

# 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](http://www.plainwell.org)

“The Island City”

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## AGENDA City Council Wednesday, December 23, 2019 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – 12/09/2019 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**
  - A. **Boards & Commissions Appointment List**

Council will consider confirming the Mayor's re-appointment of several community members to various boards and commissions.
  - B. **City-Wide Mail Server Upgrade**

Council will consider approving a project through Clark Technical Services for hardware, software and installation of a new mail server at a total cost of \$11,660.00, amending the budget accordingly.
  - C. **City-Wide Flower Purchase**

Council will consider approving the annual city-wide flower purchase for 2020 from Zeinstra Greenhouse and Diemers Greenhouse for a total project cost of \$8,574.00.
  - D. **Resolutions 2020-01 through 2020-05**

Council will consider adopting Resolutions 2020-01 thru 2020-05 for Ordinance Enforcement Officers, 2020 Council Meeting Dates, 2020 Employee Holiday Dates, 2020 Street Flag Dates and 2020 Street Closures.
11. **Communications:** The November 2019 Public Safety Report and the November 2019 Water Renewal Report
12. **Accounts Payable - \$234,499.74**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

**MINUTES**  
**Plainwell City Council**  
**December 9, 2019**

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail 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 and Summary of the 11/25/2019 regular and special meetings. On voice vote, all voted in favor. Motion passed.**
6. Public Comments: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Keeler reported on a beautiful community celebration at the tree lighting on Friday the 6<sup>th</sup>.
10. Recommendations and Reports:
  - A. Treasurer Kelley reported a housekeeping budget amendment for prior fiscal year purchase orders that were approved, but finalized in the current fiscal year. These encumbrances are rolled into the current fiscal year to create a budget amendment to reflect their approval from the prior year.  
**A motion by Keeney, seconded by Overhuel, to approve the budget amendment for the 2018/2019 purchase orders rolled over into the 2019/2020 budget. On a voice vote, all in favor. Motion passed.**
  - B. City Manager Wilson gave an update on the mill demolition grant, which requires another public hearing for the public to comment on a report from the State Historic Preservation Office that demolishing Building 1 would create an "adverse effect". This means that the footprint of the original mill platform would change. He recommended Council set that meeting for 6pm on Monday December 23, 2019.  
**A motion by Wisnaski, seconded by Keeney, to set a public hearing for December 23, 2019 at 6pm for an update on the grant application for the Mill Demolition Grant. On a voice vote, all in favor. Motion passed.**
11. Communications:
  - A. **A motion by Steele, seconded by Overhuel, to accept and place on file the November 2019 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeney, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$128,874.33 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments: None.

14. Staff Comments:

Community Development Manager Siegel reminded Council of several events on December 14, including the Indoor Market, Festival and Historic Home Tour. She also reported on a December 6 meeting with the Redevelopment Ready Community marketing team.

Superintendent Pond reported regular lift station maintenance completed successfully.

Director Bomar reported that December 11 includes the Law Enforcement Information Network (LEIN) Audit, and the "Shop with a Hero" event. He also recapped a December 4 motorcade by Vice President Pence and that he has been notified that 2020 could include several other motorcades given Michigan's position in the political climate related to the election.

Treasurer Kelley reported that winter tax bills were mailed and have a February 14 due date. He also noted final touches on the financial audit. Clerk Kelley reported that preparations have begun for the March 2020 Presidential Primary Election.

15. Council Comments:

Council thanked the Department of Public Works for their work in putting on a great Tree Lighting Ceremony and having the plaza ready with great decorations.

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:21 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL  
December 23, 2019

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Brian Kelley, City Clerk

**SUMMARY**  
**Plainwell City Council**  
**December 9, 2019**

1. Mayor Keeler called the regular meeting to order at 7:01 PM in Council Chambers at City Hall.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Keeler, Steele, Overhuel, Keeney and Wisnaski. Absent: None.
5. Approved Minutes/Summary of the 11/25/2019 regular and special meetings.
6. Approved a budget amendment for 18/19 purchase orders rolled into the 2019/2020 budget.
7. Set a Public Hearing for December 23, 2019 at 6pm for an update on the grant application for the Mill Demolition Project.
8. Accepted and placed on file the November 2019 Investment and Fund Balance Reports.
9. Approved Accounts Payable for \$128,874.33.
10. Adjourned the meeting at 7:21 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer





## "The Island City"

## MEMORANDUM

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

TO: Erik J. Wilson, City Manager  
FROM: Brian Kelley, City Clerk/Treasurer  
DATE: December 16, 2019  
SUBJECT: Computer Upgrades – Mail Server

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**ACTION RECOMMENDED:** The City Council should consider approving the purchase and installation of a new mail server hardware and licensing with a total project cost of \$11,660.00, and amend the budget accordingly.

The city's computer network is routinely reviewed by the city's information technology advisor, Clark Technical Services. For some time, they have advised that the city's server systems will need to be upgraded.

Currently, the city's e-mail server is experiencing slowdowns due to the city's expanded use of email on older technology. This server is a smaller part of the larger upgrade project being planned for a future Capital Improvement Project (CIP). Given the current slowdowns impacting productivity and reliability of data, the mail service should be replaced sooner rather than later.

Clark Technical Services received quotes from the preferred vendor, CDW-G, for government pricing for the hardware, which totals \$4,100. The mail server has its own software licensing from Microsoft for \$2,500. Clark Technical would configure and install the new server, and configure the old server for a backup, for \$5,060.00, bringing the project cost to \$11,660.00. Clark Technical provided the quote using best pricing and used a reduced price for its labor.

Since this project was originally planned as part of a future CIP, the current year budget does not include this project. Because the mail server provides service to the entire city, each fund would share the cost of the project. Approximately \$2,160.00 of this project could be funded by cost savings in other areas of the city, and increased investment income in the current year. The remaining \$9,000 would need to come from reserves in the different funds.

It is recommended to accept the quote from Clark Technical Services for a mail server upgrade at a project cost of \$11,660.00, and to amend the budget accordingly.

# Clark Technical Services

1856 South Broadway Road  
Hastings, Michigan 49058

269.945.3806  
tclark@clarktechnical.com

32-0273206

## Quotation 136

Date 12.12.2019

### City of Plainwell

211 N. Main Street  
49080 - Plainwell (Michigan), USA

### Mail server budget - City Hall - DRAFT

Time and Materials	\$11,660.00
Balance Due	\$11,660.00 USD

### Line Items

Product code	Net price	Qty./Hours	Description
CDWG	\$2,020.00	1	HPE ProLiant DL360 Gen10 Performance - rack-mountable - Xeon Silver 4110 2. MFG Part: P06453-B21 CDW Part: 5109431
CDWG	\$550.00	4	Crucial - DDR4 - 16 GB - DIMM 288-pin - registered MFG Part: CT16G4RFS4266 CDW Part: 4539988
CDWG	\$520.00	4	Samsung 860 EVO MZ-76E1T0E - solid state drive - 1 TB - SATA 6Gb/s MFG Part: MZ-76E1T0E CDW Part: 4934168
CDWG	\$70.00	1	HPE cable management arm - 2U MFG Part: 733664-B21 CDW Part: 3364993
Amazon	\$60.00	4	Drive Carriers.  <a href="https://www.amazon.com/BL460c-378343-002-500223-001-attached-PCRepair/dp/B01ELN5OLQ/ref=sr_1_1">https://www.amazon.com/BL460c-378343-002-500223-001-attached-PCRepair/dp/B01ELN5OLQ/ref=sr_1_1</a>
CDWG	\$880.00	16	Microsoft Windows Server 2019 Standard - licenses - 8 cores MFG Part: 9EM-00679CDW Part: 5303519
CTS-ES	\$440.00	8	Equipment staging
CTS-SBOSI-ENT	\$2,640.00	2	Server installations and configurations
CTS-IEAS-SB	\$1,320.00	1	Install enterprise applications
CTS-SDM-ENT	\$660.00	1	Server data migration -
Microsoft - CDWG	\$2,500.00	1	Exchange email server licensing

# City of Plainwell



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To: Erik Wilson, Brian Kelley  
From: Robert Nieuwenhuis  
Subject: Flower Program  
Date: December 16, 2019

This Memo is asking council to approve the purchase of flowers for our 2020 spring planting. We have asked for bids from greenhouses and only had two submit bids five opted out. The quantity we order wasn't large enough per plant for most to bid; most have a minimum of 10 flats per flower. Zeinstra Greenhouse and Diemers Greenhouse are the two greenhouses that bid. They both come highly recommended locally.

I am asking for approval for Zeinstra Greenhouse in the amount of \$3860.00. This is for the hanging baskets, bridge baskets and black street pots. These plants will all be grown at the greenhouse instead of us planting them from flats.

I am asking for approval for Diemers Greenhouse in the amount of \$4714.00. This is for the in-ground flowers, concrete pots and flower trees.

The cost of the flowers is more than years past but will fit into the flower budget. The cost of labor, materials and maintenance is lower since they grow the flowers in the pots and baskets. Accordingly, the part-time (seasonals) wage line item and the supplies line item in the flower budget can be reduced by \$1,400 and \$2,000, respectively, to account for the increase in the cost of the plantings.

DPW Superintendent  
Robert Nieuwenhuis

[www.plainwell.org](http://www.plainwell.org).

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



2020 FLOWERS CITY OF PLAINWELL BID FORM

Flower / Plant	Type	Total # plants needed	FLATS			POTS			Comments / Adjustments to counts	Cost
			flat count	# flats needed	flat price	size pot	pots per tray	# trays needed		
Alyssum, Sweet	Snow Crystals (10/10) 4-10 x 8-10 Illumination First Hybrid (pink) 15x22 trailing	124	36	4	\$10	4 1/2	10	6	\$30	\$40
Begonia	Non-Stop Mosses Mix (orange, dk orange, scarlet, white, yellow) 10 x 12 15	54				4 1/2	10	18	\$30	\$180
Begonia	Rainbow Sherbert (mix) 12 x 8-10	180								\$540
Celastrol	Blue Salsola	270	36	8	\$10					\$280
Celastrol	Red Salsola	23	36	1	\$10					\$10
Celastrol	French Look Red (10/10) 12-16 x 12-18 Giant Exhibition marble various 12-16 x 12-13	15	36	1	\$10					\$10
Celastrol	Cherry Pie Blend (dk red, cream, pink, white) 12-14 x 10-12	241	36	7	\$10					\$170
Columbin	Southern White (white) 24 x 18	96	36	3	\$10					\$30
Cosmos	Boston Fern (white) 10/11	48	36	2	\$10					\$20
Cosmos	Purple	25				10	1	25	\$10	\$250
Cosmos	Sunshine Mix (gold, red, white, pink) 10-12 x 6-8	80				5	8	8	\$28	\$224
Cosmos	New Guinea (various) color 10/11	43				4 1/2	10	5	\$25	\$125
Cosmos	New Guinea Divine Myrtle Mix (purple, lavender, white, mix) 10-14 x 10-16	25				10	1	25	\$10	\$250
Cosmos	New Guinea Family Sweet Orange Hybrid (dk orange, salmon) 10-14 x 12-15	325				4 1/2	10	33	\$30	\$990
Cosmos	Shady Lady (purple, rose, salmon) 10 x 10	17				4 1/2	10	4	\$30	\$120
Cosmos	Super Hero Spy (brown, gold) 10 x 12 h/w	28	36	1	\$10					\$10
Cosmos	Purple Majesty Hybrid (purple) 48-80 x 12-14	147	36	5	\$10					\$50
Cosmos		15				6	6	3	\$30	\$190







2020 FLOWERS CITY OF PLAINWELL BID FORM

Flower / Plant	Type	Total # plants needed	FLATS			POTS			Comments / Adjustments to counts	Cost
			flat count	# flats needed	flat price	size pot	pots per tray	# trays needed		
Alyssum Sweet	Score Crystals (100) 4-10 x 8-10 Illumination Pink Hybrid (pink) (8x4) trailing	124	36	4	N/D	4 1/2	10	6	30	140
Beignonia	KnottStop Moosa Mix (orange, dk orange, scarlet, white, yellow) 10 x 12 15	54				4 1/2	10	18	30	190
Delphinium	Rainbow Sherbert (mix) 12 x 8-10	180								540
Delphinium	Blue Salsola 12 x 18-18	36	36	8	10					280
Delphinium	Red Salsola 12 x 18-18	36	36	1	10					70
Delphinium	Fresh Look Red (100) 12-16 x 12-18 Giant Exhibition marble varietal 12-16 x 12-13	15	36	1	10					70
Delphinium	Cherry Pie Blend (dk red, cream, pink, white) 12-14 x 10-12	241	36	7	10					170
Delphinium	Sonata White (white) 24 x 18	96	36	3	N/D					50
Delphinium	Boston Fern 800 107	48	36	2	10					20
Delphinium	Purple Sunshine Mix (pinks, reds, whites, purples) 10-12 x 6-8	35				10	1	25	10	250
Delphinium	New Guinea (various) 10 x 10	80				5	8	8	28	224
Delphinium	New Guinea Diona Myrtle Mix (purple, lavender, white, max) 10-14 x 10-16	43				4 1/2	10	5	25	125
Delphinium	New Guinea Pacific Sweet Orange Hybrid (dk orange, salmon) 10-14 x 12-15	25				10	1	25	10	250
Delphinium	Shady Lady (purple, rose, salmon) 10 x 10	325				4 1/2	10	33	30	990
Delphinium	Super Hero Spy (brown, gold) 10 x 12 1/2	17				4 1/2	10	4	30	160
Delphinium	Purple Majesty Hybrid (purple) 48-60 x 12-14	28	36	1	10					10
Delphinium		147	36	5	10					150
Delphinium		15				6	6	3	30	190



City of Plainwell 269-685-7278  
Attn: Sheryl

Following 3 pages are  
price quotes on your bedding  
plants for 2020.

"Please let us know ASAP"

Zeinstra Greenhouse

Phone 269-672-5316

Cell 269-207-4495

E-Mail [bettycz2007@gmail.com](mailto:bettycz2007@gmail.com)



2820 FLOWERS CITY OF PLAINWELL BID FORM											
Flower / Plant	Type	Total # plants needed	FLATS			POTS				Comments / Adjustments to counts	Cost
			flat count	# flats needed	flat price	size pot	pots per tray	# trays needed	tray price		
Sweet Alyssum	Snow Crystals (white) 4-10 x 8-10	124	36	4							
Begonia	Rejuvenation Pink Hybrid (pink) 15x42 trailing	54	15	4							
Begonia	MontStop Mokka Mix (orange, dk orange, scarlet, white, yellow) 10 x 12	180	15	12							
Celosia	Rainbow Sherbert (mix) 12 x 8-10	270	15	18							
Celosia	Dragon's Breath 24 x 15-18	22	15	2							
Celosia	Fresh Look Red (red) 12-16 x 12-16	15	15	1							
Coleus	Clear Exhibition marble various) 12-16 x 12-13	241	18	13							
Cosmos	Cherry Pie Blend (dk red, lt cream, pink, white) 12-14 x 10-12	96	18	5							
Cosmos	Sonata White (white) 24 x 15	48	18	3							
Ferns	Boston Fern pots 10"	25									Already Priced
Boston Fountain Grass	Purple	60	8	7							
Zazania	Sunshine Mix (gold, reds, whites, pinks) 10-12 x 6-8	43	15	3							
Impatiens	New Guinea (various) pots 10"	25	15	2							
Impatiens	New Guinea Divine Mystic Mix (purple, lavender, white, mix) 10-14 x 10-16	325	15	22							
Impatiens	New Guinea Florific Sweet Orange Hybrid (dk orange, salmon) 10-14 x 12-15	17	15	1							
Impatiens	Shady Lady (purple, rose, salmon) 10 x 10	28	36	1							
Impatiens	Super Hero Spy (brown, gold) 10 x 12 h/w	147	36	4							
Impatiens	Purple Majesty Hybrid (purple) 48-60 x 12-14	15	15	1							

