

**MINUTES**  
**Plainwell City Council**  
**December 11, 2017**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keeler, and Councilman Keeney. Absent: Councilman Overhuel.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 11/27/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None
7. County Commissioner Report: None.
8. Presentations: None.
9. Agenda Amendments: None
10. Mayor's Report: None.
11. Recommendations and Reports:
  - A. City Manager Wilson introduced Karen Wieber, Senior RRC Planner with the Michigan Economic Development Corporation (MEDC) who thanked Erik Wilson and Denise Siegel for their work on the project of documenting policies and procedures as required by the MEDC for certification as a Redevelopment Ready Community (RRC). She gave an overview of the certification program and confirmed that the first of three steps was complete and that the actions taken by Council tonight would finish up the second step. She went over goals and best practice policies suggested by MEDC. She briefed Council on the Report of Findings that was prepared to outline where the city stands for completing all of the requirements for certification. She highlighted the city's Master Plan, website and Zoning Ordinance as great selling points. She noted the need for improvements to the capital improvements program, the site plan and economic development processes. She reminded Council that when funding is available, priority is given to communities with RRC certification. City Manager Wilson noted that this certification is integral when recruiting developers to work on projects in the city.  
**A motion by Steele, seconded by Keeler, to adopt Resolution 17-22 authorizing implementation of recommendations necessary to receive RRC Certification. On a voice vote, all in favor. Motion passed.**
  - B. Clerk/Treasurer Kelley reported a resignation from the Parks & Trees Commission for a term that was set to expire in December 2017. Tom Belco submitted an application for appointment to the Commission.  
**A motion by Keeney, seconded by Keeler, to confirm the Mayor's appointment of Tom Belco to the Parks & Trees Commssion for a two-year term. On a voice vote, all in favor. Motion passed.**
  - C. Director Bomar briefed Council on a budgeted purchase of a new police cruiser, which will also carry medical first responder equipment and supplies. The 2012 Tahoe will be repurposed..  
**A motion by Keeler, seconded by Keeney, to approve the purchase of a 2018 Ford Utility Police Service Package vehicle from Signature Ford for \$31,235.00. On a roll-call vote, all in favor. Motion Passed.**

- D. City Manager Wilson introduced Phil Doorlag from Wightman & Associates who reported on a change order based on the portion of the project already completed, resulting in a small decrease. He noted there would be another change order in the Spring of 2018 when the project is actually completed – that change order may result in an increase or decrease, but will be based on actual costs. The payment request is based on work actually performed to date.

**A motion by Keeney, seconded by Keeler, to approve Change Order #1 for a decrease of \$4,258.45 and Payment Request #1 to Kalin Construction for \$120,465.13 for the North Prince Street Project. On a roll-call vote, all in favor. Motion Passed.**

12. Communications:

- A. **A motion by Steele, seconded by Keeler, to accept and place on file the November 2017 Fund Balance and Investment Reports and the DRAFT 12/06/2017 Planning Commission Minutes. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

**A motion by Keeler, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$93,050.02 for payment of same. On a roll call vote, all in favor. Motion passed.**

14. Public Comments None.

15. Staff Comments

Superintendent Pond briefed Council about ongoing evaluations of phone service options.

Community Development Siegel confirmed ongoing work with the RRC certification project, and reported a successful Christmas Festival that included about 150 children with lots of activities and an overall positive day.

Director Bomar reminded Council of the upcoming Shop With a Cop event on December 13 benefitting local area middle-schoolers.

Clerk/Treasurer Kelley noted continued preparation for 2018 events.

City Manager Wilson briefed Council on a budget concern about funding from the State for reimbursement of personal property. Due to a possible overpayment in 2016, the city may not receive the budgeted revenue in 2017. Staff is working with the State to determine the extent of the change.

16. Council Comments: None

17. Adjournment:

**A motion by Steele, seconded by Keeler, to adjourn the meeting at 7:36 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer