

City of Plainwell



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

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

“The Island City”

AGENDA Plainwell City Council Monday, November 26, 2018 7:00PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Current City Council:**
 - A. **Roll Call**
 - B. **Approval of Minutes/Summary – 11/12/2018 Regular Meeting**
 - C. **Report from Allegan County Board of Canvassers**
 - D. **Public Comments**
 - E. **Comments from Councilmembers**
 - F. **Adjournment *Sine Die* of retiring City Council**
5. **New City Council:**
 - A. **Oaths of Office / Seating of Councilmembers**
 - B. **Roll Call of New Council**
 - C. **Election of Mayor / Oath of Office**
 - D. **Election of Mayor Pro Tempore / Oath of Office**
 - E. **Public Comments**
 - F. **Comments from New City Council**
 - G. **Reconvene New City Council**
6. **County Commissioner Report**
7. **Agenda Amendments**
8. **Mayor's Report**
9. **Recommendations and Reports:**
 - A. **Special Event Permit 2018-10 – Holiday Parade**
Council will consider approving the annual Holiday Parade for December 1, 2018.
12. **Communications:** The October 2018 Water Renewal Report.
13. **Accounts Payable - \$58,215.76**
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
The City of Plainwell is an equal opportunity provider and employer

MINUTES
Plainwell City Council
November 12, 2018

1. Mayor Brooks called the regular meeting to order at 7:06 PM in City Hall Council Chambers.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, Councilman Overhuel, and Councilman Keeney. 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 10/22/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None.
7. County Commissioner Report:
Don Black congratulated Rick Cain on his election to the County Commissioner seat.
8. Presentations: 2018 Scarecrow Contest
Community Development Manager reported the winners of the 2018 Scarecrow Contest as “Michael Jackson” by Envy (Most Creative), “Pez Dispenser” by Old Mill (Best in Show) and gave the People’s Choice Award and plaque to Home Depot for their elaborate creation.
9. Agenda Amendments:
A motion by Steele, seconded by Keeler, to amend the Agenda to include Item F: Amendment to 401(a) Plan Document. On a voice vote, all in favor. Motion passed.
10. Mayor’s Report: None.
11. Recommendations and Reports:
 - A. **A motion by Steele, seconded by Overhuel to open a Public Hearing at 7:14pm. All in favor, Motion Carried.**

Treasurer Kelley presented the application for Industrial Facilities Tax (IFT) Abatement for a new building for Rizzo Packaging. The building was recently reviewed and recommended by the Planning Commission and the site plan was approved by Council. The estimated value of the building, per the application is \$743,636.

No public comment.

A motion by Keeney, seconded by Keeler, to close the Public Hearing at 7:16pm. All in favor, Motion Carried.

A motion by Steele, seconded by Keeler, to adopt Resolution 18-25 to approve the IFT Tax Abatement Application for Rizzo Packaging Inc. On a voice vote, all in favor. Motion passed.
 - B. Community Development Manager Siegel presented a site plan for a bin shelter addition for HyTech Springs at 950 Lincoln Parkway. The plans have been reviewed by the Planning Commission, which

recommends approval.

A motion by Keeney, seconded by Keeler, to approve the site plans for a bin shelter addition for HyTech Springs at 950 Lincoln Parkway. On a voice vote, all in favor. Motion passed.

- C. Superintendent Nieuwenhuis reported dangerous drainage backups in roof sections of the mill that required emergency repairs by Carlyle Roofing at an estimated cost of \$4,985.00.
A motion by Keeler, seconded by Overhuel, to confirm the emergency roof repairs in the old engineering room of the Mill with Carlyle Roofing for \$4,985.00. On a voice vote, all in favor. Motion passed.
- D. Superintendents Pond and Nieuwenhuis reported accumulated debris in the back lot of the Public Works facility that needs to be removed to avoid contamination issues. The debris consists of storm basin collections, street sweepings and bio-bed media. A suitable contractor is still being sought and the estimated cost is \$7,000.00.
A motion by Keeler, seconded by Keeney, to approve a project to remove storm basin debris, street sweepings and bio-bed mulch at an estimated cost not to exceed \$7,000.00. On a voice vote, all in favor. Motion passed.
- E. Superintendent Pond requests the annual calcium nitrate (bioxide) chemical purchase be renewed. A portion of the cost is recovered from the Village of Martin for shared services.
A motion by Keeney, seconded by Keeler, to approve a contract with Evoqua Water Technologies for water renewal chemical purchases at an estimated cost of \$26,100.00. On a voice vote, all in favor. Motion passed.
- F. Personnel Manager Lamorandier introduced an amendment to the Plan Document for the city's 401(a) defined contribution pension plan to include legal changes to the section regarding Hardship Distributions.
A motion by Steele, seconded by Overhuel, to approve the amendment to the city's 401(a) Plan Document for Hardship Distributions. On a voice call, all in favor. Motion passed.

12. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the September 2018 Public Safety Report, the October 2018 Investment and Fund Balance Reports and the Planning Commission Draft 11/07/2018 Meeting Minutes. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$312,950.18 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments

Don Black congratulated Community Development Manager Siegel for a great Scarecrow Contest.

15. Staff Comments

Superintendent Nieuwenhuis reminded everyone that loose leaves will be collected until November 19, at which time street sweepers will follow city staff for the final cleanup until the 21st, then leaves will only be collected in bags.

Community Development Manager Siegel reported an upcoming Ladies Night on Friday November 16, great turnout for the indoor farmers market with around 120 visitors each week, the Shop Small Saturday event on November 24, and the Tree Lighting Ceremony on November 30. She also reported on 2018 city permit activity..

Superintendent Pond gave a progress report on the replacement of pumps at the water renewal facility.

Public Safety Officer Jeff Welcher reporting having shared fire prevention techniques with over 1,000 youth during October's Fire Prevention Month.

Clerk/Treasurer Kelley thanked the Election Inspectors for excellent work during the recently election and reported that Council Members Brooks and Keeler have been re-elected to new four (4) year terms. The vote for the 3rd seat resulted in a tie that will be resolved by County officials hopefully later this week. The audit should be completed by Thanksgiving and work on the budget and the chart of accounts continues.

16. Council Comments:

Council Member Keeney thanked the community for their support.

17. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:35 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

SUMMARY
Plainwell City Council
November 12, 2018

1. Mayor Brooks called the regular meeting to order at 7:06 PM in Council Chambers at City Hall.
2. Scott Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Brooks, Steele, Keeler, Overhuel, and Keeney. Absent: None.
5. Approved Minutes/Summary of the 10/22/2018 regular meeting.
6. Presented the 2018 Scarecrow Contest Winners to Envy, Old Mill and Home Depot.
7. Held a Public Hearing about and adopted Resolution 18-25 to grant an Industrial Tax Abatement Request for Rizzo Packaging for a building addition.
8. Approved a site plan for a bin shelter addition for HyTech Springs at 950 Lincoln Parkway.
9. Confirmed emergency roof repairs on the Mill with Carlyle Roofing for \$4,985.00.
10. Approved a project to remove storm basin debris, street sweepings and bio-bed media at a cost not to exceed \$7,000.00.
11. Approved a contact with Evoqua Water Technology for calcium nitrate chemical purchases at an estimated yearly cost of \$26,100.00.
12. Approved changes to the city's 401(a) Defined Contribution Plan document to include changes for hardship distributions.
13. Accepted and placed on file the September 2018 Public Safety Report, the October 2018 Investment and Fund Balance Reports and the Planning Commission DRAFT 11/07/2018 Meeting Minutes.
14. Approved Accounts Payable for \$312,950.18.
15. Adjourned the meeting at 7:35 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: Honorable Mayor and City Council
FROM: Erik J. Wilson, City Manager
DATE: November 20, 2018
SUBJECT: 2018 City Election Report

ACTION RECOMMENDED: That City Council receive the November 6, 2018 City General Election Report from the Allegan County Board of Canvassers as information only.

The Allegan County Board of Canvassers has completed the canvass of the November 6, 2018 General Election. The attached Board of Canvassers Report is provided to City Council as information only.

C: Brian Kelley, City Clerk

CANVASS OF VOTES CAST

AT THE GENERAL ELECTION

HELD ON

November 6, 2018

IN THE

City of Plainwell

AND CANVASSED BY THE BOARD OF CANVASSERS
Allegan County, Michigan



Bob Genetski
Allegan County Clerk-Register
113 Chestnut Street
Allegan, MI 49010

**November 6, 2018 General Election
City of Plainwell
Statement of Votes**

Office	Candidate	Pct 1	Total
City Commissioner Elect 3	Richard Brooks	800	800
	Brad Keeler	769	769
	Roger D. Keeney	608	608 *
	Stephen Bennett	608	608 *

* Tie was broken by draw on 11/14/18 with Stephen Bennett winning the draw.

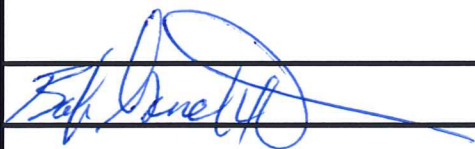
Certificate of Determination

State of Michigan
County of Allegan

We the undersigned Board of Canvassers for the County of Allegan, from and examination of the Election returns received by said Board of Canvassers from the Village of Hopkins, determine that the General Election held on the 6th day of November, 2018, we certify the following individuals were elected:

City Commissioner Term Expiring 2022	Richard Brooks Brad Keeler
City Commissioner Term Expiring 2022	Stephen Bennett

In Witness Whereof, we have hereunto set our hands and affixed the seal of the County of Allegan this 14th day of November, 2018

 Ed Bennett	
	Chairman of the Board of Canvassers

Allegan County Clerk



Permit No: 2018-10

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

Applicant Information:

Sponsoring Organization:	
Contact Name: Tracey Robrahn	Email:
Address:	
Daytime Phone: 269-207-6409	Evening
Phone:	

Event Information:

Type of Event: Christmas Parade

Describe in Detail the Activities Planned:

Location in Which Event will be Held: Line up on 1st & 2nd Ave. head south on Main st. to Grant St.

	Date	Time	Day of Week
Setup	12/01/18	12 noon	Saturday
Event Starts		1:00 p.m.	Saturday
Event Ends		1:30 p.m.	Saturday
Dismantle			

Number of People Expected to Attend the Event: 500 but depends on weather

Event Details:

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

City
in parade
social media
Print

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

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

Are you using local businesses? YES NO

Tents or Structures

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

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

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

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

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

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

Send this application to:

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

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

HOLD HARMLESS AGREEMENT

Title of Event: Holiday Parade Date of Event: 12/11/18

Name of Applicant: Tracy Robrahn

Address: _____ Phone: _____

Name of Event Sponsor: City

Address: _____ Phone: _____

HOLD HARMLESS AGREEMENT

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

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

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

Signature of Permittee(s) _____ Date: _____

_____ Date: _____

Signature of Officer of Sponsoring Organizations: _____ Date: _____

Title: _____

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

Signature of Applicant: _____ Date: _____

AFFIDAVIT OF APPLICANT (TO BE COMPLETED BY ALL APPLICANTS)

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

****Office Use Only****

Permit Approved: YES NO

Name and Title:

Comments:

Water Renewal

Superintendent: Bryan Pond

October 2018



Significant Department Actions and Results

Pending Items (including CIP)

Replace Hill St lift Station
Replace 1980 Screw Pumps
Replace Scada Radios & Antennas & Programming

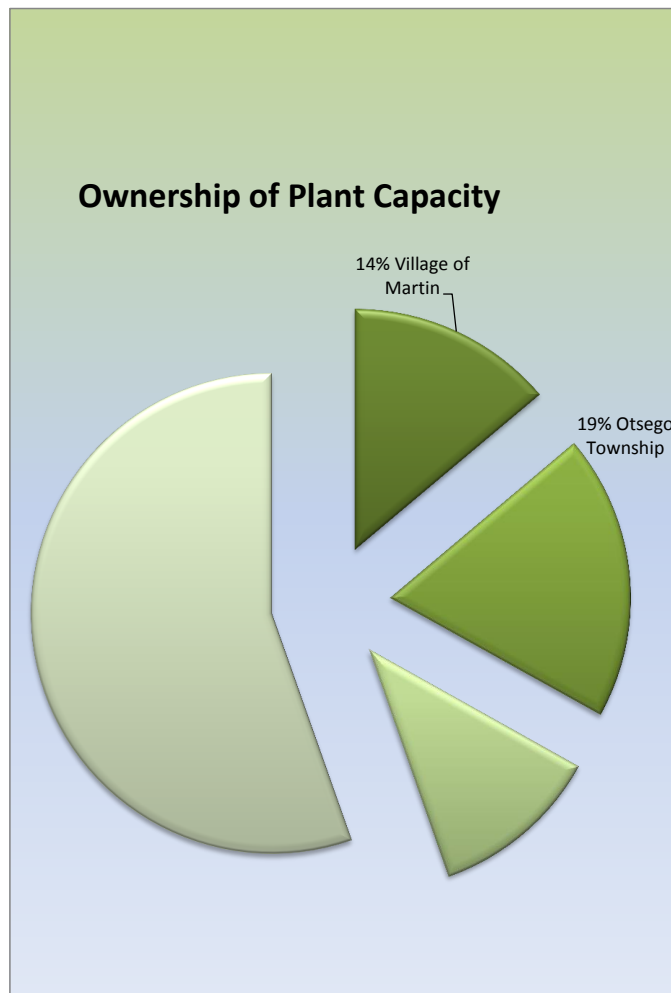
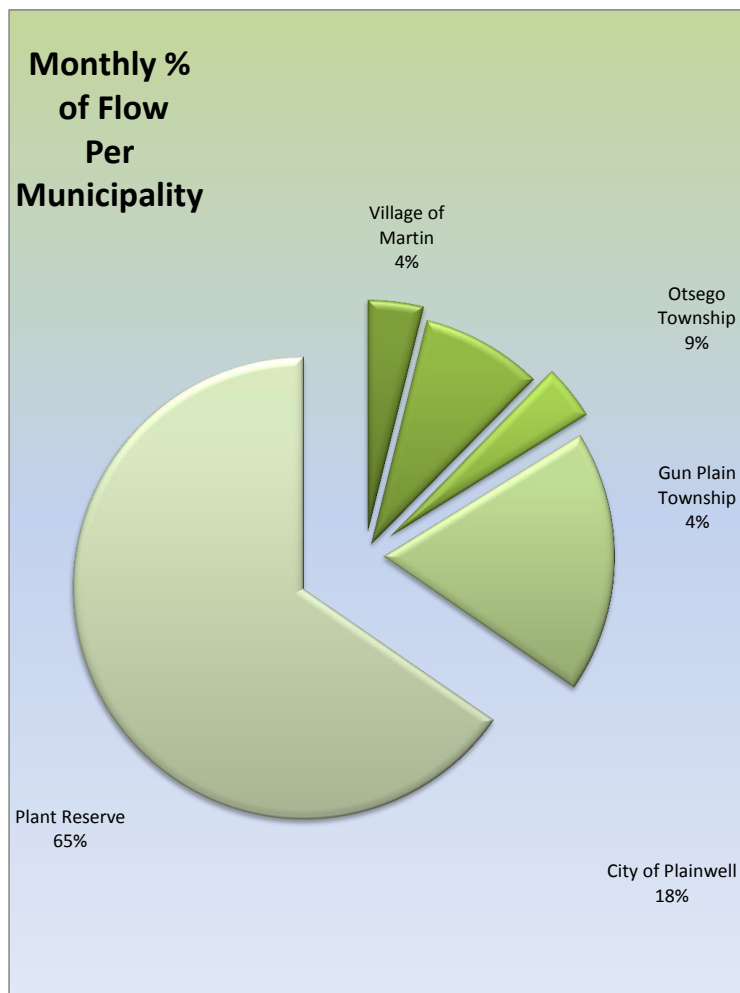
Expenditure Summary/Issues

	<u>(budgeted)</u>	(completed)	
	\$90,000	100%	\$86,550
	\$300,000	0%	
	\$21,448	50%	\$10,724
TOTALS	<u>\$411,448</u>		<u>\$97,274</u>

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
Village of Martin	941,420			
Gun River MH Park	547,000			
US 131 Motor Sports Park	20,970			
Total:	1,509,390			
AVG. DAILY:	53,907	180,000	70%	14%
Otsego Township	Total: 3,300,548			
	AVG. DAILY: 117,877	250,000	53%	19%
Gun Plain Township	Total: 1,040,000			
North Point Church	2,000			
North 10th Street	279,700			
Gores Addition	181,000			
AVG. DAILY	53,668	150,000	64%	12%
City of Plainwell	Total: 7186120			
	AVG. DAILY: 239537.34	720,000	67%	55%
Avg. Daily Plant Flow from entire service district	0.42			



State Required Reporting Compatible Pollutants

MI State Requirement	City Benchmark	Monthly Avg. Reported/MDEQ
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Carbonaceous Biochemical oxygen demand (CBOD-5):

25 mg/l	15	8.37
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	9
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Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.

