

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, 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

“The Island City”

AGENDA

Plainwell City Council

Monday, November 8, 2021 - 7:00PM

Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – October 25, 2021 Regular Meeting
6. **Presentation** – *Scarecrow Contest*
7. **General Public Comments**
8. **County Commissioner Report**
9. **Agenda Amendments**
10. **Mayor's Report**
11. **Recommendations and Reports:**
 - A. **Set Public Hearing – Commercial Rehabilitation District – December 13, 2021**
Council will consider setting a Public Hearing for December 13, 2021 to consider a Commercial Rehabilitation District for 119 West Bridge Street.
 - B. **Resolution 2021-18 – Emergency Management Multi-Jurisdictional Hazards Mitigation Plan**
Council will consider adopting Resolution 2021-18 for the Allegan County Emergency Management Multi-Jurisdictional Hazards Mitigation Plan.
 - C. **Master Plan Update – Grant Award and Project Approval**
Council will consider amending the 2021/2022 City Budget to approve a \$32,100 project to update the city's Master Plan and accepting related RRC Grant Funding of \$22,100.
 - D. **Water Renewal – Secondary Digester Cover Replacement Project**
Council will consider approving a professional services contract with Fleis & Vandenbrink for engineering for the Secondary Digester Cover Replacement Project in the amount of \$28,900.00.
12. **Communications:** The October 2021 Investment and Fund Balance Reports.
13. **Accounts Payable - \$114,614.36**
14. **Public Comments**
15. **Staff Comments**
16. **Council Comments**
17. **Adjournment**

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

The Island City

Plainwell is an equal opportunity provider and employer

MINUTES
Plainwell City Council
October 25, 2021

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Peter Dams from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 10/11/2021 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Introduction of New Employees:
Public Safety Director Bomar introduced four (4) new employees in the department, all in attendance. Firefighter/police academy recruit James Gonzalez, Firefighter Bud Smith, Full-Time Public Safety Officer Brady Roberts and Records Coordinator Angela Doster.
DPW Superintendent Bob Nieuwenhuis formally introduced new full-time Equipment Operator Rodd Leonard. Council welcomed each of the new employees.
7. Public Comment:
Gun Plain Resident and Downtown Business Owner David O'Bryant reported having submitted to the City Clerk a bid related to the Request for Proposal for the Jensen Lot. He gave an overview of possible plans for the lot and his economic development experience.
8. County Commissioner Report:
Commissioner Cain gave an overview of the current reappointment plan where the County would go from seven (7) to five (5) commissioners.
9. Agenda Amendments:
A motion by Steele, seconded by Overhuel, to amend the agenda to add item 11F – Professional Services – Old Orchard Topographical Survey. On a voice vote, all in favor. Motion passed.
10. Mayor's Report: None
11. Recommendations and Reports:
 - A. Community Development Manager Siegel reported that application had been made for a special use permit for a used car lot at 760 North Main. She noted the notices were mailed and a Public Hearing held at the October 20, 2021 Planning Commission Meeting, where no comments were received. The Planning Commission recommended approval as presented.
A motion by Wisnaski, seconded by Keeney, to approve a Special Use Permit for 760 N. Main St. to operate a used car lot. On a voice vote, all voted in favor. Motion passed.

- B. Community Development Manager Siegel reported a modified application for a liquor license for applicant Susan Luthy at 124 E. Bridge Street. The business seeks a Resort Liquor License.
A motion by Overhuel, seconded by Steele, to adopt Resolution 2021-17 for a Resort Liquor License for Susan Luthy at 124 East Bridge Street. On a voice vote, all voted in favor. Motion passed.

- C. City Manager Wilson gave a Mill Demolition Project Update which included discussion of a Change Order for Building 2 South Wall Repairs which have been identified as structure, not restorative.
A motion by Keeney, seconded by Wisnaski, to approve a change order related to structural repairs on Mill Building Number 2 for \$101,997.50. On a roll call vote, all voted in favor. Motion passed.

- D. Director Bomar reminded Council that included in the capital budget is the purchase of a new patrol vehicle. Through the MiDeal State Purchasing Program, a suitable vehicle has been identified and quoted by Berger Chevrolet and is recommended for purchase. Council asked about additional outfitting.
A motion by Steele, seconded by Overhuel, to approve the purchase of a 2021 Chevy Tahoe Service Package from Berger Chevrolet at a MiDeal quoted costs of \$39,998.00. On a roll call vote, all voted in favor. Motion passed.

- E. Superintendent Pond reported a heat exchanger gas valve that needs replacement. Quotes were received from two companies. Council asked whether the cost includes installation, but it does not.
A motion by Wisnaski, seconded by Keeney, to approve the purchase of a replacement gas valve from RW LaPine in the amount of \$6,248.80. On a roll call vote, all voted in favor. Motion passed.

- F. City Manager Wilson recommends a professional services contract with Fleis & Vandenbrink for surveying the Old Orchard in anticipation for a future project.
A motion by Steele, seconded by Overhuel, to approve a professional services contract with Fleis & Vandenbrink for a topographical survey of the Old Orchard in the amount of \$11,200.00. On a roll call vote, all voted in favor. Motion passed.

12. Communications: None

- A. **A motion by Steele, seconded by Overhuel, to accept and place of file the September 2021 Investment and Fund Balance Reports, and the Draft Minutes from the September 30, 2021 Otsego/Plainwell Small Urban Meeting. 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 \$78,075.00 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments: None

15. Staff Comments

Personnel Manager Lamorandier reported final interviews for the Clerk are October 26 and next will be interviewing part-time DPW Equipment Operator and Public Safety Records Clerk positions.

Superintendent Nieuwenhuis reported the auction for Truck 4 netted more than expected, gave an update on leaf pickup and reported Truck will be towed to M&K for repairs approved at the October 11 Meeting.

Community Development Manager Siegel gave an update on grant application projects and downtown businesses.

Superintendent Pond reported that PFAS testing resulted in “acceptable” levels in the Plainwell supply.

Director Bomar reported working on school, community and training drill projects.

Clerk/Treasurer Kelley reported finalizing the financial statements and preparing for budget and chart-of-account changes.

City Manager Wilson welcomed and thanked all the new employees.

