

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Cathy Green, Council Member
Roger Keeney, Council Member
Randy Wisnaski, 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

AGENDA

Plainwell City Council

Monday, April 27, 2026 - 7:00PM

Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 04/13/2026 Regular Meeting
6. Public Comments
7. County Commissioners Report
8. Agenda Approval
9. Mayor's Report
10. Recommendations and Reports:

A. DPS – Repairs to Engine 11

Council will consider approving the payment of \$10,377.50 for necessary repairs to Engine 11, a 2000 model year fire apparatus, to restore the vehicle to safe and reliable operational condition.

B. City – Mill Building Survey

Council will consider approving a Professional Services Agreement (PSA) with Fleis & VandenBrink for field and office work to provide an Ingress/Egress Easement Exhibit, PA 132 and ALTA/NSPS Land Title Survey for an approximate 3-acre parcel surrounding the old Paper Mill Building in the Northeast corner of Tax Parcel 55-030-076-01 at a cost of \$13,750.00.

C. City – Plainwell Auto Survey

Council will consider approving a Professional Services Agreement (PSA) with Fleis & VandenBrink for field and office work to provide a PA 132 Survey and Topographic Survey for an approximate 1-acre parcel along the South Line of Tax Parcel 55-030-076-01 at a cost of \$5,000.00.

11. **Communications:** The March 2026 Department of Public Safety Report, the 03/10/2026 DDA/TIFA/BRA meeting minutes and the 03/10/2026 Parks & Tree meeting minutes.
12. **Accounts Payable - \$137,469.56**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

Agenda Subject to Change

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

Plainwell is an equal opportunity provider and employer

MINUTES
Plainwell City Council
April 13, 2026

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Steve Smail from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele and Councilmembers Randy Wisnaski, and Cathy Green.

Absent: Councilmember Roger Keeney

A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from tonight's proceedings. On a voice vote, all voted in favor. Motion passed.

5. Approval of Minutes:
A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 03/23/2026 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None
7. County Commissioner Report: None
8. Agenda approval:
A motion by Steele, seconded by Wisnaski, to approve the Agenda for the April 13, 2026 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:

- A. Clerk Leonard discussed two Special Event Permits. SEP 2026-07 is for Concerts in the Park, hosted by the Plainwell Music Society. This free event begins Wednesday, May 20th and continues through July 29th, taking place every Wednesday from 5pm-9pm at the Plainwell Bandshell. SEP 2026-08 is for the Color Our World Fun Run/Walk hosted by Ransom Library. This free event will be held Saturday, June 6th, 2026 from 10am-12pm. The Color Run/Walk will begin at the library, located at 180 S. Sherwood in Plainwell.

A motion by Green, seconded by Wisnaski, approving Special Event Permits 2026-07 and 2026-08 as presented. On a roll call vote, all voted in favor. Motion passed.

- B. City Manager Lakamper discussed the City's Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP). These reports are necessary to remain in compliance with the EPA and AWIA of 2018. The RRA evaluates risks to the system from malevolent acts and natural hazards, the resilience of the pipes and constructed conveyances, physical barriers, source water, water collection and intake, pretreatment, treatment, storage and distribution facilities, electronic, computer, or other automated systems (including the security of such systems), the monitoring practices of the system, the financial infrastructure of the system, the use, storage, or handling of various chemicals by the system and operation and maintenance of the system. The ERP will meet both AWIA and EPA requirements, covering utility information, resilience strategies, emergency plans and procedures, mitigation actions and detection strategies. Fleis & Vandenbrink completed the City's initial RRA and ERP in 2021.

A motion by Green, seconded by Wisnaski, approving an Additional Service Agreement (ASA) with Fleis & Vandenbrink to update the City's Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) in compliance with the AWIA of 2018 at a cost of \$10,000. On a roll call vote, all voted in favor. Motion passed.

- C. Superintendent Keyzer discussed the purchase of a new 2025 Ford F250 V-Plow truck for Water Renewal. The new truck will replace the current 2021 Chevy 2500 with V-Plow, allowing the 2021 Chevy to transition to the

MINUTES
Plainwell City Council
April 13, 2026

DPW fleet and replace their 2011 Ford F250 plow truck. The 2011 Ford truck will be sold or auctioned off to help offset expenditures in the Motor Pool.

A motion by Wisnaski, seconded by Steele, approving the purchase of a 2025 Ford F250 truck with a Boss V-Plow from Fox Ford for \$57,476.00.

D. Superintendent Keyzer discussed annual maintenance for the chlorine and sulfur dioxide equipment at Water Renewal. RS Technical Services, Inc. installed this equipment when it was new, and have maintained it since.

A motion by Green, seconded by Wisnaski, approving annual maintenance of the chlorine and sulfur dioxide equipment by RS Technical Services, Inc. for \$5,277.52.

11. Communications:

A motion by Steele, seconded by Wisnaski, to accept and place on file the March 2026 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$124,505.92 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Personnel Coordinator/Deputy Treasurer Kersten had nothing to report.

Superintendent Keyzer had nothing to report.

Director Callahan discussed an email scam that happened to one of our residents. Fake invoices from the Planning Commission from Justin Lakamper and Kevin Hammond were emailed to the resident, along with instructions to transfer payment by wire and to conduct all communication by email. There is a post with more detail on the City of Plainwell Facebook page. He shared that demolition at 134 Mariette was complete, with only grading and lawn reseeding remaining to be finished. He shared that the DPS accreditation assessment is happening next week.

Clerk Leonard had nothing to report.

City Manager Lakamper provided further detail about the email scam, stating that the fraudulent invoices were extremely convincing, containing the correct address and parcel number, owner's names and details about the project. He believes all the information was taken from Public Notices, City Council and Planning Commission Agenda packets and minutes, all of which are public record and available online. He is thankful that the resident reached out to the City concerning these fraudulent bills.

He provided an update on the development of the Mill property, sharing that Watts Homes remains interested in the condos and housing units, but is waiting for further information from Weyerhaeuser's testing before proceeding. Councilmember Green asked for an update on Mill Building #2, which had been slated for demolition prior to Classic Auto Mill expressing interest in keeping and remodeling it. CAM would like to use a portion of the insurance money from the City to remove the roof and stabilize the walls, creating a sort of rooftop patio type space. The entire idea is contingent upon having a structural engineering report done. CAM stated the engineering report should be available next week, after which we will know if it's something that we can do or not.

We need to get surveys done for both the Plainwell Auto and the Mill Buildings in order to close on the sales, which can happen as soon as we get more information on the possibility of selling Building #2 to CAM.

City Manager Lakamper discussed Data and Battery Storage Centers, sharing that the City of Plainwell doesn't have the space for either. The only way the City might be impacted by a Battery Storage or Data Center would be if the center requested access to City utilities. If this occurs, there is a possibility of the Battery or Data Center being responsible for the cost of updating or building new infrastructure to support its operation. There is something called a 425 Agreement that municipalities can enter into that can help define things like tax revenue and cost sharing when it comes to providing utilities like water or electrical service.

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Lakamper stated he has a meeting with representatives from the DNR next week to discuss the conversion dam project.

He congratulated Director Callahan's son on being sworn in as an officer for Kalamazoo.

He gave an update on the Ready-Mix plant, sharing that the City is waiting for a site plan to go with the special use permit.

Profielnorm is having an open house on April 21, 2026.

