

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

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

“The Island City”

AGENDA

Plainwell City Council

Monday, December 27, 2023 - 7:00PM

Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 12/11/2023 Regular Meeting
6. General Public Comments
7. County Commissioner Report
8. Agenda Amendments
9. Mayor’s Report
10. Recommendations and Reports:
 - A. Boards & Commissions Appointment List
Council will consider confirming the Mayor’s reappointment of several community members to various boards and commissions.
 - B. Old Orchard Bid Award
Council will consider awarding the Old Orchard Project Bid to USA Earthworks LLC for a total cost of \$3,130,358.00, contingent upon the successful sale of general obligation bonds.
 - C. Resolutions 2024-01 through 2024-04
Council will consider adopting Resolutions 2024-01 thru 2024-04: 2024 Ordinance Enforcement Officers, 2024 Council Meeting Dates, 2024 Employee Holiday Dates, and 2024 Street Flag Dates.
11. Communications: The November 2023 DPS and WR reports, the 12/12/2023 DDA/BRA/TIFA meeting minutes and the draft 12/14/23 Parks & Trees meeting minutes.
12. Accounts Payable - \$345,630.37
13. Public Comments
14. Staff Comments
15. Council Comments
16. Adjournment

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

MINUTES
Plainwell City Council
December 11, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Steve Smail of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel and Councilmember Wisnaski.
Absent: Councilmember Keeney.
A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 11/27/2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
A motion by Steele, seconded by Overhuel, to approve the Agenda for the December 11, 2023 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler discussed restoration of the fountain, and thanked Superintendent Nieuwenhuis for his assistance.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel discussed Ordinance 397, which has approval from the Planning Commission and updates text referring to site plan requirements.
A motion by Wisnaski, seconded by Overhuel, to adopt Ordinance 397 as presented by the Planning Commission. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Nieuwenhuis discussed the yearly flower program purchase.
A motion by Overhuel, seconded by Wisnaski, to approve the purchase of flowers from Zeinstra's Greenhouse for \$12,500.00. On a roll call vote, all voted in favor. Motion passed.
11. Communications:
A motion by Steele, seconded by Overhuel, to accept and place on file the November Investment and Fund Balance reports and the draft 12/06/2022 Planning Commission meeting minutes. On a voice vote, all in favor. Motion passed.
12. Accounts Payable:
A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$253,050.28 for payment of same. On a roll call vote, all in favor. Motion passed.
13. Public Comments: None.

The City of Plainwell is an equal opportunity employer and provider

14. Staff Comments:

Finance Director Kelley reported working on updating policies and procedures, and continuing work on the budget. He stated he is working with Clerk Leonard to get ready for the February Election.

Personnel Coordinator Kersten shared she is working on year end payroll and W-2's.

Superintendent Nieuwenhuis shared that the Christmas party was great.

Community Development Manager Siegel reported that the indoor market was finished for the season and all the vendors moved out of the building. She shared that she updated EGLE on the lead abatement, and submitted PFAS sampling for the dam grant.

Superintendent Pond stated that the check valve replacement and air relief valve installations are complete at the Cushman Lift Station.

Director Callahan reported the department was currently prepping for the Shop with a Hero event.

Clerk Leonard reports working with Finance Director Kelley on ordering supplies and preparing for the upcoming Election.

Manager Lakamper reported that the Old Orchard project will be awarded at the next Council meeting. There will be an update on the development plan for the Old Mill as well. He discussed the dam project, noting the DNR is looking for alternative plans that would like all species of fish to access to the Mill Race year-round without the use of a fish ladder.

15. Council Comments:

Councilmember Overhuel was sorry to miss the Christmas party. He shared that the tree lighting ceremony had a good turnout this year, and that the downtown looks great. He noticed that the Farmer's Market appeared busy.

Councilmember Steele thanked Penny, Amanda and Jackson for their hard work at the Christmas party. She noted the food was great. She wished everyone a Merry Christmas.

Councilmember Wisnaski stated that the Christmas party was great, and the city's Christmas decorations look good.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:32 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by:
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
December 27, 2023

JoAnn Leonard, City Clerk

**City of Plainwell
Boards & Commissions
Appointment List
December 2023**

Compensation Commission
Judy Shumaker

5-year term
12/2028

Parks & Trees Commission
Cory Redder
Shirley DeYoung
Marsha Keeler

2-year term
12/2025
12/2025
12/2025

Planning Commission
Jim Higgs

3-year term
12/2026

Current Vacancies
Compensation Board – 2 vacancies



"The Island City"

MEMORANDUM

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

to: Mayor and City Council
FROM: Justin Lakamper, City Manager
DATE: December 27th, 2023
SUBJECT: Old Orchard Bid Award

SUGGESTED MOTION: I motion to award the Old Orchard Project Bid to USA Earthworks LLC for a total cost of \$3,130,358 contingent upon the successful sale of general obligation bonds.