Flower / Plant	Type	Total # plants needed	FLATS			POTS				Comments / Adjustments to count	Cost
			flat count	# flats needed	flat price	size of pot	# trays needed	tray price			
Pentas	Lucky Star Dark Red (12) 1:1:1x	19	15	1							
Pentas	Lucky Star White (white) 12:1:1:12-14	30	15	2							
Pentas	Lucky Star Lavender (lavender) 12-14	37	15	3							
Petunia	Easy Wave Silver Hybrid (silver) 12 x 30-36	11	15	1							
Petunia	Easy Wave Silver Hybrid (silver) 12 x 30-36	1	15								
Petunia	Evening Scentsation (light blue) 30-35	18	15	1							
Phlox	Popstars Purple Eye (purple, white) 8-10 x 8-10	17	18	10							
Phlox	Popstars Red (red, white) 3-0-8-10	17	18	10							
Polka Dot Plant	Splash (pink, white, grey) 12-8	54	18	3							
Savvia	Big Blue (ok blue) 24-24x14-2	45	36	2							
Savvia	Erobition (purple) 18x11	93	36	3							
Vinca Sweet Pea	SubVince - by Sherex Villa Roma Formula Mican B, in my blue, pink, raspberry, scarlet, white, rosewhite (10x)	174	36	5							
Vinca	Cora Cascade Cherry (cherry) 6-8 x 32-36. Magenta on be subbed.	93	36	3							
Vinca	Cora Cascade Magenta (magenta) 6-8 x 32-36	11	36	1							
Vinca	Cora Cascade Strawberry (strawberry) 6-8 x 32-36	11	36	1							
Vinca	Cora Mix (apricot, burgundy, lavender, violet, white) 1:1:1x5	6	36	1							
Vinca	Pacific Halo Polka Dot (pink/purple/white) 1:1:2 x 1:1	40	36	2							
Vinca	Pacific Hybrid Polka Dot (wired eye) 10-12 x 12	10	36	2							

we will need to give you 1 flat

Switched to Vinca Sweet Pea Am. Pic

FLOWER CITY OFFICINWELL FORM				FLATS			POTS			Comments / Adjustments to counts	Cost
Plant	Type	Total # plants needed	flat count	# flats needed	flat price	size pot	pots per tray	# trays needed	tray price		
	Evy (lime) 31.8-10	37	18	2							
	Gent Cactus (yellow, orange, red, blue, pink, sand, white) 30.3-10	71	18	4							
	Fusion Doite Cherry (chry) 12-15	38	13	2							
	Fusion Doite White (white) 12-15	30	13	2							
	Fusion Doite Yellow (yellow) 12-15	17	18	1							
	Veery LimeCange (lt green, lt green, lt red, orange, yellow) 34 x 7	51	13	3							
	Zhara Double-ire (orange) 2'8 x 18	22	18	1							
TOTAL COST FOR ORDER, as adjusted: \$											

For questions or suggestions: Jnyl Gluchowski 266-377-3187 (cell)

\* 27 606 Flats @ 36 Plants / Flat \$9.60 = \$259.20  
 73 Flats 4 1/2" Pots 15 count Flat @ \$45.00 (3.00/Pot) = \$3285.00  
 41 Flats 1801 Flat (18 count) @ \$20.00 / Flat = \$820.00  
 7 Flats Grass (56 Total) \$224.00 (5" Pots)

\$4588.-  
~~\$750.-~~  
 \$5338.-

10" pots

\* 606 Flats are deeper flats that gives a good root area

# City of Plainwell

## Resolution No. 2020-01

**WHEREAS**, the Plainwell City Council has adopted Ordinance Number 236 creating the Ordinance Enforcement Officer Ordinance, and

**WHEREAS**, the Plainwell City Council must, by resolution, appoint individuals to act as Ordinance Enforcement Officers.

**NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:** That the following individuals are hereby appointed as Ordinance Enforcement Officers:

<b>Name of Appointee</b>	<b>Title or Position</b>	<b>Department</b>
Erik J. Wilson	City Manager	Administration
Bill Bomar	Public Safety Director	Department of Public Safety
John Varley	Public Safety Deputy Director	Department of Public Safety
David L. Rantz	Public Safety Officer	Department of Public Safety
James R. Pell	Public Safety Officer	Department of Public Safety
Jeffrey S. Welcher	Public Safety Officer	Department of Public Safety
Michael Bruce	Public Safety Officer	Department of Public Safety
Eric S Luthy	Public Safety Officer	Department of Public Safety
Joseph C. Culver	Public Safety Officer	Department of Public Safety
Joy Sausaman	Public Safety Ordinance / Records	Department of Public Safety
Jo Survilla	Public Safety Records	Department of Public Safety
Jeffrey Glerum	Public Safety Officer - Part Time	Department of Public Safety
Jeff Lehmann	Public Safety Officer – Part-Time	Department of Public Safety
Robert Farris	Public Safety Officer – Part-Time	Department of Public Safety
Michael L. Pallett	Firefighter	Department of Public Safety
David W. Kuitert	Firefighter	Department of Public Safety
Spencer Brignall	Firefighter	Department of Public Safety
Travis J. Taylor	Fire Sergeant	Department of Public Safety
Richard K McCall	Firefighter	Department of Public Safety
Nathan N. Nash	Firefighter	Department of Public Safety
Wade Keyzer	Firefighter	Department of Public Safety
Aaron Bird	Firefighter	Department of Public Safety
Ronald R. Farr	Firefighter	Department of Public Safety
Brandon Sparks	Firefighter	Department of Public Safety
Kevin Callahan	Firefighter	Department of Public Safety
Henry Peak	Firefighter	Department of Public Safety
Devin Thomas	Firefighter	Department of Public Safety
Robert Stenzel	Firefighter	Department of Public Safety
Rodd Leonard	Firefighter	Department of Public Safety
Robert Nieuwenhuis	Superintendent	Department of Public Works
Bryan D. Pond	Superintendent	Wastewater Treatment Plant
Brian Kelley	City Clerk/Treasurer	Administration



**BE IT STILL FURTHER RESOLVED THAT** terms as Ordinance Enforcement Officers are Unexpiring except upon adoption of a new resolution, which supersede this resolution, or termination of employment.

YES:

NO:

ABSENT:

Resolution Declared Adopted this 23<sup>rd</sup> day of December, 2019

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Brian Kelley, City Clerk/Treasurer

**CERTIFICATE:**

I the undersigned, the duly qualified Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify the forgoing is 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 on the 23<sup>rd</sup> day of December, 2019

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Brian Kelley, City Clerk/Treasurer

**Resolution 2020-02  
City of Plainwell**

**A RESOLUTION REGARDING THE 2020 MEETINGS OF THE PLAINWELL CITY COUNCIL:**

**WHEREAS**, pursuant to Section 5(2) of Act 266 of 1976, the Open Meetings Act, the Plainwell City Council must establish and post notice of its regularly scheduled meetings; and

**WHEREAS**, Regular City Council meetings are held at 7:00 PM local time, on the second and fourth Monday nights in the Plainwell City Council Chambers located at 211 North Main Street, Plainwell, Michigan, unless otherwise stated; and

**WHEREAS**, a regular meeting may be re-scheduled or a special meeting scheduled upon eighteen (18) hours posted notice; and

**WHEREAS**, questions regarding meetings should be directed to the City Clerk at 211 North Main Street, Plainwell, Michigan 269-685-6821;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

That the Plainwell City Council Regular Meetings for 2019 are scheduled for the following dates:

January	13 <sup>th</sup>	and	27 <sup>th</sup>	
February	10 <sup>th</sup>	and	24 <sup>th</sup>	
March	9 <sup>th</sup>	(AT DPS TRAINING ROOM)	and	23 <sup>th</sup>
April	13 <sup>th</sup>	and	27 <sup>nd</sup>	
May	11 <sup>th</sup>	and	26 <sup>th</sup>	(Tuesday)
June	8 <sup>th</sup>	and	22 <sup>th</sup>	
July	13 <sup>th</sup>	and	27 <sup>th</sup>	
August	10 <sup>th</sup>	and	24 <sup>th</sup>	
September	14 <sup>th</sup>	and	28 <sup>th</sup>	
October	12 <sup>th</sup>	and	26 <sup>th</sup>	
November	9 <sup>th</sup>	and	23 <sup>rd</sup>	
December	14 <sup>th</sup>	and	28 <sup>rd</sup>	

YES:

NO:

ABSENT:

Dated: December 23, 2019

\_\_\_\_\_  
**Brian Kelley, City Clerk/Treasurer**

The City Council for the City of Plainwell and all boards and commissions for the City of Plainwell will comply with the spirit and intent of the Americans with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Please feel free to contact us if you need further information at 269-685-6821.

**Resolution 2020-03**  
**City of Plainwell**

**A RESOLUTION REGARDING THE 2019 HOLIDAY DATES APPROVED AS PAID HOLIDAYS FOR ALL CITY EMPLOYEES:**

**WHEREAS**, the City of Plainwell Personnel Rules and Regulations, as amended, carefully details the holiday days which are approved for all City employees; and

**WHEREAS**, as required in Section 8 Employee Policy Handbook, Time off, section C Holidays the City Council is hereby requested to approve these specific dates for such holidays for the calendar year of 2020;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Plainwell City Council hereby approves and mandates the holiday days and dates as follows with no deviations unless approved by the City Council:

<u>Good Friday</u> -	Friday, April 10, 2020
<u>Memorial Day</u> -	Monday, May 25, 2020
<u>Independence Day</u> -	Friday, July 3, 2020 (observed)
<u>Labor Day</u> -	Monday, September 7, 2020
<u>Thanksgiving Day</u>	Thursday, November 26, 2020
<u>Day after Thanksgiving</u>	Friday, November 27, 2020
<u>Christmas Eve</u> -	Thursday, December 24, 2020
<u>Christmas Day</u> -	Friday, December 25, 2020
<u>New Year's Eve</u> -	Thursday, December 31, 2020
<u>New Year's Day</u> -	Friday, January 1, 2021

YES:

NO:

ABSENT:

Adopted: December 23, 2019

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**Brian Kelley, City Clerk/Treasurer**

**Resolution 2020-04**  
**City of Plainwell**

**A RESOLUTION REGARDING THE 2020 DATES APPROVED AS DATES THE PLAINWELL CITY STREET FLAGS WILL BE FLOWN:**

**WHEREAS**, the City of Plainwell City Council details the Dates which are approved to fly the Street flags, and

**WHEREAS**, the City Council is hereby requested to approve these specific dates for such street flags to be flown for the calendar year of 2020,

**NOW, THEREFORE, BE IT RESOLVED THAT** the Plainwell City Council hereby approves and mandates the Flag days and dates as follows:

<b><u>Holiday/Event</u></b>	<b><u>Day</u></b>	<b><u>Date</u></b>
Martin Luther King Day	3rd Monday	January 20, 2020
Presidents' Day	3rd Monday	February 17, 2020
Peace Officers Memorial Day	Friday	May 15, 2020 (1/2 Staff)
Armed Forces Day	3rd Saturday	May 16, 2020
Memorial Day	Last Monday	May 25, 2020
Flag Day	Sunday	June 14, 2020
Independence Day	Saturday	July 4, 2020
Labor Day	First Monday	September 7, 2020
Patriots' Day	Friday	September 11, 2020 (1/2 Staff)
Veterans' Day	Wednesday	November 11, 2020
Pearl Harbor Day	Monday	December 7, 2020 (1/2 Staff)

Also for any State or National Election Day.

YES:

NO:

ABSENT:

Adopted: December 23, 2019

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**Brian Kelley, City Clerk/Treasurer**

# RESOLUTION

2020-05

To be used by Governmental Units in connection with Applications to Construct, Operate, Use and/or Maintain Within the Right-Of-Way; or to Close a State Trunk Line

**BE IT RESOLVED**, that the **Director of Public Safety** is hereby authorized to make application to the Michigan Department of State Highways & Transportation on behalf of the **City of Plainwell** in the county of Allegan, Michigan for the necessary permit(s) to allow for any parade or other event that would require the **closing of State Highways** for the calendar year 2020, January 1, 2020 to December 31, 2020 within the right-of-way of State Trunk Line Highways, and that the **City of Plainwell** in the county of Allegan, Michigan, will faithfully fulfill all permit requirements, and will indemnify and save harmless all persons from claims of every kind arising out of operations authorized by such permit(s) as is (are) issued.

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the **Plainwell City Council** of the **City of Plainwell** at a Regular meeting held on the 23rd day of December A.D. 2019

Signed \_\_\_\_\_

Title: **Brian Kelley, City Clerk**



# PLAINWELL PUBLIC SAFETY

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Police, Fire and Medical First Responder Services

# MONTHLY REPORT

## November 2019

Prepared by Director Bill G. Bomar

B

# Plainwell Department of Public Safety

## Scheduled Hours By Activity for November 2019

**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**  
964

**Percentage of Total Hours**

### 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.*

61 6.37%

### 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.*

229 23.76%

### 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.*

363 37.71%

### 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.*

310 32.17%

### 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.*

654 67.83%

# Plainwell Department of Public Safety

## Complaints/Activities for November 2019

### ARRESTS

<b>CUSTODIAL ARRESTS</b>	<b>8</b>	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
<b>ARREST COUNTS</b>	<b>11</b>	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

### TRAFFIC ENFORCEMENT & CITATIONS

<b>HAZARDOUS CITATIONS</b>	<b>19</b>	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
<b>NON-HAZARDOUS CITATIONS</b>	<b>50</b>	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
<b>DRUNK DRIVING CITATIONS</b>	<b>2</b>	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
<b>PARKING CITATIONS</b>	<b>16</b>	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
<b>VERBAL WARNINGS</b>	<b>36</b>	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
<b>TOTAL TRAFFIC CITATIONS/WARNINGS</b>	<b>123</b>	

### COMPLAINTS

<b>ORIGINAL DISPATCH COMPLAINTS</b>	<b>253</b>	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
<b>PATROL INITIATED COMPLAINTS</b>	<b>15</b>	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
<b>TOTAL COMPLAINTS</b>	<b>268</b>	

### OTHER ACTIVITIES

<b>MOTORISTS ASSISTS</b>	<b>9</b>	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
<b>PROPERTY INSPECTIONS</b>	<b>0</b>	<i>Checks of homes or business specifically requested by a home or business owner.</i>
<b>MOTOR VEHICLE ACCIDENTS</b>	<b>13</b>	<i>Total motor vehicle accidents both on public roads or private property.</i>
<b>COMMERCIAL BUILDING SECURITY CHECK</b>	<b>1,161</b>	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
<b>FOUND UNSECURED</b>	<b>0</b>	<i>The number of business' found unlocked or unsecured.</i>
<b>FOOT PATROL</b>	<b>1,883</b>	<b><u>31.38 Hr</u></b>



# Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	November	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	3	65
<b>PROPERTY CRIMES</b>			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	2	12
2300	Larceny	8	51
2400	Motor Vehicle Theft	1	3
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	1	22
2700	Embezzlement	0	1
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	1	14
3500	Violation of Controlled Substances Act	2	24
<b>MORALS/DECENCY CRIMES</b>			
3600	Sex Offenses (Other than Sexual Assault)	0	1
3700	Obscenity	0	1
3800	Family Offenses	0	7
4100	Liquor Violations	1	2
<b>PUBLIC ORDER CRIMES</b>			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	2
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	2
5000	Obstructing Justice	2	31
5200	Weapons Offenses	0	4
5300	Public Peace	12	101
5400	Traffic Investigations - Any Criminal Traffic Complaints	9	56
5500	Health and Safety	1	22
5600	Civil Rights	0	0
5700	Invasion of Privacy	1	21
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
<b>GENERAL NON-CRIMINAL</b>			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal ( Reports Only - Does not include Citations Issued)	22	202
9400	False Alarm Activation	1	24
9500	Fires (Other than Arson)	5	31
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	37	394
9900	General Assistance (All Except Other Police Agencies)	67	695
9911 & 9912	General Assistance (Other Police Agencies)	55	531
FIRS	Medical First Responder	0	0

# Incident Analysis Report

## Summary By Incident Type

**Print Date/Time:** 12/04/2019 11:02  
**Login ID:** jsausaman  
**Incident Type:** All  
**Call Source:** All

**From Date:** 11/01/2019 00:00  
**To Date:** 11/30/2019 23:59

Plainwell Department of Public Safety  
**ORI Number:** MI0367000

**Officer ID:** All  
**Location:** All

Incident Type	Number of Incidents
911 Welfare - Misdials	2
A911	2
Abandoned Vehicle	1
ABDOMINAL PAIN	1
Accident All Other	3
Alarm	2
ALLERGIES REACTIONS	1
Ambulance	7
Animal-Dog Barking	1
Animal-Dog Running	3
Assault	1
Assist Other Agencies	55
Breaking & Entering	2
Breathalyzer	6
BREATHING PROBLEMS	6
Car/Deer PDA	2
Check Welfare	5
CHEST PAIN	2
Child Custody Dispute	2
CHOKING	1
Civil	12
Conservation	1
CONVULSIONS/SEIZURES	3
Death Investigation	1
Disorderly Conduct	2
Domestic Assault	2
DROWNING/NEAR DROWNING	1
DWLS	2
FALLS	2
Fire	5
Fire Alarm	1
Found Property	1
Fraud	1
General Assist	25
Harassment/Threats	5
Health and Safety	1
HEART PROBLEMS	1
HEMORRHAGE/LAC	2