15. Council Comments:

- A. Mayor Pro Tem Steele recommended Dollywood as a vacation for everyone, sharing that she had a great time there and enjoyed her vacation. She also visited the Smokey mountains.
- B. Councilmember Green offered condolences to the Parson family.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:38pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
April 27, 2026

JoAnn Leonard, City Clerk



"The Island City"

MEMORANDUM

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

TO: Justin Lakamper, City Manager
FROM: Kevin Callahan, Director of Public Safety
DATE: April 23, 2026
SUBJECT: Repairs to Engine 11

ACTION ITEM: I move to approve the payment of \$10,377.50 for necessary repairs to Engine 11, a 2000 model year fire apparatus, to restore the vehicle to safe and reliable operational condition.

BACKGROUND INFORMATION: Engine 11 had been scheduled for routine maintenance and repairs due to several known mechanical and electrical issues associated with its age and continued operational use. During the course of the repair process, multiple critical deficiencies were identified that required immediate correction to ensure firefighter safety, operational readiness, and compliance with accepted fire service practices.

Repairs completed included:

Repair to a door alarm system and replacement of faulty wiring to prevent the apparatus from being driven while equipment compartment doors are open.

Repair of the primer system, which is necessary for drafting water during fire suppression operations.

Replacement of wiring for non-functioning emergency lighting

Replacement of a battery charger that no longer functioned for a thermal imaging camera

Replacement of outdated scene lighting with new LED lighting, allowing the lights to operate from the vehicle's alternator rather than requiring a portable generator.

These repairs were necessary to maintain the safe and effective operation of the apparatus and to ensure the vehicle remains capable of supporting emergency response operations

ANALYSIS: Fire apparatus reliability is essential to firefighter safety and emergency response effectiveness. Several of the deficiencies identified during maintenance directly impacted the operational readiness and safety of Engine 11.

The repair of the compartment door alarm system reduces the risk of equipment damage and roadway hazards. Repairing the primer system ensures the apparatus can perform drafting operations when hydrants are unavailable. Upgrading to LED scene lighting improves

operational safety, reduces fuel consumption, and eliminates the need to run a generator during nighttime or low-light incidents.

Several of the repairs to Engine 11 were known issues that had been scheduled for service; however, the anticipated costs were expected to be minimal. The total cost of repairs was not fully known until the vehicle was returned to service and the final invoice was received. During the repair process, additional mechanical and electrical deficiencies were identified that required correction to ensure the apparatus could be safely and reliably operated.

This situation is consistent with maintenance of older emergency vehicles, where underlying issues may not be fully identified until repairs are underway. Addressing these issues at the time of service prevented future equipment failures, reduced the likelihood of more costly repairs, and ensured continued readiness of the apparatus for emergency response.

BUDGET IMPACT: While some funds are currently available within the Fire Vehicle Repair line item (101-336-932-001) to cover this expense, additional scheduled mandatory MDOT inspections and anticipated repairs to aging apparatus are expected to fully utilize the remaining balance. Approval of this expenditure, in combination with other necessary vehicle maintenance costs, will likely result in the Fire Vehicle Repair line item exceeding its allocated budget for the current fiscal year.



"The Island City"

MEMORANDUM

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

TO: Mayor and City Council
FROM: Justin Lakamper, City Manager
DATE: April 27th, 2026
SUBJECT: Mill Building Survey

SUGGESTED MOTION: I motion to approve a Professional Services Agreement (PSA) with Fleis & VandenBrink for field and office work to provide an Ingress/Egress Easement Exhibit, PA 132 and ALTA/NSPS Land Title Survey for an approximate 3 acre parcel surrounding the old Paper Mill Building in the Northeast corner of Tax Parcel 55-030-076-01 at a cost of \$13,750.00.

BACKGROUND INFORMATION: Part of our purchase agreement with Classic Auto Mill is that the City conduct an ALTA survey to create the new parcel. We have used our engineering firm of record, Fleis & VandenBrink, to do our surveying for quite some time now. In this instance, it is very helpful to use them as they are also working for Darius at Classic Auto Mill to complete his environmental assessment work. Fleis is ready to conduct the survey at the end of this week.

ANALYSIS: This is needed to keep the sale of the Mill moving along. Once we have the survey completed, and any amendments needed to sell building 2 to Darius, we will be able to close on the property. We would like to use Fleis as they are our one stop shop for all things engineering and construction and they are ready and available to do so. The cost of the ALTA is more than a standard boundary survey, but it is needed given the numerous agreements and history that this parcel has associated with it. This includes party wall agreements with the City and GHD, and an easement that needs to be created to get back to the newly created parcel since it does not have direct road access. The cost of the ALTA survey is \$13,750.

BUDGET IMPACT: \$13,750 from the BRA fund

ATTACHEMENTS: PSA from Fleis & VandenBrink

PROFESSIONAL SERVICES AGREEMENT FOR SURVEY WORK

FLEIS & VANDENBRINK ENGINEERING, INC.
2960 Lucerne Drive SE, Grand Rapids, Michigan 49546
P: 616.977.1000 F: 616.977.1005

This Professional Services Agreement ("PSA") is entered into between Fleis & VandenBrink Engineering, Inc. ("Surveyor") and **City of Plainwell, Michigan**, whose address is **211 N. Main St., Plainwell, MI 49080**, ("Client") where Surveyor agrees to provide services for Client and Client agrees to pay Surveyor, all in accordance with the terms of this PSA.

DESCRIPTION OF PROJECT AND SCOPE OF SERVICES: The description of the Project ("Project") and the scope of services ("Services") provided under this PSA is as follows: **Field and office work to provide an Ingress/Egress Easement Exhibit, PA 132 Survey and ALTA/NSPS Land Title Survey for an approximate 3 acre parcel surrounding the old Paper Mill Building in the Northeast Corner of Tax Parcel 55-030-076-01 according to the site drawing provided by the client. ALTA survey to include Table 'A' Options 2, 4, 7(a)(1), 10, 11(a), 20, 21 of the 2026 ALTA Standards as provided by the client.**

Client shall provide the surveyor with the title commitment with all Schedule 'B' easement documents

COMPENSATION OF SURVEYOR: This contract is a Lump Sum Fee contract in the amount of **\$13,750**

Authorized additional services will be provided on an hourly basis plus 1.1 times reimbursable expenses unless otherwise negotiated.

Client shall Pay Surveyor for all Services and reimbursable expenses on a monthly basis or as otherwise stated herein which shall be due and payable within fifteen (15) days of presentation of the invoice. Invoices shall be past due fifteen (15) days after presentation and shall then incur interest at the rate of **18%** per annum, or the highest rate permitted by law, whichever is lower. Reimbursable expenses include the cost of subconsultants.

During the completion of work of this nature, unknown conditions may occasionally arise that require additional effort over and above the defined scope of services. F&V will notify you if a change in the scope of services is required to complete the work. Additional services will not be performed without prior client approval of amended scope and fee.

PAYMENT. If Client fails to make any payment when due, Surveyor may suspend performance of Services hereunder until all past due amounts and accrued interest are paid. Surveyor shall have no liability of any type as a result of suspension of services caused by Client's failure to pay. Payment of all past due amounts and accrued interest is an express condition precedent to any claim or cause of action asserted by the Client. The suspension of Services shall not limit any other remedy available to Surveyor.

If Client objects to any portion of an invoice, Client shall notify Surveyor in writing within seven (7) days of presentation. Client shall identify the disputed charges and shall pay when due that portion of the invoice not in dispute. If the disputed amount of the invoice is resolved in Surveyor's favor and not paid by the invoice due date, interest as stated in the agreement shall be paid by Client on the disputed amount from the original due date.