BACKGROUND INFORMATION: The City has been working on the complete street (water, sewer, and road) project in the Old Orchard neighborhood for a number of years. The preliminary engineering has been completed, the bid package was advertised, and the City received three bids for the project, on 11-03-2023. The bids are good for 90 days, during which the Council needs select which company to award the project to, or not go through with it. The bids are below.

USA Earthworks: \$3,130,358

Milbocker and Sons: \$4,344,196.50

Diversco: \$4,999,426

ANALYSIS: All three bids have been analyzed by engineer Jeff Wingard, from F&V for uniformity and compliance with the bid package. Additionally, Jeff has checked the references of each company to ensure that each bidder was capable to performing the work. After performing this analysis Jeff has provided us with a letter of recommendation to award to the project to USA Earthworks, based on their being the low bidder and their positive references.

I agree with Jeff's opinion that the project be awarded to USA Earthworks. One can rightfully question how USA Earthworks was able to provide a bid which is 1.2 million less than the next bid, however I believe that it is due to two factors. They are uniquely positioned to do this work being less than a mile away from the Old Orchard, which reduces their mobilization costs. Additionally, they have lower labor costs than the other bidders. F&V inspectors will be onsite the entire time that anything is being put into the ground and sewer and waterlines will be pressure tested and inspected for structural integrity.

BUDGET IMPACT: This project is a significant cost for the City, however, it will be paid for across the local street, sewer, and water funds. In addition to the construction costs, there will be additional construction engineering costs which are estimated to be between \$200,000 and \$300,000, the proposal for which will be finalized once USA Earthworks provides F&V with a schedule. Therefore, all financial analysis presented with this memo contemplates \$300,000 in construction engineering. The City will need to issue general obligations bonds totaling \$2,500,000 and will pay \$930,358 from cash reserves and county ARPA funds. A debt service analysis was prepared by Brian and is attached which presents multiple financing scenarios. The street will be paid for in cash out of the Local Street Fund, and the water rates have been adjusted to account for the debt service for the costs to the Water Fund. The sewer rates currently do not directly account for this specific project. The Sewer Fund is a healthy fund however, in order to cover the debt service, sewer rates will most likely need to be increased in the coming years. Additionally, the Council could consider implementing a special assessment on the 54 properties which currently do not have sewer to offset the costs to the Sewer Fund and therefore lower the rate increase. The entire sewer project can be assessed to those parcels, or a portion thereof, and that assessment can be paid off in annual installments over the life of the 20-year bond. We have broken down the financial impact for each parcel based on different assessment levels. The last city utility project which installed new services was the installation of sewer lines on Jersey Street in 1988. At that time the City chose to assess each property owner a front footage and a base charge to offset the approximately 51 percent of cost of the project. Assessing for new utilities is a common practice because it does not burden the entire user base with the large construction costs for the benefit of new users, however, it is not required. You do not need to decide on the specific funding mechanisms, or ratios between bond/cash/assessments, tonight in order to award the bid, however, by awarding the bid, we are moving forward with the project and agreeing to pay for it, one way or another.

ATTACHMENTS: Financial Analysis, Bid Tabulations, F&V Recommendation Letter



RECOMMENDATION OF AWARD

December 15, 2023

Justin Lakamper, City Manager
City of Plainwell
211 N. Main Street
Plainwell, MI 49080

RE: Old Orchard Sanitary Sewer Extension & Water Main Upgrades

Dear Justin:

We have reviewed the bids for the Old Orchard Sanitary Sewer Extension & Water Main Upgrades project and summarized the bids on the attached spreadsheet. A total of three (3) bids were received. The bids are fair and competitive.

The low bid was submitted by USA Earthworks LLC in the amount of \$3,130,385.00. Based on the references that USA Earthworks LLC submitted, we are confident that they are capable of doing a quality project for the City of Plainwell. Based on the above, we recommend award to USA Earthworks LLC in the amount of \$3,130,385.00.

Please feel free to call me with any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in black ink that reads 'Jeff Wingard'.

