

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, August 27, 2018 7:00PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary – 08/09/2018 Regular Meeting**
6. **General Public Comments**
7. **County Commissioner Report**
8. **Presentations**
9. **Agenda Amendments**
10. **Mayor's Report**
11. **Recommendations and Reports:**
 - A. **Resolution 18-21 – DC Strong**
Council will consider adopting Resolution 18-21 to recognize DC Strong as a non-profit for purposes of obtaining a charitable gaming license.
 - B. **DPW – Frames and Lids for Street Repairs**
Council will consider a purchase of frames and lids used in street paving projects from EJ USA Inc. for \$5,464.06.
 - C. **WR – Replace Light Fixtures**
Council will consider a project to replace lights in the north barn with Moore Electric for a project cost of \$3,525.00.
 - D. **WR – IPP Requirements**
Council will consider an IPP requirements update with Fleis & Vandenbrink for a project cost of \$6,400.00.
12. **Communications:** The July 2018 Water Renewal Report and the Parks & Trees Draft Meeting Minutes from August 16, 2018.
13. **Accounts Payable - \$802,630.78**
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
August 13, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Don Mejeur of 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 07/23/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None
7. County Commissioner Report: None.
8. Presentations:
Jeni Quigley from GHD reported to Council that site excavation would begin August 20 and continue into December at which time the project would go on winter hiatus, weather permitting, and resume in March 2019 with an estimated completion date for May 2019. The work will be done Monday through Friday 7am to 5pm, with some Saturday work between 8am and 5pm. No work will be done on Sundays or Holidays. The trucks will enter and exit through a temporary curb-cut on M-89 just east of Island Avenue. It was reported that contaminated soil (which includes lead and manganese) would be removed to two separate facilities on the east side of the state and that the site would continue to be gated. The work this fall will be west and south of the mill buildings with work in the spring being along the river to coordinate with the power poles being moved, which is still being negotiated.
9. Agenda Amendments: None.
10. Mayor's Report:
Mayor Brooks expressed sympathy at the passing of Judy Himmelein and remembers fondly all the time she donated to the community as a whole.
11. Recommendations and Reports:
 - A. Superintendent Nieuwenhuis briefed Council on Michigan Department of Environmental Quality standards related to the city's leaf and brush piles accumulated in the back lot at the DPW facility. Bids were solicited for cleanup and annual maintenance and Renewed Earth offered the low bid.
A motion by Steele, seconded by Overhuel, to accept the proposal from Renewed Earth to remove the existing leaf pile at the DPW facility for \$8,500.00 and to process the 2018 leaf collection for \$15,000 and authorize the City Manager to execute all documents related to the approved action. On a roll-call vote, all in favor. Motion passed.
 - B. Superintendent Nieuwenhuis briefed Council about paving projects that would be tacked on to the Chart/Wedgewood paving projects previously approved. The Starr Road work would be completed prior to the school year and the Sunset project would include additional drainage off the road to prevent future deterioration of the road surface.
A motion by Keeney, seconded by Keeler, to accept the quote from Wyoming Asphalt to pave portions of Starr road and Sunset Street at a total project cost of \$17,700 and to

authorize the City Manager to execute all documents related to the approved action. On a roll-call vote, all in favor. Motion passed.

- C.** City Manager Wilson reported that while negotiations continue for a school resource officer agreement, other hurdles can be overcome by considering a mutual aid agreement with the Kalamazoo County Sheriff. Director Bomar reports that this agreement would grant arrest and enforcement powers to a school resource officer at Cooper Elementary, which would alleviate response time issues for the county deputy. This agreement is requested by the Kalamazoo County Sheriff.

A motion by Steele, seconded by Keeler, to approve the Mutual Aid Agreement with the Kalamazoo County Sheriff to deputize a School Resource Officer for Cooper Elementary and to authorize the City Manager and the Director of Public Safety to execute all documents related to the approved action. On a voice-vote, all in favor. Motion passed.

12. Communications:

- A.** **A motion by Keeney, seconded by Keeler, to accept and place on file the July 2018 Investment and Fund Balance Reports and the June 2018 Public Safety Report. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$334,951.15 for payment of same. On a roll call vote, all in favor. Motion passed.

14. Public Comments

Rebecca Burns, a Gun-Plain Township Resident, introduced her son Ryan, and thanked Council for given Ryan the opportunity to meet a scouting goal by attending the meeting.

15. Staff Comments

Superintendent Nieuwenhuis reported to Council about water samples all having been taken timely without any major findings.

Superintendent Pond reported a possible early start on the screw pump replacement project.

Community Development Manager Siegel reminded Council of the grand opening of the Dog Park scheduled for August 14 at 5.30pm and reported good attendance and positive feedback since the soft-opening in July.

Director Bomar reported a new training regimen using web-based training sites, which is funded by Public Act 302 funds and that Plainwell is one of many local jurisdictions to implement this system of training.

Clerk/Treasurer Kelley reported completing the August Primary Election and starting work for the November, along with training and audit work. He reported a 30% voter turnout in Plainwell, which matches the county-wide turnout and higher than usual for a Primary Election. He also noted that four (4) candidates were in the running for City Council seats to be elected in November.

City Manager Wilson thanked the Election Inspectors for their dedicated and hard work during the election.

16. Council Comments:

Councilman Keeney thanked the Department of Public Safety for their quick and professional response to a recent incident. Director Bomar noted that Officer Chapman and Deputy Director Varley were the responders on that case.

Councilman Overhuel thanked the Public Works Superintendent for great work on a sidewalk on West Chart Street.

17. Adjournment:

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

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

DRAFT

SUMMARY
Plainwell City Council
August 13, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Invocation was given by Don Mejeur of Lighthouse Baptist Church.
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 07/23/2018 regular meeting.
6. Heard an update about mill cleanup from GHD.
7. Approved the removal of the existing leaf pile and 2018 leaves with Renewed Earth for a total project cost of \$23,500.00.
8. Adopted paving projects on Starr Road and Sunset Street with Wyoming Paving at a total project cost of \$17,700.00.
9. Approved a Mutual Aid Agreement with the Kalamazoo County Sheriff for a possible School Resource Officer.
10. Accepted and placed on file the July 2018 Investment and Fund Balance Reports and the June 2018 Public Safety Report.
11. Approved Accounts Payable for \$334,951.15.
12. Adjourned the meeting at 7:28 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

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Allegan County Board of Commissioners



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

Dean Kapenga, Chairman
Max Thiele, Vice Chairman

BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, August 23, 2018 – 1PM
Board Room – County Services Building

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

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

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

DISTRICT 4
Mark DeYoung
616-688-5619
mdeyoung@
allegancounty.org

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

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

DISTRICT 7
Don Black
616-920-2875
dblack@
allegancounty.org

DISCUSSION ITEMS:

1. 8:00AM Ground Water Contamination Update—Environmental Protection Agency
(Report Tricia Edwards from EPA. 3-sites were contaminated with chromium 1 on Jeffrey 29th street and 2-Jeffrey Drive just off M89 near the business burned to the ground. The City of Allegan, Allegan Township, State and EPA are working to provide safe water.)
2. 9:00AM Facilities Planning Input Session *(Participation from Court, and other employees to brain-storm issues and suggested resolves.)*

1PM

CALL TO ORDER:

OPENING PRAYER: Commissioner Dean Kapenga

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

ADMINISTRATIVE REPORTS:

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (8/17/18 & 8/24/18) *(\$370,339.61, \$447,446.30; passed unanimously)*

ACTION ITEMS:

1. 11:00AM House Bill 6049 & Senate Bill 1025 (2018) *(Michael VanDenBerg, Mark Evans and others expressed opinions of the bills, and both Township Supervisors spoke against both. Motion to oppose both Bills as written; passed 5-1 Storey)*
2. Local Revenue Sharing Board Distribution Update *(Administrator, Rob Sarro contacted legal counsel and shared 4 pages explaining the agreement between State of Michigan, Commission and receiving recipients; passed unanimously)*

DISCUSSION ITEMS:

1. Facilities Planning Next Steps *(More discussion like this morning. In 2014 the commissioners envisioned future plans based on space needs. New laws, commissioners and needs may tweak that plan.)*

Mission Statement

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

2. Motion to make the court house “Court” and plan other work in other buildings; *The court house is buldging and must plan to move people out in the future; passed 5-1 Storey*)
3. Collective Bargaining (Closed Session)
4. Draft 2019 Budget (*Received printed and disussed*)
5. Indigent Defense (*Plan to go live April 2019 as mandated, requiring 7 employees and work stations in about 2,400 sq. ft.; concerned about the quality defense in the past, currently 4 standards exist and more being developed*)

ROUND TABLE:

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(Nothing)*
- District-4-Mark DeYoung-*(Absent-doctor appointment)*
- District-5-Tom Jessup-*(Nothing)*
- District-6-Gale Dugan-*(Nothing)*
- District-7-Don Black-*(Nothing)*

District #7 Commissioner (616) 920-2875 Don Black Synopsis-August 23, 2018
(Comments in italics are my opinions and interpretation of the Commission meeting and actions)

Attitude

Before you speak, ask yourself, "Do I want to make a point, or do I want to make a difference?"-Luke Jackson

ADJOURNMENT: Next Meeting – Thursday, September 13, 2018, 1PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING
LICENSES**
(Required by MCL.432.103(k)(ii))

RESOLUTION 18-21

At a regular meeting of the City of Plainwell Council called to order by _____ on August 27, 2018 at 7 p.m., the following resolution was offered:

Moved by _____ and supported by _____ that the request from DC Strong, based in the City of Plainwell, County of Allegan, asking that they be recognized as a non-profit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for approval.

Approval :

Denial:

Yeas:

Nays:

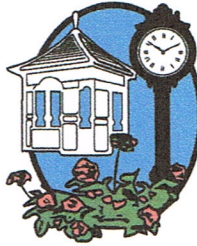
Absent:

I hereby certify that the foregoing is a true and complete copy of a resolution offered and approved by the City of Plainwell Council at a regular meeting held on August 27, 2018.

Signed:

Brian Kelley, City Clerk
211 N. Main St.
Plainwell, MI 49080

City of Plainwell



“The Island City”

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

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

To: Erik Wilson, Brian Kelley
From: Robert Nieuwenhuis
Subject: Streets (local/Major)
Date: August 21, 2018

The Public Works Department would like to purchase new castings for this year's streets projects at a cost of \$5,464.06. The castings in place are in need of repair. This project of installing new castings in the place of the old will be done by City staff. Wyoming Asphalt was approved to lower and raise the old casting for a cost of \$1,500.00 per road, this will no longer be needed and the castings will now be new. I recommend new castings installed by the City go with the new asphalt roads.

Sincerely,

Robert Nieuwenhuis Public works Superintendent

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www.plainwell.org.

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Rick Brooks, Mayor
Lori Steele Mayor Pro-Tem
Roger Kenney, Council Member
Brad Keeler, Council Member
Todd Overhuel, Council Member
www.plainwell.org



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

8/24/2018

To: Erik Wilson, City Administrator
From: Bryan Pond, Superintendent WR
Cc: Brian Kelley City Treasurer
RE: Installation of New Lights N. DPW Barn

The north DPW barn is still equipped with inefficient fluorescent lights. The power for this building is supplied from the Water Renewal Plant, therefore I am handling the coordination of this work.

The work is quoted from Moore Electric who we are under contract with. Enclosed is the quote for \$3,525 to replace the lamps with LED, and install occupancy sensors in the north DPW barn. The expenditure will come from line item 590-540-930 with council's approval.



Moore Electrical Service, Inc.

7528 Ravine Road • Kalamazoo, Michigan 49009-9005

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

www.mooreelectrical.com

August 21, 2018

18-297

Bryan Pond
Superintendent
City of Plainwell Water Renewal

Bryan,

Thank you for your interest in Moore Electrical Service and the opportunity to quote the LED replacement fixtures the storage barn.

Storage Barn:

- (8) 8' LED retrofit fixtures. Utilize existing fixture assemblies.
- (1) 4' LED retrofit fixture. Utilize existing fixture assemblies.
- (2) LED Barn type fixtures.
- Demolition and disposal of existing fixtures.
- Annual kWh reduction – 2,783kWh. Estimated annual savings \$358.00

Project Cost: \$3,525.00 (Three Thousand Five Hundred Twenty-Five Dollars)

Please contact me with any question or concerns.

Todd Gasaway
Project Manager

Rick Brooks, Mayor
Lori Steele Mayor Pro-Tem
Roger Kenney, Council Member
Brad Keeler, Council Member
Todd Overhuel, Council Member
www.plainwell.org



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

8/24/2018

To: Erik Wilson, City Administrator
From: Bryan Pond, Superintendent WR
Cc: Brian Kelley City Treasurer
RE: Engineering Assistance IPP Updates

During a recent IPP inspection the DEQ is requiring some updates to the IPP program documents; following is the requirement copied the compliance inspection.

“Pretreatment program documents need updated. Federal and State pretreatment language has been modified since Plainwell last updated their documents. Please update the Procedures Manual, Enforcement Response Plan, Industrial User List”.

The work is quoted from Flies & Vandenbrink who is our named engineer for Water Renewal. Enclosed is the quotation for \$6,400 to assist the City in completing this work. The expenditure will come from line item 590-546-801 which has a balance of \$3,202. Therefore, a balance transfer will need to occur at the end of this fiscal year. With council’s approval I would like to proceed with the work.



May 16, 2018

Bryan Pond
Superintendent
City of Plainwell WRP
129 Fairland Road
Plainwell, MI 49080

RE: Plainwell IPP Procedures Manual Update 2018

Dear Bryan:

Per our phone conversation on May 10, 2018, we are providing a proposal to assist in the City in updating the Industrial Pretreatment Program (IPP) Procedures Manual, including the Enforcement Response Plan (ERP) and Significant Industrial User (SIU) list.

STATEMENT OF UNDERSTANDING

We understand that the MDEQ has requested that the City update these documents because Federal IPP program requirements have changed since the City's Procedures Manual was last updated.

SCOPE OF SERVICES

Develop IPP Procedures Manual and ERP – The existing City manual, including the appendices, would be reviewed and updated so that references to Federal, State, and Local IPP regulations and requirements are up-to-date. In addition, the City will be provided with an electronic version of the IPP Procedures Manual, in addition to hardcopy, so that portions of the manual can be updated more easily in the future. Please note that any updates to the Manual must be reviewed by the MDEQ and should also be reviewed by the City's IPP attorney, prior to implementation.

Update the Non-Domestic User List – The list of non-domestic users, including commercial and industrial users, would be updated. The City non-domestic survey form would be sent out to all sewer users in the Plainwell Service Area who are not regular residential users. The information submitted by the users would be compiled for the IPP file. If follow up work is necessary, such as phone calls and site visits to industrial facilities, we would bill this out on a time and materials basis.

FEES

The following table outlines the proposed fees for this project:

**2960 Lucerne Drive SE
Grand Rapids, MI 49546
P: 616.977.1000
F: 616.977.1005
www.fveng.com**

Task Description	Budget
Update IPP Manual and ERP	\$4,800
Update Non-Domestic User List	\$1,600
TOTAL BUDGET	\$6,400

We propose to perform these tasks under our General Consultation Professional Services Agreement. If you agree with the scope and budget for each task, please provide authorization by issuing a Purchase Order for this work.

We appreciate the opportunity to continue working with the City on its Industrial Pretreatment Program.

Sincerely,

FLEIS & VANDENBRINK



Elaine Venema, PE
Project Manager



Paul Galdes, PE
President

CC: Erik Wilson, City of Plainwell

Water Renewal

Superintendent: Bryan Pond

July 2018



Significant Department Actions and Results

Due to scheduling issues with the contractor Hill St replacement was moved to next fiscal year and was completed this month, the station was installed in the late 1970's.

The communications portion of the the SCADA system will be replaced with a licensed band radio, this system is also much more economical than the original system installed in the late 1990,s

Pending Items (including CIP)

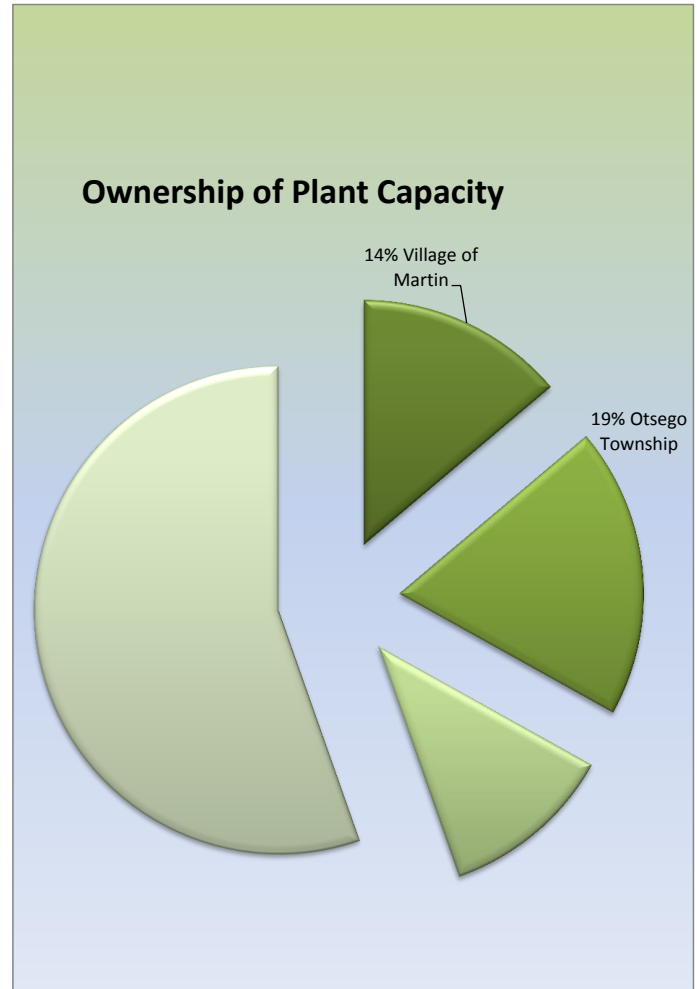
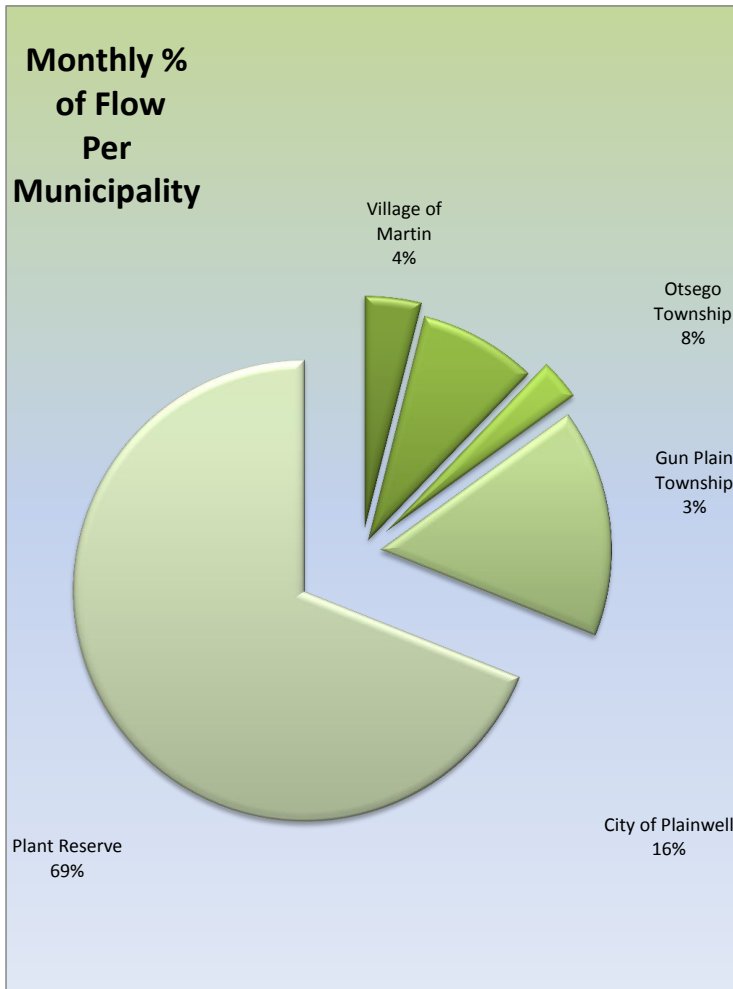
Expenditure Summary/Issues

	<u>(budgeted)</u>		<u>(completed)</u>
Replace Hill St lift Station	\$90,000	100%	\$86,550
Replace1980 Screw Pumps	\$300,000	0%	
Replace Scada Radios & Antennas &Programming	<u>\$21,448</u>	50%	<u>\$10,724</u>
TOTALS	\$411,448		\$97,274

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	913,790			
Gun River MH Park	609,000			
US 131 Motor Sports Park	53,410			
Total:	1,576,200			
AVG. DAILY:	56,293	180,000	69%	14%
Otsego Township	Total: 3,331,290			
AVG. DAILY:	118,975	250,000	52%	19%
Gun Plain Township	Total: 626,000			
North Point Church	1,000			
North 10th Street	282,180			
Gores Addition	249,000			
AVG. DAILY	41,364	150,000	72%	12%
City of Plainwell	Total: 6,450,941			
AVG. DAILY:	208,095	720,000	71%	55%
Avg. Daily Plant Flow from entire service district	0.39			



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	9.34
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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	10
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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):

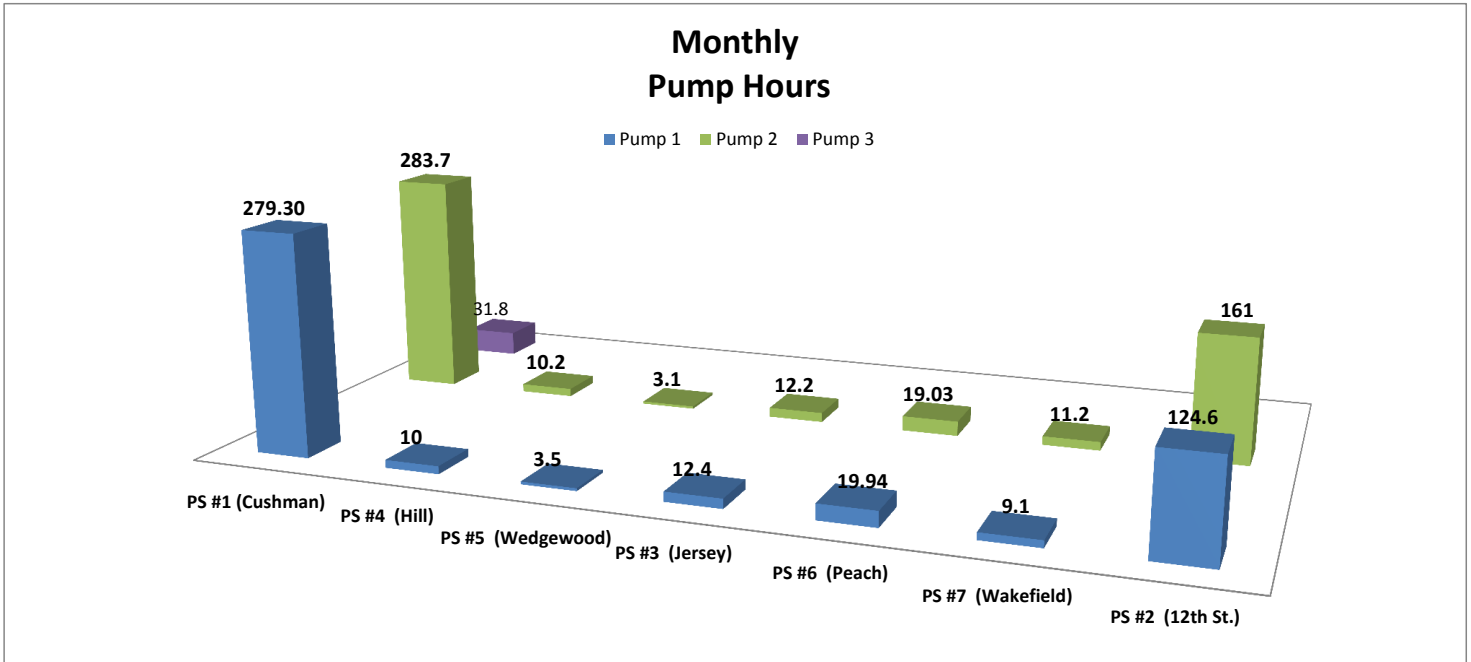
1.0 mg/l	0.45	0.50
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases 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	5
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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.

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
August 16, 2018**

1. Marsha Keeler called the meeting to order at 5:00 PM.
2. Roll Call: Present: Tom Belco, Marsha Keeler, Gina Berry, Bunny LaDuke, Sandy Lamorandier. Absent: Todd Overhuel, Matthew Bradley. Also attending: Public Works Superintendent Bob Nieuwenhuis, Deputy Clerk Sheryl Gluchowski, resident Tony Gless.
3. Approval of Minutes:

Tom Belco moved to accept and place on file the minutes and summary of July 12, 2018. Sandy Lamorandier supported the motion. On voice vote, motion carried unanimously.

4. Park Concerns:

Sherwood Park Maintenance Report - Marsha Keeler

Marsha questioned the tarp at the park; Bob noted that the Veterans had someone clean the monument and the tarp is gone now.

Pell Park Maintenance Report - Todd Overhuel, Sandra Lamorandier

Sandy suggested that Bob's DPW report be moved to head this section of the agenda, as many questions or concerns are answered within it. Consensus was to begin on the next agenda. Marsha noted that the Pell flowers are becoming quite beautiful.

Bunny entered at 5:07.

Hicks Park Maintenance Report - Bunny LaDuke

Bunny passed a photo of the Hicks fern bed; they are growing, but slowly, and she believes they may not be getting enough water. Sheryl will have Wade check the irrigation sweep and duration to ensure they are watered. Bunny noted that she left several leaf & stick piles along the Hicks sidewalks, made from debris she gathered on the sidewalks and beds. The DPW will remove them.

Cook Park Maintenance Report – Tom Belco

Tom reported that the pickleball court is busy; Tony Gless is doing a wonderful job with the players. Tom missed the dog park opening due to a schedule conflict but Sandy reported over 50 dogs attended with their people. Tom asked if anyone had heard the results of the Rotary's grant application for work on the pavilion; no one had.

Bunny noted that the hoops and tunnels were a hit with the dogs and very entertaining for the people. Tom expressed concern for the grass becoming mud and dirtying the dogs. Sandy noted that the dogs are already digging holes in the lawn. Attendees discussed ways to provide water at the dog park, including a lockable faucet for washing down the concrete and irrigation for the grass areas. Bob noted that the challenge is that all the concrete was poured over the water service line. The DPW has a 500-gallon truck-mounted tank with which they have been watering the grass when needed; it takes about 30 minutes to deploy 500 gallons. Sandy noted that irrigation systems are costly.

Tony Gless was present representing the pickleball players. He submitted a written report (copy attached) reviewing the history of the pickleball courts financing and development, and usage levels. There are now players waiting for courts to open up so that they can play. Tony noted that the players would like to develop two additional courts on another of the old tennis courts. They are already, at their own expense and with their own labor, adapting a 'warm-up court' on an old tennis court with the

City's permission. He asked for the support of the Parks & Trees Commission in requesting that the City budget money toward the project in its FY2019-2020 budget, and in beginning to raise additional funds through grants, donations and fund-raisers. The "Pickleball Community" would participate in the efforts. Tony noted that players already donated court signs. So far, the concept of keeping the courts locked and having players purchase keys seems to have prevented vandalism.

Sandy noted that the \$10,000 that Tony is requesting the City to budget is probably much more than the City can provide; projects that are desired, for much less cost, are unfunded. Attendees discussed sources of funding, including grant requests to the Delano Foundation, Allegan County Community Foundation (Betsy Hill Grant), and Pipp Foundation. Tony is willing to write the grant request but would need to do it in the City's or a 501C3 Non-profit that could use the funds to pay for the project. City Council would need to accept or refuse the project before application could be submitted and Tony will approach them about it. Erik Wilson and/or Brian Kelley would know if it is legal and appropriate for the City to be named on the grant application and provide oversight of the project. Suggestions to check for 501C3 oversight included the Festival Committee, the Rotary, and the Friends of the VFW. Fund-raisers could include a pickleball tournament and donations collected court-side. Public Relations could be broadcast via Ryan Lewis and/or Dan Pepper.

Tom Belco moved that the Parks & Trees Commission support seeking funding for construction of two more pickleball courts on the old tennis courts in Cook Park, and support authorizing Tony Gless to apply for grants. On voice vote, the motion carried unanimously.

Kenyon Park Maintenance Report – Matthew Bradley
Matthew was not present.

Darrow Park Maintenance Report - Sandy Lamorandier
Sandra reported the park is good.

Riverwalk, Band Shell & CBD Maintenance Report

Gina asked that the DPW find a way to trim and landscape the bank north of Koestner's lot. Tom noted that he talked to Jim Koestner, who is under the impression that everything past his paving is riverbank. He will confirm that they will have no objection to improvements in that area

5. New Business
None.

6. Open Business
None.

7. Public Comments
None.

8. Staff Comments
Bob reported that the DPW leveled the mulch in Sherwood Park, and he plans to bring another \$650 worth of mulch in. The concrete pads will be removed this fall, as they serve no purpose. They plan to paint the fence from Dean's Ice Cream to the trestle.

Bob reported that in Pell Park, the fences, park sign, and light posts were painted. In Hicks, the sign, lamp posts and grills were painted; the section of River Walk in Hicks will be painted in the spring.

Bob reported that in Cook Park, the DPW poured a sidewalk to the pickleball courts, coordinating with Tony Gless so that he could inscribe it with "Pickleball 2018". The dog park has an extra dogipot station in the large dog area, and the two existing stations were moved away from the entrance due to odor complaints. Paper tower holders were purchased and installed in the park restrooms, which never had them until now.

Bob reported that the DPW is making a park sign for Kenyon Park, from a sign found in the mill from the old city hall. The crew ground city hall off, they purchased letters for Kenyon Park, and are in the process of assembling and painting it. It will be installed as soon as it is completed.

Bob reported that Darrow Park was cleaned up and trimmed.

Bob reported that on the Riverwalk, the bank shell was painted, the walkway along the river from city hall to the trestle was cleaned and painted, and work on the trestle floor is in the works.

Bob reported that the DEQ and GHD walked the eroding areas of riverbank with him. There is superfund-designated money available to dress up the river in those areas, however it costs \$600 to apply.

Bob noted that he plans to removed large stones from several stone beds in the city and suggested using them on the Koestner riverbank.

As a point of information, Bob noted that the Festival Committee wants to move the entire Festival to Kenyon Park. He has been asked to determine if adequate parking and electrical supply could be provided there.

Sheryl asked if Commissioners considered participating in the 2019 Flower Planning Season. Bunny LaDuke and Marsha Keeler volunteered; Tom Belco stated that he is willing to help if needed.

9. Chairman's Report
None.

10. Commissioners' Comments
Marsha asked the purpose of the large kiosk in Sherwood Park; it is a bulletin board for display of maps, advertising of city events, etc., which no one is currently using.

11. Next Meeting
The next meeting will be Thursday, September 13, 2018 at 5 PM.

12. Adjournment

Tom Belco moved to adjourn the meeting. Gina Berry supported the motion. On voice vote, motion carried unanimously.

There being no further business, the meeting adjourned at 6:10 PM.

Minutes Respectfully Submitted,
Sheryl Gluchowski
Deputy Clerk

PLAINWELL PICKLEBALL
(A report and a request)
August 16, 2018

REPORT:

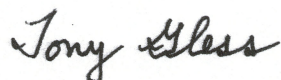
After it was determined that there was no plan to renovate the three old tennis courts in Thurl Cook Park, efforts were made to raise funds to construct two new pickleball courts on one of those courts. A successful grant request from the Anna R. Pipp Foundation netted \$6000.00. When Plainwell Community Schools purchased the Plainwell Area Community Center, the Community Center Board gave \$7000.00 of its remaining funds to the project.

In the middle of May, 2018, the two new pickleball courts were ready for play. To understand the use that these courts have had, please think of a "play" as one individual playing for 1 ½ to 2 hours. As of August 15th there have been 709 plays. At "open plays or gatherings" there were 21 players last Thursday and 18 players this Tuesday.

REQUEST:

The "Pickleball Community" would like to have two more new pickleball courts for next summer. The request is that the Parks and Trees Committee Members consider and support such a project. If your committee does support this project, then the "Pickleball Community" would like to see the City of Plainwell include \$10,000 in its budget for two new courts as it puts together its budget in May, 2019. The total cost for the two new pickleball courts would be \$15,000. The "Pickleball Community" would need to raise the remaining \$5,000.00.

Thank you for all of your previous support of the pickleball program.



Tony Gless

08/23/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 08/27/2018 - 08/27/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001703	IACP NET		
	32974	10/4/18 - 10/3/19 IACP NET SERVICES	275.00
TOTAL FOR: IACP NET			275.00
000039	A-1 RENT ALL		
	16678	PROPANE REFILL BILL FROM JUNE 2018	130.72
	16775	PROPANE REFILL	192.28
TOTAL FOR: A-1 RENT ALL			323.00
000624	AIS CONSTRUCTION-JOHNDEERE POWERPLN		
	W53836	LOADER REPAIR	684.23
TOTAL FOR: AIS CONSTRUCTION-JOHNDEERE POWERPLN			684.23
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL10018095	DEPOSIT REFUND	(800.00)
	SCL10019746	WR CHEMICALS	(900.00)
	SCL10020181	REFUND FROM 6/19/18	(700.00)
	SCL10020612	CREDIT (CONTAINER RETURN REFUND)	(100.00)
	SCL10020613	CHLORINE & SULFURE DIOXIDE GAS FOR WWTP PROCE:	(700.00)
	SLS10073123	DPW WATER CHEMICALS	203.50
	SLS10073124	CHLORINE & SULFURE DIOXIDE GAS FOR WWTP PROCE:	1,549.00
	SLS10073141	CHLORINE & SULFURE DIOXIDE GAS FOR WWTP PROCE:	1,771.00
	SLS10073142	DPW CHEMICAL INVOICE FROM APRIL 2018	100.00
	SLS10073143	DPW H2O CHEMICALS FROM APRIL 2018 (BILLING ERRO	103.50
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			527.00
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2018-06.	JUNE 2018 - DEBT CREW	271.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			271.00
000035	APPLIED IMAGING		
	1179766	8/13/18 - 9/12/18 CITY HALL COPIER	128.80
	1181859	8/16/18 - 9/15/18 DPW/WR COPIER	20.97
TOTAL FOR: APPLIED IMAGING			149.77
000002	AT&T - SBC		
	2018-08 AIRPORT	7/14/18 - 8/13/18 AIRPORT	155.68
	2018-08 CITY DATA	7/14/18 - 8/13/18 CITY DATA GATE	172.89
	2018-08 DPS	7/14/18 - 8/13/18 DPS NON-PUBLISHED #	213.06
	2018-08 DPS TRAINING	7/14/18 - 8/13/18 DPS TRAINING	355.27
	2018-08 DPW	7/14/18 - 8/13/18 DPW SECURITY GATE	178.91
TOTAL FOR: AT&T - SBC			1,075.81
000007	BATTERIES PLUS BULBS		
	385-P4406303	BATTERIES	33.98
TOTAL FOR: BATTERIES PLUS BULBS			33.98
000461	BOB'S HARDWARE		
	54603	RIVERWALK	63.46
	54710	WR LIGHTER/CABLE/MISC	44.05
TOTAL FOR: BOB'S HARDWARE			107.51
002780	BORCESS LIFE SUPPORT MEDICAL CENTER		
	2018 FEE	7/1/18 - 6/30/19 TRAINING CENTER ALIGNMENT FEE DA	150.00
TOTAL FOR: BORCESS LIFE SUPPORT MEDICAL CENTER			150.00
000155	BRAVE INDUST FASTENERS		
	141917	YELLOW PAINT MARKER	21.64
TOTAL FOR: BRAVE INDUST FASTENERS			21.64
002527	C.O.P.S. TRUST INSURANCE		
	2018-09.	SEPT 2018 DENTAL/VISION INSURANCE	1,608.39

TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,608.39
003097	CAPITAL EQUIPMENT & SUPPLY		
	198317	MOWER REPAIR	181.10
	198318	MOWER REPAIR	288.92
	199592	MOWER REPAIR	65.57
TOTAL FOR: CAPITAL EQUIPMENT & SUPPLY			535.59
002018	CDW-G		
	NMM1325	WR COMPUTER PART	331.40
TOTAL FOR: CDW-G			331.40
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	0014163080918	8/19/18 - 9/18/18 DPS/FIRE PHONE-INTERNET-WIFI	534.06
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			534.06
002142	CORRPRO WATERWORKS INC/AEGION		
	492735	INSPECTION OF INDUSTRIAL PARK TANK FROM APRIL 20	890.00
TOTAL FOR: CORRPRO WATERWORKS INC/AEGION			890.00
002391	CYBERMIND INC		
	NET-366	6/1/18 - 9/1/18 3 MONTHS	169.80
TOTAL FOR: CYBERMIND INC			169.80
001610	DALE W. HUBBARD, INC (CLEAN EARTH)		
	2-12554	TELEVISIONING, VACTOR WORK, ETC.	1,049.93
TOTAL FOR: DALE W. HUBBARD, INC (CLEAN EARTH)			1,049.93
001548	DAVID KUITERT		
	2018-08	CPR & FIRST AID CLASS FOR DPS/DPW	325.00
TOTAL FOR: DAVID KUITERT			325.00
002246	ELHORN ENGINEERING CO.		
	275048	EL CHLOR & FLOUROSILICIC ACID DPW CHEMICALS	650.00
TOTAL FOR: ELHORN ENGINEERING CO.			650.00
000092	EMERGENCY MEDICAL PRODUCTS INC		
	2004620	MEDICAL SUPPLIES	584.53
TOTAL FOR: EMERGENCY MEDICAL PRODUCTS INC			584.53
000164	ETNA SUPPLY CO INC		
	S102734430.001	BLUE MARKING PAINT	179.64
TOTAL FOR: ETNA SUPPLY CO INC			179.64
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM)		
	903647045	ODOR CONTROL FOR MARTIN	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM)			300.00
000581	FADER EQUIPMENT INC		
	126046	EQUIP RENTAL	176.25
	126181	BLADES WITH FREE SAW	1,586.25
TOTAL FOR: FADER EQUIPMENT INC			1,762.50
004850	FERGUSON		
	4805986	TOILET REPAIR	38.28
TOTAL FOR: FERGUSON			38.28
004858	FERGUSON WATERWORKS		
	0050292	CLEAN OUT	470.00
TOTAL FOR: FERGUSON WATERWORKS			470.00
004812	FISH WINDOW CLEANING		
	2647-60448	WINDOW CLEANING WR	22.00
TOTAL FOR: FISH WINDOW CLEANING			22.00
004859	FLAMETAMER FIRE		
	1002076913	SCBA HYDRO TEST FIRE DEPT	30.00
TOTAL FOR: FLAMETAMER FIRE			30.00
000153	FLEIS & VANDENBRINK INC		

	49918	PFAS TESTING	5,664.28
TOTAL FOR: FLEIS & VANDENBRINK INC			5,664.28
001215	FLIER'S		
	117925	WR- LAB WATER	285.59
TOTAL FOR: FLIER'S			285.59
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	23817	PD GAS 8/5/18	649.55
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			649.55
002651	GBS GOVERNMENTAL BUSINESS INC		
	18-32959	ELECTION SUPPLIES	40.28
	18-33026	ELECTION SUPPLIES	98.36
	18-33032	ELECTION SUPPLIES	20.73
TOTAL FOR: GBS GOVERNMENTAL BUSINESS INC			159.37
000140	HACH CO		
	11087785	FLUORIDE DPW	112.44
TOTAL FOR: HACH CO			112.44
000104	HARDINGS MARKET 380		
	2018-06B	GIFT CARD FOR SEWER ISSUE	15.50
	2018-08	ICE FOR DOG PARK GRAND OPENING	4.49
TOTAL FOR: HARDINGS MARKET 380			19.99
000134	HAROLD ZEIGLER INC		
	280206	OIL CHANGE/MISC PD CAR #5	57.37
TOTAL FOR: HAROLD ZEIGLER INC			57.37
000203	HONEYTREE ARBORIST SERVICES		
	591	FENCE LINE TREES FOR WR	400.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES			400.00
003098	HOPKINS ADAM/TWILIGHT MOVIES		
	2018-08	2018 MOVIESDESPICABLE ME 3 / SING SET UP FEES CHA	700.00
TOTAL FOR: HOPKINS ADAM/TWILIGHT MOVIES			700.00
004244	JONS TO GO PORTABLE RESTROOMS		
	119293	8/10/18 - 9/6/18 RESTROOM FOR FARMERS MARKET	98.00
TOTAL FOR: JONS TO GO PORTABLE RESTROOMS			98.00
002301	JOYFUL CLEANING - LINDA TUBBS		
	1016	AUGUST 2018 CLEANING	964.00
TOTAL FOR: JOYFUL CLEANING - LINDA TUBBS			964.00
000014	MICHIGAN GAS UTILITIES CORP.		
	2018-07	7/11/18 - 8/8/18 GAS BILLS	800.35
	2018-07A	7/11/18 - 8/18/18 DPS/FIRE DEPT GAS BILL	20.39
TOTAL FOR: MICHIGAN GAS UTILITIES CORP.			820.74
004769	MOORE ELECTRICAL SERVICES INC		
	106121	ELECTRICAL WORK AT DPW BUILDING	3,482.00
	106141	ELECTRICAL FOR NEW HILL ST LIFT STATION	10,953.00
TOTAL FOR: MOORE ELECTRICAL SERVICES INC			14,435.00
002708	MORGAN BIRGE' & ASSOCIATES		
	37056	AUGUST 2018 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
004837	MUNICIPAL WEB SERVICES		
	53128	JULY 2018 WEBSITE SERVICE	200.00
TOTAL FOR: MUNICIPAL WEB SERVICES			200.00
004195	NIEBOER HEATING & COOLING		
	13194	REPLACE ROOF MOUNTED AIR CONDITIONING CONDEN	2,950.00
TOTAL FOR: NIEBOER HEATING & COOLING			2,950.00
004807	OTIS ELEVATOR COMPANY		
	CVK 15590001	REAR ELEVATOR REPAIR	358.75

	CVK65023918	9/1/18 - 11/30/18 SERVICE ELEVATOR IN THE BACK OF T	131.43
TOTAL FOR: OTIS ELEVATOR COMPANY			490.18

000744	OVERHEAD DOOR CO INC		
	INVOHD000156845	DOOR REPAIR DPW BUILDING	169.10
TOTAL FOR: OVERHEAD DOOR CO INC			169.10

004852	PACE ANALYTICAL SERVICES LLC		
	1846211759	WATER SAMPLE 1100 N MAIN ST 7/16/18	75.00
	1846211797	WATER SAMPLE 1100 N MAIN ST 7/19/18	175.00
	1846212022	WELL 4 AND WELL 7 SAMPLES	28.00
	1846212023	WATER SAMPLES 8/6/18	70.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			348.00

001829	PERCEPTIVE CONTROLS INC		
	13427.	AB POWERFLEX 523 DRIVE	1,265.00
	13467	WR SCADA MONTHLY CHARGE	200.00
	13470	HILL STREET SETUP WORK PRIOR TO JUNE 30	1,500.00
	13470.	HILL STREET STARTUP LABOR AFTER JULY 1, 2018	1,691.25
TOTAL FOR: PERCEPTIVE CONTROLS INC			4,656.25

004855	PLAINWELL ACE HARDWARE		
	1180	RIVERWALK	1.90
	1190	RIVERWALK	138.10
	1194	DOG PARK	32.95
	1195	RIVERWALK	184.89
	1196	SHERWOOD IRRIG	1.58
	1198	RIVERWALK	3.38
	1221	PARKING LOT PAINT	10.98
	1224	MISC FASTENERS	9.94
	1228	HOSE	39.99
	1232	PAINT FOR LIGHT POLES	53.98
	1234	SCREEN REPLACED DPW FRONT DOOR	22.35
	1264	PAINT FOR RIVERWALK	1,049.90
	1265	ADAPTER WR	1.19
	1266	BRUSHES/CLEANER	13.97
	1268	MARKING PAINT/MISC	1.48
	1274	COOK RESTROOM REPAIR	16.14
	1279	PADLOCK	51.00
	1280	PAINT	125.94
	1281	MARKING PAINT FOR WATER BOXES	9.00
	1285	RIVERWALK	88.05
	1286	BATTERIES FOR CHEMICAL SCALES	17.18
	1287	RIVERWALK	8.59
	1288	BLUE PAINT TO MARK WATER BOXES	9.00
	1292	SALT BARN	68.34
	1293	RIVERWALK	149.95
	1298	ROLLERS FOR PARKING LOT PAINTING	7.99
	1301	RIVERWALK	2.99
	1307	RIVERWALK	11.99
	1310	WR PARTS	75.97
	1316	AIRPORT LIGHTS	5.68
	1319	AIRPORT HORNET KILLER	4.99
TOTAL FOR: PLAINWELL ACE HARDWARE			2,219.38

002582	PLAINWELL REDI MIX - COSGROVE ENTER		
	7975	1/2 ALLEGAN ST - 1/2 COOK PARK (DOG PARK)	238.50
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER			238.50

REFUND UB	POU, RODOLFO		
	08/21/2018	UB refund for account: 06-00089000-02	49.25
TOTAL FOR: POU, RODOLFO			49.25







002371	RENEWED EARTH INC		
	26574	SOIL FOR SIDEWALK RESTORATION	140.80
TOTAL FOR: RENEWED EARTH INC			140.80

004830	RICHMOND, MICHAEL J		
	2018-09	2018/2019 ASSESSING SERVICES - 9/1/18 - 9/30/18	1,400.00
TOTAL FOR: RICHMOND, MICHAEL J			1,400.00

002644	RIETH-RILEY CONSTRUCTION CO INC 7177827	COLD PATCH	170.80
TOTAL FOR: RIETH-RILEY CONSTRUCTION CO INC			170.80
000897	SHERWIN WILLIAMS 5293-0	BLUE PAINT	662.94
TOTAL FOR: SHERWIN WILLIAMS			662.94
002740	STATE OF MICHIGAN 551-520242	SOR REGISTRATION DAVID JAMES SMITH	30.00
TOTAL FOR: STATE OF MICHIGAN			30.00
004220	US BANK EQUIPMENT FINANCE (COPIER) 364134098	AUGUST 2018 DPW/WR COPIER	113.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)			113.00
000034	VERIZON 9812488917	07/11/2018 - 08/10/2018 DPW/WR ALARM MACHINES	47.76
TOTAL FOR: VERIZON			47.76
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP 2111	JULY 2018 DRYCLEANING	45.20
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			45.20
000947	WYOMING ASPHALT & PAVING INC. 2018-292	LIMESTONE	58.58
	2018-317	WALNUT WOOD CT	108.16
	2018-343	PRINCE ST	53.56
TOTAL FOR: WYOMING ASPHALT & PAVING INC.			220.30

TOTAL - ALL VENDORS

51,747.85

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: <div style="text-align: center;">  Cheryl Pickett </div> <small>Digitally signed by Cheryl Pickett DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Cheryl Pickett, email=cpickett@plainwell.org Date: 2018.08.23 11:34:34 -04'00'</small>	Insert Signature: <div style="text-align: center;">  Brian Kelley </div> <small>Digitally signed by Brian Kelley Date: 2018.08.24 10:34:07 -04'00'</small>
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: <div style="text-align: center;">  Bryan Pond </div>	Insert Signature: <div style="text-align: center;">  Bill Bomar </div> <small>Digitally signed by Bill Bomar Date: 2018.08.23 14:42:45 -04'00'</small>
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: <div style="text-align: center;">  Robert Nieuwenhuis </div> <small>Digitally signed by Robert Nieuwenhuis Date: 2018.08.24 06:56:12 -04'00'</small>	Insert Signature: <div style="text-align: center;">  Erik Wilson </div> <small>Digitally signed by Erik Wilson DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org Date: 2018.08.24 10:08:30 -04'00'</small>

08/23/2018

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 08/14/2018 - 09/01/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction - <i>property tax distributions</i>					
08/17/2018	CBGEN	1353(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER TAXES COLLECTED W/E 08/11/20	379,587.57
08/17/2018	CBGEN	1354(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER TAXES COLLECTED W/E 08/11/20	54,326.48
08/23/2018	CBGEN	1355(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER IFT COLLECTIONS - COUNTY OPS	5,293.35
08/23/2018	CBGEN	1356(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER IFT COLLECTIONS - LIBRARY	1,742.51
08/24/2018	CBGEN	1357(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER TAX COLLECTIONS W/E 08/18/20	204,728.42
08/24/2018	CBGEN	1358(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER TAX COLLECTIONS W/E 08/18/20	30,523.07
Total ACH Transaction:					676,201.40
Check Type: EFT Transfer - <i>auto withdrawals</i>					
08/24/2018	CBGEN	1359(E)	FIRST NATIONAL BANK (CREDIT CARD)	Chemical Bank Credit Card Charges	6,748.41
08/17/2018	CBGEN	1361(E)	CHEMICAL BANK	JULY 2018 CHEMICAL BANK CHARGES	310.26
Total EFT Transfer:					7,058.67
Check Type: Paper Check - <i>manual checks</i>					
08/14/2018	CBGEN	12745	STEENSMA LAWN & POWER EQUIPMENT	WEED WHIP	129.59
08/17/2018	CBGEN	12746	ATA NATIONAL TITLE GROUP	2018 Sum Tax Refund 55-110-003-00	1,081.71
08/17/2018	CBGEN	12747	DOUGLAS J DALTON	2018 Sum Tax Refund 55-260-092-00	49.00
08/23/2018	CBGEN	12748	STATE OF MICHIGAN	2018 SUMMER IFT COLLECTIONS - SET	10,916.10
08/20/2018	CBGEN	12749	TITLE RESOURCE	2018 Sum Tax Refund 55-360-006-00	186.46
08/20/2018	CBGEN	12750	ALLEGAN COUNTY EQUALIZATION DEPT	2018 AERIAL IMAGERY	922.00
08/20/2018	CBGEN	12751	PRIORITY HEALTH	AUGUST 2018 HEALTH INSURANCE PREMIUMS	32,970.59
09/01/2018	CBGEN	12752	PRIORITY HEALTH	SEPTEMBER 2018 HEALTH INSURANCE PREMIUMS	21,367.41
Total Paper Check:					67,622.86
CBGEN TOTALS:					
Total of 16 Checks:					750,882.93
Less 0 Void Checks:					0.00
Total of 16 Disbursements:					750,882.93

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: 2018.08.23 15:35:34 -04'00'

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, i=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org
Date: 2018.08.24 10:07:59 -04'00'

Allegan County
Administrator
Robert J. Sarro



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269.673.0203

August 9, 2018

Dear Allegan County Team,

Below is a listing of agenda topics from the August 9th Board proceedings along with whether the items were approved, rejected, tabled, etc. This is a quick summary of actions and not meant to serve as official meeting minutes.

1. Finance—Claims & Interfund Transfers for 8/3/18 & 8/10/18.
(APPROVED FOR ACTION)
2. Board of Commissioners—Worker’s Compensation Settlement
(APPROVED FOR ACTION)
3. Central Dispatch—Peninsula Fiber Network (170-395)
(APPROVED FOR ACTION)
4. Drain—replenish Drain Revolving Fund/Neerkin’s Plat (168-618)
(APPROVED FOR ACTION WITH REVISIONS)
5. Drain—replenish Drain Revolving Fund/Swan Lake (168-618)
(APPROVED FOR ACTION)
6. Drain—replenish Drain Revolving Fund/Vernon (168-618)
(APPROVED FOR ACTION)
7. Drain—replenish Drain Revolving Fund/Symons (168-618)
(APPROVED FOR ACTION WITH REVISIONS)

If you would like the details of any particular topic or action please see below.

To view the **minutes**, click on the link below:

<http://cms.allegancounty.org/sites/pages/Calendar/Lists/Board%20of%20Commissioners/Board%20Meetings.aspx> OR from the County’s Main Page follow the Quick Links to the left entitled: *Calendar & Board Meetings w/ Minutes Posted.*

To view **supporting materials** within the Board packet, click on the link below:

<http://cms.allegancounty.org/sites/pages/Calendar/Lists/Board%20of%20Commissioners/calendar.aspx> and visit the Board Meeting Date of interest OR from the County’s Main Page follow the Quick Links to the left entitled: *Calendar & Board of Commissioners.*

Feel free to contact our office with any questions at X2633 or 269-673-0239.

Thank you!

Feedback is important to us. Please take the time to fill out a survey on the services you received. [Click here to tell us how we are doing.](#)



August 9, 2018

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

ENGAGEMENT

Employment

Number of Active Regular Full-Time and Regular Part-Time Employees: 353

New Hires: 3

Last Name	First Name	Position
Smith	Marissa	Call-in Food Service Generalist
McIntee	Jack	Call-in Youth Specialist
Holshoe	Alex	Youth Specialist

Left Employment: 1

Last Name	First Name	Position
Wedge	Joshua	Maintenance Worker I

Open Positions: 13

(2) Telecommunicators; Telecommunicator Supervisor; Treatment Specialist – Cheever; (2) Corrections Officers; IRPT Animal Control; Client Financial Svc Clerk FOC; Deputy District Court Clerk; Attorney/Referee; Equalization Technician; Professional Engineer; Personal Health Secretary; Maintenance Worker I

For more information regarding these matters, please contact Lyn Holoway, HR Manager at (269) 673-0537.

OPERATIONS

Well #1 Pump Repair – The backup pump that provides water to the Dumont Complex has been repaired. During routine maintenance conducted by the Facilities Team in June, the well pump to the County's backup water source locked up and became inoperable. On June 28, 2018, the Board of Commissioners authorized an emergency procurement of the appropriate equipment and resources to repair the pump. This repair enables the County to have a redundant and supplemental supply of fresh water to all the facilities located on the county services complex. For more information regarding this matter please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

Polycom Video Conferencing Upgrades – During the week of July 23, 2018, the Allegan County polycom video conference solutions within the Circuit, District and Probate courtrooms were replaced by the State of Michigan. This is the first replacement the County has undergone since they were first installed in 2013. In 2010, the State Court Administrative Office (SCAO)

began deploying high resolution Polycom video conferencing systems across Michigan courts to reduce costs. Given the success of this deployment throughout the State and the age of many devices, the Michigan SCAO decided to execute a replacement plan to proactively replace the 800+ deployed units across the State courts at no cost to the County (<http://theworkspacetoday.com/2017/03/08/video-arraignments-saving-money-and-lives/>). For more information regarding this matter please contact Randy Vanatter, Technical Services Manager of Information Services at rvanatter@allegancounty.org.

Safety and Security Fire Drills – July is the month when the County engages in fire drills for all buildings, utilizing the Facility Emergency Response Plan (FERP) procedures. Each year, the drills uncover valuable improvement opportunities and the execution of the drills improves. This year was no exception. Full staff evacuation and personnel accounting taking takes between 3-5 minutes on average. From beginning to full end, which now includes reconstitution (return of all staff to working stations), it takes about 15 minutes on average to complete the fire drills.

This past year, the Drill Teams saw dramatic improvements in how staff exited the building and transitioned to the evacuation location. Accountability officers and service area leaders did excellent jobs at recording who was present and those that weren't. With the incorporation of Incident Command System (ICS) protocols, communication and coordination also increased, which helped to keep everyone better informed and aided in the reconstitution effort. Specifically with the courthouse drill, the reconstitution effort was performed in stages, dividing up employees and the public into manageable groups to re-enter the building while still maintaining a high degree of security. Employees and building safety teams should be commended on their execution and continued engagement in these drills. For more information regarding this matter please contact Steve Sedore, Executive Director of Operations at ssedore@allegancounty.org.

Courthouse Security Threat Condition – On August 1, 2018, at 8:46 am, a message was sent to all County personnel regarding a potential threat condition in the Courthouse. This situation was in direct relation to a personnel matter and the building was put on alert as a precautionary measure to ask employees to exercise a higher diligence in not allowing unauthorized personnel into the building through the controlled access door (employee entrance). The alert was officially cleared on August 2, 2018 at 10:50a. No threat was experienced during this time. For more information regarding this matter please contact Steve Sedore, Executive Director of Operations at ssedore@allegancounty.org.

FINANCIAL

Personal Property Tax Distribution – The County has submitted the completed Form 5614 to the State Department of Treasury. This Form is the mechanism by which a request for expedited recalculation and repayment of the November 2017 personal property tax distribution is made. The joint efforts of Equalization, Treasurer, and Finance staff made it possible for this new Form to be discovered and submitted within ten calendar days of its publication. If the Department of Treasury calculates that the County was underpaid by \$500,000 or more, that amount will be remitted to the County by October 20th of this year. A correction of less than \$500,000 will be delayed until May 20th of 2019. For more information regarding this matter please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

Retirement System Annual Report (Form 5572) – Commissioners may recall a discussion of Public Act 202 of 2017 (the “Protecting local Government Retirement and Benefits Act”) in the July 12 Administrator’s Update. The Notice of Acceptance (Attachment A), received from the

State Department of Treasury, states that the County's Defined Benefit and Retiree Health Benefit plans do not meet the definition of underfunded. As such, the County will not be subject to increased scrutiny by the Municipal Stability Board. For more information regarding this matter please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

Streamlined Bond Issuance Approved – At the conclusion of the annual audit, the County must submit a “Qualifying Statement” to the State Department of Treasury. Using the information contained in the Statement (whether any Funds are in a deficit status, the percent of debt carried compared to the statutory limit, etc), the Department determines if the County must ask permission from the State prior to issuing debt. Based on the quality of the County's status, the State has determined that the County may issue debt on its own, and notify the State after the fact (Attachment B). Avoiding the “long form” permission process allows for a less costly, and speedier, process. As the main issuer of debt is the County Drain Commissioner, on behalf of local units, having an approved Qualifying Statement directly benefits Allegan County residents. For more information regarding this matter please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

SERVICES

Public Health: Environmental Health Soil Erosion and Sedimentation Control Update (Last Reported on July 26, 2018) – From the meeting that occurred with Laurelin Martin from the Michigan Department of Environmental Quality on July 20, 2018, a presentation is being prepared for the November 8, 2018 Board of Commissioners (BOC) Meeting. This is based on the understanding that the BOC would like to know the environmental ramifications of reducing the current requirement for a Soil Erosion and Sedimentation Control permit when the earth change is within 500' of any wetland and 500' of a catch basin. The State's requirement is within 500' of a wetland connected to a lake, pond or stream only and 200' of a catch basin. The presentation will likely include background information from other agencies, both state and local which will take some time to compile. For more information regarding this matter please contact Randy Rapp, Environmental Health Manager at rrapp@allegancounty.org or 269-673-5411.

Public Health: Environmental Health Flooding at Big Lake Update – On July 30, 2018, a meeting occurred with Kirk Sharphorn, Jr. and Bret Rietkerk, from Professional Code Inspections, they are the building officials for Watson Township.

- PP#23-350-025-00 (on Pleasant View Avenue) - The mobile home was totally surrounded by water; no occupants. The owner met with the Michigan Department of Environmental Quality regarding relocation.
- PP#23-200-008-00 (on Big Lake Drive) – The home is occupied and is partially under water. Professional Code Inspections will be following up with the owners'. There was a newer well on the property, which did not have a compromised vent and no sewage was noted on the ground surface.

For more information regarding this matter please contact Randy Rapp, Environmental Health Manager at rrapp@allegancounty.org or 269-673-5411.

Public Health EH Field Service Delivery Update – Currently 89% of applications, received through July 7, were issued within eligible timeframe (6/23/2018- 7/7/2018), the 14 business day benchmark. 98% of all customers (7/7/2018 - 7/20/2018) were contacted within 5 business days of submitting their application. Our automatic reply upon receipt of the application has been working well.

The process continues for on-boarding and training the new sanitarians. The areas were re-worked and assigned the week on June 25th. As the sanitarians get more familiar with their areas, it is anticipated that the 14 business day benchmark number will increase. Please see the attached report (Attachment C).

The Soil Erosion and Sedimentation Control Inspections continue to be maintained throughout the summer while staff closes out finished SESC projects. There are some gravel pits which have not paid their renewal fees for this year. Staff is currently working with 57th District Court and the Michigan Department of Environmental Quality on a procedure for collecting the fees.

For more information regarding these matters please contact Randy Rapp, Environmental Health Services Manager at rrapp@allegancounty.org or 269-673-5411. If there constituent questions/concerns please obtain the address of the concern so that staff can identify in the tracking log easier. The address is what a facility file is created from which has all documentation and history.

Allegan County Transportation, Volunteer Driver Appreciation – The 8th annual event to recognize the Volunteer Drivers will be on Monday, September 17, 2018. This day is to thank the volunteers for their service, provide them with training, a vehicle inspection, car wash and lunch. The training includes “Safety While Driving” and is provided by the Allegan County Sheriff’s Office. Anyone interested in becoming a volunteer driver, or for more information regarding this matter please contact Tammy Chapin, Mobility Specialist at 269-686-5164.



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

July 26, 2018

Notice of Acceptance

Fiscal Year: 2017

Municipality Code: 030000

Sent Via Email

Allegan County

Inenciarini@allegancounty.org

Re: Retirement System Annual Report

Dear Administrative Officer or Designee:

Thank you for submitting your Retirement System Annual Report (Form 5572) in accordance with Public Act 202 of 2017. We have received and accepted your Retirement System Annual Report. Per Public Act 202, none of your retirement systems meet the definition of underfunded status. **Therefore, nothing is required of your local government at this time.**

Thank you for your commitment to fiscal stability and compliance with the requirements of Public Act 202 of 2017. If you have any questions, please email our office at LocalRetirementReporting@michigan.gov or visit Michigan.gov/LocalRetirementReporting for step-by-step reporting instructions and helpful FAQs.

Sincerely,

Michigan Department of Treasury
Local Retirement Reporting Team



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

July 16, 2018

Approval

Municipality Code: 030000
Fiscal Year Ended: 12/2017
Report ID Number: 80475

Dear Chief Administrative Officer:

Thank you for submitting a Qualifying Statement for Allegan County to the Michigan Department of Treasury on July 16, 2018. Based upon the information provided in the Qualifying Statement, we have determined that the municipality is in material compliance with the criteria identified in Section 303(3) of Public Act 34 of 2001.

The municipality is now authorized to issue municipal securities under this Act without further approval from the Department. This authorization will remain in effect for six months plus 30 business days after the end of your next fiscal year, or when the Department has made a new determination, whichever occurs first.

Within 15 business days after the issuance of a municipal security, you will need to file with the Department a Security Report and the documents required in Michigan Legislature (Section 319) of Public Act 34 of 2001. Please email as a single PDF file to Treas_MunicipalFinance@Michigan.gov. The name of the file and the subject of the email should both be the six-digit municipal code, followed by 3892SecRpt (Example: 3320203892SecRpt).

If you have any questions, please contact the Municipal Finance Section at (517) 373-3227 (option 0) or email questions to Treas_MunicipalFinance@Michigan.gov.

Sincerely,

A handwritten signature in black ink that reads "Rod Taylor".

Rod Taylor, Administrator
Community Engagement and Finance Division

Environmental Health - Benchmark Data Board of Commissioner Report



	January		February		March		April		May		June		July		August	September	October	November
Total Applications Received for the Month	108		113		238		201		282		225		220					
14 Business Days for the Month are Permits received during	1/1 thru 1/11	1/12 thru 1/22	1/23 thru 2/2	2/3 thru 2/14	2/15 thru 3/2	3/3 thru 3/14	3/15 thru 4/6	4/7 thru 4/20	4/21 thru 5/14	5/15 thru 5/25	5/26 thru 6/8	6/9 thru 6/22	6/23 thru 7/7					
Incomplete and/or Unpaid Submissions within 14 Business Days	0	6	19	4	10	7	18	5	16	0	6	11	9					
Total Eligible for Completion within 14 business day window	34	34	66	36	60	64	139	99	175	84	120	89	65					
Submissions Not Completed within Eligible Time Period	9	5	11	7	3	4	20	15	31	8	16	11	7					
Total Completed	25	29	59	29	57	60	119	84	144	76	104	78	58					
Percentage Complete	74%	85%	89%	81%	95%	94%	86%	85%	82%	90%	87%	88%	89%					

Applications completed prior to 14 day turnaround (only those with proper documentation and fees paid): **Total Completed divided by Total Eligible for Completion within 14 business day window = Percentage Complete**

Number	Percentage
58/65	89%

14 business days from June 23 = July 7

	January		February		March		April		May		June		July		August	September	October	November
Total Applications Received	108		113		238		201		282		225		203					
5 Business Days for Communication	1/1 thru 1/24	1/25 thru 2/2	2/5 thru 2/12	2/13 thru 2/22	2/23 thru 3/2	3/5 thru 3/12	3/13 thru 3/20	3/21 thru 3/30	4/2 thru 4/13	4/16 thru 5/7	5/8 thru 6/1	6/2 thru 6/22	6/23 thru 7/6	7/7 thru 7/20				
Total Eligible for Communication	84	31	24	43	39	43	69	96	80	175	211	165	74	90				
Total Not Communicated to within 5 Business Days	5	1	0	9	5	8	8	9	4	3	0	6	3	2				
Total Communicated to within 5 Business Days	79	30	24	34	34	35	61	87	76	172	211	159	71	88				
Percentage Complete	94%	97%	100%	79%	87%	81%	88%	91%	95%	98%	100%	96%	96%	98%				

Customers that have been contacted within 5 business days: **Total Communicated to within 5 Business Days divided by Total Eligible for Communication**

Number	Percentage
88/90	98%

5 business days from July 7 = July 20

Environmental Health - Total Services

Board of Commissioner Monthly Report



APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	30	44	72	58	65	68	64						401
Septic	39	32	81	60	88	67	61						428
Loan Eval.	7	10	16	25	39	27	21						145
MDHHS Eval.	2	0	9	12	12	9	8						52
SESC	18	16	32	25	44	25	31						191
Raw Land/Soil Eval.	10	6	25	16	23	19	11						110
Investigative Fieldwork	2	5	3	5	11	10	7						43
Monthly Totals	108	113	238	201	282	225	203	0	0	0	0	0	1370

SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	39	35	58	64	76	64	68						404
Septic	42	30	59	69	71	75	69						415
Loan Eval.	9	4	14	21	31	22	28						129
MDHHS	0	0	1	16	8	16	7						48
SESC	23	26	28	31	44	24	21						197
Raw Land/ Soil Eval.	17	4	14	14	24	13	20						106
Monthly Totals	130	99	174	215	254	214	213	0	0	0	0	0	1299

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	27	98	100	31	55	16	80						407
Septic Finals	5	12	22	30	45	51	33						198
SESC Inspections	2	18	8	200	217	260	200						905
Investigative Fieldwork	2	5	2	5	11	10	7						42
Monthly Totals	36	133	132	266	328	337	320	0	0	0	0	0	1552

Total Services Provided	166	232	306	481	582	551	533	0	0	0	0	0	2851
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August 23, 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
Wolthuis	Ty	Corrections Officer
Sanchez	Jay	Corrections Officer
Crock	Lauren	Telecommunicator

Left Employment: 0

Open Positions: 11

Telecommunicator; Telecommunicator Supervisor; Treatment Specialist – Cheever; IRPT Animal Control; Client Financial Svc Clerk FOC; Attorney/Referee; Equalization Technician; Professional Engineer; Personal Health Secretary; Maintenance Worker I; Probation Officer

Human Resources “On the Road” – July was the first month of HR “On the Road”. Education was given to employees during the visits with HR on additional Retirement Options. Participation statistics are listed below:

Building	Date	# of Participants
Central Dispatch	7/9/18	7
Human Services	7/12/18	10
Transportation	7/19/18	3
Courthouse	7/19/18	7
County Services	7/19/18	1
Youth Home	7/24/18	6
Sheriff's Office	7/26/18	6
TOTAL:		40

For more information regarding these employment matters, please contact Lyn Holoway, HR Manager at (269) 673-0537.