# Incident Analysis Report

## Summary By Incident Type

**Print Date/Time:** 12/04/2019 11:02  
**Login ID:** jsausaman  
**Incident Type:** All  
**Call Source:** All

**From Date:** 11/01/2019 00:00  
**To Date:** 11/30/2019 23:59

Plainwell Department of Public Safety  
**ORI Number:** MI0367000

**Officer ID:** All  
**Location:** All

Incident Type	Number of Incidents
Improper Registration	2
Incorrigible	1
Juvenile Delinquent	2
Larceny	7
Liquor Violations	1
Lock-Out	4
Loud Noise	4
MDOP-29000	1
Mental Subject	1
Missing Person	2
Motorist Assist	2
No Ops	1
Obstruct Justice	1
Odor Investigation	1
OVERDOSE/POISONING	1
OWI	3
PDA	13
PIA	2
PRIV PROP IMPOUND	3
Private Prop Accident	1
PSYCHIATRIC	2
R&O	1
Road Hazard	4
Shoplifter	1
SICK PERSON	6
STROKE	4
Suspicious Situation	15
Traffic Offense	1
Trespassing	1
UDAA	1
UNCONS/FAINTING	2
UNKNOWN PROBELM	1
VCSA	2
Warrant Arrest	1
<b>Total:</b>	<b>268</b>



# November Reports for Plainwell Department of Public Safety

## PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 55 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

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### Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
11/03/19	1131	1143	411 Naomi Street	Missing person	Search	E-11, E-62, T-63, patrol	4	7
11/09/19	1710	1712	691 W. Bridge Street	Medical	Medical	S-62	2	2
11/10/19	0232	0239	338 W. Franklin Street	Structure fire	Provide manpower	E-17, T-63	4	5
11/16/19	1110	1125	320 Brigham Street	Medical	Medical	S-62	1	2
11/16/19	1141	1142	331 W. Hammond	Structure fire	Cancelled upon arrival	E-17, S-62, T-63	3	3
11/16/19	1613	1614	121 Second Avenue	Medical	Medical	Patrol, personal	2	2
11/17/19	2212	2218	611 Morrell Street	Medical	Medical	T-62, patrol	3	5
11/20/19	0450		M89 / 131	Accident	Cancelled enroute	Patrol, personal	3	3
11/24/19	0619	0631	1166 N. Peach Court	Vehicle fire	Extinguish	E-17, E-11, S-62, T-63	4	7
11/24/19	1602	1604	116 E. Brighton Street	Smoke smell	Investigate	E-11, patrol	4	7
11/24/19	1629	1631	331 Acorn Street	Couch on fire	Extinguish	E-11, E-15	4	7
11/26/19	2028	2031	720 Brigham Street	Medical	Medical	T-63, patrol	4	6

\*\*\*\*\*

### Calls for Service at Plainwell Schools

Plainwell High School: 4  
684 Starr Road

Gilkey School: 2  
707 S. Woodhams Street

Plainwell Middle School: 4  
720 Brigham Street

Starr Elementary: 1  
601 school Drive

Early Childhood Development: 0  
307 E. Plainwell Street

Renaissance School: 1  
422 Acorn Street

Admin, Maintenance & Bus: 0  
600 School Drive

Community Center: 1  
798 E. Bridge Street

# Water Renewal

Superintendent: Bryan Pond

November 2019



## Significant Department Actions and Results

Gear drive on #4 primary clarifier failed and a new one was ordered \$1,600. Rebuilding was considered but not cost effective.

Primary clarifier cement spalling was repaired, old pipe penetration in wall gave way to cracking.

The waste gas flow meter started to read erroneously and was pulled to be sent back to factory.

The fence line tree removal work from the herbicide damage was completed, a new variety of trees were planted.

## Pending Items (including CIP)

Sherwood street sewer improvements  
Replace plant handrails from 1980

Primary Tanks  
Final Tanks  
W. stair case

## Expenditure Summary/Issues

\$21,460  
\$15,985  
\$8,525  
\$45,970

(budgeted)

\$277,259

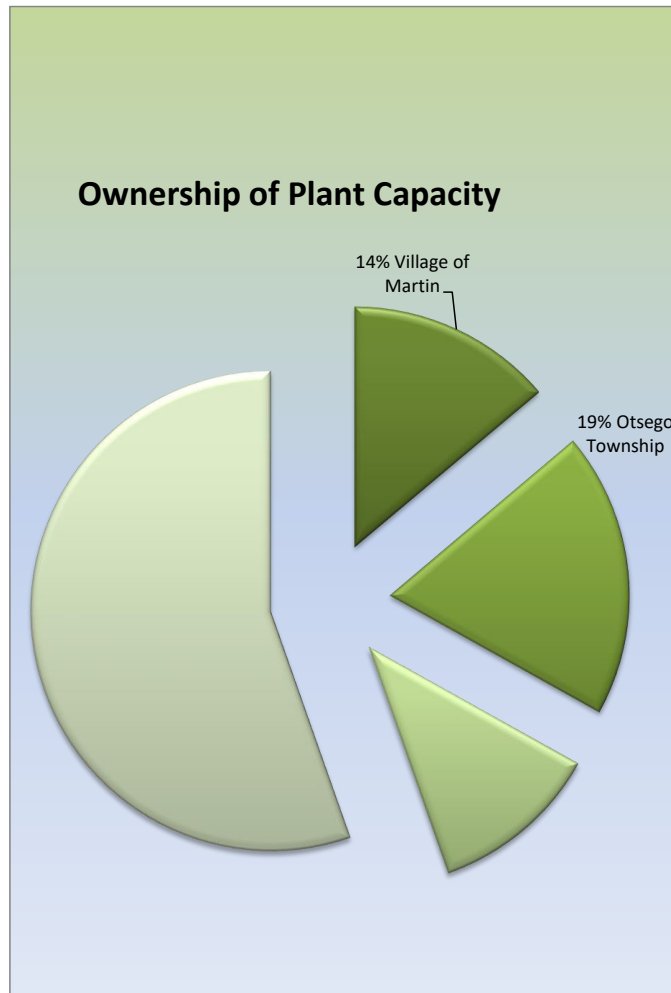
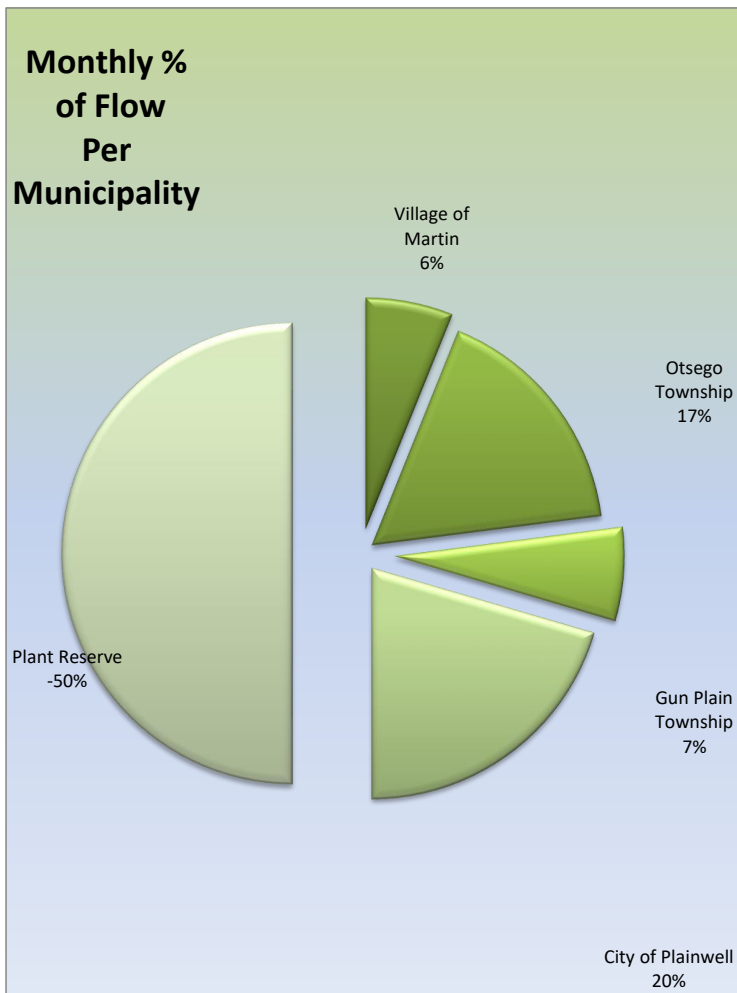
(completed)