The Client's Payment of Surveyor's invoices shall not be subject to any right of setoff, and payment shall be due regardless of suspension or termination of this Agreement by either party. If any payment obligation is not paid when due, Client agrees to pay all costs of the collection, including actual attorney's fees through all levels of appeal, whether or not a legal proceeding for collection is commenced as part of the collection process.

CLIENT REPRESENTATIVE. The Client's representative for this Project shall be **Jusin Lakamper, City Manager**, who shall have complete actual authority on behalf of the Client to make all decisions in connection with the PSA.

CLIENT RESPONSIBILITIES. Client shall timely provide Surveyor with all applicable information in its possession and to secure information in the possession of others for Surveyor to complete the Scope of Services. Surveyor shall be able to rely in full on all information provided by Client or Client's representatives and Surveyor shall have no responsibility or liability arising from inaccuracies contained therein. Client shall give Surveyor prompt oral and written notice whenever Client notices, discovers or is made aware of any alleged fault, defect or nonconformance in Surveyor's services.

CHANGES. For all services that were completed due to changes to the Description of the Project and/or the Scope of Services, Surveyor shall be paid by Client on an hourly basis at Surveyor's customary hourly rates, plus 1.1 times reimbursable expenses, unless otherwise negotiated.

CONSULTANTS. Surveyor may engage Consultants and subcontractors to perform, in its sole discretion, all or any portion of the Services.

INDEMNITY. Client indemnifies, defends and holds harmless Surveyor and its agents, consultants and employees, from and against any claim, injury, damage, cost, expense or liability, regardless of the legal theory, including actual attorneys' fees, whether arising before, during or after completion of Services performed under the PSA, caused by, arising out of, resulting from or occurring in connection with the performance of the Services or any activity associated with the Services, whether or not caused in part by the active or passive negligence or other fault of Surveyor excepting only injury to person or damage to property caused by the sole negligence of Surveyor. This indemnity includes but is not limited to any and all claims arising out jobsite safety and/or of the discovery of or the exposure to hazardous material. In the case of claims against Surveyor or any of its consultants, agents or employees by anyone for whose acts Client may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable under workers' compensation acts and/or disability benefit acts. This indemnity survives termination of this PSA.

PERFORMANCE STANDARDS. In the performance of this PSA, Surveyor shall exercise the ordinary standard of care of Surveyors in the city, municipality or political subdivision where the Project is located.

LIMITATION OF LIABILITY. Surveyor shall not be liable for any claim, damage, cost, expense or other liability not caused by negligent acts, errors or omissions of Surveyor. The total liability of Surveyor under any legal theory whatsoever, in the aggregate, as well as any claimed liability of Surveyor's officers, directors, employees, or agents or consultants, for any claims arising out of the PSA, shall not exceed the fees actually paid by the Client for the particular Service which forms the basis of the claimed liability.

SITE ACCESS. Client shall be solely responsible for obtaining all site access, easements, and permission from third party property owners for Surveyor to access the Project to perform the Services herein. Client is solely responsible for any claims arising from the disturbance of surface or subsurface soil or water conditions caused by the performance of Surveyor's Services, excepting damages caused by the sole negligence of Surveyor. Surveyor will take

reasonable precautions to avoid damage to underground structures and utilities. Client indemnifies Surveyor from any damage caused by or to underground structures and utilities not called to Surveyor's attention, all in accordance with the indemnity provisions herein. Client shall provide Surveyor with a list of all known hazardous substances on site and a list of protective measures in case of exposure, all in compliance with the current Federal, State and Local Right to Know laws and Federal Hazard Communication Standards.

WAIVER. No delay on the part of any party hereto in the exercise of any right or remedy shall operate as a waiver of such right or remedy and a waiver on anyone (1) occasion shall not be construed as a bar to or a waiver of any subsequent breach of the same or any other provision of the agreement on a future occasion. No waiver by Surveyor of any breach by Client of a provision of this PSA shall be deemed a waiver of any other provision hereof or of any subsequent breach by Client of such provision. Both parties hereby waive all claims to schedule-related and/or consequential damages.

ENFORCEABILITY. This agreement shall be binding upon the parties hereto and their respective successors and assigns.

SEVERABILITY. In the event that anyone (1) or more provisions contained in the agreement shall be declared invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of the agreement shall not be affected or impaired.

OWNERSHIP OF INSTRUMENTS OF SERVICE. Surveyor's documents prepared pursuant to this PSA, including those in electronic format, are instruments of service. All reports, plans, drawings, computer files, field data, notes and other documents prepared by Surveyor as instruments of service shall remain the property of Surveyor. Surveyor shall retain all common law, statutory and other reserved rights, including the copyright thereto and all other intellectual property rights. Client shall not use or permit the use of said documents on any other project. Client fully indemnifies Surveyor against any and all claims for unauthorized use.

LIMITED LICENSE. Surveyor grants Client a limited license to use documents prepared by Surveyor subject to the limitations herein. Payment in full for Surveyor's services under this PSA is an express condition precedent to the grant of this limited license. The limited license extends only the Client and is not assignable without Surveyor's prior written consent. The scope of the limited license is limited to Client's use of such documents for this Project only.

DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and the Surveyor agree to attempt to resolve such disputes in the following manner: First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining dispute through mediation using a mediator agreed upon between both parties. Client and Surveyor agree to participate in the mediation process in good faith. The process shall be conducted on a confidential basis and shall be completed within 120 days. If such mediation is unsuccessful in resolving a Dispute, then the parties may (1) mutually agree to a dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction. The venue for a court resolution will be Kent County, Michigan.

NO THIRD-PARTY BENEFICIARIES. There are no third-party beneficiaries to this PSA and the Services provided herein are exclusively for the direct benefit of the Client indicated above. Client shall ensure that all other agreements relating to this project reflect that there are no third-party beneficiaries to this PSA.

ASSIGNMENT. This is a professional services contract and is non-assignable without the express written consent of Surveyor.

MISCELLANEOUS. No additional or contrary terms, whether contained in an order, acknowledgment, or other document from Client, shall be binding upon Surveyor unless agreed to in writing signed by an authorized representative of Surveyor, and Surveyor expressly rejects all such additional or contrary terms as may be contained in Client's documents. The terms in this PSA will have precedence over any other terms expressed by the Client's authorization process such as a purchase order. Surveyor's performance is conditioned on Client's unmodified consent exclusively to this PSA. Surveyor shall have the right to correct any errors, whether clerical or mathematical, which are contained in this PSA. Unless otherwise specifically indicated in writing or otherwise required by law and paid for by Client, there are no Performance or Payment bonds required on this Project. This PSA shall be binding upon and shall inure to the benefit of the parties hereto and their successors and permitted assigns. This PSA shall be governed by the laws of the State of Michigan. This contract sets forth the entire agreement between Surveyor and Client. This is a fully integrated contract.

STAMPED ONLY AFTER PAYMENT. Surveyor will not sign and seal drawings produced for any phase of the Project under the terms of this PSA until the project has been paid in full.

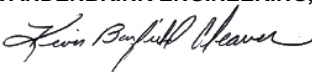
ELECTRONIC/FACSIMILE SIGNATURES. The signatures on this PSA shall be deemed to be original signatures when transmitted electronically or by facsimile machine or by any other medium. No party shall be required to produce a PSA with an original signature in order to enforce any provision of this PSA.

IN WITNESS WHEREOF, the parties hereto have made and entered into this PSA. To be valid, this PSA must be signed by an authorized representative of Fleis & VandenBrink Engineering, Inc.


CLIENT
CITY OF PLAINWELL, MICHIGAN

By: _____
Justin Lakamper
Title: City Manager
Date: _____

SURVEYOR
FLEIS & VANDENBRINK ENGINEERING, INC.

By: 

Kevin Banfield Cleaver, PS 4001029242
Title: Senior Consultant
Date: 4/24/2026

By: 

Jonathon Robison, PS 4001064410
Title: Survey Group Manager
Date: 4/24/2026



“The Island City”

MEMORANDUM

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

TO: Mayor and City Council
FROM: Justin Lakamper, City Manager
DATE: April 27th, 2026
SUBJECT: Plainwell Auto Survey

SUGGESTED MOTION: I motion to approve a Professional Services Agreement (PSA) with Fleis & VandenBrink for field and office work to provide a PA 132 Survey and Topographic Survey for an approximate 1 acre parcel along the South Line of Tax Parcel 55-030-076-01 at a cost of \$5,000.00.

BACKGROUND INFORMATION: Part of our purchase agreement with Plainwell Auto is that the City conducts boundary and topographical surveys to create the new parcel. We have used our engineering firm of record, Fleis & VandenBrink, to do our surveying for quite some time now. In this instance, it is very helpful to use them as they are also working for David to complete his environmental assessment work. Fleis is ready to conduct the survey at the end of this week.

ANALYSIS: This is needed to keep the sale of the Mill property moving along. Once we have the survey, we will be able to close on the property. We would like to use Fleis as they are our one stop shop for all things engineering and construction and they are ready and available to do so. The cost of the survey work is \$5,000.

BUDGET IMPACT: \$5,000 from the BRA fund

ATTACHEMENTS: PSA from Fleis

PROFESSIONAL SERVICES AGREEMENT FOR SURVEY WORK

**FLEIS & VANDENBRINK ENGINEERING, INC.
2960 Lucerne Drive SE, Grand Rapids, Michigan 49546
P: 616.977.1000 F: 616.977.1005**

This Professional Services Agreement ("PSA") is entered into between Fleis & VandenBrink Engineering, Inc. ("Surveyor") and **City of Plainwell, Michigan**, whose address is **211 N. Main St., Plainwell, MI 49080**, ("Client") where Surveyor agrees to provide services for Client and Client agrees to pay Surveyor, all in accordance with the terms of this PSA.

DESCRIPTION OF PROJECT AND SCOPE OF SERVICES: The description of the Project ("Project") and the scope of services ("Services") provided under this PSA is as follows: **Field and office work to provide a PA 132 Survey and Topographic Survey for an approximate 1 acre parcel along the South Line of Tax Parcel 55-030-076-01 according to the site drawing provided by the client.**

COMPENSATION OF SURVEYOR: This contract is a Lump Sum Fee contract in the amount of **\$5,000**

Authorized additional services will be provided on an hourly basis plus 1.1 times reimbursable expenses unless otherwise negotiated.

Client shall Pay Surveyor for all Services and reimbursable expenses on a monthly basis or as otherwise stated herein which shall be due and payable within fifteen (15) days of presentation of the invoice. Invoices shall be past due fifteen (15) days after presentation and shall then incur interest at the rate of **18%** per annum, or the highest rate permitted by law, whichever is lower. Reimbursable expenses include the cost of subconsultants.

During the completion of work of this nature, unknown conditions may occasionally arise that require additional effort over and above the defined scope of services. F&V will notify you if a change in the scope of services is required to complete the work. Additional services will not be performed without prior client approval of amended scope and fee.

PAYMENT. If Client fails to make any payment when due, Surveyor may suspend performance of Services hereunder until all past due amounts and accrued interest are paid. Surveyor shall have no liability of any type as a result of suspension of services caused by Client's failure to pay. Payment of all past due amounts and accrued interest is an express condition precedent to any claim or cause of action asserted by the Client. The suspension of Services shall not limit any other remedy available to Surveyor.

If Client objects to any portion of an invoice, Client shall notify Surveyor in writing within seven (7) days of presentation. Client shall identify the disputed charges and shall pay when due that portion of the invoice not in dispute. If the disputed amount of the invoice is resolved in Surveyor's favor and not paid by the invoice due date, interest as stated in the agreement shall be paid by Client on the disputed amount from the original due date.

The Client's Payment of Surveyor's invoices shall not be subject to any right of setoff, and payment shall be due regardless of suspension or termination of this Agreement by either party. If any payment obligation is not paid when due, Client agrees to pay all costs of the collection, including actual attorney's fees through all levels of appeal, whether or not a legal proceeding for collection is commenced as part of the collection process.

CLIENT REPRESENTATIVE. The Client's representative for this Project shall be **Justin Lakamper, City Manager**, who shall have complete actual authority on behalf of the Client to make all decisions in connection with the PSA.

CLIENT RESPONSIBILITIES. Client shall timely provide Surveyor with all applicable information in its possession and to secure information in the possession of others for Surveyor to complete the Scope of Services. Surveyor shall be able to rely in full on all information provided by Client or Client's representatives and Surveyor shall have no responsibility or liability arising from inaccuracies contained therein. Client shall give Surveyor prompt oral and written notice whenever Client notices, discovers or is made aware of any alleged fault, defect or nonconformance in Surveyor's services.

CHANGES. For all services that were completed due to changes to the Description of the Project and/or the Scope of Services, Surveyor shall be paid by Client on an hourly basis at Surveyor's customary hourly rates, plus 1.1 times reimbursable expenses, unless otherwise negotiated.

CONSULTANTS. Surveyor may engage Consultants and subcontractors to perform, in its sole discretion, all or any portion of the Services.

INDEMNITY. Client indemnifies, defends and holds harmless Surveyor and its agents, consultants and employees, from and against any claim, injury, damage, cost, expense or liability, regardless of the legal theory, including actual attorneys' fees, whether arising before, during or after completion of Services performed under the PSA, caused by, arising out of, resulting from or occurring in connection with the performance of the Services or any activity associated with the Services, whether or not caused in part by the active or passive negligence or other fault of Surveyor excepting only injury to person or damage to property caused by the sole negligence of Surveyor. This indemnity includes but is not limited to any and all claims arising out jobsite safety and/or of the discovery of or the exposure to hazardous material. In the case of claims against Surveyor or any of its consultants, agents or employees by anyone for whose acts Client may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable under workers' compensation acts and/or disability benefit acts. This indemnity survives termination of this PSA.

PERFORMANCE STANDARDS. In the performance of this PSA, Surveyor shall exercise the ordinary standard of care of Surveyors in the city, municipality or political subdivision where the Project is located.

LIMITATION OF LIABILITY. Surveyor shall not be liable for any claim, damage, cost, expense or other liability not caused by negligent acts, errors or omissions of Surveyor. The total liability of Surveyor under any legal theory whatsoever, in the aggregate, as well as any claimed liability of Surveyor's officers, directors, employees, or agents or consultants, for any claims arising out of the PSA, shall not exceed the fees actually paid by the Client for the particular Service which forms the basis of the claimed liability.

SITE ACCESS. Client shall be solely responsible for obtaining all site access, easements, and permission from third party property owners for Surveyor to access the Project to perform the Services herein. Client is solely responsible for any claims arising from the disturbance of surface or subsurface soil or water conditions caused by the performance of Surveyor's Services, excepting damages caused by the sole negligence of Surveyor. Surveyor will take reasonable precautions to avoid damage to underground structures and utilities. Client indemnifies Surveyor from any damage caused by or to underground structures and utilities not called to Surveyor's attention, all in accordance with the indemnity provisions herein. Client shall provide Surveyor

with a list of all known hazardous substances on site and a list of protective measures in case of exposure, all in compliance with the current Federal, State and Local Right to Know laws and Federal Hazard Communication Standards.

