (which includes revenue sharing increases for the city), school pensions and a county-wide recreation study. She also reported working on broadband access and auto insurance reforms. City Council thanked Representative Whiteford for the update. City Manager Wilson asked about state funding for the Department of Environmental Quality (DEQ) to which Representative Whiteford noted there have been ongoing discussions in Lansing.
7. County Commissioner Report:
Commissioner Don Black reported to Council that he will not be seeking re-election when his term expires in 2018 and is looking forward to retirement.
8. Presentations:
Public Works Superintendent Updike presented Sheryl Gluchowski with a plaque and gift for her 25 years of full-time service to the City of Plainwell. Superintendent Updike noted several of Sheryl's accomplishments including her proficiency with the department's software and her work in tracking labor and equipment, as well as procurement and preventative maintenance. Sheryl commented that she appreciates all the people with whom she works for keeping her job fun.

Superintendent Updike also reported that Laborer Don Reeves has reached his 20 years of service and noted that Don is very versatile and willing to step in wherever needed around the department.
9. Agenda Amendments: None.
10. Mayor's Report: None.
11. Recommendations and Reports:
 - A. Superintendent Updike presented City Council with a bid tabulation for the 2017 Local Streets Paving program. He noted that a requirement of the city for paving projects is that the bidders provide a "Bid Bond", which demonstrates the company's commitment to do satisfactory work for the project. Upon the opening of bids for this project, two firms, including the low bidder, did not submit a bid bond, which the city considers a material omission so those bids were not considered. It was also noted that the bids were lower because of having received favorable pricing due to bidding the project earlier. The city's recommendation is the lowest compliant bidder, Michigan Paving.
A motion by Steele, supported by Overhuel, to award the 2017 Local Street Paving project

to Michigan Paving for \$102,425.00 as presented. On a roll-call vote, all in favor. Motion passed.

- B. Clerk/Treasurer Kelley reminded Council that the current contract for citywide curbside recycling and bulk trash services expires on June 30. On June 15, 2017, the city received proposals from two firms for this service. Upon review of the proposal, the administration recommends the low-bidder, Chef Container, to provide these services for the next five years.
A motion by Overhuel, supported by Steele, to accept the low-bid from Chef Container LLC to provide city-wide monthly curbside recycling & semi-annual bulk-trash pickup services for a 5-year period beginning July 1, 2017, pursuant to the Contractor's Proposal and to authorize the City Manager to execute all documents on behalf of the city. On a roll-call vote, all in favor. Motion passed.
- C. Clerk/Treasurer reported an application to renew eligibility for participation in a Federal Surplus Assistance Program is due to the State of Michigan. This related to the static display of a T-38 aircraft at the Airport. The newest application requires the governing board to designate an authorized coordinator for this program and it's being recommended to designate the City Manager as that coordinator.
A motion by Steele, supported by Overhuel, to adopt Resolution 17-16 designating the City Manager as the city's authorized coordinator for the Federal Surplus Assistance Program. On a voice vote, all in favor. Motion passed.
- D. Clerk/Treasurer Kelley reported that four members of various board and commissions have terms that expire on June 30, 2017. Each has confirmed their willingness to continue serving and, accordingly, are being recommended for re-appointment.
A motion by Overhuel, supported by Steele, to confirm the Mayor's re-appointment of William Parsons to the Library Board, Adam Hopkins to the DDA-BRA-TIFA Board, Jennifer Loftus to the Board of Review and Matthew Bradley to the Parks & Trees Commission. On a voice vote, all in favor. Motion passed.
- E. Clerk/Treasurer Kelley presented Council with budget amendments for the 2016/2017 budget year to capture re-allocations of appropriations and to capture several known projects affecting use of fund balance.
A motion by Steele, supported by Overhuel, to approve the budget amendments as presented. On a voice vote, all in favor. Motion passed.
- F. Clerk/Treasurer Kelley presented Council with an updated schedule of fines & fees for the upcoming fiscal year. The only changes noted were the frequency of one fee in the police department, the name of the returned check fee and the changing of meter fees to the actual costs at the time of purchase.
A motion by Steele, supported by Overhuel, to adopt Resolution 17-17 Fines & Fees as presented. On a voice vote, all in favor. Motion passed.
- G. **A motion by Steel, supported by Overhuel, to open a public hearing for the 2017/2018 Budget at 7:41pm. On a voice vote, all in favor. Motion passed.**
City Manager Wilson presented Council and the public an overview of the 2017/2018, including capital projects.

No public comment.

A motion by Steele, supported by Overhuel, to close the public hearing at 8:09pm. On a voice vote, all in favor. Motion approved.

A motion by Steele, supported by Overhuel, to adopt Resolution 17-18, General Appropriations Act for Fiscal Year 2017-2018. On a voice vote, all in favor. Motion passed.

A motion by Steele, supported by Overhuel, to adopt Resolution 17-19, Special & Operating

Funds Appropriations Act for Fiscal Year 2017-2018. On a voice vote, all in favor. Motion passed.

12. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the May 2017 Water Renewal and DPS Reports, and the DRAFT 06/13/2017 DDA-BRA-TIFA Minutes. On a voice vote, all in favor. Motion passed.

13. Accounts Payable:

A motion by Overhuel, supported by Steele, that the bills be allowed and orders drawn in the amount of \$125,489.93 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments

None.

15. Staff Comments

Personnel Manager Lamorandier congratulated Sheryl Gluchowski for all her hard work.

Superintendent Updike noted preliminary work on paving projects, mowing grass and finishing up projects.

Superintendent Pond reported completion and near-completion of several capital projects.

Community Development Manager Siegel reported ongoing fundraising efforts for the Dog Park, including a \$750 grant from the Anna Pipp Foundation. She reminded Council of a July 14 golf outing for the Chamber at Shamrock Hills. Finally, she reported a successful ribbon cutting for the Plainwell Kayak Company and construction progress at Barbed Wire Café.

Clerk/Treasurer Kelley reported having attended clerk training last week and preparing for audit work.

City Manager Wilson congratulated Sheryl Gluchowski and Don Reeves for their continued great service.

16. Council Comments:

Councilman Overhuel and Mayor Pro-Tem Steele congratulated Sheryl Gluchowski and Don Reeves.

17. Adjournment:

A motion by Steele, supported by Overhuel, to adjourn the meeting at 8:19 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer