

MINUTES
Plainwell City Council
February 09, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Brian Warren from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele and Councilmembers Randy Wisnaski, Roger Keeney and Cathy Green.
Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 01/26/2026 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:
A motion by Wisnaski, seconded by Keeney, to approve the Agenda for the February 09, 2026 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler shared that he is ready for warmer weather and spring.
10. Recommendations and Reports:
 - A. Clerk Leonard discussed a Special Event Permit application received from Dean's Ice Cream. The application requests permission to close Sherwood St between Sterling and Oak from 4pm-8pm every Monday night beginning April 13, 2026 through October 5, 2026 for a car show.
A motion by Green, seconded by Keeney, approving Special Event Permit application 2026-01 as presented. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Lakamper discussed the City's Other Post-Employment Benefit (OPEB) trust contribution. The City maintains a Trust Fund for its Retiree Medical Plan, which is an "other post-employment benefit" (OPEB) offered to members of the POLC and SEIU labor groups. The City recognizes liabilities on its annual financial statements for future costs associated with the Plan, which are determined by an annual actuarial valuation. Per Governmental Account Standards, costs associated for covered employees hired after June 30, 2018 are required to be deposited into a separate Trust account to be paid out in the future when the costs are actually incurred.
A motion by Keeney, seconded by Wisnaski, approving a transfer of \$9,711.00 into the OPEB Trust to cover the actuarially determined 'normal cost' for employees covered by the City of Plainwell Retiree Medical Benefit Plan. On a roll call vote, all voted in favor. Motion passed.
 - C. City Manager Lakamper discussed an upgrade to Microsoft Office 365. Plainwell's current email system is run through an exchange server housed at City Hall. This system works with a license from Microsoft for 200 email addresses that were originally issued in perpetuity. Microsoft announced that they are no longer servicing these licenses, leaving us with the option to use Linux based software to host our emails on the exchange server at City Hall, or upgrade to Microsoft 365 or Google Workspace. Both Microsoft 365 and Google Workspace are subscription-based software, meaning you pay per user and include email and all of the other programs in the office suite. Moving to this model will bring both our email functionality and office suite programs up to a modern standard. Our office programs, such as Excel and Word, are all currently purchased on a single user basis, leaving some employees with older versions that do not have all of the latest functionality. A subscription-based model provides the most recent version of every program, with upgraded functionality allowing multiple users to work on a single document at the same time and access documents using a web

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browser from any computer. Our IT service provider Clark Technical will perform the email upgrade, which requires all of the existing email accounts to be migrated over to the new system.

A motion by Steele, seconded by Wisnaski, authorizing Clark Technical Services to upgrade the City email system to Microsoft 365 for a total cost of \$9,536.00. On a roll call vote, all voted in favor. Motion passed.

- D. City Manager Lakamper discussed upgrading the City's website. Plainwell's current website is run by a Michigan based company called Muniweb, who specialize in municipal websites. They are phasing out their CMS 1.0 platform, and will no longer be able to host our current website. This is forcing us to either upgrade to their new CMS 2.0 platform, or choose a new provider. We would like to streamline the website and meet ADA requirements. We have reached out two other companies, both of which are located in Michigan and specialize in municipal websites. Muniweb is recommended for this project, based on price and ease of content migration to the new website.

A motion by Wisnaski, seconded by Keeney, approving a contract with Muniweb for the purposes of upgrading and hosting the City website for a cost of \$7,650.00. On a roll call vote, all voted in favor. Motion passed.

- E. Superintendent Keyzer discussed the purchase of Dissolved Oxygen (DO) Controllers and sensors for Water Renewal. The DO sensors are in the MBBR tanks that are the secondary treatment process. They measure the dissolved oxygen in the water and maintain the correct level for the best treatment. They are tied to controllers, allowing the blowers to ramp up or down to control the DO level in the tanks. The original controllers and sensors were installed 2013.

A motion by Keeney, seconded by Steele, approving the purchase of new Hach DO controllers and sensors from USA Bluebook for \$18,959.68. Motion passed.

11. Communications:

A motion by Steele, seconded by Wisnaski, to accept and place on file the December 2025 Investment and Fund Balance reports. On a voice vote, all voted 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 \$500,816.79 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Superintendent Nieuwenhuis stated he is glad to see some sunshine, and see some snow melting. He asked that anyone who notices discolored water let the City know, and be aware that this can be a sign of freezing pipes.

Superintendent Keyzer stated that he is keeping an eye on the digester valves, noting that they have had to be thawed twice due to the low temperature.

Director Callahan shared that DPS held a mock assessment covering policies, standards and procedures and proof that they are followed prior to the true assessment scheduled for April. The mock assessment went well. He also noted a structure fire on S. Main St. sharing there were no injuries.

Clerk Leonard had nothing to report.

City Manager Lakamper shared that the owners of Classic Auto Mill had signed their purchase agreement just prior to tonight's meeting. He thanked Darius and Rimante, sharing the City is very excited to work with them. CAM will begin their Phase studies right away.

He discussed site plans for the Redi-Mix plant and the old Clark Gas Station. Both site plans need some work, so it will take time before they are ready to be reviewed by the Planning Commission. The Ready-Mix Plant site plan will be reviewed in conjunction with a Special Use Permit (SUP) application. The Planning Commission will review the

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site plan and hold a hearing for the SUP at the same meeting. The site plan for Clark Gas Station shows that the old building will be demolished and a new station built, and the preliminary drawings look good.

Lakamper said that he continues to work on the Plainwell Auto land purchase agreement and hopes to have it ready for the next Council meeting.

He noted that the City had one water service line freeze. The line was thawed, and the other homes on the street were informed and asked to run a thin stream of water to avoid potential freezing.

Lakamper stated that the City Attorneys are drafting an Ordinance amendment to adopt the International Property Maintenance Code (IPMC), sharing that it covers enforcement for everything from grass and brush to blight and demolition of dangerous structures. IPMC is used by communities everywhere, including Otsego. The attorneys will start with the standard IPMC, and will align it with Plainwell's Code, reviewing other Ordinances for conflict and recommending necessary changes and updates. This is something that The City and DPS have been working on for quite some time. Once the draft document is received, it will be put on the Agenda for Council review.

15. Council Comments:

Councilmember Green congratulated Classic Auto Mill.

Councilmember Keeney mentioned the birth of his new great grandson.

Mayor Pro Tem Steele thanked Darius and Rimante for buying the Paper Mill, sharing that she appreciates it and will sleep a little easier now. She also thanked Utility Billing Specialist Penny Soper for her hard work on the Chocolate Stroll Event. She went with her family and they had a great time.

16. Adjournment:

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

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 23, 2026


JoAnn Leonard, City Clerk