\$0

## Monthly Flow Data

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

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
<b>Village of Martin</b>	1,057,330			
Gun River MH Park	404,000			
US 131 Motor Sports Park	0			
<b>Total:</b>	1,461,330			
<b>AVG. DAILY:</b>	41,752	180,000	77%	14%
<b>Otsego Township</b>	<b>Total:</b> 4,045,177			
<b>AVG. DAILY:</b>	115,576	250,000	54%	19%
<b>Gun Plain Township</b>	<b>Total:</b> 1,302,000			
North Point Church	2,000			
North 10th Street	207,231			
Gores Addition	59,000			
<b>AVG. DAILY</b>	44,864	150,000	70%	12%
<b>City of Plainwell</b>	<b>Total:</b> 4906827			
<b>AVG. DAILY:</b>	#DIV/0!	720,000	#DIV/0!	55%
<b>Avg. Daily Plant Flow from entire service district</b>	0.39			



## State Required Reporting Compatible Pollutants

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

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

25 mg/l	15	14.76
---------	----	-------

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

**TOTAL SUSPENDED SOLIDS (TSS):**

30 mg/l	15	15
---------	----	----

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

**PHOSPHORUS (P):**

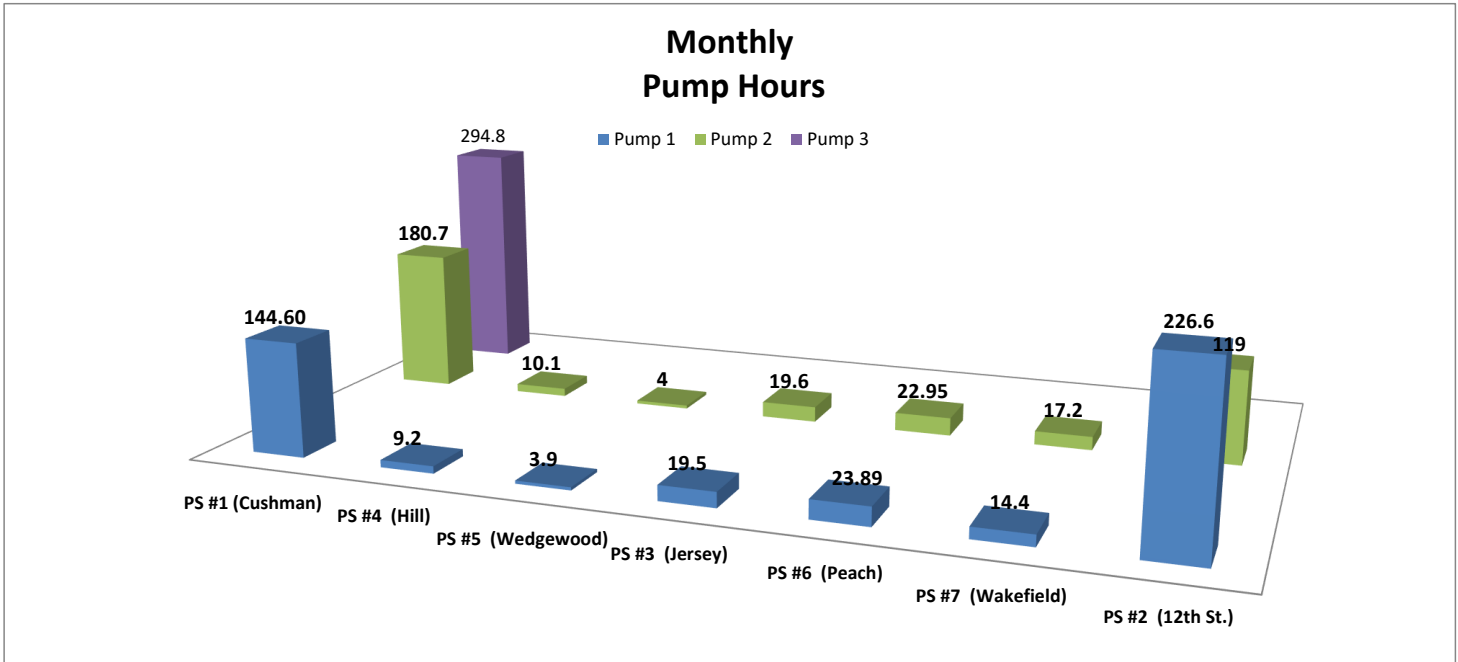
1.0 mg/l	0.45	0.44
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*Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.*

**Total Coliform (COLI):**

200counts/ml	50	4
--------------	----	---

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



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

12/19/2019

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
EXP CHECK RUN DATES 12/23/2019 - 12/23/2019  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	2019.12GOLDEN	GOLDEN TICKETS - MIDWAY CHEVY DONATION	50.00
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			50.00
000010	RIDDERMAN & SONS OIL CO INC		
	130575	DPW DIESEL & GASOLINE 12/09/19	537.37
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			537.37
000014	MICHIGAN GAS UTILITIES CORP.		
	NOV-19	GAS UTILITY THROUGH 12/10/19	877.76
TOTAL FOR: MICHIGAN GAS UTILITIES CORP.			877.76
000015	QUILL CORP		
	3063841	2020 CALENDARS, PENS, STICKY NOTES	90.82
TOTAL FOR: QUILL CORP			90.82
000044	ALL-PHASE ELECTRIC		
	3505-645123	LIGHTS FOR BRIDGE BY CH	129.72
TOTAL FOR: ALL-PHASE ELECTRIC			129.72
000059	GOIN POSTAL LLC		
	118381	DPS - POSTAGE/GUN PARTS	28.48
TOTAL FOR: GOIN POSTAL LLC			28.48
000079	ALLEGAN COUNTY NEWS		
	2604	ORDINANCE 385	194.18
	2637	ORDINANCE 384	194.18
	2638	10/14 SUMMARY PUBLISHED NOVEMBER '19	143.08
TOTAL FOR: ALLEGAN COUNTY NEWS			531.44
000092	EMERGENCY MEDICAL PRODUCTS INC		
	2118256	ORAL AIRWAY(30), V-VAC CATHETER & SUCTION CARTRI	88.10
	2119553	LAERDAL V-VAC ADAPTER TIPS	29.65
TOTAL FOR: EMERGENCY MEDICAL PRODUCTS INC			117.75
000140	HACH CO		
	11749170	WATER TESTING SUPPLIES	332.04
	11750329	ARSENIC FREE FLOURIDE	792.00
TOTAL FOR: HACH CO			1,124.04
000203	HONEYTREE ARBORIST SERVICES		
	852	HOLIDAY GARLAND & WREATH	700.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES			700.00



000309	JOHN VARLEY		
	2019-12SHOE	19/20 CLOTHING/SHOE ALLOWANCE	355.10
TOTAL FOR: JOHN VARLEY			355.10
-----			
000356	LOCK MASTER SECURITY LLC		
	9731	DPS - OFFLOAD VIDEO FOOTAGE AT BRIDGE ST DELI	85.00
TOTAL FOR: LOCK MASTER SECURITY LLC			85.00
-----			
000365	MISS DIG		
	20200656	ANNUAL MEMBERSHIP FEES 2020	1,220.99
TOTAL FOR: MISS DIG			1,220.99
-----			
000372	PREMIERE PRINTING CORP.		
	232243	HISTORIC HOME TOUR TICKETS	105.00
TOTAL FOR: PREMIERE PRINTING CORP.			105.00
-----			
000472	SANDY LAMORANDIER		
	2019.12	CHRISTMAS DECORATIONS - CITY HALL	34.56
TOTAL FOR: SANDY LAMORANDIER			34.56
-----			
000520	WEST MICH ASSO CHIEF OF W M A C P		
	2019.12	2020 DUES - BOMAR, VARLEY	50.00
TOTAL FOR: WEST MICH ASSO CHIEF OF W M A C P			50.00
-----			
000609	MIDWAY CHEVROLET		
	74102	OIL CHANGE - CAR #2	48.30
TOTAL FOR: MIDWAY CHEVROLET			48.30
-----			
000682	MAIN-TECH SERVICES INC		
	91213	12TH ST LIFT STATION SERVICE OCT - DEC, 2019	950.00
TOTAL FOR: MAIN-TECH SERVICES INC			950.00
-----			
000947	WYOMING ASPHALT & PAVING INC.		
	2019-1010	ASPHALT - PATCH FOR LOCAL/MAJOR STREETS	113.30
TOTAL FOR: WYOMING ASPHALT & PAVING INC.			113.30
-----			
000962	STATE OF MICHIGAN		
	761-10471867	NPDES ANNUAL PERMIT FEE 2020 MI0020494	3,000.00
TOTAL FOR: STATE OF MICHIGAN			3,000.00
-----			
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM		
	904256706	NOVEMBER 2019 ODOR CONTROL	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM			300.00
-----			
001610	DALE W. HUBBARD, INC (CLEAN EARTH)		
	165314	CUSHMAN LIFT STATION - VACTOR SERVICES	3,596.00
	165343	LIFT STATIONS - JERSEY, PEACH, WEDGEWOOD, WAKEFII	2,938.60
	167658	12TH ST LIFT STATION - VACTOR SERVICES	1,311.00
TOTAL FOR: DALE W. HUBBARD, INC (CLEAN EARTH)			7,845.60
-----			
001748	REPUBLIC WASTE SERVICES		
	0249-006576164	DPW/CITY GARBAGE/RECYCLE DECEMBER 2019	279.00

	0249-006576610	WR GARBAGE SERVICE 2019	296.00
TOTAL FOR: REPUBLIC WASTE SERVICES			575.00
-----			
001854	MODEL FIRST AID,SAFETY & TRAINING		
	00000124376	SAFETY/MEDICINE CABINET SUPPLIES	40.40
TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING			40.40
-----			
002018	CDW-G		
	VWS9184	MONITORS FOR E. WILSON	389.38
	VWX0916	8GB DDR4 FOR J SAUKAS COMPUTER	31.26
	WBQ7937	HP LASERJET PRINTER - WR	331.55
TOTAL FOR: CDW-G			752.19
-----			
002030	DRUG SCREEN PLUS INC		
	AF 201339	2020 ANNUAL FEES + ADMIN	159.00
TOTAL FOR: DRUG SCREEN PLUS INC			159.00
-----			
002219	CLARK TECHNICAL SERVICES		
	369	NOVEMBER 2019 CITY WIDE IT SERVICES	1,003.75
	369A	CH COMPUTER INSTALL & CONFIGURATION	1,750.00
TOTAL FOR: CLARK TECHNICAL SERVICES			2,753.75
-----			
002247	PLUMBER'S PORTABLE TOILETS		
	379338	PORTABLE TOILET RENTAL - TREE LIGHTING, CHRISTMAS	95.00
TOTAL FOR: PLUMBER'S PORTABLE TOILETS			95.00
-----			
002281	HOME DEPOT		
	2019-11	NOVEMBER 2019 STATEMENT	640.48
TOTAL FOR: HOME DEPOT			640.48
-----			
002301	JOYFUL CLEANING - LINDA TUBBS		
	1117	NOVEMBER 2019 CLEANING SERVICES	964.00
TOTAL FOR: JOYFUL CLEANING - LINDA TUBBS			964.00
-----			
002347	ALRO STEEL CORPORTATION		
	JLK7179KZ	TRUCK #18	286.74
TOTAL FOR: ALRO STEEL CORPORTATION			286.74
-----			
002361	CLARK HILL PLC ATTORNEYS AT LAW		
	939229	ATTORNEY FEES NOVEMBER 2019	852.50
TOTAL FOR: CLARK HILL PLC ATTORNEYS AT LAW			852.50
-----			
002368	ORTON, TOOMAN, HALE, MCKOWN & KIEL		
	2019.11	NOVEMBER 2019 LEGAL SERVICES	1,775.00
TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL			1,775.00
-----			
002371	RENEWED EARTH INC		
	27890	YARD WASTE CONTRACT DECEMBER 2019	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00
-----			
002402	STEENSMA LAWN & POWER EQUIPMENT		
	667861	OIL (12)	44.28
			44.28
-----			

TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			44.28
002440	BOBS CRANE SERVICE CO INC		
	8217	CHRISTMAS TREE - CRANE LIFT	250.00
TOTAL FOR: BOBS CRANE SERVICE CO INC			250.00
002442	HOPKINS PROPANE COMPANY		
	868773	YEARLY RENTAL FEE PROPANE TANK @ AIRPORT	100.00
TOTAL FOR: HOPKINS PROPANE COMPANY			100.00
002582	PLAINWELL REDI MIX - COSGROVE ENTER		
	9982	TRUCK RENTAL - LEAF HAULING	240.00
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER			240.00
002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	73642	DPS FUEL 12/01/19 - 12/15/19	568.04
TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID			568.04
002673	STATE OF MICHIGAN MDOT		
	SHERWOOD05	SHERWOOD CONSTRUCTION PROJECT	3,521.79
TOTAL FOR: STATE OF MICHIGAN MDOT			3,521.79
002703	CONTINENTAL LINEN SERVICES INC		
	2019.11CH	NOVEMBER 2019 CH RUGS	45.20
	2019.11DPS	NOVEMBER 2019 DPS RUGS	41.84
	2019.11DPW	NOVEMBER 2019 DPW UNIFORMS/RUGS/MISC	147.02
	2019.11WR	NOVEMBER 2019 WR UNIFORMS/RUGS	63.88
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			297.94
002708	MORGAN BIRGE' & ASSOCIATES		
	53442	DECEMBER 2019 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
002787	ESPER ELECTRIC		
	19852	CH -BREAKER TRIPPED, TROUBLSHOOT & REPLACED	1,036.19
TOTAL FOR: ESPER ELECTRIC			1,036.19
002813	GORDON WATER SYSTEMS		
	1826981	CH - COOLER RENTAL	1.50
	1834975	COOLER RENTAL - CH	8.00
TOTAL FOR: GORDON WATER SYSTEMS			9.50
003074	OIK INDUSTRIES		
	55004	16' HANDRAIL FAB & INSTALL	2,465.00
TOTAL FOR: OIK INDUSTRIES			2,465.00
004001	WATKINS ROSS		
	22809	POST EMPLOYMENT BENEFIT PLAN	1,300.00
TOTAL FOR: WATKINS ROSS			1,300.00
004190	WATERSOLVE LLC		
	8361	WR - SOLVE 137, 465 LB DRUM	975.00

TOTAL FOR: WATERSOLVE LLC		975.00
004195	NIEBOER HEATING & COOLING	
	74857 DPS - FURNACE REPAIR	85.00
TOTAL FOR: NIEBOER HEATING & COOLING		85.00
004200	WIGHTMAN & ASSOCIATES INC	
	65255 MILL PROPERTY - LAND DIVISIONS	1,850.00
TOTAL FOR: WIGHTMAN & ASSOCIATES INC		1,850.00
004253	NATIONAL HOSE TESTING SPECIALTIES I	
	49171 ANNUAL GROUND LADDER TESTING	520.80
TOTAL FOR: NATIONAL HOSE TESTING SPECIALTIES I		520.80
004803	ARROW ENERGY INC	
	125206 AIRPORT FUEL 12/11/2019	6,070.60
TOTAL FOR: ARROW ENERGY INC		6,070.60
004806	LL JOHNS & ASSOCIATES INC	
	2379 AIRPORT STORAGE TANK INSURANCE	776.38
TOTAL FOR: LL JOHNS & ASSOCIATES INC		776.38
004855	PLAINWELL ACE HARDWARE	
	3915 CHRISTMAS - TAPE & TWIST LOCK	24.97
	4069 FROG LIGHTS	11.56
	4127 CHRISTMAS	23.78
	4132 CHRISTMAS - ROD REBAR (6)	53.94
	4137 CHRISTMAS - ROD REBAR (5)	53.95
	4141 CHRISTMAS - GROUNDING CONNECTOR	6.49
	4142 CHRISTMAS - FASTENERS, OUTLET BOX, POWER BIT, GFI	37.06
	4143 CHRISTMAS - MISC FASTENERS	0.60
	4144 LYSOL & KEY-4PK	9.97
	4146 CHRISTMAS - GFI STRIPS (4)	87.96
	4147 CHRISTMAS - DOWEL (2), FENCE STAPLE	9.77
	4149 CHRISTMAS - CABLE TIES (4), GFI (2)	57.14
	4153 CHRISTMAS - FLEX SCREWS	1.58
	4161 CHRISTMAS - HOOK	1.99
	4171 AIRPORT - LIGHT CONTROLS	26.98
	4172 WIRE STRIPPER TOOL FOR SHOP	17.99
	4173 AIRPORT - ROPE, LIGHT CONTROL	28.96
	4174 AIRPORT - ROPE	7.00
	4175 CHRISTMAS LIGHTS	21.99
	4178 PARTS - #18 TRUCK REPAIR	8.37
	4184 SPREADER FOR SALT	44.99
	4186 SPREADER FOR SALT - RETURN & PURCHASE	20.00
	4196 BLADE CUTOFF METAL (100), FLAP WHL (4) - SHOP & TRI	222.96
	4207 CLEANING SUPPLIES	83.27
	4218 CITY HALL - MISC. FASTENERS (4)	0.71
	4221 INSECT KILLER, STAIN REMOVER, AIR FRESHENER	26.76
	4223 MILL KEYS	11.14
TOTAL FOR: PLAINWELL ACE HARDWARE		901.88