16. Council Comments:

Mayor Pro Tem Steele gave a good review of the Pumpkins In the Park event and thanked organized Denise and Julie.

17. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 8:07 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
November 11, 2021

Brian Kelley, City Clerk



2021 Scarecrow Contest Best in Show

is presented to

**Another Man's
Treasure**





*2021 Scarecrow Contest People's
Choice*

is presented to

Hart's Jewelry



City of Plainwell



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CITY OF PLAINWELL, MICHIGAN NOTICE OF PUBLIC HEARING P.A. 210, 2005

Establish a Commercial Rehabilitation District

PLEASE TAKE NOTICE that the Plainwell City Council has been requested to consider an establishment of a Commercial Rehabilitation District pursuant to P.A. 210 of 2005 from Mark and Lisa Mezaros, for investment in rehabilitation of 119 W. Bridge St. that will allow for a tax abatement on the commercial property.

TAKE FURTHER NOTICE that the Plainwell City Council shall meet at 7:00 o'clock p.m. local time at Plainwell City Hall, 211 N. Main Street, Plainwell, Michigan on Monday, December 13, 2021, to afford the City Assessor and a representative of each taxing unit an opportunity to be heard with regard to said application.

Brian Kelley
Plainwell City Clerk

10/25/2021

To the City Council of Plainwell,

Mark and Lisa Mezaros, would like to ask the City Council of Plainwell to consider adopting a Commercial Rehabilitation District for their property at 119 West Bridge Street. They are hoping to invest \$1.5 million dollars to bring their property from an obsolete status without electricity, plumbing, and necessary structural safety measures to a full-service distillery service food and spirits along with the installation of a pottery studio. The tax burden of bringing this project to completion would be debilitating and may stall efforts they are in need of this incentive to move their project forward. Thank you for your time and consideration.

*Michelle Miersma
Development Grant Writing Svs.
(616)795-1806*

Resolution 2021-18
City of Plainwell
Allegan County, Michigan

**A RESOLUTION TO ADOPT EMERGENCY MANAGEMENT MULTI-JURISDICTIONAL
HAZARDS MITIGATION PLAN**

WHEREAS, the Allegan County Emergency Management has updated to the Multi-Jurisdictional Hazard Mitigation Plan with the assistance of a contractor, ATSI Environmental; and

WHEREAS, the plan is compliant with planning criteria contained in 44 CFR Section 201.6, as authorized under the Disaster Mitigation Act of 2000; the related regulations and pertinent materials and guidance provided by FEMA for the interpretation of these regulations; and

WHEREAS, the Allegan County Hazard Mitigation Plan was forwarded to FEMA and passed federal review on September 21, 2021; and

WHEREAS, the Allegan County Board of Commissioners approved the Allegan County Hazards Mitigation Plan at its meeting on October 14, 2021.

NOW, THEREFORE, BE IT RESOLVED that the City of Plainwell City Council hereby adopts the Multi-Jurisdictional Hazards Mitigation Plan, as presented.

YES:

NO:

ABSENT:

Brian Kelley, City Clerk

CERTIFICATE:

STATE OF MICHIGAN
COUNTY OF ALLEGAN

I, the undersigned do hereby certify the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Plainwell, Michigan at a regular meeting of the City Council held on the 8th day of November, 2021.

Brian Kelley, City Clerk

**U.S. Department of Homeland
Security**

FEMA Region 5
536 S. Clark St., Floor 6
Chicago, IL 60605-1509



FEMA

September 27, 2021

Mr. Matt Schnepf
State Hazard Mitigation Officer
Michigan State Police
Emergency Management and Homeland Security Division
P.O. Box 30634
Lansing, MI 48909

Dear Mr. Schnepf:

Thank you for submitting the Allegan County 2021 Hazard Mitigation Plan Update for our review. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The plan met the required criteria for a multi-jurisdiction local hazard mitigation plan. Formal approval of this plan is contingent upon the adoption by the local participating jurisdictions of this plan. Once FEMA Region 5 receives documentation of adoption from the local participating jurisdictions, we will send a letter of official approval to your office.

We look forward to receiving the adoption documentation and completing the approval process for the Allegan County 2021 Hazard Mitigation Plan Update.

If there are any questions from either you or the communities, please contact Lorena Reyes, at (312) 408-5270 or email at Lorena.reyes@fema.dhs.gov.

Sincerely,

A handwritten signature in black ink that reads "John Wethington".

John Wethington
Acting Chief, Risk Analysis Branch
Mitigation Division



Allegan County Hazard Mitigation Plan - 2021 Update

Executive Summary

Allegan County Hazard Mitigation Plan

As with all communities in Michigan, Allegan County is subject to natural, technological, and human hazards that can threaten life and health, and impact the quality of life, property, the environment, and infrastructure. Because of its location, land uses, and land cover, some hazard events in Allegan County have historically been more significant than others. Changing conditions may cause other hazards to be more significant in the future. Providing strategies that minimize the impact of these hazards requires a commitment to a multiple-step program, including defining the problem, identifying preventive measures, implementing mitigation strategies, and incorporating hazard mitigation in County-wide planning efforts. As a first step, Allegan County has prepared this multi-jurisdictional *Hazard Mitigation Plan* (the Plan) to better understand significant Allegan County hazards and their impacts, and to identify ways to mitigate those hazards. The Plan is an update of the 2014 Hazard Mitigation Plan for Allegan County (2014 Plan).