OPERATIONS

2018 PC Laptop Replacements – The process for acquiring equipment through the Kent County reverse auction is underway. This year's replacements will focus on several areas of the

courts as well as the Senior/Veterans Services area. Equipment is expected to arrive mid-September with deployments taking place in October. For more information regarding this matter please contact Randy Vanatter, Technical Services Manager of Information Services at rvanatter@allegancounty.org.

Fire Panel Deployments Update –Installation of the upgraded fire panels began on August 16, 2018 with the Courthouse and will continue to the rest of the organization. The new fire panel system will afford a robust notification process, combined with fully functioning audio and visuals throughout the facility. For more information regarding this matter please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

New Washer and Dryer at the Animal Shelter – Installation of the second industrial washer and dryer unit at the animal shelter will take place this week. As part of the Counties annual projects, the County partnered with the staff at Wishbone to find and procure the best machine available for the heavy laundry duties to keep our furry friends safe, clean and ready for adoption. The new unit was specifically selected as a low cost solution to compliment the County with the ability to move forward in an environmentally green posture. For more information regarding this matter please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

FINANCIAL

Grant Compliance Activities – Grant funds enable the County to expand services beyond basic levels. Grant dollars, though, are not “free”: significant administrative responsibilities are placed on the County when the funds are accepted. Recently, staff from District Court, Sheriff’s Department, Project Management, and Finance developed seven (7) Requests for Proposals (RFP) for services for grant programs. Licensed mental health treatment providers are being sought for the Veterans, Sobriety, Drug, and Mental Health Treatment Courts; as well as Community Corrections Meth Diversion and Relapse Prevention Programs. While advertised as seven distinct contracts, the opportunity to bid on several programs at once is designed to generate bidder interest. The open, transparent, and competitive RFP process will allow for a full evaluation of bidder capabilities, and is the gold standard of grant purchasing procedures. For more information regarding this matter please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

Trial Court Funding Survey – County Administration, with key help from the Courts, recently responded to a survey request from the Michigan Trial Court Funding Commission (Attachment A). Detailed information about Court-related (District, Circuit, Probate, Child Care Fund, and County Clerk) revenues and expenditures, including the number of staff dedicated to each function, and the amounts distributed to local libraries, was supplied. Approximately 20 hours of staff time was devoted to completing the survey within the short timeframe requested. For more information regarding this matter please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

SERVICES

Economic Development, Skilled Trades Training Fund gets a new name – The Going PRO Talent Fund, formerly known as the Skilled Trades Training Fund (STTF), awards grants to employers to upskill employees. Eligible training must be short-term and fill a demonstrated talent need experienced by the employer. Last year, 269 West Michigan employers received more than \$9.5 million in funding from this program. If you know of a company that is interested

in receiving funds in 2019, the employer information sessions start next week. Employers can register for an information session at www.eventbrite.com/e/going-pro-talent-fund-formerly-skilled-trades-training-fund-employer-information-sessions-registration-48141765316. For more information regarding this matter please contact Kellee Kortas, Lakeshore Advantage at 269-772-5226.

Senior Services: Millage Renewal – On August 7, 2018, residents of Allegan County voted to renew the Senior Millage for 2019 – 2022. The statistical information is as follows: 639 residents voted yes, 130 voted no for a 72% renewal rate. The millage rate will increase from .436 to .493. For more information regarding this matter please contact Sherry Owens, Director of Senior and Veteran Services at (269) 686-5144.

Veteran Services: 6th Annual Allegan County Veteran Stand Down was held on August 9, 2018 at the First Baptist Church in Allegan. There were 84 Veterans in attendance along with 39 vendors. The Health Department was also on hand and provided 30 Hepatitis Vaccines. For more information regarding this matter please contact Sherry Owens, Director of Senior and Veteran Services at (269) 686-5144.

Public Health/Resource Recovery Program, Semi-Annual Report – Attached is the semi-annual report for recycling activity from January 1, 2018 through June 30, 2018 (Attachment B). Included in this report are collection volumes from 2017 for curbside, drop-site, household hazardous waste, and 2018 regional collection events. Individual 2017 collection volumes are included for Participating Governmental Units (PGU). Total collection volumes at each of the three regional recycling depot sites from January 1 through June 30, 2018 are included. The administrative fee calculation for administering recycling services, fiduciary responsibilities and education is attached with the 2017 household count. Based upon actual revenue reports and surcharge rate, the 2018 household count is provided. Just this year, Resource Recovery began utilizing EDEN, the County's financial software for financial reporting. A revenue and expenditure summary for total PGU recycling operations year to date is also enclosed. Individual EDEN reports, with detailed revenue and expenses year to date were provided to each PGU. For more information regarding this matter please contact Rosemary Graham at (269) 686-4559.

Public Health/Resource Recovery Program, MDEQ Scrap Tire Grant Collections – Allegan County Resource Recovery held scrap tire collections at three (3) sites on Saturday, August 4 and at one (1) site Saturday, August 11, 2018. Volumes have not yet been reported and will be provided in a future update. Host sites were Salem Township Transfer Station, Otsego Township Hall, Trowbridge Township Recycling Station, and Manlius Township Hall. Scrap tire collections are supported through an MDEQ grant coordinated by the Southwest Michigan Solid Waste Consortium and fund the collection of scrap tires County wide. Funding currently does not encompass the collection and recycling of tractor or agricultural tires. Scrap tire collection events for 2019 are currently being planned and event dates will be released in a future board update. For more information regarding this matter please contact Rosemary Graham at (269) 686-4559.

Public Health EH Field Service Delivery Update - Currently 92% of the eligible applications, received through July 21, were issued within the timeframe (7/8/2018- 7/21/2018), the 14 business day benchmark. 99% of all customers (7/21/2018 - 8/4/2018) were contacted within 5 business days of submitting their application (Attachment C). Our automatic reply upon receipt of the application has been working well.

For more information regarding these matters please contact Randy Rapp, Environmental Health Services Manager at rrapp@allegancounty.org or 269-673-5411. If there constituent questions/concerns please obtain the address of the concern so that staff can identify in the tracking log easier. The address is what a facility file is created from which has all documentation and history.

Public Health Hepatitis A Grant Update – The Allegan County Health Department has been granted additional funding to be utilized to increase access of the Hepatitis A immunization for high risk populations which tentatively ends at the end of September. We continue to seek opportunities to meet the public where they are and attended the Veterans Stand Down event August 9th providing 30 onsite Hepatitis A immunizations.

To help mitigate this outbreak nationally and in Michigan we need to increase vaccination rates of all people to provide a herd immunity (enough people vaccinated so the virus will not spread easily because of vaccinated individuals having antibodies towards Hepatitis A. There are also free walk in clinics on Mondays from 12:00 pm-4:00 pm at the Human Service Building (3255 122nd Ave Suite 200, Allegan MI, 49010, Health Department Clinic). The grant funded vaccine availability is due to end September 30, 2018. If there are questions or you need marketing material to share please contact the Personal Health Services Manager, Lisa Letts, at 269-673-5411 or lletts@allegancounty.org.



STATE OF MICHIGAN
TRIAL COURT FUNDING COMMISSION
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

COMMISSIONERS
Judge Thomas Boyd, Chair
Judge James M. Alexander
Judge Michelle Appel
Michael Bosanac
Eric R. DeLong
Todd A. Drysdale
Shauna Dunnings

COMMISSIONERS
Judge Beth Ann Gibson
Milton L. Mack
Richard B. Poling
Thomas C. Rombach
Shannon Schlegel
Valerie Ann Thornburg
Patrick J. Williams

July 17, 2018

Dear County, City or Township Leader,

In accordance with Public Act 65 of 2017, the Michigan Trial Court Funding Commission (TCFC) has been charged with reviewing and recommending changes to the trial court funding system, specifically taking into consideration *People v. Cunningham*, 496 Mich 145 (2014). This effort will include a review of the methods by which courts may impose and allocate fines, fees and costs. A final report, along with recommendations, will be filed with the governor, the Senate majority leader, and the Speaker of the House.

In order to carry out our mission, the TCFC needs your help in collecting accurate financial data from local governments that fund courts to make sound policy recommendations. Public Sector Consultants (PSC) is providing staffing for the commission and leading data collection efforts using the attached spreadsheet template. A sample of the data collection using Monroe County information is included to assist and guide your efforts. While not all columns may be relevant to your jurisdiction, we ask that you complete all applicable areas.

Please fill out the attached spreadsheet and send it to psanders@publicsectorconsultants.com by July 31, 2018.

If you have any questions or concerns, you may contact James Durian at PSC at 517-331-9452.

Sincerely,

Judge Thomas Boyd, Chairman
Trial Court Funding Commission
Richard H. Austin Building
430 West Allegan Street
Lansing, Michigan 48922

Milton L. Mack Jr., State Court Administrator
State Court Administrative Office
Hall of Justice
PO Box 30048
Lansing, Michigan 48909

"If I had 20 days to solve a problem, I would take 19 days to define it." Albert Einstein

Allegan County Resource Recovery Program Semi-Annual Report

2018

August 3, 2018

Participating Governmental Units,

Attached is the semi-annual report for recycling activity from January 1, 2018 through June 30, 2018.

Included in this report are collection volumes from 2017 for curbside, drop-site, household hazardous waste, and 2018 regional collection events. Individual 2017 collection volumes are included for PGUs.

Total collection volumes at each of the three regional recycling depot sites from January 1 through June 30, 2018 are included.

The administrative fee calculation for administering recycling services, fiduciary responsibilities and education is attached with the 2017 household count. Based upon actual revenue reports and surcharge rate, the 2018 household count is provided.

In 2018, Resource Recovery began utilizing EDEN, the County's financial software, for financial reporting. A revenue and expenditure summary for total PGU recycling operations year to date is enclosed.

Individual EDEN reports, with detailed revenue and expenses year to date are included for each PGU.

Thank you for your participation!

If you have any comments or questions regarding this report, please contact me at 269-686-4559.

Sincerely,

Rosemary Graham

CONTENTS:

Resource Recovery Volumes

- Curbside
- Drop-Site
- HHW
- Regional Events

PGU Volumes

RRDS Utilization

Administrative Fee

2018 Household Unit Count

Recycling Operations

PGU Operations Summary/ Detailed

- EDEN Revenue &
Expenditure Reports

**REDUCE - REUSE
RECYCLE**

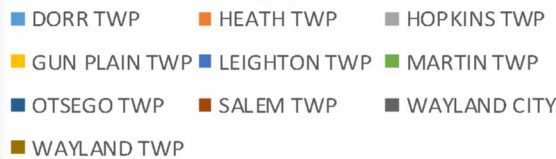
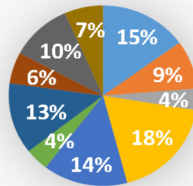


Curbside Collection Volumes (tons)

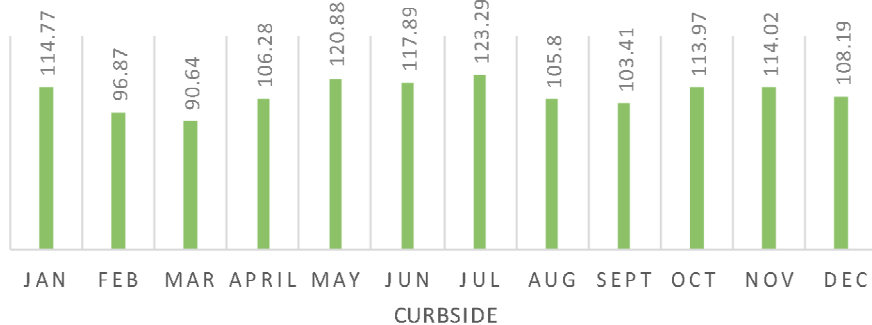
January—December, 2017

Curbside Volumes as reported													
	Jan	Feb	Mar	April	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
DORR TWP	16.03	13.79	13.59	15.62	14.75	23.28	16.57	14.9	15.15	14.03	23.81	16.09	197.61
HEATH TWP	11.59	8.42	7.22	8.6	10.9	9.01	10.97	9.56	9.86	10.98	8.85	8.75	114.71
HOPKINS TWP	4.79	4.3	3.28	2.83	6.41	4.26	4.88	4.44	2.12	4.82	4.25	4.28	50.66
GUN PLAIN TWP	19.65	16.49	15.75	23.25	18.69	23.28	20.73	18.81	22.58	18.13	19.38	23.77	240.51
LEIGHTON TWP	14.9	13.17	13.22	14.07	23.57	15.45	15.31	15.18	14.36	22.29	15.46	14.42	191.4
MARTIN TWP	4.28	4.16	3.51	3.7	7.05	4.53	4.95	3.88	4.08	3.47	4.35	5.24	53.2
OTSEGO TWP	16.97	12.54	11.97	16.18	13.67	13.38	15.02	13.26	11.86	16.66	13.57	12.82	167.9
SALEM TWP	8.21	6.35	5.17	5.31	7.35	5.55	7.55	5.44	5.13	6.58	5.53	5.71	73.88
WAYLAND CITY	12.02	7.65	8.72	10.52	12.01	13.07	17.29	13.46	11.94	10.93	11.72	9.65	138.98
WAYLAND TWP	6.33	10	8.21	6.2	6.48	6.08	10.02	6.87	6.33	6.08	7.1	7.46	87.16
Total	114.77	96.87	90.64	106.28	120.88	117.89	123.29	105.8	103.41	113.97	114.02	108.19	2632.02