WAIVER. No delay on the part of any party hereto in the exercise of any right or remedy shall operate as a waiver of such right or remedy and a waiver on anyone (1) occasion shall not be construed as a bar to or a waiver of any subsequent breach of the same or any other provision of the agreement on a future occasion. No waiver by Surveyor of any breach by Client of a provision of this PSA shall be deemed a waiver of any other provision hereof or of any subsequent breach by Client of such provision. Both parties hereby waive all claims to schedule-related and/or consequential damages.

ENFORCEABILITY. This agreement shall be binding upon the parties hereto and their respective successors and assigns.

SEVERABILITY. In the event that anyone (1) or more provisions contained in the agreement shall be declared invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of the agreement shall not be affected or impaired.

OWNERSHIP OF INSTRUMENTS OF SERVICE. Surveyor's documents prepared pursuant to this PSA, including those in electronic format, are instruments of service. All reports, plans, drawings, computer files, field data, notes and other documents prepared by Surveyor as instruments of service shall remain the property of Surveyor. Surveyor shall retain all common law, statutory and other reserved rights, including the copyright thereto and all other intellectual property rights. Client shall not use or permit the use of said documents on any other project. Client fully indemnifies Surveyor against any and all claims for unauthorized use.

LIMITED LICENSE. Surveyor grants Client a limited license to use documents prepared by Surveyor subject to the limitations herein. Payment in full for Surveyor's services under this PSA is an express condition precedent to the grant of this limited license. The limited license extends only the Client and is not assignable without Surveyor's prior written consent. The scope of the limited license is limited to Client's use of such documents for this Project only.

DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and the Surveyor agree to attempt to resolve such disputes in the following manner: First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party. Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining dispute through mediation using a mediator agreed upon between both parties. Client and Surveyor agree to participate in the mediation process in good faith. The process shall be conducted on a confidential basis and shall be completed within 120 days. If such mediation is unsuccessful in resolving a Dispute, then the parties may (1) mutually agree to a dispute resolution of their choice, or (2) either party may seek to have the Dispute resolved by a court of competent jurisdiction. The venue for a court resolution will be Kent County, Michigan.

NO THIRD-PARTY BENEFICIARIES. There are no third-party beneficiaries to this PSA and the Services provided herein are exclusively for the direct benefit of the Client indicated above. Client shall ensure that all other agreements relating to this project reflect that there are no third-party beneficiaries to this PSA.

ASSIGNMENT. This is a professional services contract and is non-assignable without the express written consent of Surveyor.

MISCELLANEOUS. No additional or contrary terms, whether contained in an order, acknowledgment, or other document from Client, shall be binding upon Surveyor unless agreed to in writing signed by an authorized representative of Surveyor, and Surveyor expressly rejects all such additional or contrary terms as may be contained in Client's documents. The terms in this PSA will have precedence over any other terms expressed by the Client's authorization process such as a purchase order. Surveyor's performance is conditioned on Client's unmodified consent exclusively to this PSA. Surveyor shall have the right to correct any errors, whether clerical or mathematical, which are contained in this PSA. Unless otherwise specifically indicated in writing or otherwise required by law and paid for by Client, there are no Performance or Payment bonds required on this Project. This PSA shall be binding upon and shall inure to the benefit of the parties hereto and their successors and permitted assigns. This PSA shall be governed by the laws of the State of Michigan. This contract sets forth the entire agreement between Surveyor and Client. This is a fully integrated contract.

STAMPED ONLY AFTER PAYMENT. Surveyor will not sign and seal drawings produced for any phase of the Project under the terms of this PSA until the project has been paid in full.


ELECTRONIC/FACSIMILE SIGNATURES. The signatures on this PSA shall be deemed to be original signatures when transmitted electronically or by facsimile machine or by any other medium. No party shall be required to produce a PSA with an original signature in order to enforce any provision of this PSA.

IN WITNESS WHEREOF, the parties hereto have made and entered into this PSA. To be valid, this PSA must be signed by an authorized representative of Fleis & VandenBrink Engineering, Inc.


CLIENT
CITY OF PLAINWELL, MICHIGAN

SURVEYOR
FLEIS & VANDENBRINK ENGINEERING, INC.

By: _____
Justin Lakamper
Title: City Manager
Date: _____

By: 

Kevin Banfield Cleaver, PS 4001029242
Title: Senior Consultant
Date: 4/24/2026

By: 

Jonathon Robison, PS 4001064410
Title: Survey Group Manager
Date: 4/24/2026

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PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

March 2026

Prepared by Director Kevin Callahan

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	7
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	2	10
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	0	0
2300	Larceny	4	11
2400	Motor Vehicle Theft	0	1
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	1	7
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	2	5
3500	Violation of Controlled Substances Act	1	1
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	1	1
3800	Family Offenses	1	5
4100	Liquor Violations	1	1
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	1
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	1	1
5000	Obstructing Justice	3	9
5200	Weapons Offenses	0	0
5300	Public Peace	6	24
5400	Traffic Investigations - Any Criminal Traffic Complaints	3	11
5500	Health and Safety	22	42
5600	Civil Rights	0	0
5700	Invasion of Privacy	2	7
6200	Conservation Law Violation	1	1
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	3	5
9200	Civil Custody	2	2
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	2	12
9400	False Alarm Activation	4	11
9500	Fires (Other than Arson)	2	5
9700	Accidents, All Other	7	38
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	69	194
9911 & 9912	General Assistance (Other Police Agencies)	53	190
FIRS	Medical First Responder	32	97

Plainwell Department of Public Safety

Complaints/Activities for March 2026

ARRESTS

CUSTODIAL ARRESTS	2	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	2	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	3	<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	0	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	1	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	17	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	24	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	200	<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	25	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	225	

OTHER ACTIVITIES

MOTORISTS ASSISTS	1	<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	0	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	1,604	<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>

Plainwell Department of Public Safety

Scheduled Hours By Activity for March 2026

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 Hours
958

Percentage of Total Hours
3.77%

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.

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.

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.

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.

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.*

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.

958

36

227

294

402

556

3.77%

23.66%

30.65%

41.92%

58.08%



March Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 53 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

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions Taken	Apparatus	PSO	POC
03/06/2026	11:12	11:20	1070 Wedgewood Ct	Natural Gas Leak	Evacuate Residents/Provide Apparatus/Control Traffic	E11, E17, T63	4	4
03/06/2026	11:23	11:27	403 N. Main St	EMS Call	Basic Life Support	C2, C6, T63	2	1
03/10/2026	04:39	04:42	420 S Main St	EMS Call	Emergency Medical Services, Other	C5	2	2
03/10/2026	18:15	18:17	320 Brigham St #227	EMS Call	Emergency Medical Services, Other	S62	1	3
03/10/2026	18:15	18:17	320 Brigham St #213	EMS Call	Basic Life Support	0	1	1
03/13/2026	06:25	06:38	144 Floral St	Downed Power Line	Control Traffic	C6, T63	2	1
03/13/2026	07:23	07:25	203 Roberts St	Downed Power Line	Control Traffic	C6, T63	1	1
03/15/2026	20:17	20:32	N Main St / Cherrywood Dr	Tree Down	Control Traffic	C4, E11, E17, T63	2	5
03/16/2026	16:36	16:45	320 S Main St	Smoke Investigation	Investigate	C5, E11	4	4
03/18/2026	01:42	01:44	320 Brigham St	EMS Call	Emergency Medical Services, Other	C5	1	3
03/21/2026	19:21	19:25	420 S Main St	EMS Call	Basic Life Support	T63	1	5
03/25/2026	16:50	16:56	420 S Main St, Apt 2	EMS Call	Patient Assessment, Emergency Medical Services, Other	C1, C4, C5	3	5
03/27/2026	16:42	16:46	720 Brittany St	EMS Call	Basic Life Support	C4, C6	2	1
03/27/2026	17:39	17:45	676 Melrose St	Structure Fire	Investigate	C4, E17	2	4
03/28/2026	03:14	03:16	320 Brigham St #106	EMS Call	Basic Life Support	C4	1	3

03/28/2026	20:27	20:29	414 N Main St	Structure Fire	Extinguish, Investigate	C2, C4, C5, E17, T63	5	4
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Calls for Service at Plainwell Schools

Plainwell High School: 7
684 Starr Road

Gilkey School: 1
707 S. Woodhams Street

Plainwell Middle School: 1
720 Brigham Street

Starr Elementary: 0
601 School Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 1
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Ordinance Report

We had 21 Ordinance Complaints.

This is a breakdown of the Ordinance Violations for the month of March 2026:

- (12) - Loose Leaves at Road Early
 - (1) - Unlicensed Vehicle
 - (4) - Brush at Curb Early
 - (1) - Yard Waste Bag Early
 - (1) - Dangerous Structure - Porch Collapse
 - (2) - Barking Dog

MINUTES
Plainwell BRA DDA TIFA
March 10, 2026

1. Chairman Larabel called the meeting to order at 7:30am in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Nick Larabel, Jim Turley, Paul Rizzo, David Steffen, Rimante Grigaliunas, Randy Wisnaski and Justin Lakamper
Excused: Cathy Green and Adam Hopkins
4. Approval of Minutes:
A motion by Steffen, seconded by Wisnaski, to accept and place on file the BRA DDA TIFA Meeting Minutes of the 02/10/2026 meeting. On a voice vote, all voted in favor. Motion passed.
5. Public Comment: None.
6. Chairman's Report: Larabel welcomed newly appointed Board member Rimante Grigaliunas, who introduced herself to the group.
7. Recommendations and Reports:
 - A. **A motion by Rizzo, seconded by Turley, confirming BRA payables for February 2026 in the amount of \$3,355.87. On a voice vote, all in favor. Motion passed.**
 - B. **A motion by Wisnaski, seconded by Larabel, confirming DDA payables for February 2026 in the amount of \$20,966.52. On a voice vote, all in favor. Motion passed.**
 - C. **A motion by Turley, seconded by Wisnaski, confirming TIFA payables for February 2026 in the amount of \$1,641.82. On a voice vote, all in favor. Motion passed.**
8. Communications:
The February 2026 Summary and Detail Financial Reports and City Council meeting minutes from 01/26/2026 and 02/09/2026 were reviewed.
9. Public Comment: None.
10. Staff Comment: Lakamper provided an update on the dam conversion project, sharing that representatives from NOAA, EGLE and the DNR will be at the March 23, 2026 Council meeting. They will give a presentation on the current status of the three dams, and be available to answer questions. This is a great opportunity for residents to learn about the project and its effect on the City.
Lakamper shared that the City received a court order authorizing demolition of the remains of the burned residence on Mariette St. The owner has 21 days to remove wanted items from the home, after which it will be torn down.
He stated that the sale of 1 acre of property to Plainwell Auto is moving forward and the purchase agreement received Council approval.
He discussed the demolition of Building 2, sharing that Darius had approached him to discuss purchasing building 2 as well, and remodeling it to remove the roof, fix the walls, for use as additional storage and outdoor space. Lakamper stated this is something that requires structural engineer review to see if it is possible. If it is possible, it might allow the City to keep some of the insurance money in the BRA account.
Lakamper shared that the new owners of the former Clark Gas Station have submitted site plans for demolition of the old building and construction of a new gas station, however, as this property is zoned CBD, gas stations are not an approved use. We are working with the City's Planning and Zoning firm on an Ordinance amendment that would allow them to construct a new gas station on the site. Larabel asked if their will be consideration

MINUTES
Plainwell BRA DDA TIFA
March 10, 2026

given to hours of operation, as the gas station is located in a more residential area, to which Lakamper replied yes.

Turley asked if anything is happening with Watts Construction and the Mill site development. Lakamper shared that Watts still hopes to move forward, but with Weyerhaeuser's letter and the additional testing discussed, it will be a slow process.

11. Board Member Comments: Turley asked if Lakamper had heard anything from Consumer's Energy about their project in Industrial Park, sharing that he signed the easement agreement weeks ago but hadn't heard anything about the project since. Lakamper had no information to share.

12. Adjournment:

A motion by Rizzo, seconded by Turley, to adjourn the meeting at 8:04am. On a voice vote, all voted in favor. Motion passed.

Submitted by: JoAnn Leonard, City Clerk

MINUTES
PARKS & TREE COMMISSION
March 10, 2026

1. Chair Bradley called the meeting to order at 4:10pm in the City Hall Conference Room.
2. Roll Call:
Present: Chair Matthew Bradley, Vicechair Bunny LaDuke, Commissioner Corey Redder and Councilmember Lori Steele.
Excused: Superintendent Bob Nieuwenhuis
3. Approval of Minutes:
A motion by LaDuke, seconded by Bradley, to accept and place on file the Parks & Trees Meeting Minutes of the 11/11/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.
4. Public Comment: None.
5. Chairman's Report: None.
6. Park Reports:
Sherwood Park Maintenance Report –
Cory reported the park was muddy and damp.
Pell Park Maintenance Report –
Matthew reported the park is in good shape, and being used regularly.
Hicks Park Maintenance Report – Matthew Bradley
Matthew reported the park looked good, but there are some warped boards.
Cook Park Maintenance Report – Cory Redder
Cory reported the park is a muddy mess, but the dog park has seen increased use.
Kenyon Park Maintenance Report – Bob Nieuwenhuis and Lori Steele
Lori stated the park looks good overall.
Darrow Park Maintenance Report – Bunny LaDuke
Bunny shared that the dock is still out for the winter season.
Riverwalk, Band Shell & CBD Maintenance Report – Cory Redder
Cory reported that the trestle bridge will see more traffic now that Dean's Ice Cream is open for the season.
7. Recommendations and Reports:
 - A. Vicechair LaDuke discussed the upcoming Arbor Day event, and shared a tentative Agenda planned for the Day. LaDuke shared that this year, Mary File will be honored, along with her family. She reported that Cheryl is running an ad in the paper about the event, is taking care of ordering the name plate for the plaque, and has ordered American Red Bud seedlings to hand out. Joe at the library offered to provide light refreshments again this year.
A motion by Redder, seconded by LaDuke, to approve the Arbor Day Agenda as presented. On a voice vote, all in favor. Motion passed.
8. Staff Comments: None.
9. Commissioners' Comments: Steele discussed the dam conversion project, sharing that there will be a presentation by EGLE, NOAA and the DNR at the next Council meeting on March 23, 2026. She encouraged everyone to attend. The City hasn't been able to get permission to access the land from the owners, and without that, the project is at a stand still.
10. Adjournment:
A motion by Redder, seconded by Bradley, to adjourn the meeting at 4:38pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by JoAnn Leonard

04/23/2026

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 04/10/2026 - 04/23/2026
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name		Amount
	Invoice	Description	
000004	PLAINWELL AUTO SUPPLY INC		
	763031	DPW - TARP MOTOR TRUCK 16 AS	199.99
	763088	DPW - BREAKAWAY(12) SHOP AS	57.48
	763184	DPS - EPOXY KC	7.99
	763316	DPS - FUSE/RING TERMINAL KC	12.28
	763919	DPS - MOTOR OIL(3) CAR 6 JP/KC	13.17
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			290.91
000009	CONSUMERS ENERGY		
	2026.05 WR	WR PLANT ELECTRIC MAY 2026	7,122.97
TOTAL FOR: CONSUMERS ENERGY			7,122.97
000014	MICHIGAN GAS UTILIITIES CORP		
	5889719605	DPS BLDG GAS SERVICE MARCH 2026	690.64
	5890252490	CH FOOT BRIDGE GAS SERVICE MARCH 2026	102.63
	5890311164	DPW BLDG GAS SERVICE MARCH 2026	541.29
	5890623256	WR PLANT GAS SERVICE MARCH 2026	4,131.36
	5890862264	WR CUSHMAN ST LIFT GAS SERVICE MARCH 2026	79.78
	5891289206	DPW WATER CHEM ROOM GAS SERVICE MARCH 2026	123.85
	5891626368	WR 12TH ST LIFT GAS SERVICE MARCH 2026	49.36
	5891928990	DPW BACK BARN GAS SERVICE MARCH 2026	357.81
TOTAL FOR: MICHIGAN GAS UTILIITIES CORP			6,076.72
000034	VERIZON		
	6140690842	DPW/WR ALARM SERVICE 3/11 - 4/10/2026	44.55
TOTAL FOR: VERIZON			44.55
000035	APPLIED INNOVATION		
	3127789	CITY HALL COPIER CHARGES 3/13 - 4/12/2026	140.77
	3137687	DPW/WR COPIER CHARGES 3/16 - 4/15/2026 CP	226.60
TOTAL FOR: APPLIED INNOVATION			367.37
000046	EMERGENCY VEHICLE PRODUCTS		
	S0022122	DPS - ENGINE 11 MAINT & REPAIRS KC	1,891.49
TOTAL FOR: EMERGENCY VEHICLE PRODUCTS			1,891.49

000096	NYE UNIFORM CO INC		
	945834	DPS - STRYKE PANT(2)/CARGO(1) ROBERTS KC	285.98
	945836	DPS - STRYKE PANT(2) BRUCE KC	198.64
TOTAL FOR: NYE UNIFORM CO INC			484.62
000138	AMERICAN OFFICE SOLUTIONS		
	41729279	DPS - COPIER LEASE/USAGE MARCH 2026 KC	187.05
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			187.05
000140	HACH CO		
	14941549	DPW - S[ADNS2 FLOURIDE KITS(15 FOR WELLS 4 & 7 CP	945.70
	14949172	DPW - FLOURIDE STD SOL FOR WATER TESTING CP	120.60
	321747329	DPW - FLOURIDE STD SOL FOR TESTING WELLS CP	120.60
TOTAL FOR: HACH CO			1,186.90
000609	MIDWAY CHEVROLET		
	28961	DPS - 2021 TAHOE *6452 ALTERNATOR KC	763.14
	29218	WR - L O F 2021 CHEVY *3569 LK	83.67
TOTAL FOR: MIDWAY CHEVROLET			846.81
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2026.03	DPW MARCH 2026 SHERIFFS CREW ASSIST CP	248.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			248.00
000941	WEST MICHIGAN CRIMINAL JUSTICE TC		
	6861	DPS - SPRING 2026 MCOLES DISTRIBUTION KC	541.24
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE TC			541.24
001043	BS&A SOFTWARE		
	167797	ADMIN - 2025/2026 SOFTWARE SUPPORT WO/TAX/SP ASS	1,496.00
TOTAL FOR: BS&A SOFTWARE			1,496.00
001215	FLIER'S		
	146866	WR - SALT(10) LK	270.40
TOTAL FOR: FLIER'S			270.40
001645	ALEXANDER CHEMICAL CORPORATION		
	106733	WR - 45040LB FERRIC CHLORIDE LK	10,538.80
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			10,538.80
001669	DR HOOKS SIGNS INC		
	143194	DPW - REPLACE NOREEN FARMER SIGN CP	50.00
	143211	ADMIN - RIMANTE G DDA NAMEPLATE GL	24.00
TOTAL FOR: DR HOOKS SIGNS INC			74.00

001711	DETROIT SALT COMPANY		
	SI26-39161	DPW - 25/26 SEASONAL ROAD SALT RN	3,374.17
	SI26-39166	DPW - 25/26 SEASONAL ROAD SALT RN	3,380.17
TOTAL FOR: DETROIT SALT COMPANY			6,754.34
002116	CHARTER COMMUNICATIONS		
	005582801040126	CITY HALL INTERNET APRIL 2026	180.00
	005583601040126	DPW/WR INTERNET APRIL 2026	149.99
	172241901040726	AIRPORT INTERNET APRIL 2026	94.54
TOTAL FOR: CHARTER COMMUNICATIONS			424.53
002201	VOSS LIGHTING		
	70177659-00	DPW - PARTS FOR LIGHT POLE (INS CLAIM) CP	537.20
TOTAL FOR: VOSS LIGHTING			537.20
002496	WAANDERS CONCRETE CO		
	94711	DPW - 1YD W BRIDGE SIDEWALK CP	279.13
TOTAL FOR: WAANDERS CONCRETE CO			279.13
002661	JIM KOESTNER INC		
	6047934/1	DPW - 23 TAHOE *9122 CHARGE AC SYSTEM KC	236.73
TOTAL FOR: JIM KOESTNER INC			236.73
002673	STATE OF MICHIGAN MDOT		
	MDOT00276	ADMIN - S MAIN PROJECT JL	1,892.59
TOTAL FOR: STATE OF MICHIGAN MDOT			1,892.59
002880	KIESLER'S POLICE SUPPLY INC		
	IN277617	DPS - TRAINING AMMO KC	815.20
	IN278890	DPS - TRAINING AMMO KC	810.40
TOTAL FOR: KIESLER'S POLICE SUPPLY INC			1,625.60
004812	FISH WINDOW CLEANING		
	2647-167615	DPS WINDOW CLEANING APRIL 2026 KC	200.00
	2647-168190	WR - APRIL 2026 WINDOW CLEANING LK	90.00
TOTAL FOR: FISH WINDOW CLEANING			290.00
004814	WILLIAMS & WORKS		
	102598	MARCH 2026 PLANNING/ZONING ASSIST GL	1,033.75
TOTAL FOR: WILLIAMS & WORKS			1,033.75
004852	PACE ANALYTICAL SERVICES LLC		
	2650288871	WR - MERCURY TESTING 4/1/2026 LK	630.00