Allegan County, and all 34 communities within the County are included within and participated in preparation of the 2021 Updated Hazard Mitigation Plan (listed below). Unlike 2014, the Match-E-Be-Nash-She-Wish Band of Pottawatomi (Gun Lake Tribe) is not directly included in this update; they have developed their own Tribal HMP since 2014:

Allegan County	Clyde Township	Monterey Township
Allegan, City of	Dorr Township	Otsego Township
Village of Douglas, City of	Fillmore Township	Overisel Township
Fennville City of	Ganges Township	Salem Township
Holland, City of	Gun Plain Charter Township	Saugatuck Township
Otsego, City of	Heath Township	Trowbridge Township
Plainwell, City of	Hopkins Township	Valley Township
Saugatuck, City of	Laketown Township	Watson Township
Wayland, City of	Lee Township	Wayland Township
Allegan Township	Leighton Township	Hopkins, Village of
Casco Township	Manlius Township	Martin, Village of
Cheshire Township	Martin Township	

The Plan Process

This Plan was completed under the leadership of the Allegan County Department of Emergency Management/Homeland Security; representatives and leaders from Allegan County communities; the Michigan State Police Emergency Management Division, Mitigation/Recovery Section; and numerous other stakeholders. Over 65 individuals were involved in the preparation, evaluation, and community outreach components of this Plan, facilitated by ASTI Environmental. Due to the COVID-19 pandemic, development of the Plan was conducted differently than in 2014. County



Allegan County Hazard Mitigation Plan - 2021 Update

and municipal representatives initially convened in a workshop in January 2020, but subsequent discussions to evaluate and prioritize local and county-wide hazards and mitigation strategies were conducted through a combination of online surveys and interviews conducted via Zoom. Although they did not meet together due to public health protocols, these individuals are collectively referred to within the document as the Advisory Committee. The Allegan County Department of Emergency Management/Homeland Security oversaw subsequent community outreach and Plan adoption.

The goal of hazard mitigation is to reduce the loss of life and property from hazard events in the County by protecting the health, safety and economic interests of its residents. Additional goals of this Plan are:

- To retain access to Federal Emergency Management Agency (FEMA) funding for the County and its communities by complying with Section 104 of the Disaster Mitigation Act of 2000 (42 USC 5165)
- To provide a basis for identifying and mitigating hazards that affect the County and its communities
- To develop a method to incorporate hazard identification and mitigation into the planning process of the County and its communities

Specific tasks for this Plan included the following:

- Identifying Hazards and Risks
- Developing a Hazard History
- Developing a Community Profile
- Assessing Vulnerabilities
- Defining Community Goals and Objectives
- Identifying and Prioritizing Hazard Mitigation Strategies
- Developing Action Plans for a Select List of Mitigation Strategies
- Preparing a Draft Report for County, Municipal, and Public Review
- Soliciting County, Municipal, and Public Feedback
- Providing Community Outreach and Communication
- Documenting the Planning Process
- Preparing a Final Report
- Adopting the Final Plan

Hazard Assessment

Thirty-nine (39) hazards were evaluated during the planning process using a combination of historical research, surveys, workshops, community interviews, and a public meeting. Based on that evaluation, the following six hazards were identified as deserving targeted consideration for



Allegan County Hazard Mitigation Plan - 2021 Update

mitigation and planning and are the focus of this Plan. These hazards were selected to represent both County-wide and local community concern about hazards. Evaluation of these six hazards does not reduce the significance of any of the hazards evaluated but provides a method for the County to focus mitigation activities and resources.

- Severe Weather
 - Winter Hazards (snow and/or ice storms)
 - Thunderstorms
 - Tornadoes/Severe Winds
- Flooding (riverine or shoreline) & Erosion
- Hazardous Materials (Hazmat) Incidents
 - Transportation-Related (highway, marine, rail)
 - Fixed Site
 - Oil & Gas Pipeline/Well/Storage Accidents
- Infrastructure Failure
 - Highways, bridges, and/or dams
 - Sewer/Water/Drains
 - Electric/Communications/Cyber
- Public Health Emergencies
 - Epidemics/Pandemics/Infectious Diseases
 - Contaminated Food/Water/Environment
- Criminal Acts
 - At large events/gatherings
 - Active Assailants

Hazard Mitigation

The Advisory Committee reviewed the mitigation strategies from the 2014 Plan, determined which had been completed or were no longer relevant, modified strategies to address changing circumstances, and identified new strategies for consideration. The 16 strategies listed below were selected to develop as final Action Items. These Action Items include mitigation strategies that address each of the six priority hazards listed above, but also include strategies aimed at a variety of other hazards including:

- Climate Change
- Civil Unrest
- Cyber Security
- Dam Failure
- Subsidence and Coastal Erosion, and
- Violent Extremism

Items 1 through 13 below are updates or modifications of Action Items included in the 2014 Plan revised to account for progress made since 2014; Items 14 through 16 are new to the 2021 Plan. All



Allegan County Hazard Mitigation Plan - 2021 Update

other county-wide Action Items included within the 2014 Plan have been implemented and or ongoing at the municipal level with no, or only a minor, continuing role for the County.

1. Continue working with local Community Emergency Response Teams (CERT), snowmobile clubs and others with access to snowmobiles, ATVs, boats, etc. to provide supplies and access to isolated areas in the county to supplement first responder capabilities
2. Continue efforts to maintain, strengthen, modify, or remove dam structures for improved flood relief and conduct flood mitigation projects to protect vulnerable areas in the County's incorporated areas, and review and adopt new FEMA flood mapping for Allegan County
3. Continue LEPC efforts to identify chemicals traveling through the County via rail, state and interstate highways, and local waterways and develop emergency response plans. Assure training, planning, and preparedness for hazardous material incidents along roads and railways
4. Continue expansion of InformaCast mass notification system. Secure funding and implement program advertising program availability and self-registration procedures
5. Elevate existing roads, or plan and construct new alternative roads, to reduce or eliminate flooding, erosion, and washouts. Make roads more flood resistant through improved drainage; stabilization/armoring of vulnerable shoulders, shorelines, and embankments; and/or the re-routing roads away from waterways
6. Eliminate priority undersized culverts and pipe systems, incorporate field-tile drainage in sizing calculations
7. Create public information materials (newsletters, pamphlets, news articles, educational programs, website links, etc.) to educate residents regarding the dangers of natural gas leaks in homes and businesses, the proper way to monitor natural gas levels, explain oil and gas well hazards, self and property protection measures, current warning and response systems currently in place
8. Provide public warning systems and networks for hazardous materials releases within and between jurisdictions
9. Utilize public early warning systems and networks. Purchase and install additional sirens to strategically fill gaps in warning system coverage
10. Ensure adequate backup power generators for warming and cooling or other emergency housing/relief centers
11. Work with municipal officials to modify zoning and building code requirements to better protect areas susceptible to subsidence and/or coastal erosion
12. Increase public awareness of the causes, symptoms, and protective actions for disease outbreaks and other potential public health emergencies
13. Provide educational programs regarding the dangers of, and appropriate responses to, changes in severe weather, public health, flood, etc. due to climate change