PHOSPHORUS (P):

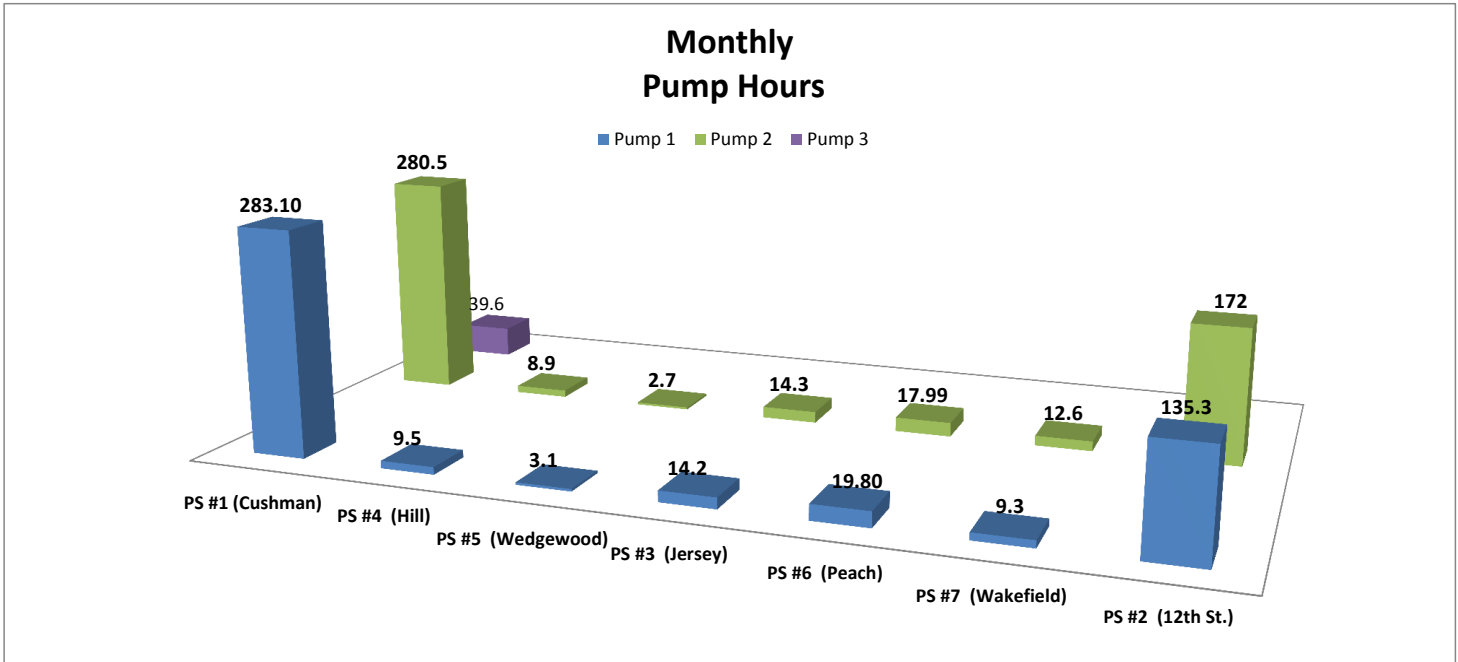
1.0 mg/l	0.45	0.24
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases 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	1
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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.

11/20/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 11/26/2018 - 11/26/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000035	APPLIED IMAGING 1235328	11/13/18 - 12/12/18 CITY HALL COPIER	161.45
TOTAL FOR: APPLIED IMAGING			161.45
004167	B & B TRUCK FIRE DIVISION MASON DY 1407A	ENGINE 11 REPAIR	1,874.13
TOTAL FOR: B & B TRUCK FIRE DIVISION MASON DY			1,874.13
REFUND UB	BAKER, JEAN 11/20/2018	UB refund for account: 06-00087715-03	5.60
TOTAL FOR: BAKER, JEAN			5.60
002539	BELDEN SAND & GRAVEL 6847	GRAVEL FOR BRUSH PILE	915.85
TOTAL FOR: BELDEN SAND & GRAVEL			915.85
002757	BIDCORP.COM, INC. 1404	AUCTION SERVICES FIRE DEPT OCT 2018	90.62
TOTAL FOR: BIDCORP.COM, INC.			90.62
004791	BIO TECH AGRONOMICS INC 2082	ANALYSIS OF BIO SOLIDS	778.00
TOTAL FOR: BIO TECH AGRONOMICS INC			778.00
000155	BRAVE INDUST FASTENERS 143293	WELDING GAS	73.37
TOTAL FOR: BRAVE INDUST FASTENERS			73.37
000255	BRIAN WHITNEY 18-19 SHOE ALLOW	18/19 SHOE ALLOWANCE	182.32
TOTAL FOR: BRIAN WHITNEY			182.32
002527	C.O.P.S. TRUST INSURANCE 2018-12	DECEMBER 2018 DENTAL/VISION INS	1,761.57
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,761.57
002116	CHARTER COMMUNICATIONS (SPECTRUM) 0014163110918	11/19/18 - 12/18/18 DPS/FIRE PHONE/INTERNET/CABLE	520.54
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			520.54
000115	CMP DISTRUBUTORS INC 57040	ARMOR CARRIER DPS	484.95
TOTAL FOR: CMP DISTRUBUTORS INC			484.95
000531	CUMMINS BRIDGEWAY, LLC S3-13711	CUSHMAN ST REPAIR	396.64
TOTAL FOR: CUMMINS BRIDGEWAY, LLC			396.64
002819	ERIC LUTHY 2018-11	SEPT 2018 TRAINING MEALS/MILEAGE	110.65
TOTAL FOR: ERIC LUTHY			110.65
000164	ETNA SUPPLY CO INC S102854533.001	WATER METERS	1,040.00
TOTAL FOR: ETNA SUPPLY CO INC			1,040.00