Jeff Wingard, P.E.
Project Manager

Enclosure(s)

4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972
www.fveng.com

City of Plainwell

Plainwell Old Orchard Neighborhood

BID TABULATION

Date 11.13.2023
 PM JSW
 Project No. 852650



Item No.	Item Description	Unit	Estimated Quantity	Engineer's Estimate		USA Earthworks		Milbocker & Sons		Diversco	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	General Conditions, Bonds, and Insurance, Max 10%	LSum	1	\$325,000	\$ 325,000	\$94,012.00	\$94,012.00	\$400,000.00	\$400,000.00	\$458,210.00	\$458,210.00
2	Pre-Construction Video Survey	LSum	1	\$ 25,000	\$ 25,000	\$2,725.00	\$2,725.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00
3	Clearing	Acre	0.2	\$ 7,500	\$ 1,500	\$18,150.00	\$3,630.00	\$16,500.00	\$3,300.00	\$21,000.00	\$4,200.00
4	Tree, Rem. 6 inch to 18 inch	Ea	7	\$ 300	\$ 2,100	\$550.00	\$3,850.00	\$471.00	\$3,297.00	\$500.00	\$3,500.00
5	Curb & Gutter, Rem	Ft	110	\$ 10	\$ 1,100	\$20.50	\$2,255.00	\$6.00	\$660.00	\$7.00	\$770.00
6	Concrete Drive, Rem	Syd	800	\$ 8	\$ 6,400	\$10.00	\$8,000.00	\$12.00	\$9,600.00	\$6.00	\$4,800.00
7	Culv. Rem. Less Than 24 inch	Ea	5	\$ 275	\$ 1,375	\$700.00	\$3,500.00	\$500.00	\$2,500.00	\$160.00	\$800.00
8	Subgrade Undercutting, Type II	Cyd	100	\$ 29	\$ 2,900	\$29.25	\$2,925.00	\$35.00	\$3,500.00	\$23.50	\$2,350.00
9	Subbase, CIP	Cyd	6,800	\$ 15	\$ 102,000	\$18.00	\$122,400.00	\$20.00	\$136,000.00	\$16.00	\$108,800.00
10	Aggregate Base, 8 inch	Syd	21,000	\$ 13	\$ 273,000	\$8.67	\$182,070.00	\$13.00	\$273,000.00	\$16.33	\$342,930.00
11	Maintenance Gravel	Cyd	450	\$ 30	\$ 13,500	\$3.00	\$1,350.00	\$45.00	\$20,250.00	\$22.00	\$9,900.00
12	Approach C.I. 6 inch	Syd	3,300	\$ 15	\$ 49,500	\$11.75	\$38,775.00	\$17.00	\$56,100.00	\$18.20	\$60,060.00
13	Approach C.I.II. 6 inch	Syd	290	\$ 15	\$ 4,350	\$19.00	\$5,510.00	\$13.00	\$3,770.00	\$17.00	\$4,930.00
14	Culv End Sect. 12 inch	Ea	10	\$ 700	\$ 7,000	\$458.50	\$4,585.00	\$750.00	\$7,500.00	\$300.00	\$3,000.00
15	Culv, HDPE, 12 inch	Ft	100	\$ 150	\$ 15,000	\$29.75	\$2,975.00	\$41.00	\$4,100.00	\$35.00	\$3,500.00
16	Culv, Conc., 12 inch	Ft	30	\$ 160	\$ 4,800	\$57.50	\$1,725.00	\$56.00	\$1,680.00	\$62.00	\$1,860.00
17	Dr Structure Cover, Adj	Ea	10	\$ 800	\$ 8,000	\$1,100.00	\$11,000.00	\$800.00	\$8,000.00	\$525.00	\$5,250.00
18	HMA Surface, Rem	Syd	23,000	\$ 6	\$ 138,000	\$1.00	\$23,000.00	\$2.50	\$57,500.00	\$0.50	\$11,500.00
19	Roadway Grading	Sta	73	\$ 2,700	\$ 197,100	\$1,246.00	\$90,958.00	\$4,200.00	\$306,600.00	\$5,479.00	\$399,967.00
20	HMA, SEL	Ton	3,700	\$ 85	\$ 314,500	\$101.00	\$373,700.00	\$88.11	\$326,007.00	\$89.00	\$329,300.00
21	HMA Approach	Ton	800	\$ 120	\$ 96,000	\$132.00	\$105,600.00	\$125.00	\$100,000.00	\$125.00	\$100,000.00
22	Driveway Nonreinfc, Conc. 6 inch	Syd	670	\$ 50	\$ 33,500	\$80.00	\$53,600.00	\$56.25	\$37,687.50	\$67.50	\$45,225.00
23	HMA Valley Gutter	Ft	200	\$ 2.50	\$ 500	\$2.25	\$450.00	\$5.00	\$1,000.00	\$5.00	\$1,000.00
24	HMA Spilway	Ea	1	\$ 250	\$ 250	\$550.00	\$550.00	\$850.00	\$850.00	\$850.00	\$850.00
25	Curb and Gutter, Conc. Det F4	Ft	110	\$ 22	\$ 2,420	\$40.00	\$4,400.00	\$35.00	\$3,850.00	\$40.00	\$4,400.00
26	Traffic Control	Lsum	1	\$ 15,000	\$ 15,000	\$26,008.00	\$26,008.00	\$50,000.00	\$50,000.00	\$11,900.00	\$11,900.00
27	Surface Restoration	Syd	18,000	\$ 5	\$ 90,000	\$7.25	\$130,500.00	\$10.00	\$180,000.00	\$12.75	\$229,500.00
28	Monument Box Preservation	Ea	8	\$ 500	\$ 4,000	\$2,000.00	\$16,000.00	\$900.00	\$7,200.00	\$900.00	\$7,200.00
29	Monument Box	Ea	8	\$ 500	\$ 4,000	\$500.00	\$4,000.00	\$700.00	\$5,600.00	\$255.00	\$2,040.00
30	Trench Undercut and Backfill	Cyd	250	\$ 55	\$ 13,750	\$31.00	\$7,750.00	\$30.00	\$7,500.00	\$24.50	\$6,125.00
31	Post, Mailbox	Ea	15	\$ 100	\$ 1,500	\$125.00	\$1,875.00	\$150.00	\$2,250.00	\$70.00	\$1,050.00
32	Water Main, 6 inch	Ft	210	\$ 90	\$ 18,900	\$68.00	\$14,280.00	\$115.00	\$24,150.00	\$107.10	\$22,491.00
33	Water Main, 8 inch	Ft	7900	\$ 110	\$ 869,000	\$71.00	\$560,900.00	\$118.00	\$932,200.00	\$126.38	\$998,402.00
34	Water Service, 1 inch	Ft	3300	\$ 35	\$ 115,500	\$26.00	\$85,800.00	\$21.00	\$69,300.00	\$62.20	\$205,260.00
35	45 Deg Bend, 6 inch	Ea	12	\$ 550	\$ 6,600	\$790.00	\$9,480.00	\$275.00	\$3,300.00	\$779.00	\$9,348.00
36	11.25 Deg Bend, 8 inch	Ea	5	\$ 500	\$ 2,500	\$869.00	\$4,345.00	\$400.00	\$2,000.00	\$864.00	\$4,320.00
37	22.5 Deg Bend, 8 inch	Ea	5	\$ 550	\$ 2,750	\$885.00	\$4,425.00	\$415.00	\$2,075.00	\$874.00	\$4,370.00
38	45 Deg Bend, 8 inch	Ea	45	\$ 600	\$ 27,000	\$888.00	\$39,960.00	\$420.00	\$18,900.00	\$879.00	\$39,555.00
39	8 inch x 8 inch x 6 inch Tee	Ea	12	\$ 500	\$ 6,000	\$1,067.00	\$12,804.00	\$600.00	\$7,200.00	\$1,288.00	\$15,456.00
40	8 inch x 8 inch x 8 inch Tee	Ea	7	\$ 600	\$ 4,200	\$1,120.00	\$7,840.00	\$650.00	\$4,550.00	\$1,363.00	\$9,541.00
41	8 inch Cross	Ea	2	\$ 650	\$ 1,300	\$1,362.00	\$2,724.00	\$1,000.00	\$2,000.00	\$1,803.00	\$3,606.00
42	Connect to Existing Water Main	Ea	7	\$ 600	\$ 4,200	\$1,435.00	\$10,045.00	\$2,800.00	\$19,600.00	\$2,148.00	\$15,036.00
43	Corp Stop, Curb Stop & Box, 1 inch	Ea	110	\$ 750	\$ 82,500	\$760.00	\$83,600.00	\$1,100.00	\$121,000.00	\$1,266.00	\$139,260.00
44	Cut and Plug Existing Water Main	Ea	5	\$ 600	\$ 3,000	\$1,255.00	\$6,275.00	\$400.00	\$2,000.00	\$1,256.00	\$6,280.00
45	Gate Valve & Box, Remove	Ea	20	\$ 200	\$ 4,000	\$400.00	\$8,000.00	\$375.00	\$7,500.00	\$315.00	\$6,300.00
46	Gate Valve & Box, 6 inch	Ea	12	\$ 2,000	\$ 24,000	\$1,793.00	\$21,516.00	\$1,700.00	\$20,400.00	\$2,071.00	\$24,852.00