Allegan County Hazard Mitigation Plan - 2021 Update

14. Develop river mileage identification system and install signage for improved emergency response and boom deployment in the event of oil/gas spills on local rivers
15. Identify and implement structural and procedural improvements to protect lives and property in the event of civil unrest and/or violent extremism
16. Implement strategies to improve county-wide cyber security, particularly as it affects county emergency response operations and obtain county-wide broadband access for improved communication and dissemination of emergency information

Allegan County
2021 Hazard Mitigation Plan Update

Allegan County Emergency Management &
Homeland Security Department
Allegan County, Michigan

August 30, 2021

ASTI ENVIRONMENTAL





Allegan County Hazard Mitigation Plan – 2021 Update

5.1.5 CITY of OTSEGO

2014 Hazard Priorities: Otsego's hazard priorities involved continued work with regional emergency response and relief agencies to ensure protection for the City's vulnerable populations in the case of severe weather, infrastructure failure, or other hazard events.

- *Complete a shelter facility assessment, or work with the local Red Cross chapter, to ensure that sufficient space is available for the city's population during a severe wind or winter storm event.*

Progress Since 2014:

- The City installed one new emergency warning system siren.

2021 Hazard Priorities and Mitigation Strategies: City priorities have shifted to address issues concerning public health and PFAS contamination of the City's well, and concerns regarding potential transportation-related hazardous materials incidents.

- **Mitigation Strategy #1.** *Identify a site for a new municipal well*

Hazards Addressed: Public Health Emergencies (contaminated water supply)

Primary Agency(ies): City of Otsego Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, millage

- **Mitigation Strategy #2.** *Review County's analysis and conduct additional commodity flow study, as needed, on the major roadways and railways of the county to determine what hazardous materials are flowing through the City*

Hazards Addressed: HazMat Incidents – Transportation

Primary Agency(ies): City of Otsego Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, general funds

5.1.6 CITY of PLAINWELL

2014 Hazard Priorities: The City of Plainwell's 2014 hazard priorities focused on protecting the City's infrastructure, particularly that associated with their water supply, from vandalism and potentials sabotage.

- Research projects to protect infrastructure systems, such as retaining walls, increased security at visible facilities, etc.



Allegan County Hazard Mitigation Plan – 2021 Update

Progress Since 2014:

- The City installed barbed-wire fencing and door alarms to improve security at their water facilities.

2021 Hazard Priorities and Mitigation Strategies: The City will continue to implement actions to protect the City's water supply and water towers. Additionally, they will work to also protect the quality of their water supply from further contamination and mitigate flooding priorities have shifted to address issues concerning public health and PFAS contamination of the City's well, and concerns regarding potential transportation-related hazardous materials incidents.

Mitigation Strategy #1. *Implement additional security measures, as needed, to protect drinking water infrastructure and water quality. Determine if carbon filters can remove PFAS or develop alternate well sites. Continue agreement with Otsego Township for interim emergency water supply. Consider purchase of land outside City for wellhead protection.*

Hazards Addressed: Criminal Acts/Vandalism, Public Health Emergencies (contaminated water supply)

Primary Agency(ies): Plainwell City Council, Public Safety Department, Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, millage

Mitigation Strategy #2. *Identify, prioritize, and develop solutions for riverine, high water table, and stormwater-related flooding*

Hazards Addressed: Flooding, Public Health Emergencies (from basement flooding).

Primary Agency(ies): Plainwell City Council, Public Works Department, Allegan County Emergency Management

Estimated cost: Unknown

Potential Funding Sources: Grants, millage, sewer fees

5.1.7 CITY of SAUGATUCK

2021 Hazard Priorities: As in 2014, the City of Saugatuck remains concerned about the potential for earthquakes or other geologic processes, including coastal shoreline erosion, to impact underground and/or transportation infrastructure. They also expressed concerns regarding maintenance of their harbor without U.S. Army Corps funded dredging.

Mitigation Strategy 1. *Complete a detailed vulnerability analysis of the City's infrastructure regarding potential earthquake related losses*

Specific Hazard(s) Addressed: Coastal Erosion, Earthquakes, Flooding, Infrastructure Failure, Subsidence

Primary Responsibility: Saugatuck City Council and Planning Commission, local building officials and public works officials, local emergency managers

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“The Island City”

MEMO

To: Erik Wilson, City Manager
From: Denise Siegel, Community Development Manager
Subject: RRC Technical Assistance (TA) Match Funding
Date: October 14, 2021

I am pleased to inform you that our request for \$22,100 in Redevelopment Ready Community (RRC) Technical Assistance Match Funding has been awarded. This will support the city’s update to Master Plan / Economic Development Strategy. The RRC Team agreed on support for the master plan moving forward and using the Parks and Recreation plan as the City match (\$10,000). The total project cost is \$32,100.00 MP + ED (\$22,100) | Parks and Rec (\$10,000).

The payment schedule and associated milestones are as follows:

- 1st Payment Milestone: 25% Upon execution of grant agreement and scheduling of the kick-off meeting.
- 2nd Payment Milestone: 50% When completed first full draft of the Master Plan/Economic Development Strategy is sent to RRC Planner.
- 3rd Payment Milestone: 25% Once approved by RRC, adopted by city, and available online.

I am asking that the city council accepts this funding, so we move forward on our update to the Master Plan, the creation of our Economic Development strategy and update for our Community Recreation Plan.



October 22, 2021

Via email: bpond@plainwell.org

Bryan Pond
City of Plainwell
211 N. Main Street
Plainwell, MI 49080

RE: WRP Secondary Digester Cover Replacement Project

Dear Bryan:

Fleis & VandenBrink (F&V) appreciates the opportunity to submit this Scope of Services and Fee estimate for the Secondary Digester Cover Replacement Project. Based on our conversations with you, the following outlines our understanding of the work, Scope of Services, and budget.