000153	FLEIS & VANDENBRINK INC		
	50740	GIS WATER MAPPING 2018	5,000.00
	50759	6/30/18 - 11/2/18 PFAS	5,023.50
	50782	9/29/18 - 11/2/18 SCREW PUMPS WR	1,791.76
TOTAL FOR: FLEIS & VANDENBRINK INC			11,815.26
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	33162	PD/FIRE FUEL 11/15/18	1,176.42
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			1,176.42
004199	GOODYEAR COMMERCIAL TIRE & SERVICE		
	157-1063306	TIRES DPW	814.51
TOTAL FOR: GOODYEAR COMMERCIAL TIRE & SERVICE			814.51
000140	HACH CO		
	11210254	HOSE ASSY WR	632.51
	11212520A	DOOR KIT ASSEMBLY	116.00
TOTAL FOR: HACH CO			748.51
000134	HAROLD ZEIGLER INC		
	280389	OIL CHANGE PD 2018 FORD EXPLORER	38.14
	283320	PD CAR #4 REPLACED SPARK PLUGS & COIL BOOTS	433.92
TOTAL FOR: HAROLD ZEIGLER INC			472.06
002301	JOYFUL CLEANING - LINDA TUBBS		
	1043	NOVEMBER 2018 CLEANING	964.00
TOTAL FOR: JOYFUL CLEANING - LINDA TUBBS			964.00
003014	KECHELE JULIE		
	2018-10	VILLAGE 1869 / CITY 1934 INSCRIPTIONS ON THE PILLAR	165.00
TOTAL FOR: KECHELE JULIE			165.00
001993	KERKSTRA PORTABLE RESTROOMS INC		
	131836	HANDI-CAP RESTROOM @ SHERWOOD PARK	100.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOMS INC			100.00
004899	KEYZER TRUCKING		
	1029	HAULING LEAVES	364.50
	1030	HAULING LEAVES	526.50
TOTAL FOR: KEYZER TRUCKING			891.00
004877	MATT ROGERS PLUMBING		
	2018-10	SEWER MAIN REPAIR 308 UNION ST	1,220.00
TOTAL FOR: MATT ROGERS PLUMBING			1,220.00
REFUND UB	MCCALL, RICHARD & JESSICA		
	11/20/2018	UB refund for account: 01-00006800-02	38.04
TOTAL FOR: MCCALL, RICHARD & JESSICA			38.04
000014	MICHIGAN GAS UTILIITIES CORP.		
	2018-10	10/10/18 - 11/7/18 GAS BILLS	1,503.05
TOTAL FOR: MICHIGAN GAS UTILIITIES CORP.			1,503.05
001854	MODEL FIRST AID,SAFETY & TRAINING		
	121678	MISC SAFETY SUPPLIES	65.90
TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING			65.90
002708	MORGAN BIRGE' & ASSOCIATES		
	46147	NOVEMBER 2018 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
004837	MUNICIPAL WEB SERVICES		
	53230	OCT 2018 WEBSITE SERVICES	200.00
TOTAL FOR: MUNICIPAL WEB SERVICES			200.00

002299	MWEA		
	E22837	OPERATORS DAY 2/5/18 GLUCHOWSKI/NIEUWENHUIS/N	770.00
	E22841	OPERATORS DAY 2/6/18 DAN NEESON	110.00
TOTAL FOR: MWEA			880.00

000096	NYE UNIFORM CO INC		
	672995	D. RANTZ UNIFORM	132.84
TOTAL FOR: NYE UNIFORM CO INC			132.84

000744	OVERHEAD DOOR CO INC		
	INVOHD000158097	REPLACE REAR DOOR OPENER ON MAIN BARN	1,872.00
TOTAL FOR: OVERHEAD DOOR CO INC			1,872.00

004852	PACE ANALYTICAL SERVICES LLC		
	1846215514	WR SAMPLES 11/2/18	545.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			545.00

002031	PATRICIA SAUSAMAN		
	2018-11	NOV 2018 MILEAGE FOR TRAINING	45.78
TOTAL FOR: PATRICIA SAUSAMAN			45.78

001829	PERCEPTIVE CONTROLS INC		
	13652	WR SUPPORT	120.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			120.00

004855	PLAINWELL ACE HARDWARE		
	1748	SWITCH FOR FAN @ DPW GARAGE	8.49
	1772	WINTERIZING BATHROOMS	21.98
	1779	PARTS FOR 12TH ST LIFT STATION	23.97
	1780	PARTS FOR 12TH LIFT STATION	32.97
	1790	AIRPORT LIGHT	39.99
	1809	KEY HOLDERS WR MISC	24.58
	1810	CHRISTMAS TIES	46.80
	1830	SUPPLIES TO FIX SALT BARN DOOR	14.77
TOTAL FOR: PLAINWELL ACE HARDWARE			213.55

000004	PLAINWELL AUTO SUPPLY INC		
	2018-10	OCTOBER 2018 STATEMENT	681.31
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			681.31

002582	PLAINWELL REDI MIX - COSGROVE ENTER		
	8499	HILL ST WR	786.50
	8507	DUMPSTER AREA ACE HARDWARE PKING LOT	899.00
	8515	BEHIND JOE'S PIZZA	1,460.00
	8553	REPLACE SIDEWALK @ 119 W PLAINWELL ST	376.50
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER			3,522.00

000372	PREMIERE PRINTING CORP.		
	231646	CITY BROCHURES	606.00
TOTAL FOR: PREMIERE PRINTING CORP.			606.00

000013	RATHCO SAFETY SUPPLY INC		
	163336	COOK PARK/DOG PARK SIGNS	60.00
	163337	BARBED WIRE ALLEY SPEED BUMP	60.00
TOTAL FOR: RATHCO SAFETY SUPPLY INC			120.00

002371	RENEWED EARTH INC		
	26760	COMPOST SITE MANAGEMENT	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00

004886	REPUBLIC SERVICES (RECYCLE)		
	0240-007260117	11/1/18 - 11/30/18 RESIDENTIAL RECYCLE	2,445.30
	0249-006174344	12/1/18 - 12/31/18 RESIDENTIAL RECYCLE	2,445.30

TOTAL FOR: REPUBLIC SERVICES (RECYCLE) 4,890.60

004168 SBF ENTERPRISES
0131165 ENVELOPES & PAPER 752.85
TOTAL FOR: SBF ENTERPRISES 752.85

001873 SCHANZ TIRE & AUTO SUPPLY INC.
143085 TIRES FOR LEAF VAC 200.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC. 200.00

004900 SCHILDOTH JEFFERY
2018-12 DJ FOR TREE LIGHTING CEREMONY 200.00
TOTAL FOR: SCHILDOTH JEFFERY 200.00

000100 SIEGFRIED CRANDALL PC
97526 OCT 2018 GRANT WRITING 200.00
TOTAL FOR: SIEGFRIED CRANDALL PC 200.00

002402 STEENSMA LAWN & POWER EQUIPMENT
558323 MOWER REPAIR 331.31
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT 331.31

002653 VAN MANEN OIL COMPANY
2191882 DIESEL FUEL 10/31/18 883.60
2193642 DIESEL FUEL 11/14/18 1,182.80
2193643 REGULAR GAS 11/14/18 528.46
TOTAL FOR: VAN MANEN OIL COMPANY 2,594.86

000947 WYOMING ASPHALT & PAVING INC.
2018-628 ASPHALT 11/5/18 55.62
TOTAL FOR: WYOMING ASPHALT & PAVING INC. 55.62

TOTAL - ALL VENDORS 47,913.16

INVOICE AUTHORIZATION

Person Compiling Report

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

Insert Signature:

**Cheryl
Pickett**

Digitally signed by Cheryl Pickett
DN: c=US, st=Michigan, I=Plainwell,
o=City of Plainwell, ou=CoP, cn=Cheryl
Pickett, email=cpickett@plainwell.org
Date: 2018.11.20 10:45:53 -05'00'

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian
Kelley
Date: 2018.11.21
16:49:56 -05'00'

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:

Bill Bomar, Public Safety Director

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

Insert Signature:

Bill Bomar

Digitally signed by Bill
Bomar
Date: 2018.11.20
14:46:31 -05'00'

Bob Nieuwenhuis, Public Works Supt.

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

Insert Signature:

**Robert
Nieuwenhuis**

Digitally signed by Robert
Nieuwenhuis
Date: 2018.11.21
13:09:05 -05'00'

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, I=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.11.21 14:01:00 -05'00'

11/21/2018

CHECK REGISTER FOR CITY OF PLAINWELL
 CHECK DATE FROM 11/13/2018 - 11/26/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction - <i>Property Tax Distributions</i>					
11/16/2018	CBGEN	1416(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER TAX/INT COLLECTED W/E 11/10/	340.62
11/16/2018	CBGEN	1417(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER TAX/INT COLLECTED W/E 11/10/	48.52
11/21/2018	CBGEN	1418(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER TAX/INT COLLECTED W/E 11/17/	37.13
11/21/2018	CBGEN	1419(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER TAX/INT COLLECTED W/E 11/17/	5.28
Total ACH Transaction:					<u>431.55</u>
Check Type: EFT Transfer - <i>Automatic Withdrawals</i>					
11/16/2018	CBGEN	1420(E)	CHEMICAL BANK	OCTOBER 2018 CHEMICAL BANK FEES	<u>308.05</u>
Total EFT Transfer:					<u>308.05</u>
Check Type: Paper Check - <i>Manual Checks</i>					
11/13/2018	CBGEN	13118	VIPRE SECURITY	PUBLIC SAFETY SECURITY LICENSES THRU 07/	280.44
11/13/2018	CBGEN	13119	CONSUMERS ENERGY	9/10/18 - 10/16/18 WR CONSUMERS ENERGY	6,737.61
11/13/2018	CBGEN	13120	VERIZON	9/24/18 - 10/23/18 CELL PHONE	1,134.95
11/15/2018	CBGEN	13121	STATE OF MICHIGAN - GREAT SEAL OFFI	NOTARY SEAL FOR PATRICIA JOY SAUSAMAN	10.00
11/26/2018	CBGEN	13171	RICHMOND, MICHAEL J	DECEMBER 2018 ASSESSING SERVICES	<u>1,400.00</u>
Total Paper Check:					<u>9,563.00</u>
CBGEN TOTALS:					
Total of 10 Checks:					10,302.60
Less 0 Void Checks:					0.00
Total of 10 Disbursements:					<u><u>10,302.60</u></u>

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2018.11.21 08:33:53 -05'00'

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org
Date: 2018.11.21 13:58:57 -05'00'

Bloom Sluggett, PC

COUNSELORS & ATTORNEYS

Jeffrey V.H. Sluggett
Direct Dial: (616) 965-9341
Direct Fax: (616) 965-9351
jeff@bloomsluggett.com

November 21, 2018

Mr. Erik J. Wilson, Manager
City of Plainwell
211 N. Main Street
Plainwell, Michigan 49080

Re: Council Election

Dear Mr. Wilson:

This letter is being sent in response to a request by the City of Plainwell regarding recent election results for the City Council. By way of background, we understand that at the November 6 election there were three Council seats on the ballot. Two of the candidates, Messrs. Bennett and Keeney, received 608 votes each. As a result, and pursuant to the Michigan Election Law (MEL; Act No. 116 of the Public Act of 1954, as amended), the candidates drew lots and Mr. Bennett was declared the winner. We also understand that Mr. Keeney has filed a petition for a recount and that petition is pending as of the date of this letter.

Given this set of circumstances you asked that we address the “rights to office” of the individuals recently elected and further asked that we address what impact the election results would have on the City Council and its ability to elect a Mayor and Mayor Pro Tem at its upcoming meeting on November 26.

Initially, the City received late yesterday a certificate of results and election from Allegan County regarding the election (see Canvass of Votes Cast, attached). The Canvass confirms the election of Messrs. Brooks and Keeler for terms set to expire in 2022. The Canvass further recites that a tie vote occurred between Messrs. Bennett and Keeney and that Mr. Bennett prevailed in a drawing held on November 14. The Canvass then identifies Mr. Bennett as having been elected.¹

The process outlined above is consistent with the MEL which provides, relative to tie votes:

[A]ny person having a slip on which is written the word “elected” shall be deemed legally elected to the office in question and the county clerk shall forthwith give him a certificate of election.

¹ The Canvass received by the City as of the date of this letter is signed by the County Clerk, but not the Board of Canvassers. While legally the Board is to sign Canvass, doing so after the action has been approved is clerical in nature and the lack of signatures at this time does not change the opinions in this letter.

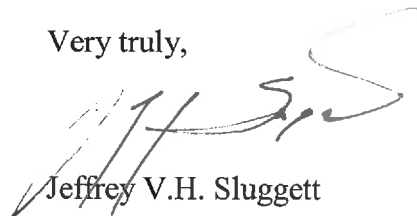
MCL 168.851 (emphasis added). Given this clear statutory language as further supported by the Canvass received from the County, it our opinion that Mr. Bennett has been elected to the Council and may be sworn in along with Messrs. Brooks and Keeler.

That a recount petition is pending does not change our opinion. Indeed, the section of the MEL quoted above notes, after describing the process to draw lots, that the determination as to whom is elected does “not preclude the right of a defeated candidate to a recount of the votes cast.” Thus, the recount remains available to the defeated candidate but does not, unless subsequently successful, change the determination of which candidate is deemed elected.

Given this, it is further our opinion that the Council may proceed, as currently planned, to elect the Mayor and Mayor Pro Tem at the November 26 meeting. As you are aware, Section 4.11 of the City Charter details the process to be followed for the election of these officials.

We trust that the foregoing addresses the City’s questions. If we can be of further assistance please do not hesitate to contact us.

Very truly,



Jeffrey V.H. Sluggett

cc: Mr. Brian Kelley, Clerk



November 21, 2018

**Board of Commissioners Update
Administrator's Report**

ENGAGEMENT

Employment –

Number of Active Regular Full-Time and Regular Part-Time Employees: 356

New Hires: 3

Last Name	First Name	Position
Miller	Cynthia	Medical Examiner Investigator
Nimtz	Kaley	Janitor
McIllwain	Princess	Environmental Health Secretary

Left Employment: 5

Last Name	First Name	Position
Myers	Nancy	Environmental Health Secretary
Winsemius	Jessica	Assistant Prosecuting Attorney

Open Positions: 12 total

(2) Telecommunicator; Drain Maintenance Worker II; Environmental Health Secretary; Registered Sanitarian; PC Network Technician; Correction Officer; IRPT Animal Control; Client Financial Svc Clerk FOC; Professional Engineer; Assistant Prosecuting Attorney; Senior Finance Specialist

Health Insurance Update – During the week of Monday, November 5, 2018 Human Resources along with all of the new vendors: Priority Health, Eye Med and Delta Dental conducted 13 open enrollment presentations. Staff participation in these presentations was excellent. Follow-up meetings have also been scheduled to assist staff members with open enrollment forms. These meetings will continue until the last day of open enrollment which is Friday, November 30, 2018. For additional information or questions, please contact Vickie Herzberg, Executive Director of Human Resources at (269) 673-0451.

FERP Update – Last reported on October 11, 2018 releasing the modified Facilities Emergency Response Plans (FERP) was delayed due to a couple changes regarding the Security Policy and a reconciliation of the Quick Reference sheet. These matters were reconciled and plans were released on November 1, 2018. To review these plans please click on the link below:

<http://connect/Security/SitePages/Home.aspx>

For more information please contact Vickie Herzberg, Executive Director of Human Resources at 269-673-0537.

OPERATIONS

Indigent Defense – During the November 8, 2018 Board meeting an update was provided regarding the Indigent Defense funding agreement. On November 16, 2018 the County’s proposed changes and areas of concern were represented to the Michigan Indigent Defense Commission (MIDC) Regional Administrator. Some of the items have been addressed and others still remain. In an effort to gain a final agreement for the Board’s consideration prior to the December 13, 2018 Board Meeting, a meeting has requested with the Regional Administrator and the MIDC Executive Director. In addition, a latest draft of the funding agreement inclusive of any accepted changes and the latest Wayne County draft has been requested.