Curbside Volumes by PGU



TOTAL TONS: 2632.02



Drop-Site Collection Volumes (tons) & Frequency

January—December, 2017

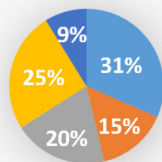
Drop-Site Volumes as reported (tons)

	Jan	Feb	Mar	April	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
ALLEGAN TWP	13.45			7.99	12.53		12.06	14.04	10.5	13.35	14.83	12.29	111.04
CHESHIRE TWP	13.81			4.08	8.48		4.58	4.52	2.42	5.19	4.49	4.38	51.95
MANLIUS TWP	7.58			2.94	11.1		7.6	9.27	6.01	9.63	7.76	7.29	69.18
MONTEREY TWP	9.27			9.13	10.51		10.28	9.46	11.65	10.28	9.71	8.38	88.67
TROWBRIDGE TWP	3.67			2.64	3.4		3.81	4.77	2.49	2.54	4.39	3.32	31.03
Total	47.78			26.78	46.02		38.33	42.06	33.07	40.99	41.18	35.66	351.87

Drop-Site Pulls as reported

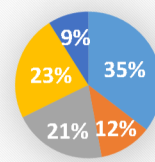
	Jan Pulls	Feb Pulls	Mar Pulls	Apr Pulls	May Pulls	Jun Pulls	Jul Pulls	Aug Pulls	Sept Pull	Oct Pulls	Nov Pulls	Dec Pulls	Total
ALLEGAN TWP	14	12	19	8	13	14	12	14	11	12	15	14	158
CHESHIRE TWP	7	6	4	4	5	4	4	4	2	4	4	4	52
MANLIUS TWP	8	8	6	3	10	8	8	10	7	10	7	7	92
MONTEREY TWP	10	8	7	8	10	8	10	8	9	10	8	8	104
TROWBRIDGE TWP	4	2	4	3	4	4	3	5	2	2	4	3	40
Total	43	36	40	26	42	38	37	41	31	38	38	36	446

Total Tons by PGU Drop-Sites : 351.87 Tons



- ALLEGAN TOWNSHIP
- CHESHIRE TWP
- MANLIUS TWP
- MONTEREY TWP
- TROWBRIDGE TWP

Total Pulls by PGU: 446 Pulls



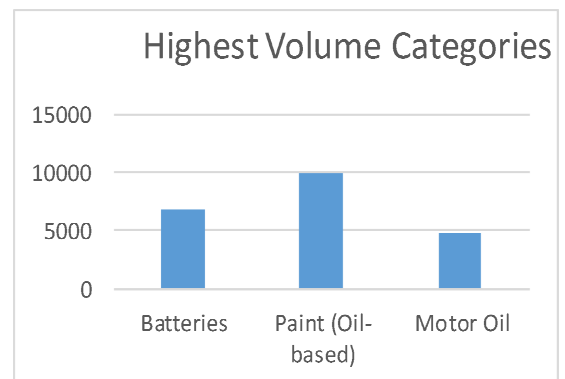
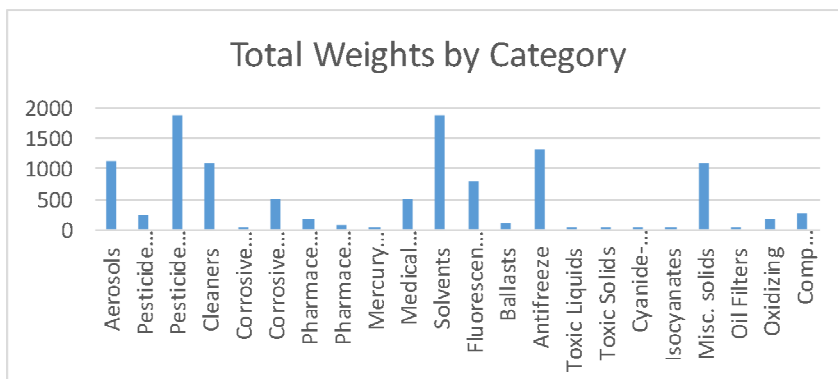
- ALLEGAN TOWNSHIP
- CHESHIRE TWP
- MANLIUS TWP
- MONTEREY TWP
- TROWBRIDGE TWP

Household Hazardous Waste Volumes (lbs)

January—December, 2017

Household Hazardous Waste Volumes (lbs)

	Jan	Feb	Mar	April	May	Jun	Jul	Aug	B Aug	Sept	Oct	Nov	B Nov	Dec	Total
Aerosols				62	210	203	108	128	119	89		140	65		1124
Batteries			290	1342	713	202	608	801	1145	802	200	282	325	130	6840
Pesticide Aero				15	65	47	5	8	5	16		50	20		231
Pesticide Liquid/Solids				171	274	459	105	244	179	175		180	93		1880
Cleaners				78	261	123	100	136	42	123		142	98		1103
Corrosive Solids				9	17	8		5		4			5		48
Corrosive Liquids				27	116	90	24	45	18	87		78	34		519
Pharmaceutical Liquids				34	10	6	118								168
Pharmaceutical Solids					23		14	4	5	7		15	8		76
Mercury Containing				3	7	4				26			8		48
Paint (Oil-based)				325	2433	1567	807	1851	434	856		1223	463	55	10014
Medical Waste (Sharps)				96	37	21	158		74				105		491
Solvents				33	244	414	69	276	214	299		271	58		1878
Fluorescent Bulbs				11	251	94	42	53	24	231		88	14		808
Ballasts					79	45									124
Antifreeze				52	258	248	177	58	105	152		259			1309
Toxic Liquids				14		13			6						33
Toxic Solids					14	4		9		4		6			37
Cyanide-bearing solids				4											4
Isocyanates						4				5					9
Misc. solids				29	289	195				387		190			1090
Motor Oil					562	2276	182	562	196	150		679	222		4829
Oil Filters						24									24
Oxidizing					10	127		8	4	10		24			183
Comp Gas/Prop Cylinders					164	36	16	36		14		13	10		289
Total			290	2305	6037	6210	2533	4224	2570	3437	200	3640	1528	185	33159



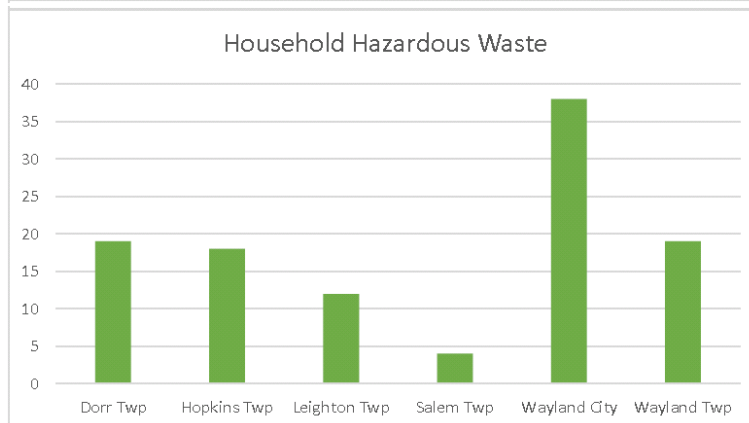
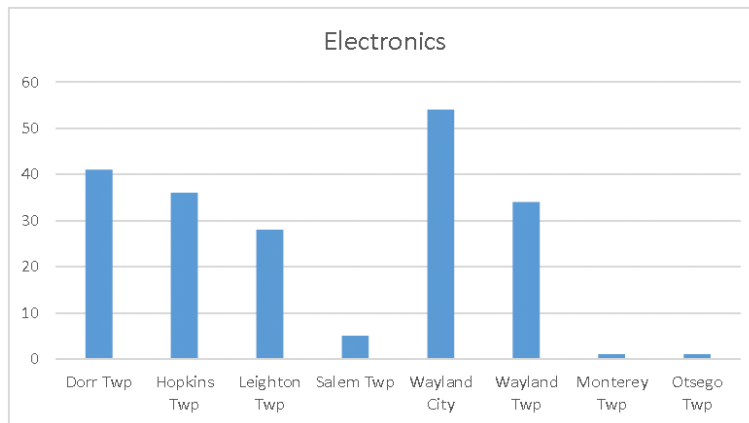
Regional Collection Event

April 28, 2018

Wayland Hardings Regional Recycling Event

Operation Date April 28, 2018

Township Units	Car Count All	Car Count E-Waste	Car Count HHW
Dorr Twp	47	41	19
Hopkins Twp	46	36	18
Leighton Twp	32	28	12
Salem Twp	8	5	4
Wayland City	61	54	38
Wayland Twp	41	34	19
Monterey Twp	1	1	
Otsego Twp	1	1	
TOTALS	237	200	110

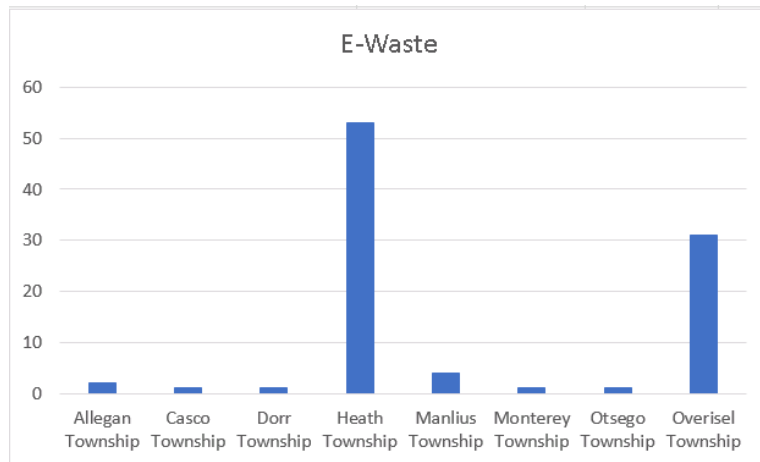


Regional Collection Event

June 16, 2018

Allied/Hamilton Regional Recycling Event
Operation Date June 16, 2018

Township Units	Car Count All	E-Waste	HHW
Allegan Township	2	2	2
Casco Township	1	1	1
Dorr Township	1	1	1
Heath Township	69	53	45
Manlius Township	6	4	5
Monterey Township	1	1	0
Otsego Township	1	1	0
Overisel Township	34	31	19
TOTALS	115	94	73



Intentionally Left Blank

(PGU volumes provided, if reported to County.)

Resource Recovery Depot Site Collection Totals

January 1 - June 30, 2018

Salem RRDS Totals										
	Car Count	Tires	lg. Tires	Freon Appliance	Non-Freon Appliance	TV	Computer Monitor	Other Electronic	Comingled	Foam/Batt
ALLEGAN TOWNSHIP	1	4	0	0	0	0	0	0	0	0
CHESHIRE TWP	0	0	0	0	0	0	0	0	0	0
DORR TWP	31	24	0	0	5	13	0	1	8	28
GUNPLAIN TWP	1	1	0	0	0	0	0	0	0	0
HEATH TWP	0	0	0	0	0	0	0	0	0	0
HOPKINS TWP	4	0	0	1	0	0	0	1	2	0
LEIGHTON TWP	4	0	0	0	2	0	0	0	0	3
MANLIUS TWP	0	0	0	0	0	0	0	0	0	0
MARTIN TWP	0	0	0	0	0	0	0	0	0	0
MONTEREY TWP	7	23	0	0	2	2	0	0	0	2
OTSEGO TWP	0	0	0	0	0	0	0	0	0	0
SALEM TWP	73	80	0	10	2	27	0	2	41	11
TROWBRIDGE TWP	0	0	0	0	0	0	0	0	0	0
WAYLAND CITY	0	0	0	0	0	0	0	0	0	0
WAYLAND TWP	2	0	0	0	0	2	0	0	0	1

Allied/Hamilton Totals										
	Car Count	Tires	lg. Tires	Freon Appliance	Non-Freon Appliance	TV	Computer Monitor	Other Electronic	Comingled	Foam/Batt
ALLEGAN TOWNSHIP	9	2	0	0	0	3	0	0	4	6
CHESHIRE TWP	0	0	0	0	0	0	0	0	0	0
DORR TWP	0	0	0	0	0	0	0	0	0	0
GUNPLAIN TWP	0	0	0	0	0	0	0	0	0	0
HEATH TWP	90	36	0	3	7	23	4	10	31	28
HOPKINS TWP	0	0	0	0	0	0	0	0	0	0
LEIGHTON TWP	0	0	0	0	0	0	0	0	0	0
MANLIUS TWP	27	13	0	3	1	10	2	2	11	4
MARTIN TWP	0	0	0	0	0	0	0	0	0	0
MONTEREY TWP	0	0	0	0	0	0	0	0	0	0
OTSEGO TWP	1	0	0	0	0	0	0	0	1	0
SALEM TWP	1	1	0	0	0	0	0	0	0	0
TROWBRIDGE TWP	6	0	0	0	0	2	0	3	2	1
WAYLAND CITY	0	0	0	0	0	0	0	0	0	0
WAYLAND TWP	0	0	0	0	0	0	0	0	0	0

Broken Arrow Totals										
	Car Count	Tires	lg. Tires	Freon Appliance	Non-Freon Appliance	TV	Computer Monitor	Other Electronic	Comingled	Foam/Batt
ALLEGAN TOWNSHIP	8	8	0	3	0	4	0	1	0	3
CHESHIRE TWP	0	0	0	0	0	0	0	0	0	0
DORR TWP	0	0	0	0	0	0	0	0	0	0
GUNPLAIN TWP	7	0	0	0	0	3	2	5	0	7
HEATH TWP	0	0	0	0	0	0	0	0	0	0
HOPKINS TWP	2	0	0	0	0	2	0	0	0	0
LEIGHTON TWP	0	0	0	0	0	0	0	0	0	0
MANLIUS TWP	0	0	0	0	0	0	0	0	0	0
MARTIN TWP	1	0	0	0	0	1	0	0	0	1
MONTEREY TWP	0	0	0	0	0	0	0	0	0	0
OTSEGO TWP	3	33	0	0	0	1	0	0	0	1
SALEM TWP	0	0	0	0	0	0	0	0	0	0
TROWBRIDGE TWP	2	0	0	0	0	1	0	0	0	1
WAYLAND CITY	0	0	0	0	0	0	0	0	0	0
WAYLAND TWP	0	0	0	0	0	0	0	0	0	0

Allegan County Recycling Administrative Fee per Board of Commissioner's approved formula for 2018

Allegan County Recycling Administrative Fee

<u>2017 Salary & Fringe</u>	
Recycling Coordinator	58,306.34
Agency Support Asst.	7,847.94
Health Officer	4,789.85
EH Program Manager	10,173.70
	81,117.83
 <u>2017 Other Recycle Expenses</u>	
Office Supplies	241.18
Printing & Binding	100.48
Postage	3.80
Gas, Oil, Grease & Anti Freeze	195.58
Memberships & Subscriptions	200.00
Administrative Fees/Indirect	10,344.81 *
Telephone	0.00
Travel Expense - Routine	104.64
Educ/Train/Conf-Travel	261.88
Educ/Train/Conf-Registration/Tuition	250.00
Advertising	0.00
Liability insurance	736.98 *
Vehicle Maintenance	0.00
Bldg/Property Rental-Indirect	2,383.77 *
Miscellaneous	0.00
	14,823.12
Total Other Recycling Expenses	14,823.12
Indirect Costs (Transfer from GF)	(13,465.56) *
Total Expenses	82,475.39
 Number of Households	 23,352
Administrative Fee (Total Expenses/# Households)	3.53

Resource Recovery Household Counts

Resource Recovery Household Count Update

PA 69 PGUs	House Count 2018	% RRDS Participation	House Count 2017
Gun Plain Twp	2133	11%	2137
Heath Twp	1253	6%	1310
Hopkins Twp	1010	5%	911
Leighton Twp	2152	11%	2174
Martin Twp	813	4%	994
Otsego Twp	1737	9%	1735
Salem Twp	1,690	8%	1656
Wayland City	1746	9%	1659
PA 69 Total	12534		12576
PA 138 PGUs	House Count		
Allegan Twp	1493	7%	1455
Casco Twp	1219		1269
Cheshire Twp	400	2%	486
Dorr Twp	2257	11%	2110
Manlius Twp	956	5%	1099
Monterey Twp	645	3%	770
Otsego City	1175		1582
Trowbridge Twp	799	4%	883
Wayland Twp	1016	5%	1122
PA 138 Total	9960	100%	10776
*PA 138 households was determined by Resource Recovery based from financial reports from 2017 of actual surcharge revenue to determine house count.			
PA 69 & 138 Total Households	22494		23352
RRDS Participating Households	20100		

HHW Only

Overisel 935

*HHW Only pays 1/3 the current program administration charge per guidance of the SWPC and County Administration. The current rate is \$1.24 per household per year.

Total PGU Recycling Operations YTD

REVENUE 2211		
RECYCLING OPERATIONS	ADJUSTED ESTIMATE REVENUE	ACTUAL YTD REVENUE
2211.***.633.00.00 WASTE REDUCTION SURCHARGE	\$ 756,849.00	\$ 708,364.73
2211.***.665.00.00 INTEREST EARNED - DEPOSITS	\$ 2,396.00	\$ -
2211.***.694.00.00 OTHER REVENUE	\$ -	\$ 129.07
2211.***.669.22.10 Transfer In	\$ -	\$ 139,918.04
TOTAL REVENUE	\$ 759,245.00	\$ 848,411.84
EXPENDITURES 2211		
RECYCLING OPERATIONS	ADJUSTED ESTIMATE EXPENDITURES	ACTUAL YTD EXPENDITURES
2211.***.728.00.00 PRINTING & BINDING	\$ 1,089.00	\$ -
2211.***.730.00.00 POSTAGE	\$ -	\$ -
2211.***.818.00.00 Other Contractual Services	\$ 611,534.00	\$ 396,951.46
2211.***.901.00.00 ADVERTISING	\$ 918.00	\$ 1,794.59
2211.***.941.01.00 Bldg/Property Rental	\$ -	\$ -
2211.***.942.00.00 EQUIPMENT RENTAL	\$ -	\$ -
2211.***.974.00.00 LAND IMPROVEMENTS	\$ -	\$ -
2211.***.977.00.00 MACHINERY AND EQUIPMENT	\$ -	\$ -
2211.***.999.22.10 Transfer Out	\$ -	\$ 20,253.85
TOTAL EXPENDITURES	\$ 613,541.00	\$ 418,999.90

Environmental Health - Benchmark Data Board of Commissioner Report



	January		February		March		April		May		June		July		August	September	October
Total Applications Received for the Month	108		113		238		201		282		225		203		67		
14 Business Days for the Month are Permits received during	1/1 thru 1/11	1/12 thru 1/22	1/23 thru 2/2	2/3 thru 2/14	2/15 thru 3/2	3/3 thru 3/14	3/15 thru 4/6	4/7 thru 4/20	4/21 thru 5/14	5/15 thru 5/25	5/26 thru 6/8	6/9 thru 6/22	6/23 thru 7/7	7/8 thru 7/21	7/22 thru 8/4		
Incomplete and/or Unpaid Submissions within 14 Business Days	0	6	19	4	10	7	18	5	16	0	6	11	9	7			
Total Eligible for Completion within 14 business day window	34	34	66	36	60	64	139	99	175	84	120	89	65	77			
Submissions Not Completed within Eligible Time Period	9	5	11	7	3	4	20	15	31	8	16	11	7	6			
Total Completed	25	29	59	29	57	60	119	84	144	76	104	78	58	71			
Percentage Complete	74%	85%	89%	81%	95%	94%	86%	85%	82%	90%	87%	88%	89%	92%			

Applications completed prior to 14 day turnaround (only those with proper documentation and fees paid): **Total Completed divided by Total Eligible for Completion within 14 business day window =**

Number	Percentage
71/77	92%

14 business days from July 8 = July 20

	January		February		March		April		May		June		July		August	September	October
Total Applications Received	108		113		238		201		282		225		203		67		
5 Business Days for Communication	1/1 thru 1/24	1/25 thru 2/2	2/5 thru 2/12	2/13 thru 2/22	2/23 thru 3/2	3/5 thru 3/12	3/13 thru 3/20	3/21 thru 3/30	4/2 thru 4/13	4/16 thru 5/7	5/8 thru 6/1	6/2 thru 6/22	6/23 thru 7/6	7/7 thru 7/21	7/22 thru 8/4		
Total Eligible for Communication	84	31	24	43	39	43	69	96	80	175	211	165	74	90	99		
Total Not Communicated to within 5 Business Days	5	1	0	9	5	8	8	9	4	3	0	6	3	2	1		
Total Communicated to within 5 Business Days	79	30	24	34	34	35	61	87	76	172	211	159	71	88	98		
Percentage Complete	94%	97%	100%	79%	87%	81%	88%	91%	95%	98%	100%	96%	96%	98%	99%		

Customers that have been contacted within 5 business days: **Total Communicated to within 5 Business Days divided by Total Eligible for Communication**

Number	Percentage
98/99	99%

5 business days from July 22 = August 4

Environmental Health - Total Services

Board of Commissioner Monthly Report



APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	30	44	72	58	65	68	64	35					436
Septic	39	32	81	60	88	67	61	10					438
Loan Eval.	7	10	16	25	39	27	21	6					151
MDHHS Eval.	2	0	9	12	12	9	8	0					52
SESC	18	16	32	25	44	25	31	12					203
Raw Land/Soil Eval.	10	6	25	16	23	19	11	2					112
Investigative Fieldwork	2	5	3	5	11	10	7	2					45
Monthly Totals	108	113	238	201	282	225	203	67	0	0	0	0	1437

SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	39	35	58	64	76	64	68	30					434
Septic	42	30	59	69	71	75	69	20					435
Loan Eval.	9	4	14	21	31	22	28	7					136
MDHHS	0	0	1	16	8	16	7	1					49
SESC	23	26	28	31	44	24	21	17					214
Raw Land/ Soil Eval.	17	4	14	14	24	13	20	5					111
Monthly Totals	130	99	174	215	254	214	213	80	0	0	0	0	1379

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	27	98	100	31	55	16	80	8					415
Septic Finals	5	12	22	30	45	51	33	12					210
SESC Inspections	2	18	8	200	217	260	200	84					989
Investigative Fieldwork	2	5	2	5	11	10	7	2					44
Monthly Totals	36	133	132	266	328	337	320	106	0	0	0	0	1658

Total Services Provided	166	232	306	481	582	551	533	186	0	0	0	0	3037
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	Annually per Sanitarian	As of June 22, 2018 on average days per Sanitarian	July 1 - July 31, 2018 on average days per full time Field Sanitarian
Available days (8 hrs)	260	125	1276.8 hours
Professional Development	11.625	12	0 hours
Holiday (day)	13	3	56 hours
PTO Allowance	14	6	1.2
Average days per year	221.375	104	102.75 hours
Availability Factor	85.14%	83.20%	87.60%

Full Staff Level 7.6 Sanitarians

Received

AUG 20 2018

City of Plainwell
Clerk/Treasurer's Office

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

**NOTICE OF HEARING
FOR THE NATURAL GAS
CUSTOMERS OF
MICHIGAN GAS UTILITIES CORPORATION
CASE NO. U-20078**

- Michigan Gas Utilities Corporation requests Michigan Public Service Commission's approval for reconciliation of its gas cost recovery (GCR) plan and revenues for the 12-month period of April 1, 2017 through March 31, 2018.
- The information below describes how a person may participate in this case.
- You may call or write, Michigan Gas Utilities Corporation, 899 S. Telegraph Road, Monroe, MI 48161, (800) 401-6402, for a free copy of its application. Any person may review the application at the offices of Michigan Gas Utilities Corporation.
- The prehearing conference in this matter will be held:

DATE/TIME: Tuesday, September 11, 2018, at 9:00 A.M.

BEFORE: Administrative Law Judge Martin D. Snider

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 public hearing to consider Michigan Gas Utilities Corporation's (MGUC) June 28, 2018 application requesting the Commission's approval: 1) to reconcile its GCR costs and revenues, as well as reservation costs and revenues, for the 12 month period; 2) for MGUC to roll-in the cumulative over-recovered balance of \$1,668,515 into its 2018/2019 GCR plan reconciliation for GCR customers; and 3) to roll-in the cumulative over-recovered balance of \$1,761,788 into its 2018/2019 GCR plan period reservation costs.

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 **September 4, 2018**. (Petitions to intervene may also be filed using the traditional paper format.) The proof of service shall indicate service upon Michigan Gas Utilities Corporation's attorney, Paul Collins, Miller, Canfield Paddock & Stone, P.L.C., One Michigan Avenue, Suite 900, Lansing, MI 48933.

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 Michigan Gas Utilities Corporation's request may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Michigan Gas Utilities Corporation. 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.

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.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 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 460.6h 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.

Reports & Communications:

A. Resolution 18-21 – DC Strong:

This is a resolution recognizing DC Strong as a non-profit organization so it can obtain a charitable gaming license through the State of Michigan.

Recommended action: Consider adopting Resolution 18-21 as presented.

B. DPW – Paving on Starr and Sunset:

Wyoming Asphalt, the city's contractor for the approving paving projects on East Chart and Wedgewood, offered a quote for paving work on Starr Road and Sunset Avenue at the same time as the other projects. Starr Road would be a mill and fill 1 ½ inches at \$14,000 and Sunset Street paving would be \$3,700.00.

Recommended action: Consider accepting the quote from Wyoming Asphalt to pave portions of Starr Road and Sunset Street at a total project cost of \$17,700.00, and authorizing the City Manager to execute all documents related to the approved action..

C. WR – Replace Light Fixtures:

The North Barn still uses inefficient fluorescent lighting, which can be upgraded to LED lighting.

Recommended action: Consider approving a project to replace lights in the north barn with Moore Electric for a project cost of \$3,525.00.

C. WR – IPP Requirements:

The city's Industrial Pretreatment Program (IPP) Procedures Manual needs to be updated to include recently regulatory changes.

Recommended action: Consider approving an IPP requirements update with Fleis & Vandenbrink for a project cost of \$6,400.00.

Reminder of Upcoming Meetings

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

Non-Agenda Items / Materials Transmitted

- Allegan County Board of Commissioners Administrator's Report – August 9, 2018
- Allegan County Board of Commissioners Administrator's Report – August 23, 2018
- Notice of Public Hearing – Michigan Gas Utilities – September 11, 2018 9:00am