Statement of Understanding

The City of Plainwell Water Renewal Plant (WRP) uses a high-rate anaerobic digestion process for sewage biosolids to generate, store and use biogas energy while stabilizing the biosolids for beneficial reuse (land application as fertilizer). The secondary digester process tank uses an Evoqua-Envirex *Dystor*® brand membrane gas holder cover system that provides significantly more biogas storage than conventional covers and allows for more effective use of the biogas energy. We recall that this feature was installed in 2006-2007 as part of the Green Project Reserve program promoting energy conservation and green energy production. The U.S. EPA is currently focusing on reduction of methane impact on the atmospheric greenhouse effect, where the City's current biogas-methane collection, storage and combustion systems are well positioned to comply with anticipated future requirements. We understand that the City desires to maintain these capabilities. The existing biogas holding cover has reached the end of its expected useful life and the City desires to replace this critical piece of infrastructure.

We understand that competitive bidding is available from two manufacturers with similar products: Westec DuoSphere and Evoqua *Dystor*®. With the likelihood of competitive bidding on the cover replacement, we understand that cover replacement (in kind) will be a cost-effective approach in lieu of including design/bidding on dissimilar cover technology. Replacement (in kind) is estimated to be approximately 40 percent less than the cost of a new steel gas-holder cover.

Initial quotes for the *Dystor*® cover replacement are in line with the inflation indices for the WRP since original 2006 pricing. The estimated construction cost is \$190,000 to \$210,000 if completed in 2022 under improved bidding conditions.

The immediate construction cost environment (materials and labor) is not favorable due to recent events. We are hopeful that bidding in early 2022 will be less affected by current shortages in materials and labor.

Per our conversations, it makes sense to include the design of some piping replacement between the existing boiler and heat exchanger to allow for more energy recovery.

2960 Lucerne Drive SE, Suite 100
Grand Rapids, MI 49546
P: 616.977.1000
www.fveng.com

In order to accomplish these improvements, the City is seeking assistance from F&V in design and construction-phase services including part-time observation. No Design-Build or Construction Management services are being requested for this project at this time.

Scope of Services

Following is our proposed Scope of Services to assist the City with this project

Design Phase

- Complete the engineering design and prepare bidding documents for the Dystor® cover replacement project as needed to incorporate manufacturers' custom design and equipment into the WRP facilities. Our design will allow for and incorporate specifics from two manufacturers as needed for bidding.
- Prepare a Part 41 permit application as required for the project.
- Develop a draft construction and operation sequence for review/edits by the City prior to bidding.
- F&V will also complete the design for hydronic piping replacement from the boiler to the heat exchanger. Pipe replacement design is not anticipated to bid in 2022, but rather be paired with a later construction project.

Bid Phase

- Issue bidding documents to prospective bidders.
- Attend a pre-bid meeting.
- Respond to contractor questions and RFI's, and issue addendums to clarify items if necessary.
- Review and evaluate contractor bids.
- Provide a Recommendation of Award to the City.

Construction Phase

- Assemble Construction Contract between Owner and Contractor.
- Review Shop Drawings for new equipment and materials.
- Assist the City with Construction Staging and operations sequencing.
- Answer Contractor questions and RFIs during construction. Prepare bulletins and change orders if required.
- Part-time construction observation including 2 days onsite.
- Prepare record drawings indicating variation(s) in construction versus design.
- Review Contractor pay applications; provide Recommendations for Payment to the City.

Schedule

We will initiate work upon your authorization to proceed and provide bidding documents for City review within 90 days after authorization. A longer lead time may be experienced for the membrane cover, where installation is anticipated in fourth quarter 2022.

Fees

F&V proposes to complete the Scope of Services outlined above for the following budget:

<u>Task</u>	<u>Budget</u>
Design Phase Services	\$18,000
Bid Phase Services	\$ 2,700
Construction Phase Services	\$ 8,200
Total Budget	\$28,900

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 be performed with prior client approval of the amended scope and fee.

The work can be completed under our existing Professional Services Agreement (PSA) dated April 12, 2018. If you concur with the Scope of Services and budget presented above, we will forward you an amendment to the existing PSA to authorize the work. This proposal is valid for 90 days.

Once again, thank you for this opportunity, and we look forward to working with you on this assignment. If you need any other information regarding this proposal or any F&V services, please contact me at 231.720.5656 or scotth@fveng.com.

Sincerely,

FLEIS & VANDENBRINK



Scott Hall, P.E.
Project Engineer



Richard Grant, P.E.
Principal Emeritus

cc: J. Parrish, F&V

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 10/31/2021

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: 2021.11.01 12:14:08 -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	\$7,301	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		0.06%	
2	365-Day CD	N/A	\$247,171	Grand River Bank	Christy Vierzen - 616.259.1322	06/10/2021	06/10/2022	0.30%	222
3	365-Day CD	N/A	\$83,999	First National Bank	Doug Johnson - 616.538.6040	11/16/2020	11/16/2021	0.70%	16
4	435-Day CD	N/A	\$62,832	First National Bank	Doug Johnson - 616.538.6040	11/16/2020	01/25/2022	0.70%	86
5	365-Day CD	N/A	\$197,667	First National Bank	Doug Johnson - 616.538.6040	09/27/2021	09/27/2022	0.65%	331
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									

Total Investments: \$598,969.80

Average Yield: 0.48%

Cash Activity for the Month

Cash, beginning of month: \$3,164,817.58

Cash, end of month: \$3,184,230.41

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:

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **10/31/2021**

% OF FISCAL YEAR: **33.70%**

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 AND INVESTED FUNDS BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
	General	249,258	277,621	1,377,327				
Major Streets	24,285	49,739	66,864	159,492	(42,889)	189,798	1,174,568	13.58%
Local Streets	65,210	43,753	106,932	73,709	76,976	127,894	424,530	17.36%
Solid Waste	17,557	16,646	172,264	49,984	138,927	151,918	203,174	24.60%
Fire Reserve	74,261	74,261	87,506	25,752	136,016	148,672	87,601	29.40%
Stimulus Fund ARPA	-	-	197,670	-	197,670	197,670	0	0.00%
Airport	25,101	38,390	26,036	28,750	35,677	41,965	48,160	59.70%
Revolving Loan	37,529	60,633	2,169	-	62,802	44,572	10,000	0.00%
Capital Improvement	36,014	34,314	87,406	26,667	95,052	98,973	80,097	33.29%
Brownfield BRA	75,583	475	620,181	230,531	390,125	61,793	130,212	177.04%
Tax Increment TIFA	89,174	87,933	85,661	33,467	140,128	153,740	68,722	48.70%
Downtown DDA	45,670	44,109	59,143	22,872	80,380	109,502	64,170	35.64%
Sewer	851,958	786,009	472,499	467,341	791,167	1,012,339	1,492,983	31.30%
Water	5,628	(51,067)	206,718	144,367	11,284	268,448	389,792	37.04%
Motor Pool / Equipment	232,068	223,198	118,870	195,479	146,589	84,499	383,287	51.00%
OPEB**	70,052	70,358	11,504	8,790	73,072	81,146	35,795	24.56%
	1,899,346	1,756,372	3,698,750	2,215,797	3,239,325	3,783,200	6,838,397	32.40%

* - Amounts taken from audited financial statements as of June 30, 2020

** - 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:	Insert Signature: Brian Kelley <small>Digitally signed by Brian Kelley Date: 2021.11.01 12:16:30 -04'00'</small>

11/04/2021

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 11/08/2021 - 11/08/2021
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: UBAP

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	2021.10	PARTS/SUPPLIES OCTOBER 2021	559.62
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			559.62
000010	RIDDERMAN & SONS OIL CO INC		
	146042	DPW GASOLINE - DELIVERED 10/07/2021	536.28
	146043	DPW DIESEL FUEL - DELIVERED 10/07/2021	839.25
	146514	DPW DIESEL FUEL - DELIVERED 10/28/2021	522.71
	146515	DPW GAS - DELIVERED 10/28/2021	681.33
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			2,579.57
000011	SHOPPERS GUIDE INC		
	2021.10	OCTOBER 2021 ADS	242.26
TOTAL FOR: SHOPPERS GUIDE INC			242.26
000044	ALL-PHASE ELECTRIC		
	3505-1041121	NOON WHISTLE	752.95
TOTAL FOR: ALL-PHASE ELECTRIC			752.95
000077	MCMASTER-CARR SUPPLY		
	66859277	HAMMER-DRIVEN HOLE PUNCH	31.02
TOTAL FOR: MCMASTER-CARR SUPPLY			31.02
000100	SIEGFRIED CRANDALL PC		
	107319	PROGRESS BILLING - AUDIT SERVICES FOR 06/	9,900.00
TOTAL FOR: SIEGFRIED CRANDALL PC			9,900.00
000104	HARDINGS MARKET 380		
	2021.11	CLEANING SUPPLIES - WR	21.75
TOTAL FOR: HARDINGS MARKET 380			21.75
000139	REEVES COMPANY INC		
	433410	ENGRAVED NAMEPIN - ROBERTS (2)	27.95
TOTAL FOR: REEVES COMPANY INC			27.95
000166	FISHER SCIENTIFIC		
	2111285	AMMONIA NITROGEN PROBE	676.26
TOTAL FOR: FISHER SCIENTIFIC			676.26

000370	STATE SYSTEMS RADIO INC		
	159960	RADIO FOR TRUCK #16	440.60
TOTAL FOR: STATE SYSTEMS RADIO INC			440.60

000624	AIS CONSTRUCTION-JOHNDERE POWERPLN		
	W92047	#62 SKID STEER REPAIR	559.75
TOTAL FOR: AIS CONSTRUCTION-JOHNDERE POWERPLN			559.75

000714	WEBB CHEMICAL SERVICE CORP		
	529581	FERRIC CHLORIDE SOLUTION	4,800.93
TOTAL FOR: WEBB CHEMICAL SERVICE CORP			4,800.93

000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2021.08	DEBT CREW - AUGUST 2021	198.00
	2021.10	DEBT CREW - WORK DONE SEPTEMBER 2021	64.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			262.00

000910	GRAINGER		
	9089972666	PUMP FOR CHLORINE GAS WELL #4	677.38
TOTAL FOR: GRAINGER			677.38

000947	WYOMING ASPHALT PAVING INC.		
	2021-559	MATERIALS PURCHASED WEEK ENDING 10/22	874.19
TOTAL FOR: WYOMING ASPHALT PAVING INC.			874.19

000962	STATE OF MICHIGAN		
	761-10647159	WSSN - WATER ANNUAL SUPPLY FEE	1,340.28
TOTAL FOR: STATE OF MICHIGAN			1,340.28

001215	FLIER'S		
	131185	CARBON TANK SERVICE ON 10/26/2021	89.00
TOTAL FOR: FLIER'S			89.00

001448	PROFESSIONAL CODE INSPECTIONS		
	21010	OCTOBER 2021 PERMITS	1,272.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			1,272.00

001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	2962	DPS DRY CLEANING SEPTEMBER 2021	177.80
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			177.80

001645	ALEXANDER CHEMICAL CORPORATION		
	46579	DPW RENTAL CHARGE FOR CONTAINER HELD	28.00
	46580	WR RENTAL CHARGES FOR CONTAINERS HELD	168.00
	46638	CREDIT OF RENTAL CHARGES BILLED ON INV#	(28.00)
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			168.00

002149	DONNIE'S AUTO REPAIR		
	2021.10A	TRUCK #5 - 4 TIRES	720.00
	2021.10B	TRUCK #5 - FRONT/REAR BRAKE PADS REPLAC	402.01
TOTAL FOR: DONNIE'S AUTO REPAIR			1,122.01

002219	CLARK TECHNICAL SERVICES		
	273.	CITY WIDE IT SERVICES OCTOBER 2021	1,115.00
TOTAL FOR: CLARK TECHNICAL SERVICES			1,115.00

002402	STEENSMA LAWN & POWER EQUIPMENT		
	870336	HYDRAULIC OIL #61	39.98
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			39.98

002544	BLUESTONE PSYCH		
	3328	EVAL PSO - SCREENING POST COE NEW HIRE	465.00
TOTAL FOR: BLUESTONE PSYCH			465.00

002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	143222	DPS FUEL 10/16/2021 - 10/31/2021	784.45
TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID			784.45

002661	JIM KOESTNER INC		
	6031631	CAR #4 - REPLACED AIR FILTER & HEADLIGHT E	96.43
TOTAL FOR: JIM KOESTNER INC			96.43

004124	SCHINDLER ELEVATOR CORPORATION		
	8105771885	DPS ELEVATOR INSPECTIONS 11/01/2021 - 10	1,079.64
TOTAL FOR: SCHINDLER ELEVATOR CORPORATION			1,079.64

004168	SBF ENTERPRISES		
	0135850	UTILITY BILLING PAPER	107.00
	0135851	6X9 WINDOW ENVELOPES - 2021 WINTER TAX	249.90
TOTAL FOR: SBF ENTERPRISES			356.90

004200	WIGHTMAN & ASSOCIATES INC		
	72835	PHASE I ENVIRONMENTAL SITE ASSESSMENT -	3,000.00
	72937	PHASE II PEDESTRIAN TRAFFIC STUDY - S MAIN	3,250.00
TOTAL FOR: WIGHTMAN & ASSOCIATES INC			6,250.00

004262	ENVY OF PLAINWELL		
	2021.10LLL	LADIES LEAVES & LAUGHTER LOOT	25.00
TOTAL FOR: ENVY OF PLAINWELL			25.00

004803	ARROW ENERGY INC		
	134087	AIRPORT FUEL PURCHASE 10/27/2021	7,899.20
TOTAL FOR: ARROW ENERGY INC			7,899.20

004806	LL JOHNS & ASSOCIATES INC		
	6287	2022 AIRPORT STORAGE TANK INSURANCE	915.68
	6297	AVIATION LIABILITY INSURANCE 2021/2022	3,188.00
TOTAL FOR: LL JOHNS & ASSOCIATES INC			4,103.68

004812	FISH WINDOW CLEANING		
	2647-102694	WINDOW CLEANING - DPS	165.00
TOTAL FOR: FISH WINDOW CLEANING			165.00

004814	WILLIAMS & WORKS		
	93071	PLANNING & ZONING ASSISTANCE SEPTEMBER	67.23
TOTAL FOR: WILLIAMS & WORKS			67.23

004823	RACQUET SPORTS		
	12372	COLORED CAULK - PICKELBALL COURTS	150.00
TOTAL FOR: RACQUET SPORTS			150.00

004846	SUPERIOR GROUNDCOVER INC		
	46130	55 YDS MULCH & APPLICATION FOR BIO-BED (3,300.00
TOTAL FOR: SUPERIOR GROUNDCOVER INC			3,300.00

004852	PACE ANALYTICAL SERVICES LLC		
	2150177847	MERCURY ANALYSIS 10/15/2021	265.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			265.00

004855	PLAINWELL ACE HARDWARE		
	8817	ELECTRICAL TAPE	11.98
	8836	BATTERY, CAR CHARGERS - TRUCK #5	24.97
	8838	HOOKS - FLOWER PLANTING	37.15
	8840	STORAGE HOOKS	11.18
	8846	POWER BIT	8.99
	8847	HAMMER & LEVEL - CONCRETE DUMPSTER PA	69.98
	8854	PLASTIC - DUMPSTER PAD 200 E BRIDGE	35.99
	8871	CLEANER - PARK BATHROOMS	8.37
	8873	MISC FASTENERS, SPRAY PAINT - WATER VAN	36.38
	8876	WELLHOUSE #4	3.59
	8883	PLEDGE POLISH (3)	17.97
	8886	15 PC DRILL BIT	24.99
	8890	LED FLASHLIGHT	29.99
	8891	PIPE UNION - WELL #4	53.98
	8893	SNAP TRIGGER FASTENER - WR	5.58
	8895	RIVERWALK/CHRISTMAS LIGHTS	32.99
	8897	BATTERY, TRUCK #20 & BITS FOR CHRISTMAS	28.16
	8898	CORD & BIT - CHRISTMAS LIGHT INSTALL ALON	19.98
	8900	WELLHOUSE #4 - FITTINGS, ADAPTERS, MISC	15.79
	8905	BATTERY (4)	55.96
	8911	WELLHOUSE #4 - MOP & CLEANER	26.57

TOTAL FOR: PLAINWELL ACE HARDWARE			560.54
005015	CHECKALT-KLIK		
	181143	E-LOCKBOX FEES OCTOBER 2021	109.82
TOTAL FOR: CHECKALT-KLIK			109.82
005020	GOOD NEWS PAPER		
	2021.11	NOVEMBER 2021 AD - INDOOR MARKET	235.00
TOTAL FOR: GOOD NEWS PAPER			235.00
005047	STAPLES, INC.		
	3489928698	TISSUE, C FOLD TOWELS, KLEENEX - CITY HALL	92.19
	3490168535	BINDER CLIPS, BATTERIES, SHEET PROTECTOR:	39.78
TOTAL FOR: STAPLES, INC.			131.97
005071	CHRISTMAS DONE BRIGHT		
	IN-061223	NORTH POLE EXPRESS TRAIN LIGHT DISPLAY	2,705.22
TOTAL FOR: CHRISTMAS DONE BRIGHT			2,705.22
005073	HAVILAND PRODUCTS COMPANY		
	414093	CHLORINE & SULFUR CYLINDERS - WR	865.44
	414094	CHLORINE GAS CYLINDER - DPW	141.99
TOTAL FOR: HAVILAND PRODUCTS COMPANY			1,007.43
005081	RIVERRUN PRESS INC		
	161545	WR POSTCARD - INFO & COMMUNITY EDUCA	1,073.42
TOTAL FOR: RIVERRUN PRESS INC			1,073.42
005083	ENGAGE EMPLOYMENT SOULTUIONS, LLC		
	335	RECRUITMENT SERVICES - PSO, DPS CLERK, DE	575.00
TOTAL FOR: ENGAGE EMPLOYMENT SOULTUIONS, LLC			575.00
999999	PASSIFLORA		
	2021.11LLL	LADIES LEAVES & LAUGHTER LOOT	50.00
TOTAL FOR: PASSIFLORA			50.00
REFUND UB	PORTER, ANJA		
	10/29/2021	UB refund for account: 06-00088409-05	48.29
TOTAL FOR: PORTER, ANJA			48.29
TOTAL - ALL VENDORS			59,234.52

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:

**Amanda
Kersten**

Digitally signed by Amanda Kersten
DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall,
email=akersten@plainwell.org, c=US
Date: 2021.11.04 14:17:09 -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: 2021.11.04
15:52:43 -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: 2021.11.04
15:37:27 -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: 2021.11.04
14:43:46 -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:

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:

11/04/2021

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 10/27/2021 - 11/15/2021

Check Date	Check	Vendor Name	Description	Amount
Bank UBAP United Bank - General Checking				
Check Type: ACH Transaction - Automatic Manual Checks & Property Tax Distributions				
11/01/2021	458(A)	KEVIN CHRISTENSEN	MEDICARE PREMIUM & COPAY REIMBURSEMENT N	298.50
11/01/2021	459(A)	BRYAN POND	SHOE & UNIFORM ALLOWANCE 21/22	631.22
11/01/2021	460(A)	AARON BIRD	GAS PURCHASE FOR NEW TRUCK #16	50.00
11/01/2021	461(A)	VAIRKKO TECHNOLOGIES, LLC	EMPLOYEE TRAINING SOFTWARE OCTOBER 2021	165.60
11/05/2021	464(A)	ALLEGAN COUNTY TREASURER	2021 TAX COLLECTIONS THROUGH 10/30/2021	578.30
11/05/2021	465(A)	RANSOM DISTRICT LIBRARY	2021 TAX COLLECTIONS THROUGH 10/30/2021	82.49
Total ACH Transaction:				1,806.11
Check Type: EFT Transfer - Electronic Automatic Payments				
10/27/2021	456(E)	FIRST NATIONAL BANK (CREDIT CARD)	OCTOBER 25, 2021 CITY CREDIT CARDS	11,473.54
10/29/2021	462(E)	UNITED BANK	UNITED BANK ACH FEE - 11/01/2021 ACH PAY	7.00
11/15/2021	463(E)	CITY OF PLAINWELL	NOVEMBER 2021 CITY UTILITY BILLS	769.43
11/01/2021	466(E)	UNITED BANK	UNITED BANK ACH FEE - TAX DISTRIBUTION	7.00
Total EFT Transfer:				12,256.97
Check Type: Paper Check - Paper Checks				
11/01/2021	17947	CONSUMERS ENERGY	612 ALLEGAN ST - ELECTRIC OCTOBER 2021	6,733.42
11/01/2021	17948	VERIZON	DPW/WR ONE TALK SERVICE 09/18/21 - 10/17	222.97
11/01/2021	17949	REPUBLIC WASTE SERVICES	WR GARBAGE SERVICE NOVEMBER 2021	480.80
11/01/2021	17950	CHARTER COMMUNICATIONS	DPS PHONES/INTERNET/TV THROUGH 11/18/202	496.10
11/01/2021	17951	COPS HEALTH TRUST	NOVEMBER 2021 DENTAL & VISION	1,455.21
11/01/2021	17952	MADISON NATIONAL LIFE INSURANCE C	NOVEMBER 2021 LIFE INSURANCE COVERAGE	59.87
11/01/2021	17953	PRIORITY HEALTH	NOVEMBER 2021 HEALTH INSURANCE PREMIUM	26,095.34
11/01/2021	17954	PLAINWELL ACE HARDWARE	LADIES LEAVES & LAUGHTER LOOT	25.00
11/01/2021	17955	R & R ASSESSING INC	ASSESSING SERVICES NOVEMBER 2021	1,525.00
11/01/2021	17956	MARTIN TOWNSHIP	MEDICAL FIRST RESPONDER COURSE - STENZEL	1,200.00
11/03/2021	17957	VERIZON	CELL PHONE SERVICE 09/24/2021 - 10/23/20	1,231.05
11/03/2021	17958	AUTO-OWNERS INSURANCE	BRINDLEY AIRPORT INSURANCE 11/16/21 - 11	384.00
11/03/2021	17959	LEXIPOL	POLICE ONE ACADEMY 10/01/2021 - 09/30	408.00
11/03/2021	17960		REWARD MONEY - WATER TOWER INCIDENT	1,000.00
Total Paper Check:				41,316.76

UBAP TOTALS:
Total of 24 Checks:
Less 0 Void Checks:
Total of 24 Disbursements:

55,379.84
0.00

55,379.84

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: 2021.11.04 12:14:25 -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:

Reports & Reports:

A. Set Public Hearing – Commercial Rehabilitation District – December 13, 2021:

Application has been made for a Commercial Rehabilitation District designation for 119 West Bridge Street. Before this designation can be considered, a Public Hearing needs to happen to allow the City Assessor and other affected tax authorities to be heard on this matter. The Public Hearing can be scheduled for December 13, 2021.

Recommended action: Consider setting a Public Hearing for December 13, 2021 to consider a Commercial Rehabilitation District for 119 West Bridge Street.

B. Resolution 2021-18 – Emergency Management Multi-Jurisdictional Hazards Mitigation Plan:

Allegan County recently adopted an updated Hazards Mitigation Plan for the various county jurisdictions and offered a resolution of support for each jurisdiction to support.

Recommended action: Consider adopting Resolution 2021-18 as presented.

C. RRC Technical Assistance Match Funding:

Community Development Manager Siegel reports having received a Redevelopment Ready Community (RRC) Technical Assistance Grant of \$22,100. The grant, if accepted, will be used to fund a \$32,100 project to update the city's Master Plan to create an economic development strategy and update the Community Recreation Plan.

Recommended action: Consider amending the 2021/2022 City Budget to approve a \$32,100 project to update the city's Master Plan and accepting related RRC Grant Funding of \$22,100, authorizing the City Manager to execute all documents related to the approved action.

D. Water Renewal – Secondary Digester Cover Replacement Project

Superintendent Pond recommends a professional services contract for engineering services related to a project to replace the secondary digester cover at the Water Renewal Facility. The city's engineer, Fleis & Vandenbrink has offered a Statement of Understanding and Scope of Work for the project.

Recommended action: Consider approving a professional services contract with Flies & Vandenbrink for engineering for the Secondary Digester Cover Replacement Project in the amount of \$28,900.00.

Reminder of Upcoming Meetings

- November 9, 2021 – Plainwell DDA/BRA/TIFA Board– 7:30am
- November 11, 2021 – Plainwell Parks & Trees Commission – 5:00pm
- November 17, 2021 – Plainwell Planning Commission – 7.00pm
- November 18, 2021 – Allegan County Board of Commissioners – 1:00pm
- **November 22, 2021 – Plainwell City Council – 7:00pm**

Non-Agenda Items / Materials Transmitted

- None
-