

MINUTES
Plainwell City Council
January 22, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Dan Martin from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 01/08/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: Commissioner Dugan reported on 2 meetings he had attended this month and provided information on the public health board. He shared that the budget has been approved.
8. Agenda Amendments: None.
A motion by Steele, seconded by Overhuel, to approve the Agenda for the January 22, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Finance Director Kelley discussed Resolution 2024-05, which allows general obligation bonds to be issued to finance a portion of the Old Orchard Project.
A motion by Keeney, seconded by Wisnaski, to adopt Resolution 2024-05 authorizing the issuance of General Obligation Limited Bonds in an amount not to exceed \$2,800,000.00 for the Old Orchard Water/Sewer/Street Project. On a roll call vote, all voted in favor. Motion passed.
 - B. Finance Director Kelley discussed the creation of Special Assessment District 24-01 in the Old Orchard. Creation of this district would allow the City to assess the properties benefitted by the project a portion of the cost of improvement, and help fund debt service requirements in the future to minimize the impact of rate increases incurred by all utility users.
A motion by Keeney, seconded by Wisnaski, to approve Resolution 2024-06 (Resolution No. 1) to prepare preliminary plans and specifications describing the Old Orchard Sanitary Sewer Special Assessment District 24-01. On a roll call vote, all voted in favor. Motion passed.
 - C. Finance Director Kelley discussed retaining Siegfried Crandall PC as the City's independent auditors.
A motion by Steele, seconded by Overhuel, to extend the professional services contract with Siegfried Crandall PC to provide independent auditing services for the year ending June 30, 2024 at an annual cost not to exceed \$11,500.00. On a roll call vote, all voted in favor. Motion passed.

The City of Plainwell is an equal opportunity employer and provider

D. Finance Director Kelley discussed the City's OPEB Trust fund, and a required transfer into the fund. **A motion by Keeney, seconded by Wisnaski, to approve the transfer of \$10,829.00 into the OPEB Trust to cover the actuarially determined 'normal cost' for employees covered by the City of Plainwell Retiree Medical Plan. On a roll call vote, all voted in favor. Motion passed.**

11. Communications:

A. **A motion by Steele, seconded by Overhuel, to accept and place on file the December DPS Report and the the draft 1/09/2024 DDA/BRA/TIFA meeting minutes. On a voice vote, all voted in favor. Motion passed.**

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$539,523.11 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

1. Dennis Burd (224 Russet Drive) asked some clarifying questions about the Old Orchard Project. He asked the amount of the possible assessment by the City, the repayment time allowed (if property is assessed) and overall project timeline. He asked if other utility services would be updated during the construction.

2. Norbert Burt (802 Thomas Street) asked if properties would be assessed by parcel or by road frontage. He asked about the length of time residents would have to hook up to City sewer, with focus on working septic systems.

City Manager Lakamper, Superintendent Nieuwenhuis and Finance Director Kelley discussed various details about the project with Mr. Burd and Mr. Burt. They explained that the City is currently contemplating an assessment amount ranging from 2k to 10k per property with a repayment term of 20 years and that the project is scheduled to begin in Spring of 2024.

14. Staff Comments:

Treasurer/Finance Director Kelley reported he continues to focus of the budget.

Superintendent Nieuwenhuis stated that DPW staff handled the snow removal from the storm extremely well.

Community Development Manager Siegel reported working on projects and prepping for events. She shared that the Food Trucks will be here again this year on the 3rd Tuesday of June July and August. She stated that the EGLE lead abatement loan has been pushed back to 2024, and the first loan payment is due in September of 2026. She is applying for a 50k T-Mobile grant in hopes of using it to fund a firepit at Brook's Plaza.

Superintendent Pond reported that at a recent training event he learned that 150k carp had been removed from Lake Allegan in a 5-year period.

Clerk Leonard reported working with Treasurer/Finance Director/Deputy Clerk Kelley to create an Election Inspector schedule for Early Voting. She shared that there is an Election Commission meeting this Wednesday, and she is feeling positive about the upcoming election and the challenges it presents.

Manager Lakamper reported that the RFQ closed last week, with no interest from the development community. He is hoping for feedback from potential investors in order to reevaluate and relaunch the property development plan. The City has an Environmental Law Firm working on the Restricted Covenants. The firm is creating an overlay map of the available property to create a visual representation of what type of development is appropriate for each available area.

15. Council Comments:

Keeney states that he has received positive comments from residents about the Old Orchard project.

Steele advised everyone to keep warm.

Wisnaski stated that snow removal was handles well.

Overhuel complimented DPW on a job well done.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:46 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 12, 2024



JoAnn Leonard, City Clerk