Smart911 – The Smart 911 solution has been installed within Central Dispatch and is currently being tested. Smart 911 is a citizen self-enrollment technology solution that provides Central Dispatch staff with more caller information (household, medical, secondary contacts, special needs, service animals, etc.) when a 911 call is placed. A roll out and marketing plan is being finalized for deployment in early 2019. For more information regarding this matter, please contact Jeremy Ludwig, Central Dispatch Director at 269-686-4564.

FINANCIAL

2017 and 2018 PPT Reimbursement – As communicated during the October 26 Board meeting, the County received \$1,383,347.71 from the Local Community Stabilization Authority on October 24. This amount represents a \$658,337.89 correction of 2016 and 2017 PPT payments, plus \$725,009.82 for 2018 distribution. An additional, yet-to-be-determined amount will be distributed in May of 2019. A graphic representation is as follows:

Personal Property Tax Distribution History			
How the State views the distributions:		How it will appear on County books:	
2016 Distribution	1,702,251.45	2016 Revenue:	1,702,251.45
2016 Correction	(507,604.69)		
Adjusted 2016	1,194,646.76		
2017 Distribution	42,505.20	2017 Revenue:	42,505.20
2017 Correction	1,165,942.58		
Adjusted 2017	1,208,447.78		
2018 Distribution	725,009.82	2018 Revenue:	725,009.82
		2018 correction	(507,604.69)
		2018 correction	1,165,942.58
			1,383,347.71

Contact Lorna Nenciarini, Executive Director of Finance, at 673-0228, for more information.

Constitutional Revenue Sharing – The County’s State Revenue Sharing distribution will include an additional \$10,410 for the State’s 2019 fiscal year. Per Public Act 207 of 2018, these additional funds “must be used to pay down debt, pension, or other postemployment benefit (OPEB) obligations.” The first bimonthly installment of \$1,735, received in October, has been deposited into the UAL Fund. These dollars will then be available to cover any OPEB liability identified in the 2019 actuarial report; or, alternatively, a supplemental payment may be made to

MERS. Contact Lorna Nenciarini, Executive Director of Finance, at 673-0228, for more information.

SERVICES

County Property Lease – The Secretary of State office in Allegan closed the temporary location at 277 North Street on November 9 and will remain closed until November 19, 2018 so the equipment and supplies can be moved back to the remodeled office at 430 Western Ave. The office will reopen at 9AM Monday, November 19.

Among the renovations customers will see are 70 percent more lobby space, the addition of customer service stations and public restrooms. Other improvements include an expanded customer entrance, new data lines to make transactions go quicker, electrical updates, new carpeting and new wall coverings. The remodeled office will offer 24/7 access to a self-service station for customers to renew their license plate tabs.

Customers also can visit ExpressSOS.com to renew tabs and driver's licenses, get a duplicate registration or title, change an address and register to be an organ donor. For more information please contact Dan Wedge, Executive Director of Services at 269-686-4529.

Received

NOV 21 2018

City of Plainwell
Clerk/Treasurer's Office

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING
FOR THE ELECTRIC
CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20219

- Consumers Energy Company requests Michigan Public Service Commission's approval to implement a power supply cost recovery plan for the twelve months, January 1, 2019 through December 31, 2019.
- The information below describes how a person may participate in this case.
- You may call or write, Consumers Energy Company, One Energy Plaza, Jackson, MI 49201-2276 for a free copy of its application. Any person may review the application at the offices of Consumers Energy Company.
- The prehearing conference in this matter will be held:

DATE/TIME: Tuesday, December 4, 2018, at 10:30 A.M.

BEFORE: Administrative Law Judge Sally L. Wallace

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

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

The Michigan Public Service Commission (Commission) will hold a hearing to consider Consumers Energy Company's September 28, 2018 application for approval of a Power Supply Cost Recovery (PSCR) plan and for authorization of monthly PSCR factors for 2019, with a maximum monthly PSCR factor of not less than \$0.00106 per kWh for all classes of customers.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by **November 27, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

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

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

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

Jurisdiction is pursuant to 1909 PA 106, as amended, MCL 460.551 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6j et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE,
REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY.]**



Allegan County

Retirement Open House

Date: December 11, 2018

Time: 4:00 p.m.—6:00 p.m.

Location: Human Services Building,
Karl Zimmerman Training Room
3255 122nd Avenue, Allegan MI 49010

Commissioner

Don Black

The County cordially invites you to attend this open house to express appreciation for his years of service.

Cake & light refreshment will be served.



Reports & Communications:

A. Special Event Permit 2018-10 – Holiday Parade:

This is the city's annual Holiday Parade scheduled for December 1, 2018. The State was notified as required for the temporary closure of M-89. The staff has reviewed the plans, including the route and recommends approval.

Recommended action: Consider approving Special Event Permit 2018-10 for the 2018 Holiday Parade on December 1, 2018.

Reminder of Upcoming Meetings

- December 13, 2018 – Allegan County Board of Commissioners – 1:00pm
- December 11, 2018 – Plainwell DDA/BRA/TIFA Board – 7.30am
- December 5, 2018 – Plainwell Planning Commission – 7:00pm
- December 10, 2018 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- Attorney Opinion regarding Charter Provision for electing Mayor and Mayor Pro-Tem with a pending recount
- Allegan County Board of Commissioner's Update – November 21, 2018
- Notice of Public Hearing – Consumers Energy – December 4, 2018 10:30am
- Retirement Open House for Don Black – Allegan County Human Services Building – December 11, 2018 4pm