004894	ASCENSION MICHIGAN AT WORK		
	375404	K. BROWN - HEP B VAC	68.00
TOTAL FOR: ASCENSION MICHIGAN AT WORK			68.00
-----			
004902	BLOOM SLUGGETT PC		
	19783	NOVEMBER 2019 ATTORNEY SERVICES	179.00
TOTAL FOR: BLOOM SLUGGETT PC			179.00
-----			
005015	CHECKALT		
	153219	E-LOCKBOX FEES FOR NOVEMBER 2019	126.75
TOTAL FOR: CHECKALT			126.75
-----			
005018	CAROLE CATHERINE		
	2019.12	CEMETARY WALK - THEATRE PERFORMANCE	96.00
TOTAL FOR: CAROLE CATHERINE			96.00
-----			
REFUND TAX	RHINO'S HOMETOWN PUB		
	12/10/2019	2019 Sum Tax Refund 55-916-203-00	81.62
	12/10/2019	2019 Sum Tax Refund 55-206-020-20	9,230.71
	12/10/2019	2019 Sum Tax Refund 55-260-092-00	1,787.59
	12/10/2019	2019 Sum Tax Refund 55-919-057-00	109.30
TOTAL FOR: STANFORD LODGE			11,209.22
-----			
REFUND UB	JOHNSON MIKE		
	12/06/2019	UB refund for account: 03-00031000-00	53.68
	12/12/2019	UB refund for account: 03-00034300-02	32.04
	12/12/2019	UB refund for account: 01-00007900-05	20.43
	12/12/2019	UB refund for account: 03-00044900-07	17.50
TOTAL FOR: STURGIS, TYLER			123.65
-----			
TOTAL - ALL VENDORS			61,384.31

INVOICE AUTHORIZATION

Person Compiling Report

Brian Kelley, City Clerk/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 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:

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: 2019.12.19 08:51:18 -05'00'

Insert Signature:

Brian Kelley

Digitally signed by Brian  
Kelley  
Date: 2019.12.19  
15:18:50 -05'00'

Bryan Pond, Water Renewal Plant Supt.

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.

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:

Bob Nieuwenhuis, Public Works Supt.

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.

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:

12/19/2019

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 12/11/2019 - 12/20/2019

Check Date	Bank	Check	Vendor Name	Description	Amount
<b>Bank CBGEN Chemical Bank - General AP Account</b>					
<b>Check Type: ACH Transaction - Property Tax Distributions</b>					
12/13/2019	CBGEN	1666(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2019 WINTER TAXES COLLECTED W/E 12/07/20	20,128.25
12/13/2019	CBGEN	1667(A)	ALLEGAN COUNTY TREASURER	2019 WINTER TAXES COLLECTED W/E 12/07/20	2,202.03
12/13/2019	CBGEN	1668(A)	PLAINWELL COMMUNITY SCHOOLS	2019 WINTER TAXES COLLECTED W/E 12/07/20	44,318.22
12/13/2019	CBGEN	1669(A)	RANSOM DISTRICT LIBRARY	2019 WINTER TAXES COLLECTED W/E 12/07/20	1,099.10
12/20/2019	CBGEN	1672(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2019 WINTER TAX COLLECTED W/E 12/14/2019	21,745.68
12/20/2019	CBGEN	1673(A)	ALLEGAN COUNTY TREASURER	2019 WINTER TAX COLLECTED W/E 12/14/2019	6,712.18
12/20/2019	CBGEN	1674(A)	PLAINWELL COMMUNITY SCHOOLS	2019 WINTER TAX COLLECTED W/E 12/14/2019	62,382.83
12/20/2019	CBGEN	1675(A)	RANSOM DISTRICT LIBRARY	2019 WINTER TAX COLLECTED W/E 12/14/2019	3,400.34
Total ACH Transaction:					161,988.63
<b>Check Type: EFT Transfer - Automatic Payments</b>					
12/11/2019	CBGEN	1670(E)	SILVERSCRIPT INSURANCE COMPANY	DECEMBER 2019 RETIREE PRESCRIPTION COVER	30.80
12/11/2019	CBGEN	1671(E)	SILVERSCRIPT INSURANCE COMPANY	DECEMBER 2019 RETIREE PRESCRIPTION COVER	30.80
12/17/2019	CBGEN	1676(E)	CHEMICAL BANK	NOVEMBER 2019 CHEMICAL BANK SERVICE CHAR	145.80
Total EFT Transfer:					207.40
<b>Bank UBAP United Bank - General Checking</b>					
<b>Check Type: Paper Check - Manual Checks</b>					
12/13/2019	UBAP	15414	CONSUMERS ENERGY	STREET, LED & TRAFFIC LIGHTS THROUGH 11/ FERRIC CHLORIDE - WR PLANT	3,653.77
12/13/2019	UBAP	15415	WEBB CHEMICAL SERVICES	CH PHONES/INTERNET/TV THROUGH 1/04/20	4,013.79
12/13/2019	UBAP	15416	CHARTER COMMUNICATIONS (SPECTRUM)	DECEMBER 2019 RECYCLING SERVICE	658.34
12/13/2019	UBAP	15417	REPUBLIC SERVICES (RECYCLE)		2,593.50
Total Paper Check:					10,919.40

REPORT TOTALS:

Total of 15 Checks:

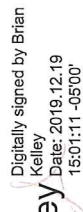
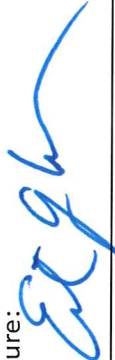
Less 0 Void Checks:

Total of 15 Disbursements:

173,115.43

0.00

**173,115.43**

Off Cycle Payment Authorization	
<b>Brian Kelley, City Clerk/Treasurer</b>	<b>Erik J. Wilson, City Manager</b>
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.	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:  Digitally signed by Brian Kelley Date: 2019.12.19 15:01:11 -05'00'	Insert Signature: 



## Reports & Communications:

### A. Boards & Commissions Appointments:

Several board members' terms end on December 31, 2019. Clerk Kelley confirmed with each candidate that he/she is willing to serve for another full-term. The appointments are mayoral, subject to confirmation from Council.

**Recommended action:** Consider confirming the Mayor's re-appointments as presented.

### B. City-Wide Mail Server Upgrade

The city's mail server has been experiencing slowdowns and reliability issues and should be upgraded. The upgrade has been planned as part of a future capital improvement project, but cannot be delayed any longer. Clark Technical Services priced hardware at \$4,100.00, software licensing at \$2,500 and installation at \$5,060. The budget will need to be accordingly amended to account for this project, which is spread across all city funds, since the mail server affects the whole city.

**Recommended action:** Consider approving the project through Clark Technical Services for a mail server upgrade, including hardware, software and installation, at a project cost of \$11,660.00 and amending the budget accordingly.

### C. City-Wide Flower Purchase:

This is for the annual city-wide flower purchase that will be planted in May 2020. The Department of Public Works recommends a different approach where the greenhouses would do more the preparation work for growing the plants before planting city-wide. Bids were solicited by DPW and the work would be split between two greenhouses – Zeinstra would work on the hanging and bridge baskets and the black street pots. Diemers would work on the in-ground flowers, concrete pots and flower trees.

**Recommended action:** Consider approving the purchase of flowers from Zeinstra Greenhouse and Diemers Greenhouse for a total project cost of \$8,574.00.

### D. Resolutions 2020-01 through 2020-05:

Council will consider adopting Resolutions 2020-01 thru 2020-05 for Ordinance enforcement officers, 2020 Council meetings, 2020 Employee Holiday dates, Street Flag dates and Street closures.

**Recommended action:** Consider adopting Resolutions 2020-01 through 2020-05 as presented.

## Reminder of Upcoming Meetings

- January 9, 2020 – Allegan County Board of Commissioners – 1:00pm
- January 14, 2020 – Plainwell DDA/BRA/TIFA Board – 7.30am
- January 15, 2020 – Plainwell Planning Commission – 7:00pm
- January 13, 2020 – Plainwell City Council – 7:00pm

## Non-Agenda Items / Materials Transmitted

- None