

# City of Plainwell



Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Todd Overhuel, Council Member  
Roger Keeney, Council Member

Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821 Fax: 269-685-7282  
Web Page Address: [www.plainwell.org](http://www.plainwell.org)

“The Island City”

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## AGENDA Plainwell City Council Monday, May 14, 2018 7:00 PM

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes/Summary – 04/23/2018 Regular Meeting
6. General Public Comments
7. County Commissioner Report
8. Agenda Amendments
9. Mayor's Report
10. Recommendations and Reports:

**A. Introduction and Confirmation – Mr. Robert Nieuwenhuis, DPW Superintendent**

**B. Site Plan Review – 922 Wakefield Street**

Council will consider approving the Site Plan for a storage building for Auto Image at its facility at 922 Wakefield Street.

**C. Special Event Permit 18-02 – Memorial Day Parade**

Council will consider approving plans for the annual Memorial Day Parade – May 28, 2018.

**D. Special Event Permit 18-03 – Independence Day Fireworks**

Council will consider approving the Special Event Permit for the fireworks display at the Airport, and the contract with Night Magic for \$7,000.

**E. DPW – Emerald Ash Borer Treatment**

Council will consider approving the Emerald Ash Borer 2018 Treatment by Honey Tree Nursery at a cost of \$3,600.00.

**F. WR – Hill Street Lift Station Replacement**

Council will consider approving the project to complete the Hill Street Lift Station Replacement with Balkema Excavating and Moore Electric at a project cost of \$52,805.00.

**G. Final Pay Estimate – Prince Street Signal Upgrade**

Council will consider approving Pay Estimate 2 for the Prince Street Signal Upgrade for \$6,262.50.

**H. Resolution 18-10 – Poverty Exemption**

Council will consider adopting the resolution setting guidelines for poverty exemptions from 2018 property taxes.

The Island City

*The City of Plainwell is an equal opportunity provider and employer*

11. **Communications:** The March 2018 Public Safety Report, the April 2018 Investment and Fund Balance Reports, the April 2018 Water Renewal Report, and the Draft May 2, 2018 Planning Commission Minutes.
12. **Accounts Payable - \$172,013.04**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

Note: All public comment limited to two minutes, when recognized please rise and give your name and address

**MINUTES**  
**Plainwell City Council**  
**April 23, 2018**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur from 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, Councilman Keeler, and Councilman Overhuel.  
Absent: Councilman Keeney.
5. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 04/09/2018 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None.
7. County Commissioner Report:  
County Commissioner Don Black congratulated DPW Superintendent Updike on his retirement and reported having attended a meeting in Otsego regarding water quality.
8. Employee Recognitions:  
DPW Superintendent Updike recognized Equipment Operator Wade Keyzer for his 10 years of service noting Wade carries a water license and is in training for a higher level license to allow him to run the entire water system. Wade is always responsive to calls for off-hour work and can do nearly every facet of the department's work. Plainwell is better for having Wade on staff.  
  
City Manager Wilson recognized DPW Superintendent Rick Updike for nearly 13 years of service and congratulated him on his retirement.
9. Agenda Amendments:  
**A motion by Keeler, seconded by Steele, to amend the agenda to add Item 11B (Resolution 18-14) and Item 11C (Dog Park Fencing). On a voice vote, all in favor. Motion passed.**
10. Mayor's Report: None.
11. Recommendations and Reports:
  - A. Community Development Manager Siegel reported having received two quotes for agility equipment items for the Dog Park. The two quotes were within \$50 of each other and include dog crawls and other obstacles for both small dogs and large dogs. The equipment should be delivered approximately 3 weeks after the order is placed.  
**A motion by Steele, seconded by Overhuel, to approve the purchase of agility equipment for the Dog Park from The Park Catalog at a cost of \$4,501.70. On a roll-call vote, all in favor. Motion passed.**
  - B. Superintendent Updike reported that bridges are inspected every two (2) years. The bridges on West Bridge and North Main Streets have been rated for rehabilitation repairs. Pairing both bridges into one grant application could increase the probability for state funding in 2021 with a 5% city match.  
**A motion by Steele, seconded by Overhuel, to adopt Resolution 18-14 authorization application for grant funding for the West Bridge and North Main Street bridges. On a voice call vote, all in favor. Motion passed.**
  - C. Superintendent Updike reported changes to the size and composition of the fencing for the Dog Park resulting in increased costs from what was previously approved.

**A motion by Steele, seconded by Keeler, to approve changes to the contract with Cedar Springs Fence Company for Dog Park Fencing with an updated project cost of \$12,025.00. On a roll-call vote, all in favor. Motion passed.**

12. Communications:

**A. A motion by Steele, seconded by Overhuel, to accept and place on file the February 2018 Water Renewal Report, the 01/30/2018 M-40/M-89 Corridor Committee Minutes and the Park & Trees Draft Minutes from March 15 and April 12, 2018. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

**A motion by Keeney, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$26,508.35 for payment of same. On a roll call vote, all in favor. Motion passed.**

14. Public Comments None.

15. Staff Comments

Personnel Manager Lamorandier thanked Superintendent Updike for nearly 13 years of service, updated Council about employment applications/interviews and reminded Council of Arbor Day celebrations on Friday April 27, 2018.

Community Development Manager Siegel reminded Council about an open house on April 26 from 4 to 7pm at the funeral home to meet the new owners and the April 28 celebrations at Ace Hardware.

Superintendent Pond reported that the state has finalized PFAS testing requirements for wastewater operations which will need to be completed by June 2018 attempting to identify possible sources.

Director Bomar reported that fire foam containers had been tested with no indication of PFAS. He also noted a meeting of the Michigan Association of Chiefs of Police at Old Mill Brewpub on April 27 and briefed Council about an April 15 electrical fire at HyTech Springs.

Clerk/Treasurer Kelley reported working on the budget.

City Manager Wilson updated Council about interviews for the DPW Superintendent position and reported an offer had been made to one candidate. Upon final vetting and testing, the candidate could start on May 10.

16. Council Comments:

Mayor ProTem Steele congratulated Volunteer Firefighter Ronald Farr on his recent Lifetime Achievement Award from the National Volunteer Fire Council.

17. Adjournment:

**A motion by Overhuel, seconded by Steele, to adjourn the meeting at 7:28 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**SUMMARY**  
**Plainwell City Council**  
**April 23, 2018**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Invocation given by Don Mejeur from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Brooks, Steele, Keeler and Overhuel. Absent: Keeney.
5. Approved Minutes/Summary of the 04/09/2018 regular meeting.
6. Recognized employees Wade Keyzer (10 years) and Rick Updike (retirement).
7. Approved purchase of agility equipment for the Dog Park from The Park Catalog for \$4,501.70.
8. Adopted Resolution 18-14 to authorize application for grant funding for 2021 bridge rehabilitation projects on North Main and West Bridge Streets.
9. Approved changes to the Dog Park fencing contract with Cedar Springs Fence Company with a new total project cost of \$12,025.00.
10. Accepted and placed on file the February 2018 Water Renewal Report, the 01/30/2018 M-40/M-89 Corridor Committee Minutes and the Parks & Trees Draft Minutes from March 15 and April 12, 2018.
11. Approved Accounts Payable for \$26,508.35.
12. Adjourned the meeting at 7:28 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer

# Allegan County Board of Commissioners



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269-673-0203 Main Office  
269-686-5331 Main Fax  
<http://www.allegancounty.org>

**Dean Kapenga, Chairman**  
**Max Thiele, Vice Chairman**

## BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, April 26, 2018 – 7PM  
Board Room – County Services Building  
1PM

**DISTRICT 1**  
Dean Kapenga  
616-218-2599  
dkapenga@  
allegancounty.org

**PUBLIC PARTICIPATION:** *(Ms. Delaney and Sierko submit a packet within concerns that some residents are not listened by their local government. I have not read the documents at this reading.)*

**DISTRICT 2**  
Jim Storey  
616-848-9767  
jstorey@  
allegancounty.org

*(Mark Evans voiced concern for more lands taken off the tax rolls by tribe non-gaming lands put in “Trust” and requested that 1-commission encourage cons/pros financial impacts and 2-oppose non-gaming lands put in “Trust” until #1 takes place.)*

**DISTRICT 3**  
Max R. Thiele  
269-673-4514  
mthiele@  
allegancounty.org

1. Board Planning *(Discussed Strategy Map; considered changing; viewed progress towards goals and those accomplished; challenged improvements in all processes, measures; questions)*
2. Wishbone Presentation (165-660) *(Listened and discussed; passed unanimously)*
3. Tax Limitation Restoration *(MMRM, May 10, 2018-Headlee Roll Back or alternative plan. 2019 financial condition will be difficult for Allegan County. Why? Law Enforcement required more, general operation, loss property revenue, pensions, more to think about)*
4. Administrative Update *(Received printed report)*

### **ACTION:**

1. Consider request for emergency financial aid for Allegan County Road Commission *(Applied for grant \$70,000 to \$100,000; passed unanimously)*

**DISTRICT 4**  
Mark DeYoung  
616-681-9413  
mdeyoung@  
allegancounty.org

7PM

### **CALL TO ORDER:**

**OPENING PRAYER:** Commissioner Mark DeYoung

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**PROCLAMATIONS:**

Older American’s Month – May 2018

**INFORMATIONAL SESSION:**

Denise Medemar—Drain Commissioner *(Reviewed and discussed)*

Matt Woolford—Equalization *(Reviewed and discussed)*

**ADMINISTRATIVE REPORTS:**

### **CONSENT ITEMS:**

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (4/20/18 & 4/27/18) *(\$5,194,422.03, \$357,965.88; passed unanimously)*

**DISTRICT 5**  
Tom Jessup  
269-637-3374  
tjessup@  
allegancounty.org

**DISTRICT 6**  
Gale Dugan  
269-694-5276  
gdugan@  
allegancounty.org

### **ACTION ITEMS:**

1. Sheriff Department—apply/accept FY2019 MDOC Comprehensive Community Corrections Grant (166-450) *(Michigan Dept. Correction Plan, to train inmates with various soft and hard skills to function after being released so they may not be returned to jail and be productive residents in our communities; \$229,520; passed unanimously)*

**DISTRICT 7**  
Don Black  
269-792-6446  
dblack@  
allegancounty.org

### **Mission Statement**

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”

2. Equalization—approve 2018 Equalization Report (167-899) (*Reviewed and discuss; passed unanimously*)
3. Facilities Management—award Dumont Lake County Park Pavilion Replacement Bid (167-673) (*Discuss; passed unanimously*)
4. Administration—2018/19 Renewal Agreement/Liability Insurance (1678-869) (*\$503,190; passed 6-1 Thiele*)
5. Facilities Management—award Alarm Panel Replacement Services (167-869) (*\$105,000 emergency replace alarm panels at Courthouse, County Services, Human Services, and Medical Care Facility, to communicate to all at the same time; passed unanimously*)
6. Friend of the Court Position (*Reclassification agreeable option to replace retiring Mike Day Adminsistrator; passed unanimously*)

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**DISCUSSION ITEMS:**

1. Parks Ordinance (*Discusd and changed from horse to equine, and moved to attorney approval; passed unanimously*)
- 

**PUBLIC PARTICIPATION:**

**FUTURE AGENDA ITEMS:**

**REQUEST FOR PER DIEM/MILEAGE:**

**BOARDS AND COMMISSIONS REPORTS:**

**ROUND TABLE:**

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(Nothing)*
- District-4-Mark DeYoung-*(Nothing)*
- District-5-Tom Jessup-*(Nothing)*
- District-6-Gale Dugan-*(Nothing)*
- District-7-Don Black-*(Even though we (Clair) decided to not run for re-election, Tuesday 4/24/18 I thought about my loss of working with many great people in Allegan County and District #7.*

District #7 Commissioner (616) 920-2875 Don Black Synopsis-April 26, 2018  
*(Comments in italics are my opinions and interpretation of the Commission meeting and actions)*

***The Endless Struggle***

*"Half of the harm that is done in this world is due to people who want to feel important.... They do not mean to do harm ... they are absorbed in the endless struggle to think well of themselves."-- T. S. Eliot (British (U.S.-born) poet and critic, 1888-1965)*

**ADJOURNMENT:** Next Meeting – Thursday, May 10, 2018, 1PM @ **BOARD ROOM**  
 – **COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

RECEIVED

MAR 9 2018

March 7, 2018  
City of Plainwell

**Robert Nieuwenhuis**

**5420 East T Avenue, Vicksburg, MI 49097**

**(269)475-5022**

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TO: Erik J. Wilson, Plainwell City Manager

RE: DPW Superintendent

To Whom It May Concern,

I would like to express my interest in joining the City of Plainwell's Team as the Department of Public Works Superintendent. My work, family and community experiences have prepared me to be an excellent candidate for the Department of Public Works Superintendent position.

I am currently the Operations Supervisor for Suez in The city of Portage, I oversee day to day operations of drinking water production, distribution, storm water collections, sanitary sewer collections, and many other day to day functions of a City. I oversee twelve Operators, one Assistant Supervisor, and have two administrative staff. Our team serves a population of over 50k in Portage, parts of Kalamazoo and surrounding townships. I serve as the backup "Operator in Charge" with Michigan S2 and D2 licenses. My family and I serve our community in many different ways I am a paid on call firefighter and I coach many of the sports my children participate in.

I am a very motivated individual that is honest and hard working. I have had a great opportunity working with Suez in Portage. The staff on the Suez side and Portage side have been a great benefit to me in my growth as a team member and leader in our services. I look forward to having an opportunity to grow my career with your team and community.

Thank You for Your Consideration,

Robert Nieuwenhuis





# City of Plainwell Zoning Permit Application

211 N Main Street  
Plainwell, MI 49080  
Phone: 269-685-6821  
Fax: 269-685-7282

*pd*

Date: 4-5-18 Fee: \$5.00 Permit #: 1808

Address of Project: 922 Wakefield Parcel ID Number: \_\_\_\_\_

Owner: Airta Image Address (if different): \_\_\_\_\_

Contractor Name: Lowert Custom Homes Contractor Address: 3767 Oak Hill St  
Kalamazoo 49009

Owner's Phone Number: 685-5841 Contractor's Phone Number: \_\_\_\_\_

**Work to be done (please check all that apply):**

- New Building Construction
- Existing Building Addition/Alteration
- Building Demolition
- Moving a Building
- Fence
- Sign
- Other (please describe): \_\_\_\_\_

What is the Zoning District of this property: M-

General Description of Project (use back of page if needed):  
Additional Building @ back of property for storage

Will the work performed in this application change the Use of this property? \_\_\_ Yes  No

Total Cost of Project: 250,000

What will the setbacks be (if applicable):  
Front: \_\_\_ ft. Back: 25 ft. Side: \_\_\_ ft. Side: \_\_\_ ft.

Does this project involve a (check one): \_\_\_ Non-conforming use  
\_\_\_ Non-conforming structure  N/A

Will this project result in an increase in off-street parking? \_\_\_ yes  no

I understand that before the issuance of a building permit, I must have an approved Zoning Permit Application. Additionally, the UNDERSIGNED affirms that he/she/they is (are) the owner of subject property authorized to represent the interests of all property owners involved in this application and that the answers and statements herein contained and all maps, plans, and other information herewith submitted and attached are in all respects true to the best of his/her/their knowledge and belief. Additionally, the UNDERSIGNED acknowledges they have received or have been made available all applicable Ordinances relevant to said project, and further, will comply with said Ordinances. This permit does not relieve the applicant of the responsibility of obtaining all additional permits or licenses required.

Signature of Applicant: [Signature] Date of Signature: 4-5-18

**Office Use Only**

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_  
Signature and Date of Zoning Administrator (or designate): \_\_\_\_\_  
Remarks: \_\_\_\_\_

1575 142nd Avenue Dorr, MI 49323 (616) 877-2000	Jurisdiction:	Fax #: 877-4455 Watts #: 1-800-628-3335
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**•• APPLICATION FOR BUILDING PERMIT ••**

<b>1.) LOCATION OF BUILDING</b>			
ADDRESS <u>922 Wackerfield St.</u>			
CITY/VILLAGE <u>Plainwell</u>	TOWNSHIP	COUNTY <u>Allegan</u>	ZIP CODE <u>49080</u>
BETWEEN (cross street)	AND (cross street)		
<b>a. IDENTIFICATION: OWNER OR LESSEE</b>			
NAME <u>Mike Gherardi / Chris Marsh</u>		TELEPHONE NO.	
ADDRESS	CITY	STATE	ZIP CODE

<b>2.) CONTRACTOR</b>		NOT APPLICABLE COMMERCIAL <input type="checkbox"/>	
NAME <u>Loonwaert Custom Homes</u>		TELEPHONE NO. FAX NO.	
ADDRESS <u>5767 Oak Hollow St.</u>	CITY <u>Kalamazoo</u>	STATE <u>MI</u>	ZIP CODE <u>49009</u>
BUILDERS LICENSE NO.	EXPIRATION DATE		
FEDERAL EMPLOYER ID NUMBER OR REASON FOR EXEMPTION	SELF EMPLOYED <input type="checkbox"/> NO EMPLOYEES		
WORKERS COMP. INSURANCE CARRIER OR REASON FOR EXEMPTION	SELF EMPLOYED <input type="checkbox"/> NO EMPLOYEES		
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION	SELF EMPLOYED <input type="checkbox"/> NO EMPLOYEES		

<b>3.) SUB-CONTRACTORS:</b>	
(a) ELECTRIC: _____	TELEPHONE NO. _____
ADDRESS: _____	
(b) HEATING/AC: _____	TELEPHONE NO. _____
ADDRESS: _____	
(c) PLUMBING: _____	TELEPHONE NO. _____
ADDRESS: _____	

<b>4.) PROJECT DESCRIPTION: COMMERCIAL <input checked="" type="checkbox"/> RESIDENTIAL <input type="checkbox"/></b>	
(a) <input checked="" type="checkbox"/> NEW BUILDING (b) <input type="checkbox"/> ADDITION (c) <input type="checkbox"/> ALTERATION (d) <input type="checkbox"/> DEMOLITION (e) <input type="checkbox"/> RELOCATION of BUILDING <input type="checkbox"/> SIGN	
<input type="checkbox"/> DET. GAR <input type="checkbox"/> SWIMMING POOL <input type="checkbox"/> POLE BARN <input type="checkbox"/> MODULAR <input type="checkbox"/> MOBILE HOME (include year) _____	
(a) <input type="checkbox"/> SINGLE FAMILY (b) <input type="checkbox"/> TWO FAMILY (c) <input type="checkbox"/> MULTI-FAMILY (d) <input type="checkbox"/> ATTACHED GARAGE/CARPORT (e) <input type="checkbox"/> ACCESSORY STRUCTURE	
BRIEF DESCRIPTION OF PROJECT: <u>Additional 6000 sq Ft. Building At Back of Property For Storage</u>	

<b>5.) BUILDING DIMENSIONS</b>				
WIDTH <u>60</u>	FL. x LENGTH <u>100</u>	FL. x HEIGHT <u>16</u>	TOTAL SQ. FT. <u>7400</u>	NUMBER OF STORIES <u>2 (Attic Floor)</u>
Square Footage by Floor: 1st Floor <u>6000</u> 2nd Floor <u>1400</u> Basement _____ Garage _____ Porch/Deck _____				

6.) IS ANY PART OF THE PROPOSED PROJECT WITHIN THE 100 YEAR FLOOD PLAIN? YES:  NO:   
 IS ANY PART OF THE PROPOSED PROJECT LOCATED IN A REGULATED WETLAND? YES:  NO:

7.) IS THE EXCAVATED AREA LARGER THAN ONE ACRE, WITHIN 500 FT. OF A LAKE, RIVER, STREAM OR COUNTY DRAIN? YES:  NO:

8.) PROJECT VALUATION \$ \_\_\_\_\_ (Include labor, exclude lot value.)

9.) APPLICANT INFORMATION:  
 Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following information:

NAME		TELEPHONE NUMBER	
ADDRESS	CITY	STATE	ZIP
FEDERAL I.D. NO./SOCIAL SECURITY NO.			

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent, and we agree to conform to all applicable laws of the State of Michigan. All information submitted on this application is accurate to the best of my knowledge.

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125. 1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of sections 23a are subjected to civil fines.

SIGNATURE OF APPLICANT	APPLICATION DATE
------------------------	------------------

10.) HOMEOWNER'S AFFIDAVIT:

I hereby certify the construction work described on this permit application will be installed by myself in my own single-family dwelling in which I am living or about to occupy. All work will be installed in accordance with the building code adopted by The Municipality, and will not be enclosed, covered up, or put into use until it has been inspected and approved by the Building Inspector. I will cooperate with the Building Inspector and assume responsibility to arrange for the necessary inspections.

SIGNED: \_\_\_\_\_ DATE \_\_\_\_\_

11.) LOCAL GOVERNMENT AGENCY TO COMPLETE THIS SECTION

ENVIRONMENTAL CONTROL APPROVALS					
	REQUIRED	APPROVED	DATE	NUMBER	BY
A - ZONING	<input type="checkbox"/> Yes <input type="checkbox"/> No				
B - SOIL EROSION	<input type="checkbox"/> Yes <input type="checkbox"/> No				
C - FLOOD ZONE	<input type="checkbox"/> Yes <input type="checkbox"/> No				
D - WATER SUPPLY	<input type="checkbox"/> Yes <input type="checkbox"/> No				
E - SEWER OR SEPTIC	<input type="checkbox"/> Yes <input type="checkbox"/> No				
F - OTHER	<input type="checkbox"/> Yes <input type="checkbox"/> No				

Notes and Date - For Department Use: \_\_\_\_\_

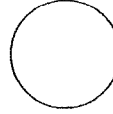
VALIDATION	
BUILDING PERMIT NUMBER:	APPROVED BY:
ISSUE DATE:	SIGNATURE _____
PERMIT FEE:	TITLE _____

**ZONING: Site Plan: (Please read carefully and complete)**

Using the space provided, or on a separate sheet of paper, draw a diagram showing all of the following items:

1. The dimensions of the lot or acreage (all sides).
2. The location, with distances to lot lines, of all existing and proposed structures.
3. The dimensions of all existing and proposed structures.
4. The distances between all existing structures.
5. The location of all roads bordering or on the property.
6. The location of any power and gas lines on the property.
7. The location of any lakes, rivers, streams, flood plain areas, or wetlands on or near the property.
8. The location of any easements on the property.

**12.) SITE OR PLOT PLAN – FOR APPLICANT USE**  
Indicate direction of North within the circle



(Attach Additional Sheet  
If Necessary.)

13.) PERMANENT PARCEL #: \_\_\_\_\_

14.) BUILDING SETBACKS (Front setback, *as measured in feet*, from the road right of way.)

FRONT: \_\_\_\_\_ SIDE: \_\_\_\_\_ SIDE: \_\_\_\_\_ REAR: \_\_\_\_\_

15.) Are there any houses or mobile homes, occupied or not, on this property at this time? \_\_\_\_ yes \_\_\_\_ no  
If yes, what are your immediate and future plans for the existing dwelling? \_\_\_\_\_  
\_\_\_\_\_

I AGREE TO COMPLY WITH THE TERMS AND REQUIREMENTS OF LOCAL ORDINANCES REGARDING SIDE YARDS AND BUILDING SETBACKS. IT IS ALSO UNDERSTOOD THAT ALL STRUCTURAL, ELECTRICAL, PLUMBING, HEATING, DRIVE APPROACHES, AND SIDEWALKS SHALL BE INSTALLED TO BOTH STATE AND LOCAL REQUIREMENTS, AND THAT A CERTIFICATE OF OCCUPANCY MUST BE OBTAINED PRIOR TO OPERATION OR USE.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

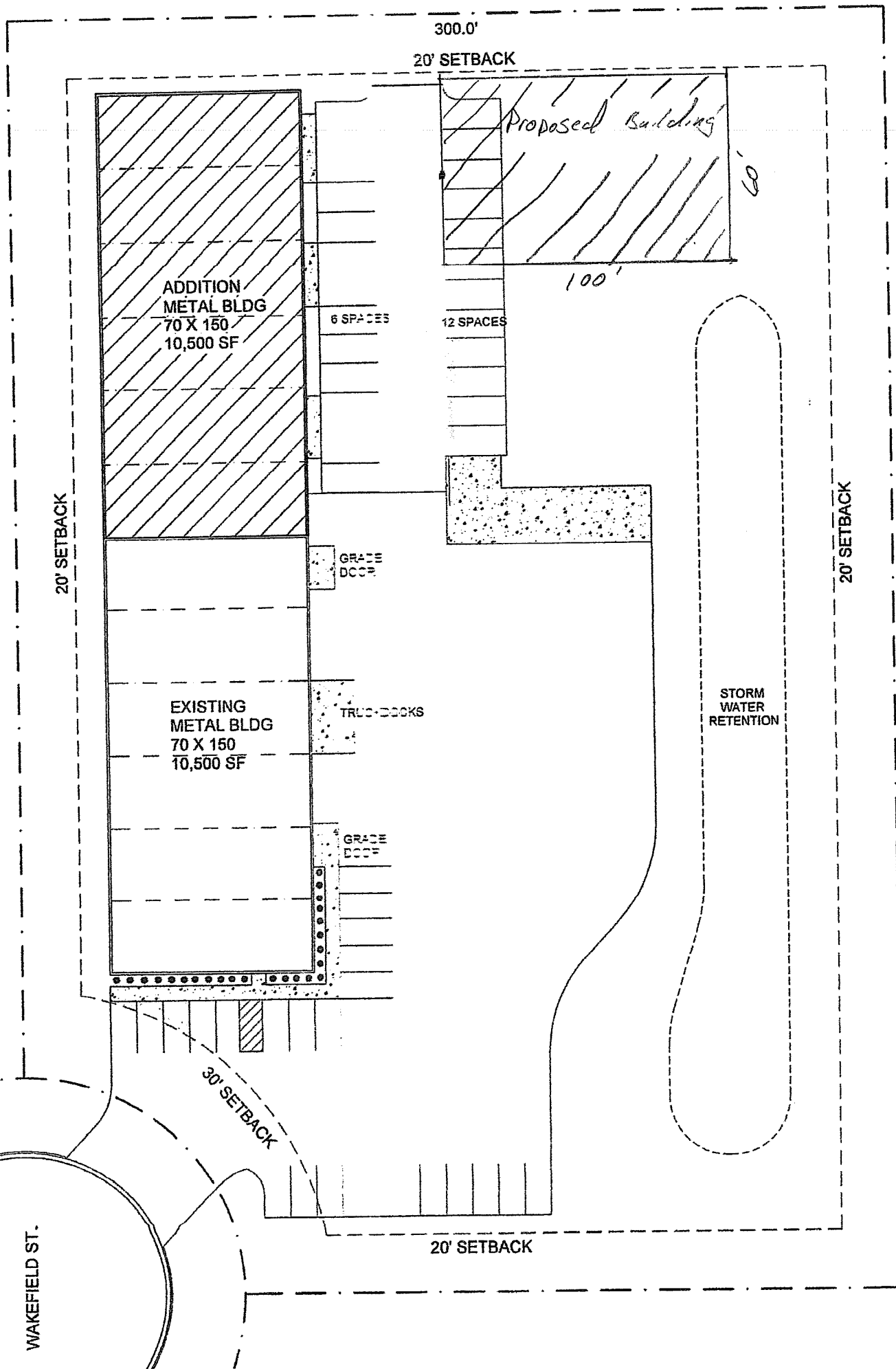
FOR OFFICE USE ONLY

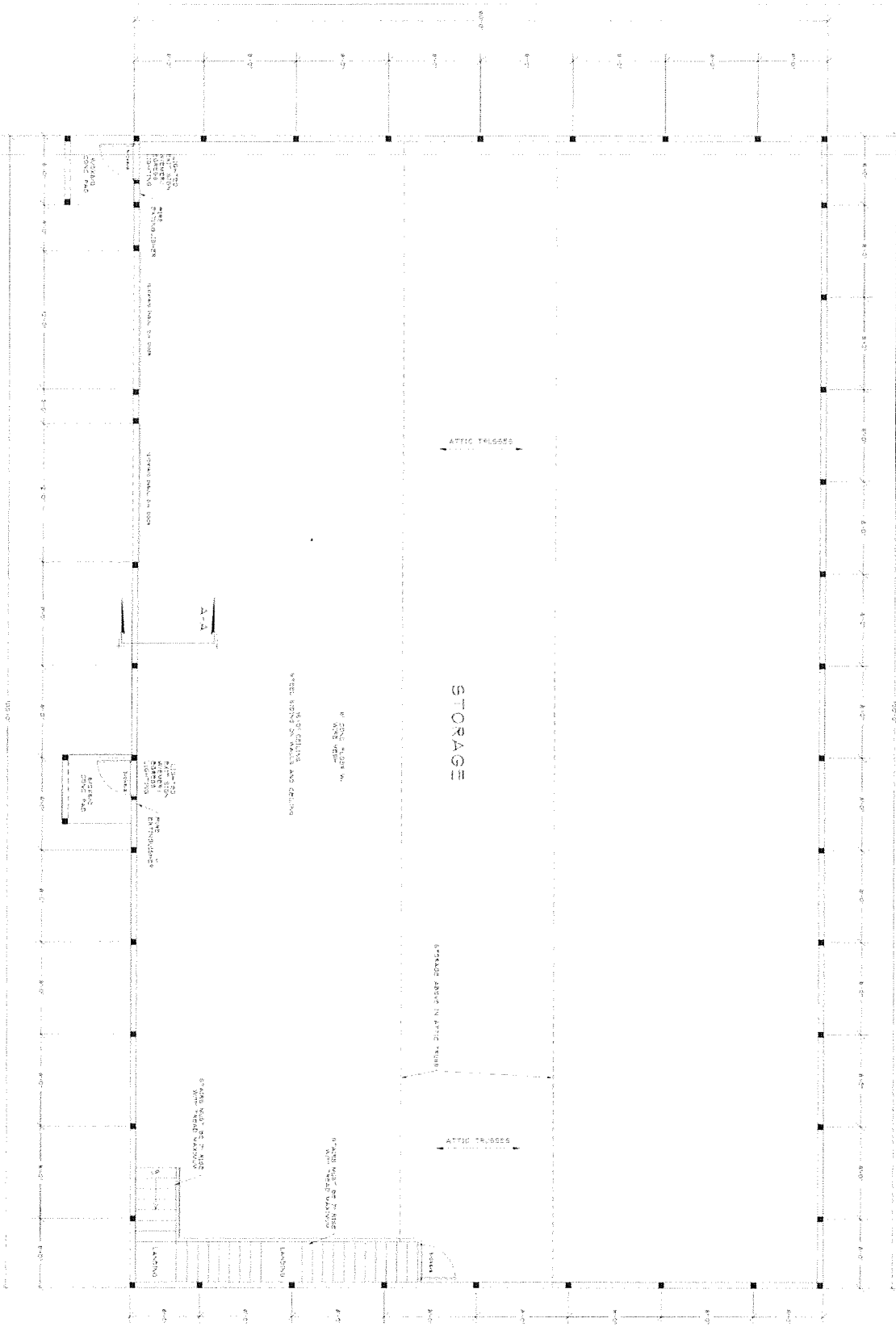
APPLICATION REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED

DENIED

Minimum Setbacks Required: Front: \_\_\_\_\_ 1 Side: \_\_\_\_\_ 2 Sides: \_\_\_\_\_ Rear: \_\_\_\_\_  
\_\_\_\_\_





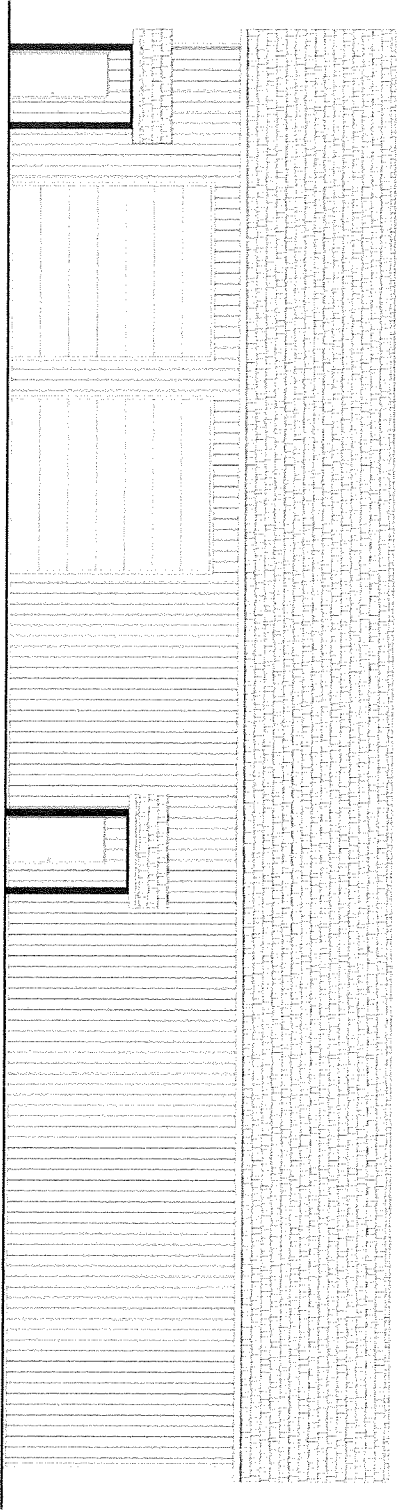
FLOOR PLAN

ALL WORK TO COMPLY WITH  
2016 WISCONSIN BUILDING CODE

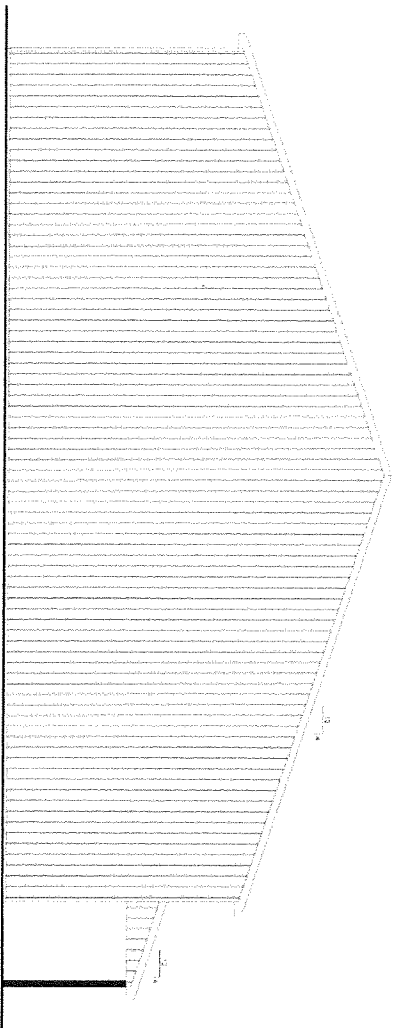
PROFESSIONAL DESIGN OVERSIGHT  
PROVIDED BY BRUCE VANDEWERVELLE PE

BRUCE VANDEWERVELLE PE  
REGISTERED PROFESSIONAL ENGINEER  
No. 11010  
WISCONSIN DEPARTMENT OF TRANSPORTATION  
DIVISION OF TRANSPORTATION DESIGN  
1500 WEST DEVILS LAKE AVENUE  
MILWAUKEE, WISCONSIN 53233  
PH: 414.224.8800  
FAX: 414.224.8801  
WWW.BRUCEVANDEWERVELLE.COM

NO. 11010  
DATE: 01/26/18  
PROJECT: 2018 AUTO  
DRAWING: 60-01 X 00-0 - 18-02-03  
LCH - AUTO IVAGE  
SHEET 2 OF 2



FRONT ELEVATION



LEFT ELEVATION

ALL WORK TO COMPLY WITH  
2025 MICHIGAN BUILDING CODE

PROFESSIONAL DESIGN OVERSIGHT™  
PROVIDED BY BRUCE VANDERVELDE, P.E.

PROFESSIONAL DESIGN OVERSIGHT™  
BRUCE VANDERVELDE, P.E.  
1000 N. WINDYBROOK DRIVE, SUITE 100  
ANN ARBOR, MI 48106  
734-763-1800  
www.brucevanderelde.com

PROJECT NO. 2025-001  
DATE: 11/11/2025  
SCALE: 1/8" = 1'-0"

10/11/2025  
11/11/2025

10/11/2025

10/11/2025



### Preliminary Site Plan Checklist

City of Plainwell Administration Department

211 N. Main St., Plainwell, MI 49080

269-685-6821

Plainwell.org

Project Name: *55-267-037-00*  
 Parcel Number: *Auto Image - Pole Barn Addition*  
 Current Zoning District: *I*

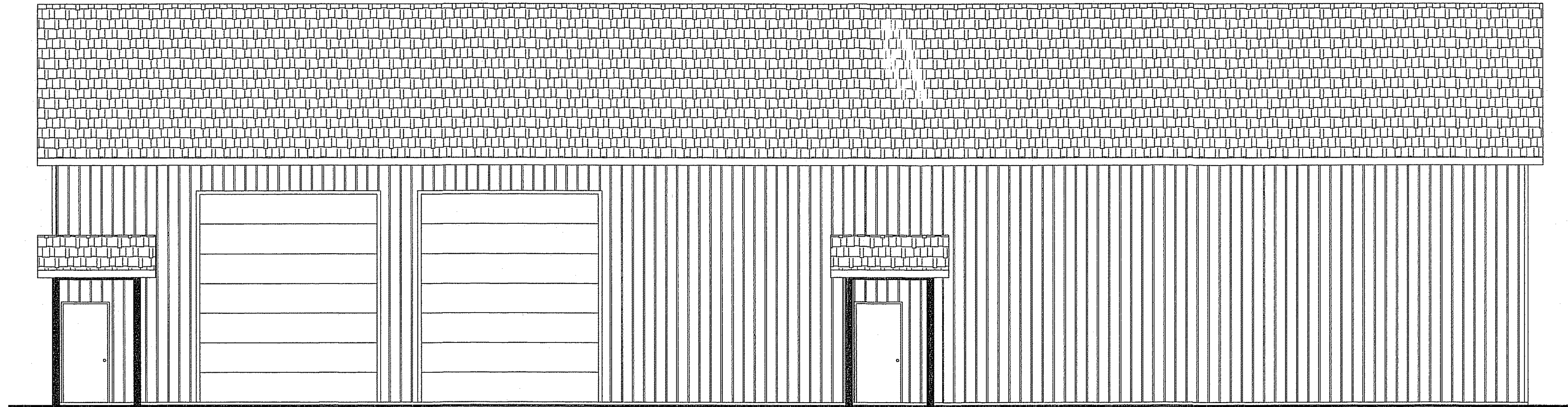
Item	Requirement	Shown	NO – N/A
1.	Provide name, address and phone number of applicant	✓	
2.	Provide name, address, phone number and sealed with signatures of Michigan licensed architect, engineer, designer, landscape architect or planner who prepared the plan. Plan should be stamped "Preliminary or titled Preliminary Site Plan"	✓	
3.	Has <b>the Zoning Permit</b> has been completed?	✓	
4.	Include the north arrow, legend, graphic and written scale on all sheets		✓
5.	Include the land description		
6.	Include the zoning of the site and adjacent parcels		
7.	Include the gross land area		
8.	Include scale	✓	
9.	Include Structure location(s) Dimensions of lot and property lines- Location of all structures on subject and abutting properties- Location of each proposed structure, w/use(s), w/number of stories, gross building area Distances between structures and lot lines, setback lines	✓	
10.	Include Occupancy type and Fire exits		
11.	<b>Parking and Paving</b> Proper number of parking spots/handicap? Location of loading docks/zone? Adequate loading space? Asphalt or gravel requirement met?	✓ ✓	
12.	<b>Landscaping</b> Location and volume meets requirement for zoning district	✓	
13.	<b>Lighting</b> Exterior lighting kept substantially on property?		
14.	<b>Traffic Flow (vehicular and pedestrian)</b> Driveway permit needed? Does traffic circulation provide safe vehicular and pedestrian flow Public safety vehicle access? Fire lanes needed?		✓
15.	<b>Storm Water Retention</b> Location of proposed storm collection area shown? Is it an adequate size?	✓	
16.	<b>Dumpster</b> Location and screening met for zoning district		✓



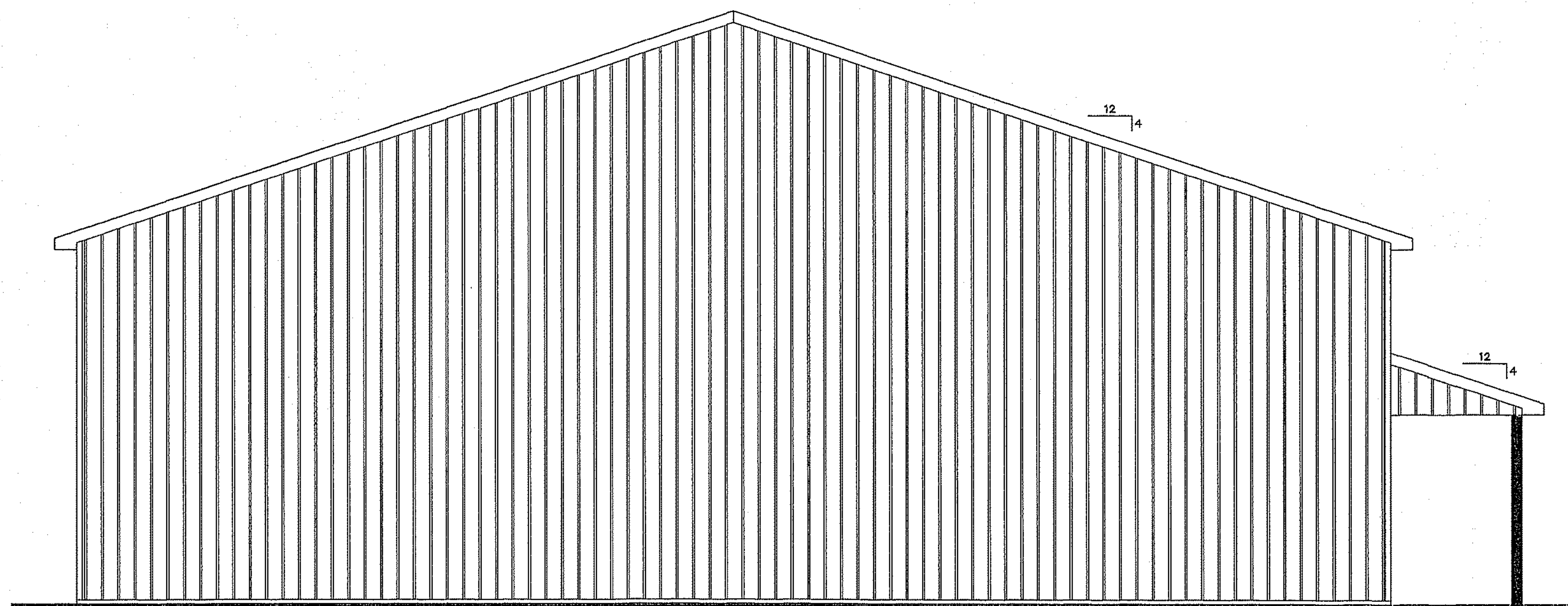
Item	Requirement	Shown	No- N/A
17.	<b>Water and Sewer Lines (hookups)</b> Will permits be needed? Size and location of water connections/meter(s) ? Is a backflow preventer required? Size and location of sewer connections? Hydrant location		N/A
18.	Noise, Odor, Particulate, Vibration, Combustible or Hazardous Material Concerns		✓
19	<b>Signage Plan</b> Describe plan and show signage plan		✓
20	<b>Outside Storage</b> Will outside storage be required? Proper screen age and distances met?		
21.	Is Minimum/Maximum Lot Width Requirement Met	✓	
22.	Is Minimum/Maximum Lot Area Requirement Met	✓	
23.	Is Minimum/Maximum Height Requirement Met	✓	
24	Are the Setback Requirements met for the zoning district Front - 30 Back - 30 Side - 20	✓	
25	<b>Is this a phase Construction? If so</b> Description of each phase:		✓
26.	<b>Fire Suppression Considerations (if applicable)</b> Is sprinkler needed or recommended Fire Pump needed ( 3 stories or more)	OK'd by Bill Boman	
27.	<b>Is this project in a wellhead Protection/Flood Hazard District?</b>		✓
28.	<b>Include a brief description of the project</b>	✓	

Bill Boman - ✓

Denise - ✓



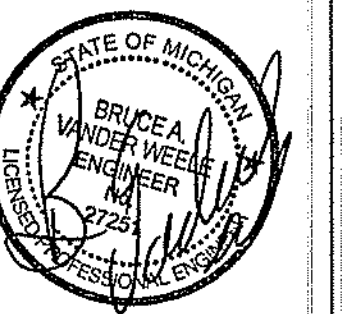
FRONT ELEVATION



LEFT ELEVATION

ALL WORK TO COMPLY WITH  
2015 MICHIGAN BUILDING CODE

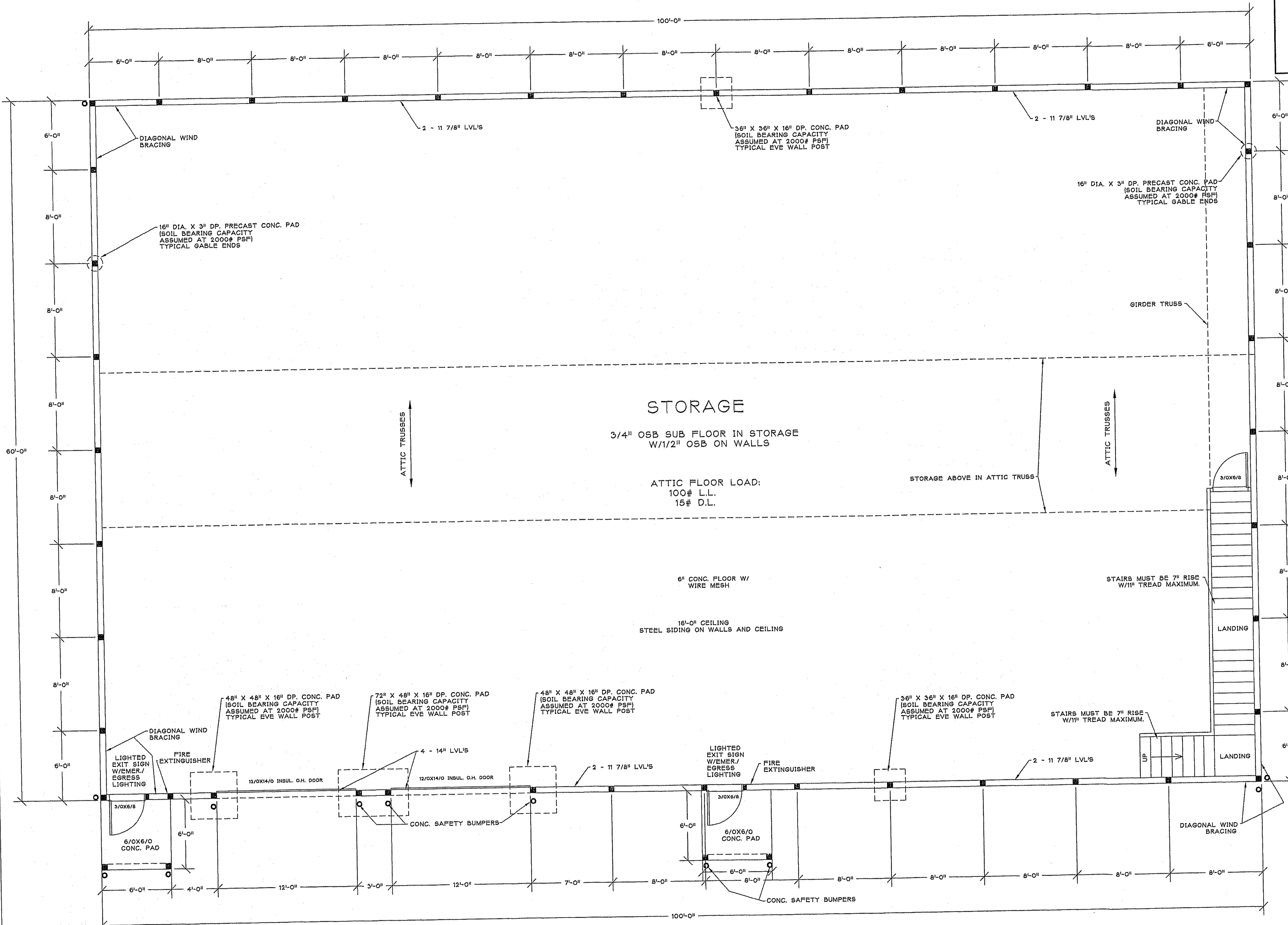
PROFESSIONAL DESIGN OVERSIGHT  
PROVIDED BY BRUCE VANDERWEELE, P.E.



\*\* NOTE: ROB'S DESIGN'S IS A PROFESSIONAL RESIDENTIAL DESIGN SERVICE. ALL FEDERAL, STATE, & LOCAL CODES, ORDINANCES, REGULATIONS, ETC. ARE TO BE CONSIDERED AS PART OF THE SPECIFICATIONS FOR EACH BUILDING AND ARE TO TAKE PRIORITY OVER ANYTHING SHOWN, DESCRIBED OR IMPLIED WHERE ANY DISCREPANCIES MAY OCCUR. THE SITE CONDITIONS MAY VARY. 1ST STEP DESIGN'S LIMITED CANNOT WARRANT THE SUITABILITY OF THESE PLANS FOR USE ON EACH SPECIFIC SITE. DIMENSIONS MUST BE VERIFIED BY THE CONTRACTOR BEFORE CONSTRUCTION BEGINS. DIMENSIONS ARE NOT THE RESPONSIBILITY OF THE DESIGNER ONCE CONSTRUCTION HAS BEGUN. THIS DRAWING AND DESIGN IS THE COPYRIGHTED PROPERTY OF ROB'S DESIGN'S.

<b>ROB'S DESIGN'S</b> RESIDENTIAL AND LIGHT COMMERCIAL DESIGNS PLAINWELL, MI 49080		
SCALE: 1/4" = 1'-0"	DRAWN BY: ROB	DRAWING NUMBER:
DATE: 3/22/18	REVISED: 4/18/18	AUTO1
60'-0" X 100'-0" - 16' BLDG		
LCH - AUTO IMAGE		SHT 1 OF 2

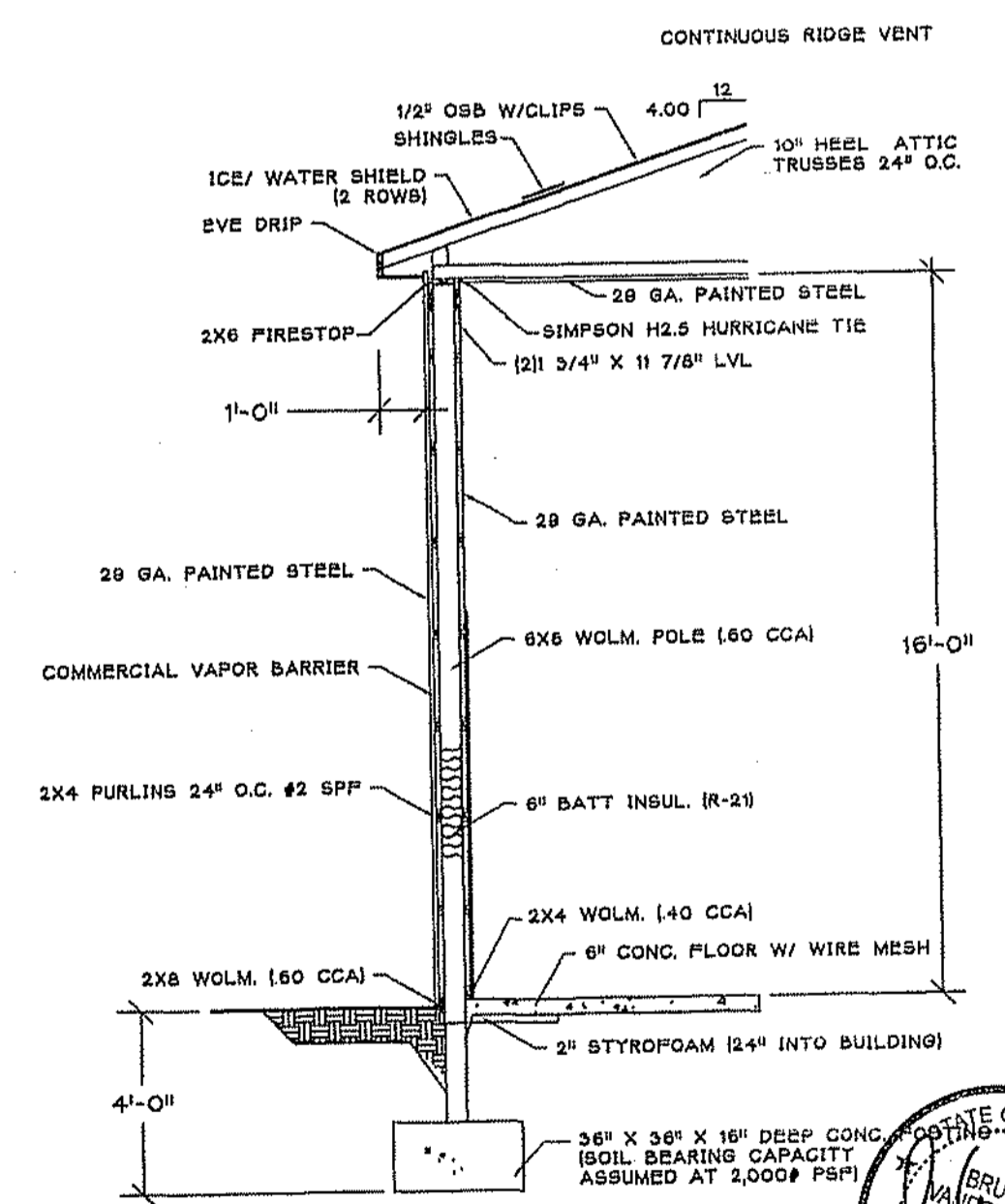
DESIGN DATA	
CONSTRUCTION TYPE	VB(5B)
USE GROUP	B BUSINESS
EXPOSURE CATEGORY	B
IMPORTANCE FACTOR	1.0
GROUND SNOW LOAD	35 PSF
BASIC WIND SPEED	115 MPH
VELOCITY PRESSURE	19.8 PSF
INTERNAL PRESSURE COEFFICIENT	+0.18 & -0.18
SEISMIC IMPORTANCE FACTOR	1.0
SEISMIC DESIGN CATEGORY	A
CODE JURISDICTION	2015 MBC
CLIMATE ZONE	5A



- NOTES:
- UNLESS OTHERWISE NOTED ALL WINDOW AND DOOR HEADERS TO BE AT LEAST DOUBLE 2 X 12'S WITH 1/2" PLYWOOD FILLERS
  - ALL FLOORS AND LINES OF EGRESS TO HAVE SLIP RESISTANT SURFACES
  - ALL MEANS OF EGRESS DOORS: HANDLES, PULLS, LATCHES, LOCKS AND OTHER OPERATING DEVICES SHALL BE A MAXIMUM OF 48" ABOVE FINISHED FLOOR AND OPERATED WITH ONE HAND AND SHALL NOT REQUIRE TIGHT GRASPING, TIGHT FINCHING OR TWISTING OF THE WRIST TO OPERATE
  - FASTENERS FOR PRESERVATIVE TREATED WOOD SHALL BE OF HOT-DIPPED, ZINC-COATED GALVANIZED, STAINLESS STEEL, SILICON BRONZE, COPPER OR OTHER CORROSION-RESISTANT MATERIAL
  - FIRE BLOCKING REQUIRED ON ALL OVERHANGS NOT TO EXCEED 20' INTERVALS
  - ALL EXIT DOORS TO BE EQUIPPED WITH LIGHTED EXIT SIGNS
- EACH ATTIC AREA TO HAVE A MIN. ACCESS OPENING OF 22" X 30".
- VENTILATION RATE TO BE 1 CF.FT. OF VENTILATION FOR EVERY 150 CF.FT. OF ATTIC AREA WHEN BOTH SOFFIT AND RIDGE VENTS ARE INSTALLED.
- EACH ATTIC AREA TO BE A MAXIMUM OF 3,000# SQ.FT. DRAFTSTOP IN ATTIC AREA CONSISTING OF 1 LAYER OF 1/2" DRYWALL OR 1/2" OSB CONTINUOUS FROM CEILING TO ROOF DECK.
- ALL DOORS AND HARDWARE MUST MEET MBC [1008.1.8 TO 1008.1.8.2] AND ANSI [509.4 & 404.2.7].
- ALL EXPOSED PIPES AND SURFACES MEET ANSI [606.6]

ROOF TRUSS DATA:

TOP CHORD LIVE LOAD:	35.00 PSF
TOP CHORD DEAD LOAD:	10.00 PSF
BOTTOM CHORD LIVE LOAD:	0.00 PSF
BOTTOM CHORD DEAD LOAD:	7.00 PSF
TOTAL UNIFORM LOADING	52.00 PSF
ATTIC FLOOR LIVE LOAD:	100.00 PSF
ATTIC FLOOR DEAD LOAD:	15.00 PSF
TOTAL UNIFORM FLOOR LOADING	115.00 PSF



WALL SECTION

FLOOR PLAN

ALL WORK TO COMPLY WITH 2015 MICHIGAN BUILDING CODE

PROFESSIONAL DESIGN OVERSIGHT PROVIDED BY BRUCE VANDERWEELE, P.E.

NOTE: ROB'S DESIGN'S IS A PROFESSIONAL RESIDENTIAL DESIGN SERVICE. ALL FEDERAL, STATE, & LOCAL CODES, ORDINANCES, REGULATIONS, ETC. ARE TO BE CONSIDERED AS PART OF THE SPECIFICATIONS FOR EACH BUILDING AND ARE TO TAKE PRIORITY OVER ANYTHING SHOWN, DESCRIBED OR IMPLIED WHERE ANY DISCREPANCIES MAY OCCUR. THE SITE CONDITIONS MAY VARY. 1ST STEP DESIGNS LIMITED CANNOT WARRANT THE SUITABILITY OF THESE PLANS FOR USE ON EACH SPECIFIC SITE. DIMENSIONS MUST BE VERIFIED BY THE CONTRACTOR BEFORE CONSTRUCTION BEGINS. DIMENSIONS ARE NOT THE RESPONSIBILITY OF THE DESIGNER ONCE CONSTRUCTION HAS BEGUN. THIS DRAWING AND DESIGN IS THE COPYRIGHTED PROPERTY OF ROB'S DESIGN'S.

**ROB'S DESIGN'S**  
RESIDENTIAL AND LIGHT COMMERCIAL DESIGNS  
PLAINWELL, MI 49080

SCALE: 1/4" = 1'-0" DRAWN BY: ROB  
DATE: 3/22/18 REVISED: 4/18/18 AUTO1

60'-0" X 100'-0" - 16'-0" BLDG.  
LCH - AUTO IMAGE

SHT 2 OF 2



Permit No: 18-02

Please complete this application to request a special event permit. Applications are processed in 21-30 days. If the application is approved, a permit will be mailed to the applicant. If the application is not approved, the applicant will be notified by phone. There is a \$5.00, non-refundable, administrative processing fee.

**Applicant Information:**

Sponsoring Organization: VFW	
Contact Name: Chris Haas	Email: haaschris@live.com
Address: 472 E. Bridge St.	
Daytime Phone: 685-3152	Evening Phone:

**Event Information:**

Type of Event: **Memorial Day Parade**

Describe in Detail the Activities Planned: **Parade**

Location in Which Event will be Held: Line/up check in area will be on Bannister & Anderson and travel east on E. Bridge St. to Hillside Cemetery, where the ceremony will be held.

	<b>Date</b>	<b>Time</b>	<b>Day of Week</b>
Setup	5/28/18	10 a.m.	Monday
Event Starts		11 a..m.	
Event Ends			
Dismantle			

Number of People Expected to Attend the Event: **Weather dependent**

**Event Details:**

Is event sponsored by a nonprofit organization?	<b>YES</b>	<b>NO</b>
Will participants or spectators be charged an admission fee?	<b>YES</b>	<b>NO</b>
Will there be alcohol for sale?	<b>YES</b>	<b>NO</b>
Will there be food for sale?	<b>YES</b>	<b>NO</b>
Will there be merchandise for sale?	<b>YES</b>	<b>NO</b>
Will there be a vendor participation fee?	<b>YES</b>	<b>NO</b>
Do you have insurance?	<b>YES</b>	<b>NO</b>
Will any items be distributed?	<b>YES</b>	<b>NO</b>
Will the event be advertised? If so, how? Flyers, social media, newspaper	<b>YES</b>	<b>NO</b>
Does the event require on-site security?	<b>YES</b>	<b>NO</b>
Does the event require on-site medical service?	<b>YES</b>	<b>NO</b>
Does the event require street closure? If so, indicate route	<b>YES</b>	<b>NO</b>
Do you plan to have sound amplification?	<b>YES</b>	<b>NO</b>
Is electrical power required (for sound amplification, lighting, etc)?	<b>YES</b>	<b>NO</b>

If yes, please show items on a site plan and describe how power is to be provided.

- Portable generator
- PGE temporary power service
- Other, please describe

Are you using local businesses? **YES** **NO**

**Tents or Structures**

Are you installing or constructing any structures, including buildings, climbing structures, stages, tents, canopies, etc.? **YES** **NO**

If yes, please show structures on a site plan (attach). Also, please describe type, size and number of structures.

Permittees shall be responsible for the procurement of and payment for any electrical energy used during the event.

Permittees are responsible for cleaning and restoring the site after the event. The cost of any employee overtime incurred because of a permittee's failure to clean and/or restore the site following the event will be borne by the permittee.

As the applicant, I hereby agree to abide by the terms set forth in this application and the ordinances of the City of Plainwell. I understand the failure to do so may lead to the cancellation of the event, or the denial of future permits applications.

**Yes, I agree to the above terms**       **No, I do not agree to the above**

Send this application to:

The City of Plainwell  
211 N. Main Street  
Plainwell, MI 49080

**HOLD HARMLESS AGREEMENT**

Title of Event: Memorial Day Parade Date of Event: May 29, 2017

Name of Applicant: VFW/ Chris Haas

Address: 472 E Bridge St. Phone: 685-3152

Name of Event Sponsor: VFW

Address: P.O. 453 Phone: \_\_\_\_\_

**HOLD HARMLESS AGREEMENT**

This special event applicant or designee of the sponsoring organization(s) (hereafter called "permittee") agrees to reimburse the City of Plainwell (hereafter called "City") for all loss incurred by it in repairing or replacing damage to City property proximately caused by the permittee, its officers, employee, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the permittee's control. Persons who merely attend or join in a special event are not considered by that reason alone to be "under the control" of the permittee.

The permittee further agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted event, which was proximately caused by the actions of the permittee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been under the control of the permittee. Persons who merely attend or join in an event are not considered by that reason alone to be "under the control" of the permittee.

I understand and agree to comply with all the terms of the above Hold Harmless Agreement if my application has been approved and all special conditions and required advance payment have been met.

Signature of Permittee(s) \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Signature of Officer of Sponsoring Organizations: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

I declare under penalty of perjury that the information provided in this application is correct.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**AFFIDAVIT OF APPLICANT (TO BE COMPLETED BY ALL APPLICANTS)**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief and I have read, understand, and agree to abide by the rules and regulations and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager

**\*\*Office Use Only\*\***

**Permit Approved: YES NO**

**Name and Title:**

**Comments:**

## **Event Street Closures**

Anderson & Bannister for line up and check in.  
East Bridge (M-89) between 4 corners downtown to  
Hillside Cemetery/8th Street.



Permit No: 18-03

Please complete this application to request a special event permit. Applications are processed in 21-30 days. If the application is approved, a permit will be mailed to the applicant. If the application is not approved, the applicant will be notified by phone. There is a \$5.00, non-refundable, administrative processing fee.

**Applicant Information:**

Sponsoring Organization: <b>City of Plainwell</b>	
Contact Name: <b>Denise</b>	Email:
Address:	
Daytime Phone:	Evening Phone:

**Event Information:**

Type of Event: **Fireworks**

Describe in Detail the Activities Planned: **Fireworks at the airport on the 4<sup>th</sup> of July**

Location in Which Event will be Held: **AT the Airport**

	Date	Time	Day of Week
Setup	7/4/18	All Day	Wednesday
Event Starts		Dusk -10 p.m.	
Event Ends		10:30 p.m.	
Dismantle			

Number of People Expected to Attend the Event: **Weather dependent**



**Event Details:**

Is event sponsored by a nonprofit organization?	<b>YES</b>	<b>NO</b>
Will participants or spectators be charged an admission fee?	<b>YES</b>	<b>NO</b>
Will there be alcohol for sale?	<b>YES</b>	<b>NO</b>
Will there be food for sale?	<b>YES</b>	<b>NO</b>
Will there be merchandise for sale?	<b>YES</b>	<b>NO</b>
Will there be a vendor participation fee?	<b>YES</b>	<b>NO</b>
Do you have insurance?	<b>YES</b>	<b>NO</b>
Will any items be distributed?	<b>YES</b>	<b>NO</b>
Will the event be advertised? If so, how?	<b>YES</b>	<b>NO</b>
Does the event require on-site security?	<b>YES</b>	<b>NO</b>
Does the event require on-site medical service?	<b>YES</b>	<b>NO</b>
Does the event require street closure? If so, indicate route	<b>YES</b>	<b>NO</b>
Do you plan to have sound amplification?	<b>YES</b>	<b>NO</b>
Is electrical power required (for sound amplification, lighting, etc)?	<b>YES</b>	<b>NO</b>

If yes, please show items on a site plan and describe how power is to be provided.

- Portable generator
- PGE temporary power service
- Other, please describe

Are you using local businesses? **YES** **NO**

**Tents or Structures**

Are you installing or constructing any structures, including buildings, climbing structures, stages, tents, canopies, etc.? **YES** **NO**

If yes, please show structures on a site plan (attach). Also, please describe type, size and number of structures. **The site plan is being worked on via Virgil Williams and the Pilot Association**

Permittees shall be responsible for the procurement of and payment for any electrical energy used during the event.

Permittees are responsible for cleaning and restoring the site after the event. The cost of any employee overtime incurred because of a permittee's failure to clean and/or restore the site following the event will be borne by the permittee.

As the applicant, I hereby agree to abide by the terms set forth in this application and the ordinances of the City of Plainwell. I understand the failure to do so may lead to the cancellation of the event, or the denial of future permits applications.

**X** **Yes, I agree to the above terms**       **No, I do not agree to the above**

Send this application to:

The City of Plainwell  
211 N. Main Street  
Plainwell, MI 49080

**HOLD HARMLESS AGREEMENT**

Title of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of Event Sponsor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**HOLD HARMLESS AGREEMENT**

This special event applicant or designee of the sponsoring organization(s) (hereafter called "permittee") agrees to reimburse the City of Plainwell (hereafter called "City") for all loss incurred by it in repairing or replacing damage to City property proximately caused by the permittee, its officers, employee, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the permittee's control. Persons who merely attend or join in a special event are not considered by that reason alone to be "under the control" of the permittee.

The permittee further agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted event, which was proximately caused by the actions of the permittee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been under the control of the permittee. Persons who merely attend or join in an event are not considered by that reason alone to be "under the control" of the permittee.

I understand and agree to comply with all the terms of the above Hold Harmless Agreement if my application has been approved and all special conditions and required advance payment have been met.

Signature of Permittee(s) \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Signature of Officer of Sponsoring Organizations: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

**I declare under penalty of perjury that the information provided in this application is correct.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**AFFIDAVIT OF APPLICANT (TO BE COMPLETED BY ALL APPLICANTS)**

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief and I have read, understand, and agree to abide by the rules and regulations and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager

**\*\*Office Use Only\*\***

**Permit Approved: YES NO**

**Name and Title:**

**Comments:**

# City of Plainwell



Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Roger Keeney, Council Member  
Todd Overhuel, Council member

211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
Fax: 269-685-7282  
Web Address: [www.plainwell.org](http://www.plainwell.org)

“The Island City”

## MEMO

To: Erik Wilson, City Manager  
From: Denise Siegel, Community Development Manager  
Subject: Firework Display  
Date: May 2, 2018

Quotes were received from two companies for a Firework Display, consisting of cost of no more than \$7,000; availability; 10 million liability Insurance; Product; Delivery; Firing and workers compensation.

Night Magic -	\$7,000
Sky Magic -	\$7,000

It is our recommendation to go with Night Magic with their quote of \$7,000. We have used Night Magic in past years, they are familiar with the airport and have a good working relationship with with us. All funding for the Fireworks is being provided by outside donations from JBS, Friendship Wesley Church and Faithway Church.

Corporate Office:  
3999 Hupp Rd  
La Porte IN 46350



(800) 998-3900  
(574) 272-6042 fax

April 26, 2018

City of Plainwell  
Ms. Denise Siegel  
211 N. Main St.  
Plainwell MI 49080

Dear Ms. Siegel;

Enclosed please find your bid for the Plainwell Independence Day celebration fireworks display. Please take a moment to review the proposal; if you have any questions, feel free give me a call.

As always, we deeply appreciate your business and look forward to providing many new and exciting products and services that demonstrate our commitment to being your provider of choice for pyrotechnic displays.

Best regards,

A handwritten signature in black ink that reads "Richard Wilson". The signature is written in a cursive, flowing style.

Richard Wilson  
magicpyro@aol.com

# PROPOSAL

**City of Plainwell**

**This proposal includes the following:**

**BID AMOUNT: \$6,000.00 and \$6,500.00**

**DISPLAY DATES: July 4, 2018**

**LIABILITY INSURANCE \$10,000,000.00 Coverage provided by James River Insurance Company**

**PRODUCT: All fireworks in enclosed bid.**

**We reserve the right to substitute for equal or greater value if product is not available.**

**DELIVERY: By CDL/Hazmat endorsed drivers**

**FIRING: All setup, firing of display by our protechnicians and initial clean up.**

**WORKER'S COMP.: Liberty Mutual Insurance to cover the pyrotechnicians**

# **City of Plainwell**

## **Fireworks!**

**July 04, 2018**

**\$6,500.00**

\* \* \* \* \*

### **Opening Barrage**

#### **Three Inch Display Shells**

10 - Fancy Oriental Shells

### **Body Of Display**

#### **Three Inch Display Shells**

48 - Japanese Style Chrysanthemums

9 - Yung Feng Japanese Style Shells

6 - Guandu Fancy Flight Shells

6 - Titanium Salute with Rising Tail

4 - Crackling Nishiki Kamuros in flight

4 - Multi Color Cycas Blooms

4 - Red, White & Blue Peonies in flight

4 - Glittering Silver Strobes in flight

4 - White Strobe Shells in Flight

4 - Smiley Face Shells shot in flight

4 - Brocade Crown Flight Shells

3 - Titanium Salutes with Rising Tails Shot in Flight

#### **Four Inch Display Shells**

36 - Guandu Assorted Shells

- 4 - Yung Feng Japanese-Style Chrysanthemums
- 3 - Dominator Assorted Color and Pattern Shells
- 3 - Gold Palm Trees With Green Strobes in flight
- 3 - Red Strobe Shells in flight
- 3 - Metai Special Effect Shells
- 1 - Diadem Waterfall
- 1 - Red Crossette

### Five Inch Display Shells

- 18 - Wizard Special Imported Shells
- 18 - Yuan Yang Japanese Style Shells
- 4 - Dominator Assorted Color and Pattern Shells
- 3 - Crackling Nishiki Willows in flight
- 3 - Brocade Crowns in Flight
- 2 - Metai Special Effect Cylinder Shells
- 2 - Yung Feng Japanese-Style Chrysanthemums

### The Grand Finale

132 - Three Inch Grand Finale Bombshells consisting of Fancy Oriental Shells, Glittering Comets, and Flash Salutes

24 - Three Inch Titanium Salute Finale Shells

**City of Plainwell**  
**Optional Addition to Display**  
**July 04, 2018**  
**\$500.00**

Adding the following to your \$6,500 proposal will provide for a \$7,000 program.

**Body Of Display**

**Three Inch Display Shells**

- 1 - White Strobe with Red Pistil
- 1 - Assorted Color Sky Mines

**Four Inch Display Shells**

- 18 - Japanese Style Chrysanthemums
- 4 - Green Strobe Shells in flight





# City of Plainwell



“The Island City”

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Todd Overhuel, Council Member  
Brad Keeler, Council Member  
Roger Keeney, Council Member

Department of Public Works  
126 Fairlane Street  
Plainwell, Michigan 49080  
Phone: 269-685-9363  
Fax: 269-685-7278  
Web: [www.plainwell.org](http://www.plainwell.org)

---

Date: April 26, 2018

To: Erik Wilson, City Manager  
City of Plainwell  
211 N. Main Street  
Plainwell, MI 49080

From: Rick Updike, Public Works Superintendent  
City of Plainwell  
126 Fairlane  
Plainwell, MI 49080

Re: Emerald Ash Borer Treatment

In 2009, the city hired Mike Connor of Honeytree Nursery to conduct a study on ash trees on city property, including rights-of-way, to judge the impact of Emerald Ash Borer (EAB) infestation. Based on the results of the study the city and with Council approval, the city entered into an agreement with Honeytree to treat some of those trees. Some ash trees were removed by the city and by city-hired contractors. Honeytree has treated the remaining trees annually since 2009.

The city originally treated 91 trees and cut 62. Most of the 91 trees originally treated remain in relatively good condition. The city currently treats half of the trees one year and half the next at a cost of \$3600 per year.

When Honeytree began treatment the goal was to preserve the city's trees until a “natural” control could be established. The United States Department of Agriculture has successfully implemented several biological controls in Michigan. If those controls prove effective statewide the city may be able to end treatment. In the meantime, I recommend City Council again approve EAB treatment by Honey Tree Nursery this summer at a cost of \$3600.



Rick Brooks, Mayor  
Lori Steel Mayor Pro-Tem  
Roger Kenney, Council Member  
Brad Keeler, Council Member  
Todd Overhuel, Council Member  
[www.plainwell.org](http://www.plainwell.org)

Bryan D. Pond, Superintendent  
129 Fairlane Street  
Plainwell, Michigan 49080  
Phone: 269-685-5153  
Fax: 269-685-1994  
Email: [BPond@plainwell.org](mailto:BPond@plainwell.org)

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5/4/2018

To: Erik Wilson, City Administrator  
From: Bryan Pond, Superintendent WR  
Cc: Brian Kelly City Treasurer

RE: Hill St Lift station replacement

Installed in 1976 the Hill St Lift station is the only below ground lift station the City has. Which means the any operation and maintenance takes place in the “can” twenty feet below the ground. The station is forty one years old it is completely depreciated and needs replacement to comply with today’s standards.

For this fiscal year we budgeted \$92,000 for this project which will include costs for equipment, mechanical work, site work, and electrical work.

*Previously approved for the equipment only (council meeting November 13th 2017)*

*I have received quotes from two companies which have equally bid everything except the make of pumps and valves.*

*Kerr Pump and Supply \$30,550*

*Hydrodynamics Inc. \$32,550*

I have received pricing for the electrical and two bids for the site work and mechanical work to change the station over.

Fulton Excavating and AMS Mechanical \$109,511

Balkema Excavating Inc. (includes mechanical work) \$43,335

Moore Electric \$9,470

Total amount requested to finish capital project \$52,805

Total project cost \$83,355 *fy 17-18*

*The City of Plainwell is an equal opportunity provider and employer*



# BALKEMA EXCAVATING, INC.

FOUNDED 1911

## DEVELOPMENT AND UNDERGROUND CONTRACTORS

1500 RIVER STREET KALAMAZOO, MI 49048  
PH# 269-345-5289 FX# 269-345-1137

5/2/2018

605 W. Hill Street  
PUMPSTATION REPLACEMENT SITEWORK

### MOBILIZATION

EXCAVATE & REMOVE EX. WET WELL CHIMNEY  
INSTALL NEW WETWELL  
NEW VALVE CHAMBER  
PLUMB & PIPE WETWELL  
BYPASS PUMP  
POUR FILLET/LEDGE  
EXCAVATE FOR ELEC.  
RESTORATION  
DECOMMISSION EX. STATION

PER SCOPE PROVIDED BY BRYAN POND

### NOT INCLUDED:

PERMITS, INSPECTIONS & FEE'S IF REQUIRED  
ELECTRICAL WORK  
NEW PUMPSTATION EQUIPMENT & HATCHES UNLESS NOTED IN SCOPE  
PLUG VALVES & CHECK VALVES PROVIDED BY CITY  
GUIDERAILS AND INTERIOR EQUIPMENT BY CITY  
CLEARING & GRUBBING IF REQUIRED  
FENCE REPLACEMENT IF REQUIRES  
DEWATERING IF REQUIRED- BALKEMA CAN QUOTE & PREOFRM IF NEEDED  
PAVING & CONCRETE FLAT WORK

### INCLUDED:

INSTALLATION OF CITY SUPPLIED EQUIPMENT  
INSTALLATION & PURCHASE OF PRECAST STRUCTURES  
INSTALLATION OF GUIDRAILS  
4" DISCHARGE PIPING  
BYPASS PUMPING INCLUDED  
EXCAVATION FOR ELECTRICAL  
RESTORATION

**TOTAL PRICE \$43,335.00**

quote is good for 60days



## **Moore Electrical Service, Inc.**

7528 Ravine Road • Kalamazoo, Michigan 49009-9005

Phone (269) 343-0373 FAX (269) 343-3045

[www.mooreelectrical.com](http://www.mooreelectrical.com)

February 22, 2018

18-223

Bryan Pond  
Superintendent  
City of Plainwell Water Renewal

Bryan,

Thank you for your interest in Moore Electrical Service and the opportunity to quote the installation of the Hill Street lift station Control Panel

Project to include:

- (1) 3R, 60 Amp, 250 Volt, fused, Service rated, manual transfer switch, installed.
- (3) fuses
- Demolition of existing disconnect.
- Install provided control cabinet and terminate.
- New stainless strut assembly.
- Re-use generator plug, meter socket and manual transfer switch.
- Conduits to pit will be Rigid.
- PVC feed from transfer switch to control panel.
- PVC conduit from pole to control panel for signal circuit. Reroute existing signal circuit.
- Work to be performed during normal business hours.
- City of Plainwell to assist setting the control cabinet with crane truck
- Permit

**Project Cost: \$9,470.00 (Nine Thousand Four Hundred Seventy Dollars)**

Add: New manual transfer switch (match existing) \$1,483.00

Add: New Stainless Strut support assembly for service: \$1,420.00

Please contact me with any question or concerns.

Todd Gasaway  
Project Manager



2516 MILLER ROAD  
 KALAMAZOO, MICHIGAN 49001  
 TELEPHONE (269) 385-385-3311  
 FACSIMILE (269) 385-1005

**Proposal**

**To:** City of Plainwell  
**Attn:** Bryan Pond  
**Address:**  
  
**Email:**  
**Fax:**  
**Phone:**

**Proposal #** 01  
**Date:** March 30, 2018  
**Job:** Hill St Lift Station  
**Project #:**  
**From:** Brian Balkema  
**Cell #:** 269-207-1254  
**Email:** [Brian@fultonexcavating.com](mailto:Brian@fultonexcavating.com)

We propose to furnish the equipment, labor and material to complete the following per plans:

- 1) Mobilization
- 2) Furnish and place 6' high construction fence around work zone
- 3) Remove and replace top sections of proposed pump chamber with new 72" barrel sections
- 4) Furnish and place new lids (Hatches provided by owner)
- 5) Grout existing line to can station shut
- 6) Fill existing can station with peastone
- 7) Furnish and place new valve chamber structure
- 8) Lay pipe between the new chamber, valve chamber and the existing discharge manhole
- 9) Patch asphalt around discharge manhole as needed
- 10) Restore lawn area with topsoil

**Total Base Bid      \$78,000.00**

**Quote good for 30 days.**

Date:		Date:	March 30, 2018
Sent to:		Sent By:	Brian Balkema
Approved by:		Approved By:	



2516 MILLER ROAD  
KALAMAZOO, MICHIGAN 49001  
TELEPHONE (269) 385-3311  
FACSIMILE (269) 385-1005

The following list of clarifications and exclusion is to be included with our proposal.

Project: Hill St. Lift Station Bid Date: 3/30/2018

***Job Specific Exclusions and Clarifications:***

- Excludes dewatering
- Existing communications pole to be remove by others
- All soils to be hauled to the City lot

***General Exclusions and Clarifications (all items are excluded unless they are specified in our Proposal):***

***Exclusions***

- 1) Permits, fee's, assessments, testing, tap, and layout
- 2) Asbestos/lead surveys and abatement work
- 3) Exhaust Scrubbers for equipment
- 4) Protection against existing structures and all other site furnishings that are to remain from vibrations, equipment traffic, deep excavations, etc.
- 5) Construction fence
- 6) Snow and frost removal and protection
- 7) Locating and layout of existing private utilities, repairing all unmarked utilities
- 8) Removing and replacing unsuitable, contaminated or hazardous materials
- 9) Removing debris/rubble not shown on plans, or generated by others such as concrete washout
- 10) Furnishing and placing insulation
- 11) Additional grading/compacting because of work completed by others
- 12) All asphalt, concrete paving and fine grading by others
- 13) Landscaping/ restoration by others – Temporary seeding, mulch blankets, specialty plant mix soils, etc.
- 14) All site furnishings – signs, bollards, pavement markings, etc. by others

***Clarification***

- 15) All onsite soils suitable for backfill/ subgrade
- 16) Schedules and liquidated damages are void when conditions occur out of our control such as weather, material deliveries, and other contractors
- 17) Barricading provided for our work only
- 18) Grade bldg. pad before utilities are installed and one time only



Friday, March 30, 2018

Quote#: Plw-18000

City of Plainwell  
Water Renewal  
129 Fairlane St  
Plainwell MI. 49080

Project: Hill St Lift Station  
Attn: Bryan D. Pond

Allied Mechanical Services is pleased to offer this proposal for the materials and labor to install the owner purchased submersible pump and valve system as outlined in the owner issued scope of work for the Hill St. lift station upgrade.

- This quote includes overtime for the bypass pumping time.
- All piping to be ductile iron.
- All site work to be performed by others.
- All concrete work to be done by others.

Total Cost..... \$ 31,511

This price remains good for thirty (30) days.

If you have any questions regarding this, or if we can be of any further service to you please feel free to contact us.

Thank you,

*Dan Hale*  
Cell 269-217-1157  
dhale@alliedmechanical.com

**PARTIAL PAYMENT ESTIMATE**  
 PRINCE STREET SIGNAL IMPROVEMENTS  
 CITY OF PLAINWELL

CONTRACT NO.  
 PARTIAL PAYMENT ESTIMATE NO.  
 002 - Final  
 PAGE  
 1 OF 2

OWNER:  
 CITY OF PLAINWELL  
 211 N. MAIN STREET  
 PLAINWELL, MI 49080

CONTRACTOR:  
 J. RANCK ELECTRIC  
 1993 GOVER PARKWAY  
 MT. PLEASANT, MI 48858

PERIOD OF ESTIMATE  
 FROM 02/02/17 TO 04/27/18

CONTRACT CHANGE ORDER SUMMARY		ESTIMATE	
No.	Owner Approval Date	Amount	
		Additions	Deductions
1	1/22/2017	\$3,355.00	\$1,200.00
2	2/12/2018		
TOTALS		\$3,355.00	1200.00
NET CHANGE		\$2,155.00	

1. Original Contract	\$17,050.00
2. Change Orders	2,155.00
3. Revised Contract	\$19,205.00
4. Work Completed *	19,205.00
5. Stored Material *	0.00
6. Subtotal (4 + 5)	\$19,205.00
7. Retainage*	0.00
8. Previous Payments	-12,942.50
9. Amount Due (6-7-8)	\$6,262.50

\*Detailed Breakdown attached

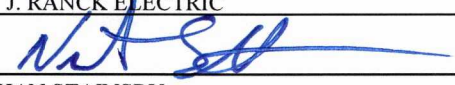
CONTRACT TIME			
Original	02/09/2018	On Schedule	<input checked="" type="checkbox"/> Yes
Revised	05/18/2018		<input type="checkbox"/> No
Remaining		Starting Date	01/31/2017
		Projected Completion	05/18/2018

The undersigned Contractor certifies that:

(1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment;

(2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any Liens, security interest or encumbrances); and

(3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor J. RANCK ELECTRIC  
 By   
 NATHAN STAINSBY  
 Date 5/2/18

Architect or Engineer WIGHTMAN & ASSOCIATES, INC.  
 By   
 PHILIP A. DOORLAG  
 Date 04/30/2018

APPROVED BY OWNER:

Owner CITY OF PLAINWELL  
 By \_\_\_\_\_  
 ERIK J. WILSON  
 Date \_\_\_\_\_



ITEM NO.	CONTRACT ITEMS						THIS PERIOD		TOTAL TO DATE	
	DESCRIPTION	ORIG. QTY	REV. QTY	CHA. ORD. #	UNIT	UNIT PRICE	QTY	AMOUNT	QTY	AMOUNT
1	Mobilization, Max \$2,000	1			L.S.	\$2,000.00	0.25	\$500.00	1	\$2,000.00
2	TS, Pedestrian, Bracket Arm Mtd, Rem	2			EA	150.00	0	0.00	2	300.00
3	Case Sign, (LED), One Way, 24 inch by 30 inch	1			EA	1,900.00	0	0.00	1	1,900.00
4	Digital Loop Detector	1			EA	400.00	0	0.00	1	400.00
5	Traf Loop	4			EA	1,400.00	4	5,600.00	4	5,600.00
6	TS, Pedestrian, Two Way Bracket Arm Mtd (LED) Countdown	2			EA	1,900.00	0	0.00	2	3,800.00
7	TS, One Way Span Wire Mtd (LED)	2	1	1	EA	1,200.00	0	0.00	1	1,200.00
8	Traffic Maintenance & Control	1			L.S.	650.00	0.25	162.50	1	650.00
9	Pedestal, Alum	0	1	1	EA	900.00	0	0.00	1	900.00
10	Pushbutton and Sign, Salv	0	1	1	EA	350.00	0	0.00	1	350.00
11	TS, Pedestrian, Two Way Pedestal Mtd, Salv	0	1	1	EA	500.00	0	0.00	1	500.00
12	TS, One Way Pedestal Mtd (LED)	0	1	1	EA	1,255.00	0	0.00	1	1,255.00
13	Pedestal, Rem	0	1	1	EA	125.00	0	0.00	1	125.00
14	Pushbutton, Rem	0	1	1	EA	100.00	0	0.00	1	100.00
15	TS, Pedestrian, Pedestal Mtd, Rem	0	1	1	EA	125.00	0	0.00	1	125.00
								\$6,262.50		\$19,205.00

AMOUNT	THIS PERIOD	TOTAL TO DATE
AMOUNT EARNED	\$6,262.50	\$19,205.00
AMOUNT RETAINED (0%)	0.00	0.00
PREVIOUS PAYMENTS	0.00	-12,942.50
STORED MATERIAL	0.00	0.00
AMOUNT DUE	\$6,262.50	\$6,262.50
ESTIMATED PERCENTAGE OF JOB COMPLETED	100%	

# City of Plainwell



“The Island City”

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Ray Fuller, Council Member  
Dale Burnham Council Member  
Brad Keeler, Council Member

Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
Fax: 269-685-7282  
Web Page Address: [www.plainwell.org](http://www.plainwell.org)

## RESOLUTION 18-10 GUIDELINES FOR POVERTY EXEMPTIONS

**WHEREAS**, the adoption of guidelines for poverty exemptions is required of the City Council; and

**WHEREAS**, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

**WHEREAS**, pursuant to PA 390 of 1994, the City of Plainwell adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

*Federal Poverty Guidelines for 2018 Assessments*

<b><u>Number of Persons Residing in the Principal Residence</u></b>	<b><u>Poverty Guidelines Annual allowable income</u></b>
1 person	\$12,060
2 persons	\$16,240
3 persons	\$20,420
4 persons	\$24,600
5 persons	\$28,780
6 persons	\$32,960
7 persons	\$37,140
8 persons	\$41,320
Each additional person, add	\$4,180

*Maximum Asset Standards*

To be eligible for a poverty exemption, the applicant and all persons residing in the principal residence/homestead (combined) must not have assets that exceed the Maximum Asset Standards, excluding the principal residence, one vehicle, and monies received pursuant to MCL 206.520 (homestead property tax credit). Assets include, but are not limited to, real estate other than the principle residence, personal property, recreational vehicles, checking/savings accounts, stocks, bonds, life insurance, retirement funds, etc. The Maximum Asset Standards are as follows:

<b><u>Number of Persons Residing in the Principal Residence</u></b>	<b><u>Maximum Total Assets</u></b>
1 person	\$25,000
2 persons	\$31,000
3 persons	\$37,500
4 persons	\$43,750
5 persons	\$50,000
6 persons	\$56,250
7 persons	\$62,500
8 persons	\$68,750
9 or more persons	\$75,000

***NOW, THEREFORE, BE IT HEREBY RESOLVED*** that the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption. unless the assessor and Board of Review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.

ADOPTED by the Plainwell City Council this 14<sup>th</sup> day of May 2018.

Ayes:

Nays:

Absent:

**Certification**

*I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of the City of Plainwell, County of Allegan, State of Michigan, at a regular meeting held on May 14, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.*

---

*Brian Kelley, City Clerk/Treasurer  
City of Plainwell, County of Allegan*

DRAFT



# PLAINWELL PUBLIC SAFETY

---

Police, Fire and Medical First Responder Services

# MONTHLY REPORT

## March 2018

Prepared by Director Bill G. Bomar

A handwritten signature in black ink, appearing to be the initials "BB" or a stylized "B", located in the bottom left corner of the page.

# Plainwell Department of Public Safety

## Scheduled Hours By Activity for March 2018

*The categories listed below are based on law enforcement related activities and the hours that scheduled road patrol personnel spend in the 4 major areas.*

### TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

The Hours officers are scheduled for road patrol or other uniformed functions. These are fixed shifts which generally carry assigned duties.

*Totals of all the below mentioned areas.*

Total Hours  
1,084

Percentage of Total Hours

### HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

The Hours Scheduled for criminal investigations of complaints that are in violation of a criminal law that an individual could be arrested and jailed for.

*Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.*

89 8.24%

### HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

*Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.*

235 21.68%

### HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

*Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.*

334 30.84%

### TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

*Examples include: General Preventive Patrol, Building Security Checks, Etc.*

*Note: This also includes any break time the officers take during their shift.*

425 39.24%

### TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

*It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.*

659 60.76%

# Plainwell Department of Public Safety

## Complaints/Activities for March 2018

### ARRESTS

CUSTODIAL ARRESTS	21	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	27	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

### TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	9	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations.(Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	3	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	3	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	0	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	20	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	35	

### COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	242	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	12	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	254	

### OTHER ACTIVITIES

MOTORISTS ASSISTS	59	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	0	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	14	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	332	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	0	<i>The number of business' found unlocked or unsecured.</i>

# Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	March	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	0
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	9	26
<b>PROPERTY CRIMES</b>			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	0	5
2300	Larceny	8	17
2400	Motor Vehicle Theft	0	1
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	2	8
2700	Embezzlement	0	4
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	0	2
3500	Violation of Controlled Substances Act	1	7
<b>MORALS/DECENCY CRIMES</b>			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	0
3800	Family Offenses	0	2
4100	Liquor Violations	0	0
<b>PUBLIC ORDER CRIMES</b>			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	0
5000	Obstructing Justice	8	13
5200	Weapons Offenses	1	1
5300	Public Peace	9	32
5400	Traffic Investigations - Any Criminal Traffic Complaints	7	17
5500	Health and Safety	3	3
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	10
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
<b>GENERAL NON-CRIMINAL</b>			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal ( Reports Only - Does not include Citations Issued)	17	48
9400	False Alarm Activation	3	13
9500	Fires (Other than Arson)	5	10
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	39	116
9900	General Assistance (All Except Other Police Agencies)	69	185
9911 & 9912	General Assistance (Other Police Agencies)	45	108
<b>FIRS</b>	Medical First Responder	28	70





## March Reports for Plainwell Department of Public Safety

### **PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION**

The Plainwell Department of Public Safety was dispatched to 45 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

\*\*\*\*\*

### **Fire Suppression/Call Out Incident Report**

<b>Date</b>	<b>Dispatch Time</b>	<b>Arrival Time</b>	<b>Location</b>	<b>Incident Type</b>	<b>Actions taken</b>	<b>Apparatus</b>	<b>PSO</b>	<b>POC</b>
03/19/18	1331	1338	1106 N. 10 <sup>th</sup> Street	Grass fire	Extinguish	E-17, E-15	3	4
03/20/18	1422	1430	137 S. Lake Doster Drive	Structure fire	Extinguish, manpower	E-17, E-11	3	7
03/22/18	1545	1550	414 105 <sup>th</sup> Avenue	Grass fire	Extinguish, manpower	E-11, E-63, E-15	3	3
03/23/18	1948	2005	210 S. Farmer Street	Structure	Standby, disregarded	E-11, E-63	2	5

\*\*\*\*\*

### **Calls for Service at Plainwell Schools**

Plainwell High School: 5  
684 Starr Road

Gilkey School: 0  
707 S. Woodhams Street

Plainwell Middle School: 6  
720 Brigham Street

Starr Elementary: 2  
601 school Drive

Early Childhood Development: 0  
307 E. Plainwell Street

Renaissance School: 2  
422 Acorn Street

Admin, Maintenance & Bus Garage: 0  
600 School Drive



# FIRE & MEDICAL FIRST RESPONDER CALL LOG

DATE	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC	JURISDICTION
03/04/2018	21:09	31	3	200 Block Allegan St	False Alarm					
03/13/2018	1:31	34	19	201 Block Allegan St	Fire Alarm					
03/14/2018	13:03	17	3	600 Block Morrell St	fire alarm	investigate				
03/19/2018	13:31	0	12	1100 Block 10th St	grass fire	asst gunplain	e15,e17	2	4	GUNPLAIN TWP
03/20/2018	19:14	39	3	900 Block 11th St	barn fire	assist traffic				GUNPLAIN TWP
03/21/2018	19:15	36	0	100 Block S Lake Doster Dr	house fire	fire investigation				GUNPLAIN TWP
03/22/2018	15:50	130	6	400 Block 105th Ave	Large Grass Fire	Assist GunPlain with Fire	E11, E15, 63			GUNPLAIN TWP
03/23/2018	19:49	16	8	200 Block S Farmer St, Otsego	fire	assist	1/ eng 11	1	3	OTSEGO CITY

TOTAL TIME ON ALL CALLS: 5 HRS

AVERAGE RESPONSE TIME (ALL CALLS): 7 MIN

03/03/2018	21:46	20	2	300 Block Brigham St	General Assist / MFR					
03/05/2018	4:27	33	3	1100 Block W Bridge St	Medical					
03/05/2018	11:14	13	5	200 Block W Bridge St	mfr			1		
03/07/2018	0:42	23	4	300 Block 12th St	medical	assist ems				
03/13/2018	23:21	24	6	300 Block Brigham St	General Assist / MFR					
03/14/2018	7:26	19	2	300 Block Brigham St	medical	assist ems				
03/17/2018	1:17	20	3	300 Block Brigham St	General Assist / MFR					
03/17/2018	10:21	39	4	300 Block Brigham St	MFR	Assist to Plainwell EMS	P5	1		
03/22/2018	10:25	20	3	100 Block 2nd Ave	MFR	Lift Assist	P1	1		
03/23/2018	13:29	25	4	900 Block Allegan St	motorist/ mfr	tot ems to pipp er				
03/25/2018	0:16	16	0	300 Block Brigham St	MEDICAL	ASSIST EMS				
03/27/2018	10:00	30	3	400 Block Naomi St	Medical					
03/30/2018	8:51	24	5	300 Block Brigham St	MFR	Assist EMS	P5	1		
	23:20	32	5	400 Block Naomi St	MEDICAL	ASSIST EMS				
	0:10	15	4	400 Block N Main St	MEDICAL	ASSIST EMS				
	22:51	27	1	300 Block Brigham St	MFR					
	23:21	54	1	1200 Block M-89	Medical	3500/warrant/arrest				Otsego TWP
	2:07	18	2	300 Block Brigham St	MFR					
	21:55	30	4	900 Block Lincoln Pky	Medical	Diabetic				
	3:03	82	2	200 Block W Bridge St	Medical	CPR	POV	1	3	OPD
	2:08	29	4	300 Block Brigham St	MFR					

TOTAL TIME ON ALL CALLS: 10 HRS

AVERAGE RESPONSE TIME: 3 MIN

RESPONSES OUTSIDE THE CITY LIST THE JURISDICTION ASSISTED  
 CALLS WITHIN THE CITY WHERE ASSISTANCE WAS RECEIVED BY AN OUTSIDE AGENCY LIST AGENCY INITIALS

OFFICER DID NOT LIST RESPONSE TIME  
 RESPONSE OUTSIDE THE CITY



# POLICE EMERGENCY CALLS (EXCLUDES FIRE AND MFR CALLS)

DATE	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC	JURISDICTION
03/01/2018	15:12	183	3	Union St	Child custody					
03/01/2018	21:55	5	0	Brigham St	Check welfare w/634					
03/02/2018	2:33	102	3	2nd Ave	Domestic Disturbance	Assist 634				
03/02/2018	2:30	60	3	2nd Ave	Domestic assault	investigate				
03/02/2018	8:14	26	2	W Bridge St	Suicidal Subject / Hearing Voices	Assess / Transfer to EMS				OPD
03/02/2018	23:34	21	2	Naomi St	Suicidal	Scene security				ACSD
03/03/2018	0:12	138	2	N Main St	OUJD/PDA	Arrest				ACSD
03/03/2018	12:52	38	3	N Main St	Fight / Assault	Just Pushing / Gave Warning				ACSD
03/03/2018	22:06	9	1	M-89 Strip	Holdup Alarm	Assist ACSD				Otsego Twp
03/04/2018	22:26	154	0	S/B 131	OWI 4th / Flee & Elude					
03/04/2018	8:27	18	2	W Bridge St	Suicidal Subject	Assess / Assist EMS				
03/05/2018	2:00	35	6	N/B 131 & 48mm		Assist ACSD				Gun Plain TWP
03/05/2018	20:44	11	3	S Main & Colfax	check welfare	investigate				
03/05/2018	21:14	16	3	12th St	suicidal subject	assist				OTSEGO TWP
03/06/2018	20:20	73	0	Union St	disorderly	arrest				
03/07/2018	18:28	20	2	S Sunset St	Suicidal					
03/08/2018	3:11	44	4	131 & 89	Wrong way Driver	Assist ACSD				Gunplain
03/09/2018	0:44	106	2	S Main St	Domestic Dispute					
03/09/2018	18:15	20	6	N Main St	drunk husband	tot son				opd
03/09/2018	20:21	34	3	N Main St	welfare check	investigate				
03/10/2018	1:33	117	2	Keith St	domestic,mental	assist				otsego twsp
03/11/2018	20:31	6	1	M-89 Strip	disorderly	investigate				otsego twsp
03/11/2018	22:53	23	4	W Bridge & Sunset	susp vehicle	investigate				
03/13/2018	6:42	33	4	US 131 NB @ 106th Ave	Hit & Run Driver	Assist Kal County SD				GUNPLAIN TWP
03/14/2018	0:56	34	1	Charles St	Domestic Dispute	Assist K95				
03/15/2018	14:35	30	10	Keith St	CPS Child Removal	assist				OTSEGO TWP
03/16/2018	7:54	26	4	Crossoaks Dr	Domestic Assault	Assist with Arrest				OTSEGO TWP
03/16/2018	11:17	93	3	Benhoy St	Disorderly / Warrant	Arrest / Jail				
03/18/2018	19:15	25	3	S. Farmer & Hammond	Domestic Dispute	Assist Otsego City				Otsego
03/19/2018	7:08	61	3	Allegan St	Personal Injury Accident	citation ud 10				acsd,opd
03/19/2018	15:23	84	2	Starr Rd	mental health	suicidal/ tot pipp er				
03/19/2018	16:55	65	2	Lesa St	threats	poss gun/ warrant				
03/19/2018	21:30	101	2	11th St	bomb threat	investigate				GUNPLAIN TWP
03/20/2018	22:16	34	7	Paula St	Domestic Disturbance	assist				gunplain
03/21/2018	19:34	6	0	Helen Ave, Otsego	Suicidal Subject	Assist Otsego City				Otsego
03/23/2018	15:25	35	6	Lesa St	Domestic Dispute	roommates				
03/23/2018	17:12	48	1	10th & Baseline	unknown accident	assist				gunplain
03/24/2018	2:52	23	4	W Allegan St	suicidal,	assist				otsego
03/24/2018	17:17	28	5	M-89 Strip	DOMESTIC	ASSIST MSP				OTSEGO TWP
03/24/2018	18:08	7	2	Allegan St.	ALARM	INVESTIGATE				
03/24/2018	23:48	25	9	Bronson Ave	SUICIDAL SUBJECT	ASSIST				GUNPLAIN TWP
03/27/2018	16:39	31	5	Benhoy St	Domestic Dispute	Referee				

03/30/2018	7:36	4	1	E Bridge St	Burglary Alarm	Disregarded as I Arrived		
03/30/2018	10:20	25	2	W Hill St	Small Child walking down Sidewalk	Mother came running up as I arrived		
03/31/2018	11:39	66	6	Irving St, Otsego	Out of Control Subject	Assisted Of Worstell		OTSEGO CITY
	10:11	49	2	Brigham St	dog hit by car	investigate		
	16:22	26	5	Lesa St	Domestic Dispute			
	10:58	29	12	Lesa St	Domestic Dispute			
	8:54	36	0	M-89 Strip	Suicidal	Scene security		Otsego TWP
	19:36	71	1	Allegan St.	Suicidal	Transported by EMS		OPD
	1:08	192	2	N Main St	Domestic Disturbance / apt 2	Arrest		
	18:17	123	6	10th St	Suicidal			Gunplain
	1:33	7	2	12th St	Alarm	Building secure		
	20:18	7	2	W Bridge St	Check welfare			
	20:56	19	6	W Bridge St	Suicidal			
	4:03	9	3	M-89 Strip	Alarm	Assist		Otsego TWP
	17:04	115	4	W Bridge St	Assault	Arrest		MSP
	22:02	13	5	N Main St	Suspicious Situation	GOA		
	2:49	16	1	2nd Ave	welfare check			
	3:14	41	2	Allegan St	intox subject			
	18:33	84	0	Starr Rd	Personal Injury Accident	Citation x2		MSP
	19:57	46	7	S Farmer St, Otsego	Disorderly	Assist scene security		Otsego
	20:43	25	1	E Orleans St, Otsego	Suicidal	Assist scene security		Otsego
	17:57	5	1	Allegan St	Alarm			ACSD
	19:15	48	2	N Main St	Mental/suicidal			
	22:52	48	7	Walnut Woods Ct	Domestic Dispute			
	3:15	25	0	Naomi St	Suspicious Situation			

AVERAGE RESPONSE TIME WITHIN CITY: 3 MIN

TOTAL TIME ON ALL CALLS: 53 HRS

OFFICER DID NOT LIST RESPONSE TIME  
RESPONSE OUTSIDE THE CITY

CALLS WITHIN THE CITY WHERE ASSISTANCE WAS RECEIVED BY AN OUTSIDE AGENCY LIST AGENCY INITIALS  
RESPONSES OUTSIDE THE CITY LIST THE JURISDICTION ASSISTED

## Investment Activity Report



“The Island City”

### City of Plainwell

Investment Portfolio Detail - Unaudited

at: 04/30/2018

**Brian Kelley, City Treasurer**

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2018.05.09 16:19:09 -04'00'

	Investment Type	CUSIP	Principal Purchase	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment	N/A	\$329,760	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		1.97%	
2	365-Day CD	N/A	\$252,154	Chemical Bank	Chemical Bank - 269.857.9002	06/30/2017	06/30/2018	1.30%	61
3	270-Day CD	N/A	\$101,336	Chemical Bank	Chemical Bank - 269.857.9002	08/26/2017	05/23/2018	1.30%	23
4	365-Day CD	N/A	\$150,000	Flagstar Bank	Lisa Powell - 616.285.2863	07/27/2017	07/27/2018	1.35%	88
5	274-Day CD	N/A	\$15,131	Chemical Bank	Chemical Bank - 269.857.9002	08/10/2017	05/11/2018	1.30%	11
6	365-Day CD	N/A	\$151,259	Northstar Bank	Julie Smith - 810.329.7104	02/13/2018	02/13/2019	1.75%	289
7	270-Day CD	N/A	\$101,003	Northstar Bank	Julie Smith - 810.329.7104	08/16/2017	05/13/2018	1.50%	13
8									
9									
10									
11									
12									
13									
14									
15									

Total Investments: \$1,100,641.46

Average Yield: 1.50%

### Cash Activity for the Month

Cash, beginning of month: \$1,011,642.47

Cash, end of month: \$1,029,746.19

**Erik J. Wilson, City Manager**

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  
Date: 2018.05.11 10:25:26 -04'00'

\*\* Funds 701 and 703 not included - Trust & Agency

CITY OF PLAINWELL

**ESTIMATED CASH BALANCE/FUND BALANCE REPORT**

MONTH ENDED: **4/30/2018**

% OF FISCAL YEAR: **83.29%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	263,071	454,546	1,917,000	1,727,842	643,704	632,422	2,179,983	79.26%
Major Streets	67,748	88,027	219,335	254,051	53,311	76,251	306,053	83.01%
Local Streets	73,526	39,835	149,574	235,646	(46,237)	(3,232)	259,954	90.65%
Solid Waste	9,156	2,956	176,277	120,437	58,797	58,721	173,327	69.49%
Fire Reserve	56,229	61,176	82,990	70,821	73,344	73,345	72,525	97.65%
Airport	38,727	44,549	46,960	68,618	22,891	24,505	82,461	83.21%
Revolving Loan	18,787	61,170	24,558	10,000	75,728	33,345	10,000	100.00%
Capital Improvement	33,380	38,327	82,541	62,308	58,559	58,560	83,198	74.89%
Brownfield BRA	20,534	17,229	189,557	181,900	24,886	25,886	269,188	67.57%
Tax Increment TIFA	57,964	57,104	54,902	37,027	74,979	74,979	44,900	82.47%
Downtown DDA	12,995	9,756	43,934	36,848	16,843	19,006	44,887	82.09%
Sewer	701,829	786,466	1,168,203	1,089,410	865,258	677,904	1,439,517	75.68%
Water	289,143	293,634	414,752	507,211	201,175	191,887	621,553	81.60%
Equipment	157,883	151,916	212,324	237,128	127,112	128,312	271,699	87.28%
OPEB**	62,427	62,427	34,895	39,825	57,497	57,497	41,095	96.91%
	<b>1,863,399</b>	<b>2,169,118</b>	<b>4,817,801</b>	<b>4,679,073</b>	<b>2,307,846</b>	<b>2,129,388</b>	<b>5,900,340</b>	<b>79.30%</b>

\* - Amounts taken from audited financial statements as of June 30, 2017

\*\* - OPEB listing on this worksheet is included in the General Fund for financial statement purposes

\*\*\* - These amounts are taken directly from the End of Month Financial Statement provided to Council

Erik J. Wilson, City Manager	Brian Kelley, City Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature: <b>Erik Wilson</b> <small>Digitally signed by Erik Wilson                      DN: c=US, st=Michigan, l=Plainwell,                      o=City of Plainwell, ou=CoP, cn=Erik                      Wilson, email=ewilson@plainwell.org                      Date: 2018.05.11 10:26:14 -04'00'</small>	Insert Signature: <b>Brian Kelley</b> <small>Digitally signed by Brian                      Kelley                      Date: 2018.05.09                      16:18:29 -04'00'</small>

# Water Renewal

Superintendent: Bryan Pond

April 2108



## Significant Department Actions and Results

Received bids for Installation of new equipment at Hill St lift station and will present to council in May.

We recieved the last rebuilt motor for the west digester pump, and the mixing process has returned to normal.

The desk phones have been swithched over at WR and DPW to Verizon. The savings are about \$550/month between the two departments.

## Pending Items (including CIP)

Replace Bio -Filter Media  
Replace Hill St lift Station  
Engineering to replace Srew Pumps  
Paint back Room and Chemical Room  
Six new Radios SRM 6230

## Expenditure Summary/Issues

(budgeted)

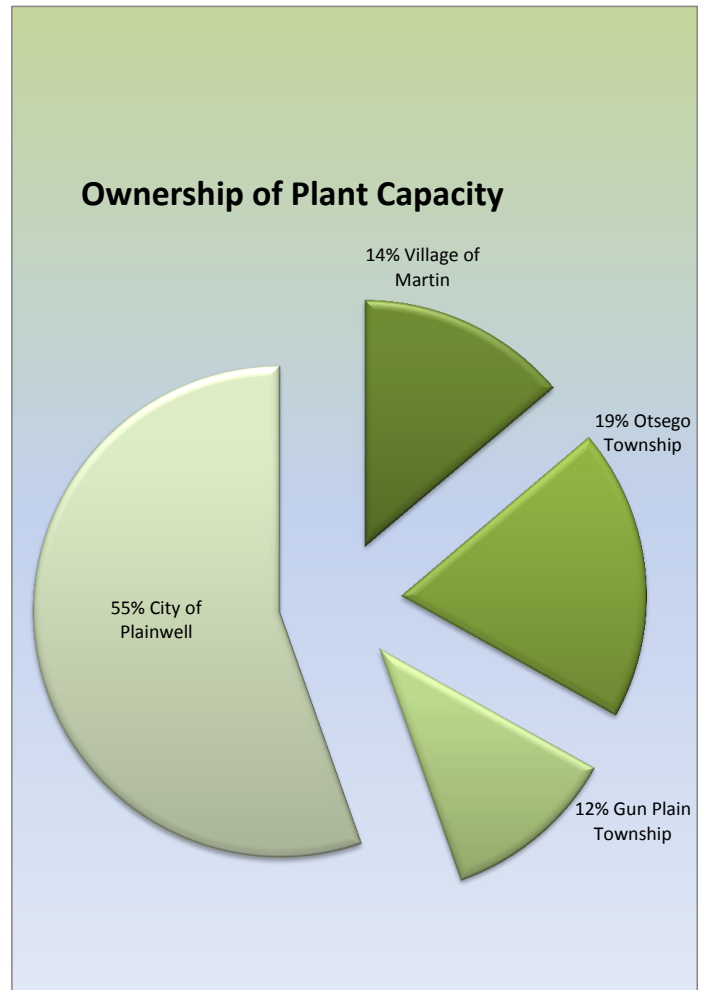
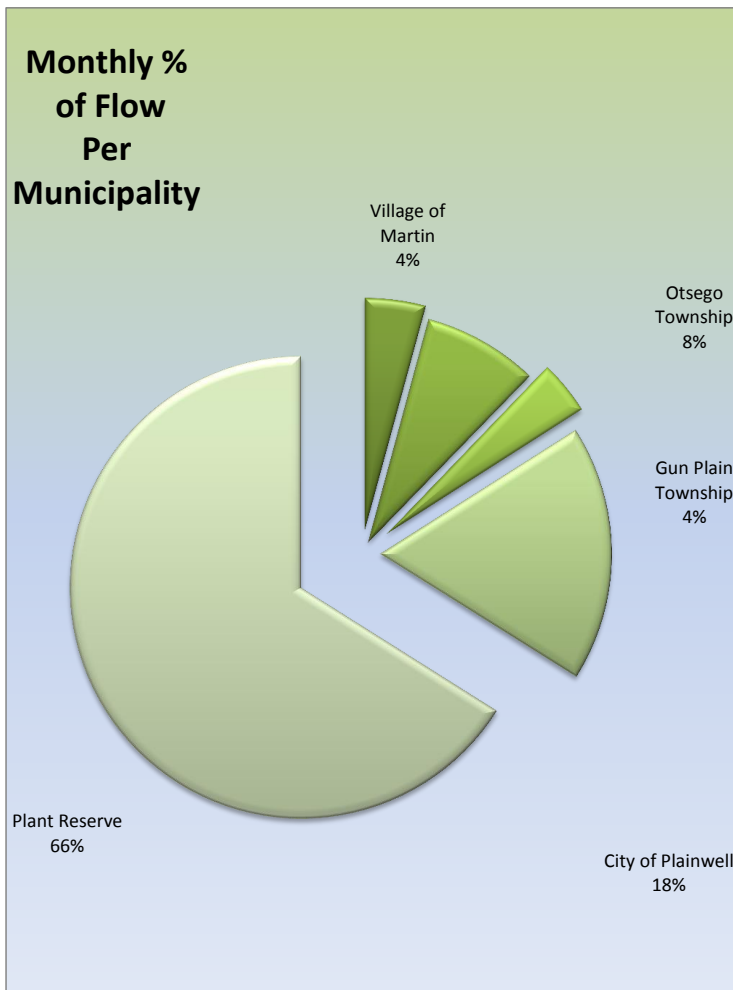
(completed)

\$30,000	100%	\$23,189
\$90,000	33%	\$31,000
\$37,114	80%	\$29,691
\$28,000	100%	\$19,690
<u>\$13,000</u>	0%	<u>\$0</u>
\$198,114		\$103,570

## Monthly Flow Data

Our permitted volume of treatment is 1,300,000 gallons per day. The table and graph below shows the breakdown of average monthly flow from our customer communities, the percent ownership of our customer communities.

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
<b>Village of Martin</b>	983,070			
Gun River MH Park	651,000			
US 131 Motor Sports Park	0			
<b>Total:</b>	1,634,070			
<b>AVG. DAILY:</b>	58,360	180,000	68%	14%
<b>Otsego Township</b>	<b>Total:</b> 3,130,000			
	<b>AVG. DAILY:</b> 111,786	250,000	55%	19%
<b>Gun Plain Township</b>	<b>Total:</b> 1,019,000			
North 10th Street	273,290			
Gores Addition	176,000			
<b>AVG. DAILY</b>	52,439	150,000	65%	12%
<b>City of Plainwell</b>	<b>Total:</b> 7001923			
<b>AVG. DAILY:</b>	233397.43	720,000	68%	55%
<b>Avg. Daily Plant Flow from entire service district</b>	0.43			





## State Required Reporting Compatible Pollutants

MI State Requirement	City Benchmark	Monthly Avg. Reported/MDEQ
----------------------	----------------	----------------------------

### Carbonaceous Biochemical oxygen demand (CBOD-5):

25 mg/l	15	13.33
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*This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.*

### TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	15
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*Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.*

### PHOSPHORUS (P):

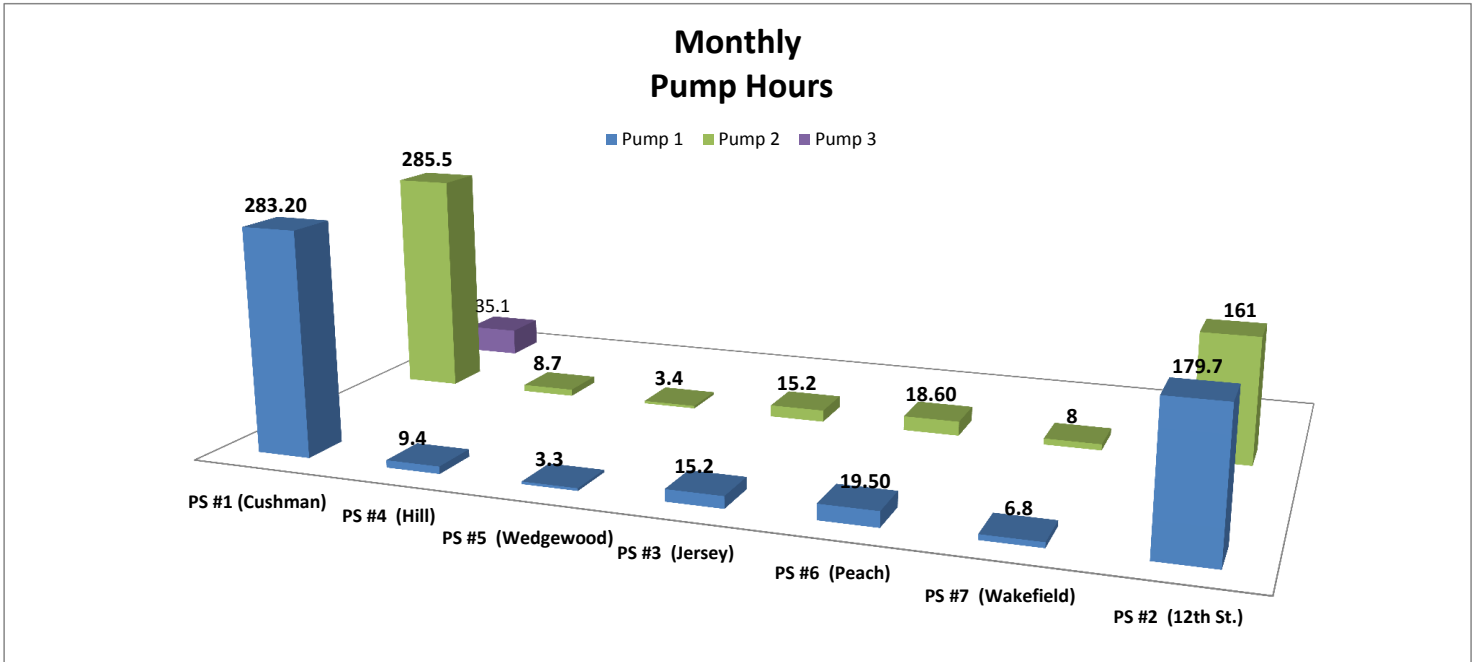
1.0 mg/l	0.45	0.32
----------	------	------

*Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.*

### Total Coliform (COLI):

200counts/ml	50	2
--------------	----	---

*A group of bacteria found in soil, on vegetation and in large numbers in the intestine of warm-blooded animals, including humans. Water is not a natural medium for coliform organisms and their presence in water is indicative of some type of contamination.*



Pumps convey the waste where gravity sewers cannot, run times are a indicator of how the station is operating and being maintained.

**CITY OF PLAINWELL  
MINUTES  
Planning Commission – Joint Meeting  
May 2, 2018**

1. Call to Order at 7:02 p. m. by Vice Chair Sausaman
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Chris Haas, Rachel Colingsworth, and Gary Sausaman, Lori Steele, Diana Lubic  
Excused: Jim Higgs
4. Approval of Minutes – 03/07/18  
**Steel Motioned to approve minutes, as received seconded by Haas. Minutes approved on an all in favor voice vote.**
5. Chairperson’s Report: - None
6. New Business:  
A. **Site Plan Review** for Auto Image, addition of a 6,000 sq. ft. pole barn. Plans were reviewed w/some discussion and questions re: usage of building and proper setbacks. Sausaman motioned to move the plan forward to City Council for final approval, seconded by Steele. **Site Plans approved to move forward to City Council with an all in favor voice vote.**
7. Old Business: None
8. Public Comments – None
9. Reports and Communications:  
A. Accepted the 02/26/18, 03/12/18, 03/26/18, 04/09/18 Council Minutes. **Minutes were accepted as presented.**
10. Staff Comments:  
Siegel reported out on events:  
Ribbon Cutting/Grand Opening for Ace Hardware  
Open House for McCowen/Secord Family Funeral Home  
Arbor Day
12. Commissioner Comments:  
Haas mentioned the Memorial Day Parade and commented on the Fish Sculpture in honor of Noreen Farmer.  
Lubic mentioned a group of teens riding their bikes on the sidewalks downtown and wanted Public Safety to keep an eye out for them.
13. Adjournment:  
The meeting was adjourned at 7:36 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

05/10/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 05/15/2018 - 05/15/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000044	ALL-PHASE ELECTRIC 3505-575812	PELL PARK BATHROOM HEATERS	797.72
TOTAL FOR: ALL-PHASE ELECTRIC			797.72
003036	ALLSHRED SERVICES 131327	SHREDDING SERVICE APRIL 2018	53.35
TOTAL FOR: ALLSHRED SERVICES			53.35
000138	AMERICAN OFFICE SOLUTIONS IN159621	4/22/18 - 5/21/18 PD COPIER	62.32
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			62.32
000035	APPLIED IMAGING 1112909	4/16/18 - 5/15/18 DPW/WR COPIER	22.32
TOTAL FOR: APPLIED IMAGING			22.32
000843	B & C TROPHY 43674	ROBERT NIEUWENHUIS NAME PLATES	60.00
TOTAL FOR: B & C TROPHY			60.00
002323	BELLE TIRE 31280340	POLICE CAR #4 TIRES	1,060.95
TOTAL FOR: BELLE TIRE			1,060.95
001423	BORGESS MEDICAL CENTER 15745867 180381C10634	RANDOM DRUG TEST 4/19/18 SEASONAL/DPW SUPT DRUG SCREENS	70.00 186.00
TOTAL FOR: BORGESS MEDICAL CENTER			256.00
000155	BRAVE INDUST FASTENERS 140738	KENYON IRRIGATION MISC	82.95
TOTAL FOR: BRAVE INDUST FASTENERS			82.95
003024	BRIAN KELLEY 2018-04	MILEAGE TO MEETINGS	72.95
TOTAL FOR: BRIAN KELLEY			72.95
001043	BS&A SOFTWARE 117728	5/1/18 - 5/1/19 TAX SUPPORT	482.00
TOTAL FOR: BS&A SOFTWARE			482.00
002527	C.O.P.S. TRUST INSURANCE 2018-05	MAY 2018 HEALTH INS	1,635.70
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,635.70
000589	CARLYLE ROOFING CO, INC. 17521	REPAIR MILL ROOFS 10, 11, 11A, 12, 19, 20	8,855.00
TOTAL FOR: CARLYLE ROOFING CO, INC.			8,855.00
002365	C-COMM 17729 17730 17744	VIDEO SYSTEM REPAIR REPAIR BATTERIES FOR FIRE DEPT	180.00 79.49 66.30
TOTAL FOR: C-COMM			325.79
002116	CHARTER COMMUNICATIONS (SPECTRUM)		

	2018-05	5/7/18 - 6/6/18 AIRPORT INTERNET	74.00
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			74.00
002890	CHEF CONTAINER LLC 437345	5/1/18 - 5/31/18 RESIDENT	2,445.30
TOTAL FOR: CHEF CONTAINER LLC			2,445.30
000001	CITY OF PLAINWELL 2018-04 DOG PARK	2018-04 DOG PARK WATER TAP FEE	1,950.00
TOTAL FOR: CITY OF PLAINWELL			1,950.00
002219	CLARK TECHNICAL SERVICES 119-2018	APRIL 2018 SUPPORT	1,147.50
TOTAL FOR: CLARK TECHNICAL SERVICES			1,147.50
000009	CONSUMERS ENERGY 2018-04	4/1/18 - 4/30/18 ELECTRIC BILLS	7,657.45
TOTAL FOR: CONSUMERS ENERGY			7,657.45
002703	CONTINENTAL LINEN SERVICES INC 2018-04 CITY HALL	2018-04 CITY HALL RUGS	43.04
	2018-04 DPS/FIRE	2018-04 DPS/FIRE RUGS	38.74
	2018-04 DPW	2018-04 UNIFORMS/RUGS/MISC	132.96
	2018-04 WR	2018-04 WR UNIFORMS/RUGS/MISC	59.34
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			274.08
002391	CYBERMIND INC NET- 111	4/1/18 - 6/1/18 2 MONTHS	99.90
TOTAL FOR: CYBERMIND INC			99.90
000867	DETROIT PUMP & MFG INC 1051010	CHLORINE PUMP & PARTS FOR WELL #7	1,089.75
TOTAL FOR: DETROIT PUMP & MFG INC			1,089.75
004136	DICKINSON WRIGHT PLLC 1252069	MARCH 2018 GENERAL/MUNICIPAL	969.00
TOTAL FOR: DICKINSON WRIGHT PLLC			969.00
004784	DUPERON CORPORATION 20810	RELAY FOR AUTO SCREEN WR	430.83
TOTAL FOR: DUPERON CORPORATION			430.83
001136	ENTENMANN-ROVIN CO 0131318-IN	BADGE	119.50
TOTAL FOR: ENTENMANN-ROVIN CO			119.50
002093	ENVIRONMENTAL RESOURCES MGT. INC 122653	NPES PERMIT WR	700.00
TOTAL FOR: ENVIRONMENTAL RESOURCES MGT. INC			700.00
004812	FISH WINDOW CLEANING 2647-56654	WR WINDOW CLEANING	63.00
TOTAL FOR: FISH WINDOW CLEANING			63.00
000153	FLEIS & VANDENBRINK INC 48969	2/3/18 - 3/30/18 VILLAGE OF MARTIN SAMPLING	2,301.75
	48985	WELLHEAD 2/3/18 - 3/30/18	2,000.00
	48991	2/3/18 - 3/30/18 PFAS TESTING	2,975.00
TOTAL FOR: FLEIS & VANDENBRINK INC			7,276.75
001215	FLIER'S 116762	LAB WATER WR	89.00
TOTAL FOR: FLIER'S			89.00

002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID 12423	PD/FIRE GAS 4/30/18	502.55
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			502.55
000059	GOIN POSTAL LLC 103351	DPS MAILING (OLD INVOICE FROM 2/27/18)	13.45
TOTAL FOR: GOIN POSTAL LLC			13.45
000910	GRAINGER DIV OF W W 9764207321	WELL #4 HEATER RELAY	129.93
TOTAL FOR: GRAINGER DIV OF W W			129.93
000104	HARDINGS MARKET 380 2018-04	<span style="border: 1px solid red; padding: 2px;">Invoice disallowed - reimbursed to the city - \$49.99</span>	
	2018-05	WR	31.63
TOTAL FOR: HARDINGS MARKET 380			81.62
000134	HAROLD ZEIGLER INC 276365	PD HEAD LIGHT BULBS FOR 2015 EXPLORER	9.55
TOTAL FOR: HAROLD ZEIGLER INC			9.55
003040	HART'S JEWELRY 2018-04	GOLDEN TICKET PAYOUT APRIL 2018	75.00
TOTAL FOR: HART'S JEWELRY			75.00
002281	HOME DEPOT 2018-04	APRIL 2018 STATEMENT	180.41
TOTAL FOR: HOME DEPOT			180.41
004856	J. RANCK ELECTRIC INC 002 - FINAL	PRINCE STREET SIGNAL IMPROVEMENTS	6,262.50
TOTAL FOR: J. RANCK ELECTRIC INC			6,262.50
000079	KAECHELE PUBLICATIONS INC 39257	APRIL 2018 HYDRAT FLUSHING/RECORDS CLERK/SUMMA	582.80
	39258	APRIL 2018 DDA AD	70.00
TOTAL FOR: KAECHELE PUBLICATIONS INC			652.80
000245	KENNEDY INDUSTRIES INC 602432	PURCHASE & INTALLATION OF NEW 6" VALVE E DIGESTE	1,329.25
TOTAL FOR: KENNEDY INDUSTRIES INC			1,329.25
001218	KERR PUMP INC INV185375	REPLACEMENT OF INCORRECT FERIC PUMP WR	3,084.00
	INV185549	NEW PUMPS RAILS BASES CHAINS & CONTROL PANEL HII	30,550.00
TOTAL FOR: KERR PUMP INC			33,634.00
004206	MADISON NATIONAL LIFE INSURANCE CO 1295453	MAY 2018 LIFE INSURANCE	98.99
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			98.99
000017	MASTERCARD 2018-04	APRIL 2018 MASTERCARD	277.84
TOTAL FOR: MASTERCARD			277.84
000911	MICHIGAN ASSOC OF PLANNING 860-2018	7/1/18 - 6/30/18 MEMBERSHIP DUESFOR DIANA LUBIC)	60.00
TOTAL FOR: MICHIGAN ASSOC OF PLANNING			60.00
002286	MICHIGAN ELECTION RESOURCES LLC 39805	QVF AV APPLICATION ENVELOPES	47.61
TOTAL FOR: MICHIGAN ELECTION RESOURCES LLC			47.61
000609	MIDWAY CHEVROLET		

	116630	FITTINGS	67.36
TOTAL FOR: MIDWAY CHEVROLET			67.36
001854	MODEL FIRST AID,SAFETY & TRAINING		
	120089	DPW GLASSES/GLOVES/MISC	284.80
TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING			284.80
004837	MUNICIPAL WEB SERVICES		
	53016	MAY 2018 WEBSITE HOSTING	200.00
TOTAL FOR: MUNICIPAL WEB SERVICES			200.00
000228	NATIONAL FIRE PROTECTION - NFPA		
	7220958X	MEMBERSHIP B. BOMAR 6/1/18 - 5/31/19	175.00
TOTAL FOR: NATIONAL FIRE PROTECTION - NFPA			175.00
000488	NATIONAL FLAG COMPANY		
	199492	2018 FLAGS FOR PARADE/CEMETERY	1,335.16
TOTAL FOR: NATIONAL FLAG COMPANY			1,335.16
001413	NORTH CENTRAL NCL OF WISCONSIN INC		
	406031	WR LAB	847.85
	406032	WR LAB SUPPLIES	633.38
TOTAL FOR: NORTH CENTRAL NCL OF WISCONSIN INC			1,481.23
000096	NYE UNIFORM CO INC		
	649283	PANTS FOR J. PELL	82.15
	649284	PARTS B. BOMAR	82.32
TOTAL FOR: NYE UNIFORM CO INC			164.47
003074	OIK INDUSTRIES		
	53499	BANNER BRACKETS TO MATCH DOWNTOWN POLES	3,396.00
TOTAL FOR: OIK INDUSTRIES			3,396.00
000095	ONE WAY PRODUCTS INC		
	639538	C-FOLD/BATH TISSUE	260.32
TOTAL FOR: ONE WAY PRODUCTS INC			260.32
000744	OVERHEAD DOOR CO INC		
	INVOHD000155010	BACK OF MAIN BUILDING	238.55
TOTAL FOR: OVERHEAD DOOR CO INC			238.55
004855	PLAINWELL ACE HARDWARE		
	632	DOG PARK	6.59
	637	FIRE DEPT TRAINING SUPPLIES	33.11
	668	MISC PD	13.98
	671	MISC	3.59
	675	FIRE DEPT MISC	23.98
	683	WR	47.98
	688	HISTORIC PLAQUE	9.56
	690	HISTORIC PLAQUE MISC	22.15
	704	BROOM	55.98
	735	WR IPP	7.98
TOTAL FOR: PLAINWELL ACE HARDWARE			224.90
000004	PLAINWELL AUTO SUPPLY INC		
	2018-04	APRIL 2018 STATEMENT	573.42
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			573.42
002272	PLAINWELL FLOWERS		
	2018-04	GOLDEN TICKET PAYOUT APRIL 2018	144.00
TOTAL FOR: PLAINWELL FLOWERS			144.00
000372	PREMIERE PRINTING CORP.		
	231313	WINDOW & REGULAR ENVELOPES	427.95

TOTAL FOR: PREMIERE PRINTING CORP.		427.95
001448	PROFESSIONAL CODE INSPECTIONS 5693 APRIL 2018 PERMITS	1,127.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS		1,127.00
002164	R W MERCER CO. 112602 CARD READER REPAIR @ THE AIRPORT	593.60
TOTAL FOR: R W MERCER CO.		593.60
002371	RENEWED EARTH INC 26101 DOG PARK	316.80
TOTAL FOR: RENEWED EARTH INC		316.80
001748	REPUBLIC WASTE SERVICES 0249-005930260 5/1/18 - 5/31/18 DPW OFFICE WASTE/RECYCLE 0249-005930749 5/1/18 - 5/31/18 DPW CITY OFFICE GARAGE	229.16 247.33
TOTAL FOR: REPUBLIC WASTE SERVICES		476.49
000010	RIDDERMAN & SONS OIL CO INC 38204 GREASE FOR PUMPS	303.40
TOTAL FOR: RIDDERMAN & SONS OIL CO INC		303.40
002644	RIETH-RILEY CONSTRUCTION CO INC 7176717 COLD PATCH	1,022.40
TOTAL FOR: RIETH-RILEY CONSTRUCTION CO INC		1,022.40
000991	SAFETY SERVICES INC 26887 FIRE GEAR (LEHMANN) 27174 BOOTS FOR LEHMANN (FIRE DEPT)	179.50 57.34
TOTAL FOR: SAFETY SERVICES INC		236.84
004168	SBF ENTERPRISES 0130002 ENVELOPES FOR H20/SEWER BILLS	476.25
TOTAL FOR: SBF ENTERPRISES		476.25
001873	SCHANZ TIRE & AUTO SUPPLY INC. 140235 DPW	23.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC.		23.00
001281	SENSUS METERING SYSTEMS ZA18005199 SENSUS SUPPORT 6/12/18 - 6/11/19	1,715.95
TOTAL FOR: SENSUS METERING SYSTEMS		1,715.95
000011	SHOPPERS GUIDE INC 2018-04 APRIL 2018 RECORDS CLERK/PUBLIC HEARING/ARBOR D/	103.65
TOTAL FOR: SHOPPERS GUIDE INC		103.65
002740	STATE OF MICHIGAN 551-512049 SEX OFFENDER FEE 0 LEE VANDYK	30.00
TOTAL FOR: STATE OF MICHIGAN		30.00
002402	STEENSMA LAWN & POWER EQUIPMENT 506430 DPW FUEL PUMP/OIL 508706 MISC	94.52 56.38
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT		150.90
000971	SUPERIOR SWEEPING SERVICE INC 27476 FY 2017/2018 STREET SWEEPING	4,250.00
TOTAL FOR: SUPERIOR SWEEPING SERVICE INC		4,250.00
002713	SYSTEMS SPECIALTIES CO 01036309 2ND REPAIR TO 3 ROTORK VALVES	3,072.00
TOTAL FOR: SYSTEMS SPECIALTIES CO		3,072.00

001041	TELE-RAD INC 885123	FIRE DEPT MISC	241.50
TOTAL FOR: TELE-RAD INC			241.50
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004868	UNION STREET HYDRAULICS (D & D BUIL UH-11589-1	#15 SPINNER REPAIR KIT	54.26
TOTAL FOR: UNION STREET HYDRAULICS (D & D BUIL			54.26
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REFUND UB	VENTON, SINDA & SCOTT 05/10/2018	UB refund for account: 03-00044900-00	8.17
TOTAL FOR: VENTON, SINDA & SCOTT			8.17
-----			
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP 2041	MARCH 2018 PD DRYCLEANING	38.25
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			38.25
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000714	WEBB CHEMICAL SERVICES 473975	FY-18 ANNUAL PURCHASE OF FERRIC CHLORIDE	3,845.08
TOTAL FOR: WEBB CHEMICAL SERVICES			3,845.08
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000941	WEST MICHIGAN CRIMINAL JUSTICE 3442	FALL 2017 MCOLES	268.27
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE			268.27
-----			
004200	WIGHTMAN & ASSOCIATES INC 58626	LINE STAKE COOK PARK FOR DOG PARK	800.00
TOTAL FOR: WIGHTMAN & ASSOCIATES INC			800.00
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TOTAL - ALL VENDORS

109,635.58

### INVOICE AUTHORIZATION

#### Person Compiling Report

I verify that to the best of my knowledge the attached invoice listing is accurate and the procedures in place to compile this invoice listing has been followed.

Insert Signature:

**Cheryl  
Pickett**

Digitally signed by Cheryl Pickett  
DN: c=US, st=Michigan, I=Plainwell,  
o=City of Plainwell, ou=CoP, cn=Cheryl  
Pickett, email=cpickett@plainwell.org  
Date: 2018.05.10 12:02:22 -04'00'

#### Brian Kelley, City Clerk/Treasurer

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Brian Kelley**

Digitally signed by Brian  
Kelley  
Date: 2018.05.11  
14:14:38 -04'00'

#### Bryan Pond, Water Renewal Plant Supt.

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Bryan Pond**

Digitally signed by Bryan  
Pond  
Date: 2018.05.10  
13:08:43 -04'00'

#### Bill Bomar, Public Safety Director

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Bill Bomar**

Digitally signed by Bill  
Bomar  
Date: 2018.05.10  
16:25:20 -04'00'

#### Bob Nieuwenhuis, Public Works Supt.

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Robert  
Nieuwenhuis**

Digitally signed by Robert  
Nieuwenhuis  
Date: 2018.05.10  
14:11:58 -04'00'

#### Erik J. Wilson, City Manager

I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
DN: c=US, st=Michigan, I=Plainwell,  
o=City of Plainwell, ou=CoP, cn=Erik  
Wilson, email=ewilson@plainwell.org  
Date: 2018.05.11 10:25:03 -04'00'



05/11/2018

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 04/20/2018 - 05/15/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
<b>Bank CBGEN Chemical Bank - General AP Account</b>					
Check Type: EFT Transfer					
04/26/2018	CBGEN	1301(E)	FIRST NATIONAL BANK (CREDIT CARD)	Monthly Constant Contact Support	5,464.46
05/15/2018	CBGEN	1303(E)	CITY OF PLAINWELL	May 2018 City Water/Sewer Bills	1,015.16
05/07/2018	CBGEN	1304(E)	UNITED HEALTHCARE INSURANCE COMPANY	RETIREE HEALTH INSURANCE MAY 2018 - WHIT	180.32
05/07/2018	CBGEN	1305(E)	UNITED HEALTHCARE INSURANCE COMPANY	MAY 2018 RETIREE PREMIUM - WHITNEY	173.89
05/08/2018	CBGEN	1306(E)	CENTURYLINK	APRIL 2018 LONG DISTANCE	3.02
05/09/2018	CBGEN	1307(E)	SILVERSCRIPT INSURANCE COMPANY	MAY 2018 RETIREE PRESCRIPTION COVERAGE	29.10
05/09/2018	CBGEN	1308(E)	SILVERSCRIPT INSURANCE COMPANY	MAY 2018 RETIREE PRESCRIPTION COVERAGE -	29.10
Total EFT Transfer:					6,895.05
Check Type: Paper Check					
04/20/2018	CBGEN	12258	PACE ANALYTICAL SERVICES LLC	H2O SAMPLES 02/05/2018	112.00
04/26/2018	CBGEN	12259	AT&T - SBC	3/14/18 - 4/13/18 DPW SECURITY GATE	2,191.41
04/27/2018	CBGEN	12260	ALLSHRED SERVICES	SHREDDING SERVICE - NOVEMBER 2017	53.35
04/30/2018	CBGEN	12261	POSTMASTER	to mail utility bills	567.46
05/01/2018	CBGEN	12262	CHARTER COMMUNICATIONS (SPECTRUM)	5/1/18 - 5/31/18 WR/DPW INTERNET	109.98
05/01/2018	CBGEN	12263	PITNEY BOWES/PURCHASE POWER	POSTAGE ON METER 3/23/18 AND 4/13/18	2,018.50
05/01/2018	CBGEN	12264	US BANK EQUIPMENT FINANCE (COPIER)	MAY 2018 CITY HALL COPIER	147.00
05/01/2018	CBGEN	12265	PRIORITY HEALTH	MAY 2018 HEALTH INSURANCE PREMIUMS	30,385.89
05/08/2018	CBGEN	12266	ARROW ENERGY INC	AIRPORT FUEL PURCHASE 1900 GALLONS	7,633.52
05/03/2018	CBGEN	12267	BFG SUPPLY	FLOWER FERTILIZER	207.70
05/07/2018	CBGEN	12268	CONSUMERS ENERGY	3/21/18 - 4/19/18 WR PLANT ELECTRIC	10,493.18
05/07/2018	CBGEN	12269	VERIZON	3/24/18 - 4/23/18 CELL PHONE BILL	1,040.56
05/07/2018	CBGEN	12270	CHARTER COMMUNICATIONS (SPECTRUM)	5/5/18 - 6/4/18 CITY HALL INTERNET/PHONE	521.86
Total Paper Check:					55,482.41

**CBGEN TOTALS:**

Total of 20 Checks:

62,377.46

Less 0 Void Checks:

0.00

Total of 20 Disbursements:

**62,377.46**

## Off Cycle Payment Authorization

**Brian Kelley, City Clerk/Treasurer**

I verify that I have reviewed the off-cycle payments listed above and to the best of my knowledge the listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2018.05.11 10:06:32 -04'00'

**Erik J. Wilson, City Manager**

I verify that I have reviewed the off-cycle payments listed above and to the best of my knowledge the listing is accurate and complies with the City's purchasing policy.

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  
Date: 2018.05.11 10:24:39 -04'00'

## **Brian Kelley**

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**Subject:** Dedication of Fish sculpture/bench

**Location:** Outside City Hall

**Start:** Wed 5/16/2018 6:00 PM

**End:** Wed 5/16/2018 6:30 PM

**Recurrence:** (none)

**Organizer:** Sandra Lamorandier

Dedication of the Plainwell Arts Council Bench and Fish Sculpture in memory of Noreen Farmer

6:00 PM at the location of the Fish Sculpture

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING  
FOR THE ELECTRIC  
CUSTOMERS OF  
CONSUMERS ENERGY  
COMPANY  
CASE NO. U-20102**

Received

**MAY 10 2018**

City of Plainwell  
Clerk/Treasurer's Office

- Consumers Energy Company requests Michigan Public Service Commission's approval of determining a going-forward reduction in its rates (Credit "A") to reflect the effects of the federal Tax Cuts and Jobs Act of 2017.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The prehearing conference in this matter will be held:

**DATE/TIME:** **Wednesday, May 23, 2018, at 9:00 A.M.**

**BEFORE:** Administrative Law Judge Sharon L. Feldman

**LOCATION:** Michigan Public Service Commission  
7109 West Saginaw Highway  
Lansing, Michigan 48917

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's (Consumers Energy) April 30, 2018 application for determination of Credit A to reflect the effects of the federal Tax Cuts and Jobs Act of 2017. Consumers Energy requests Commission to: 1) approve the Credit A surcharges as presented; 2) direct that the Credit A surcharge proposed in relation to Consumers Energy's electric base rates terminate immediately once base rates reflecting the current tax impacts of the TCJA on Consumer Energy's current federal income tax expense and revenue multiplier for its electric utility business are set in a pending or subsequent electric rate case; and 3) grant other relief.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **May 16, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's attorney, Michael C. Rampe, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Commission's Rules of Practice and Procedure R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

**[CONSUMERS ENERGY COMPANY HAS REQUESTED RATE ADJUSTMENTS AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED RATE ADJUSTMENTS AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER ADJUSTMENTS THAN THOSE REQUESTED, AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUESTED.]**

## **Reports & Communications:**

### **A. Introduction and Confirmation – Robert Nieuwenhuis, DPW Superintendent:**

Robert Nieuwenhuis, candidate for DPW Superintendent, will be introduced and give brief presentation. City Manager Wilson recommends confirmation of Mr. Nieuwenhuis for the position. **Recommended action:** Consider confirming Robert Nieuwenhuis as the new DPW Superintendent as recommended by City Manager Wilson.

### **B. Site Plan Review – 922 Wakefield Street:**

Site plans are included in the Council Packet for an additional storage facility building at the back of the property located at 922 Wakefield Street. The Planning Commission reviewed the application, plans and checklist at its May 2, 2018 meeting and recommends approval.

**Recommended action:** Consider the site plan for a storage building for Auto Image at its facility at 922 Wakefield Street.

### **C. Special Event Permit 18-02 – Memorial Day Parade:**

This is the annual Memorial Day Parade to be held May 28, 2018. The road closures are consistent with prior years and have been reviewed by staff.

**Recommended action:** Consider approving the Special Event Permit as presented.

### **D. Special Event Permit 18-03 – Independence Day Fireworks:**

The city was approached by community organizations to facilitate a fireworks celebration on July 4, 2018. JBS, Friendship Wesleyan Church and Faithway Church have collectively offered to fund up to \$7,000 for this community event. The city has contacted Night Magic, which has worked with the city in years past for this event.

**Recommended action:** Consider approving the Special Event Permit as presented and approving the contract with Night Magic for fireworks celebrations in the amount of \$7,000 and authorizing the City Manager to execute all documents related to the approved action.

### **E. DPW – Emerald Ash Borer Treatment:**

The city treats its Ash Trees on city property in a two-year cycle. The annual cost of this project is \$3,600 and the same company has been studying and treating these trees since 2009.

**Recommended action:** Consider approving the 2018 Emerald Ash Borer Treatment project with Honey Tree Nursery at a cost of \$3,600.00.

### **F. WR – Hill Street Lift Station Replacement:**

In order to complete this capital project, the site work and the mechanical work needs to be approved. Pricing from excavating and mechanical contractors are included in the Council packet.

Superintendent Pond recommends using Balkema Excavating for mechanical and site work and Moore Electric for the electrical work.

**Recommended action:** Consider approving the project to complete the Hill Street Lift Station Replacement from Balkema Excavating and Moore Electric with a total project cost of \$52,805.00.

### **G. Final Pay Estimate – Prince Street Signal Upgrade:**

This is the final pay estimate for completion of the Prince Street Signal Upgrade.

**Recommended action:** Consider approving Pay Estimate 2 for the Prince Street Signal Upgrade in the amount of \$6,262.50 and authorizing the City Manager to execute all documents related to the approved action.

### **E. Resolution 18-10 – Poverty Exemptions:**

The city annually sets guidelines for poverty exemptions.

**Recommended action:** Consider adopting the resolution as presented.

The Island City

*The City of Plainwell is an equal opportunity provider and employer*

## **Reminder of Upcoming Meetings**

- May 24, 2018 – Allegan County Board of Commissioners – 1:00pm
- June 12, 2018 – Plainwell DDA/BRA/TIFA Board – 7.30am
- May 16, 2018 – Plainwell Planning Commission – 7:00pm
- May 29, 2018 – Plainwell City Council – 7:00pm (**Meeting is on Tuesday, not Monday**)

## **Non-Agenda Items / Materials Transmitted**

- Notice of May 16, 2018 Plainwell Arts Council Dedication to Noreen Farmer – 6:00pm
- Notice of May 23, 2018 Consumers Energy Notice of Hearing – 9:00am