TOTAL FOR: PACE ANALYTICAL SERVICES LLC			630.00
004855	PLAINWELL ACE HARDWARE		
	22455	DPW - SPRAYER(2)/SPRING 62A DR	16.57
	22459	DPW - DRILL BIT/BIT/MISC FASTENERS(8) AIRPORT AB	22.67
	22463	DPS - MISC FASTENERS DR	1.89
	22477	DPW - CONS GLUE SHOP AB	13.99
	22479	WR - OILDRI/2CYCLE OIL/WASH BRUSH/OIL LK	47.75
	22493	DPW - DOOR CLOSER SHERWOOD/LED COOK RESTROOM	142.99
	22499	DPW - TAPE MEASURE DR	17.99
	22502	WR - LAWN TRIPLE TB LK	42.99
	22503	DPW - BOLT EYE/QUICK LINK/ETC RIVERWALK RL	26.70
	22525	ADMIN - KEY FOR MAIN DOOR(6) JL	29.94
	22552	DPW - FUSE(2) AIRPORT AB	25.98
TOTAL FOR: PLAINWELL ACE HARDWARE			389.46
004858	FERGUSON WATERWORKS		
	0241038	DPW - CURB BCK STORM SEWER AB	1,866.00
TOTAL FOR: FERGUSON WATERWORKS			1,866.00
005012	UNITED BANK		
	2026.04.14	ACH FEES UB DUE DATE	7.00
	2026.04.15	RETURN ACH FEE UB	7.50
	2026.04.16	ACH FEES AP	7.00
	2026.04.22 P	ACH FEES PAYROLL	7.00
	2026.04.22 UD	ACH FEES UNION DUES	7.00
TOTAL FOR: UNITED BANK			35.50
005015	CHECKALT-KLIK		
	252392	ELOCKBOX FEES MARCH 2026	146.90
TOTAL FOR: CHECKALT-KLIK			146.90
005047	STAPLES, INC.		
	6059790186	DPW - CLEANING SUPPLIES/HANDTOWELS CP	149.56
	6060456560	DPS - BINDER CLIPS/PAPER/ PAPER TOWEL KC	110.22
	6060596662	DPS - CLIPBOARD KC	4.64
TOTAL FOR: STAPLES, INC.			264.42
005049	QUADIENT FINANCE USA		
	PPLN01	CITY HALL POSTAGE APRIL 2026	1,000.00
TOTAL FOR: QUADIENT FINANCE USA			1,000.00
005171	FLYERS ENERGY LLC		
	CFS-4583528	DPS FUEL FOR POLICE/FIRE VEHICLES 4/15/2026	944.17

TOTAL FOR: FLYERS ENERGY LLC			944.17
005202	WINDEMULLER ELECTRIC, INC		
	249269	DPW - SCADA AUTOMATION SERVICES/INST INTEGRATION	8,000.00
	249281	DPW - SCADA SET UP/SOFTWARE RN	451.00
TOTAL FOR: WINDEMULLER ELECTRIC, INC			8,451.00
005242	MIDWEST ELECTRIC MOTORS		
	0151413-IN	WR - REBUILD OF WILO PUMP LK	6,390.44
TOTAL FOR: MIDWEST ELECTRIC MOTORS			6,390.44
005244	WOLFE WASTE REMOVAL LLC		
	583	ADMIN - DEMOLITION OF 134 MARIETTE ST KC/JL	15,075.00
TOTAL FOR: WOLFE WASTE REMOVAL LLC			15,075.00
005246	FOX FORD LLC		
	2026.04.22	WR - F250 PLOW TRUCK LK/JL	57,476.00
TOTAL FOR: FOX FORD LLC			57,476.00
999999	PETER BROOKS		
	2026.04.22	ADMIN - BALANCE OF FIRE WH FUNDS TO POLICY HOLDEF	50.00
TOTAL FOR: PETER BROOKS			50.00
REFUND UB	SOUTHWICK, WENDY		
	04/16/2026	UB refund for account: 02-00019900-05	8.97
TOTAL FOR: SOUTHWICK, WENDY			8.97

TOTAL - ALL VENDORS 137,469.56

INVOICE AUTHORIZATION

Person Compiling Report

Denise Wilcox, Finance Director/Treasurer

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.

I verify that I have reviewed the expenditures and to the best of my knowledge the attached invoice listing is accurate and matches invoices physically authorized by Department Heads.

Insert Signature: **Roxanne Branch**
Digitally signed by Roxanne Branch
Date: 2026.04.23 12:50:01 -04'00'

Insert Signature:

Luke Keyzer, Water Renewal Plant Supt.

Kevin Callahan, 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.

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: **Luke Keyzer**
Digitally signed by Luke Keyzer
Date: 2026.04.24 12:30:11 -04'00'

Insert Signature: **Kevin A Callahan**
Digitally signed by Kevin A Callahan
Date: 2026.04.24 11:36:33 -04'00'

Bob Nieuwenhuis, Public Works Supt.

Justin Lakamper, 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.

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:

Insert Signature:

Reports & Communications:

A. DPS – Repairs to Engine 11

Engine 11 had been scheduled for routine maintenance and repairs due to several known mechanical and electrical issues associated with its age and continued operational use. During the repair process, multiple critical deficiencies were identified that required immediate correction to ensure firefighter safety, operational readiness, and compliance with accepted fire service practices.

Repairs completed included:

- Repair to a door alarm system and replacement of faulty wiring to prevent the apparatus from being driven while equipment compartment doors are open.
- Repair of the primer system, which is necessary for drafting water during fire suppression operations.
- Replacement of wiring for non-functioning emergency lighting
- Replacement of a battery charger that no longer functioned for a thermal imaging camera
- Replacement of outdated scene lighting with new LED lighting, allowing the lights to operate from the vehicle's alternator rather than requiring a portable generator.

These repairs were necessary to maintain the safe and effective operation of the apparatus and to ensure the vehicle remains capable of supporting emergency response operations. Several of the repairs to Engine 11 were known issues that had been scheduled for service; however, the anticipated costs were expected to be minimal. The total cost of repairs was not fully known until the vehicle was returned to service and the final invoice was received.

This situation is consistent with maintenance of older emergency vehicles, where underlying issues may not be fully identified until repairs are underway. Addressing these issues at the time of service prevented future equipment failures, reduced the likelihood of more costly repairs, and ensured continued readiness of the apparatus for emergency response.

Recommended action: Consider approving the payment of \$10,377.50 for necessary repairs to Engine 11, a 2000 model year fire apparatus, to restore the vehicle to safe and reliable operational condition.

B. City – Mill Building Survey

Part of our purchase agreement with Classic Auto Mill is for the City to conduct the survey to create the new parcel. Fleis & Vandenbrink, our engineering firm of record, is also working with Classic Auto Mill to complete the environmental work. They can begin work on the survey at the end of this week. The survey is necessary to keep the sale of the Mill property moving along, and once completed, we can close on the property.

Recommended action: Consider approving a Professional Services Agreement (PSA) with Fleis & VandenBrink for field and office work to provide an Ingress/Egress Easement Exhibit, PA 132 and ALTA/NSPS Land Title Survey for an approximate 3-acre parcel surrounding the old Paper Mill Building in the Northeast corner of Tax Parcel 55-030-076-01 at a cost of \$13,750.00.

C. City – Mill Building Survey

Part of our purchase agreement with Plainwell Auto is for the City to conduct the survey to create the new parcel. Fleis & Vandenbrink, our engineering firm of record, is also working with Plainwell Auto to complete the environmental work. Fleis can begin work on the survey at the end of this week. The survey is necessary to keep the sale of the Mill property moving along, and once completed, we can close on the property.

Recommended action: Consider approving a Professional Services Agreement (PSA) with Fleis & VandenBrink for field and office work to provide a PA 132 Survey and Topographic Survey for an approximate 1-acre parcel along the South Line of Tax Parcel 55-030-076-01 at a cost of \$5,000.00.

Reminder of Upcoming Meetings:

- May 06, 2026 – Planning Commission
- **May 12, 2026 – City Council – 7:00pm**
- May 13, 2026 – DDA/BRA/TIFA – 7:30am
- May 13, 2026 – Parks & Trees – 4:00pm
- May 20, 2026 – Planning Commission – 6:30pm

Agenda Subject to Change

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

Plainwell is an equal opportunity provider and employer