47	Gate Valve & Box, 8 inch	Ea	26	\$ 2,800	\$ 72,800	\$2,350.00	\$61,100.00	\$2,300.00	\$59,800.00	\$2,606.00	\$67,756.00
48	Hydrant	Ea	12	\$ 4,500	\$ 54,000	\$6,654.00	\$79,848.00	\$3,600.00	\$43,200.00	\$3,916.00	\$46,992.00
49	Remove Hydrant	Ea	11	\$ 600	\$ 6,600	\$1,090.00	\$11,990.00	\$300.00	\$3,300.00	\$405.00	\$4,455.00
50	Water Service, Connect	Ea	110	\$ 260	\$ 28,600	\$229.00	\$25,190.00	\$200.00	\$22,000.00	\$175.00	\$19,250.00
51	Clean and Telesive Ex San Sewer	Ea	1	\$ 1,200	\$ 1,200	\$10,000.00	\$10,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
52	Abandon and Fill Ex San Sewer	Ea	1	\$ 1,000	\$ 1,000	\$10,044.00	\$10,044.00	\$1,300.00	\$1,300.00	\$590.00	\$590.00
53	San Sewer, 8 inch	Ft	3,600	\$ 60	\$ 216,000	\$94.00	\$338,400.00	\$125.00	\$450,000.00	\$194.60	\$700,560.00
54	San Sewer, 10 inch	Ft	80	\$ 70	\$ 5,600	\$119.00	\$9,520.00	\$240.00	\$19,200.00	\$239.00	\$19,120.00
55	San Sewer Horizontal Directional Drill, 10 inch	Ft	280	\$ 350	\$ 98,000	\$450.00	\$126,000.00	\$475.00	\$133,000.00	\$386.00	\$108,080.00
56	Sanitary Lateral, 6 inch	Ft	2,000	\$ 35	\$ 70,000	\$61.00	\$122,000.00	\$115.00	\$230,000.00	\$115.00	\$230,000.00
57	Dr Structure Tap, Sanitary, 8 inch	Ea	1	\$ 500	\$ 500	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00	\$1,371.00	\$1,371.00
58	Dr Structure Tap, Sanitary, Drop, 8 inch	Ea	1	\$ 600	\$ 600	\$3,163.00	\$3,163.00	\$15,000.00	\$15,000.00	\$20,346.00	\$20,346.00
59	San MH, 48 inch Dia	Ea	19	\$ 4,650	\$ 88,350	\$4,715.00	\$89,585.00	\$5,400.00	\$102,600.00	\$5,137.00	\$97,603.00
60	Wye, 8 inch x 6 inch	Ea	58	\$ 260	\$ 15,080	\$472.00	\$27,376.00	\$350.00	\$20,300.00	\$323.00	\$18,734.00
61	Remove and Replace Chain Link Fence and Gate	Ft	80	\$ 50	\$ 4,000	\$47.50	\$3,800.00	\$49.00	\$3,920.00	\$85.00	\$6,800.00
62	5' x 6' Chain Link Fence Gate	Ea	1	\$ 1,000	\$ 1,000	\$570.00	\$570.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
63	Remove Existing Shed	Ea	1	\$ 1,000	\$ 1,000	\$3,500.00	\$3,500.00	\$600.00	\$600.00	\$775.00	\$775.00
64	Soil Erosion and Sedimentation Control	LSum	1	\$ 7,500	\$ 7,500	\$32,000.00	\$32,000.00	\$2,500.00	\$2,500.00	\$9,000.00	\$9,000.00

Total: \$ 3,572,325 Total: \$3,130,358.00 Total: \$4,344,196.50 Total: \$4,999,426.00
 As-Read: As-Read: As-Read: As-Read:
 Difference: Difference: Difference: Difference:

OLD ORCHARD PROJECT
 FINANCIAL ANALYSIS
 ANALYSIS OF A 20-YEAR LOAN PAYMENT / ASSESSMENT BILLING

	STREET PROJECT - LOCAL	SEWER - INSTALL NEW LINES	SEWER - MAINTAIN EXISTING LINES	WATER - INSTALL NEW WATER MAIN	
Bid Cost for Old Orchard Project					\$3,130,358.00
Estimated engineering Cost for Fleis & Vandenbrink					\$300,000.00
Estimated Allocated Costs for entire project	\$344,244.95	\$1,162,853.93	\$23,107.20	\$1,900,151.91	\$3,430,358.00
Cash payments from reserves	\$344,244.95		\$23,107.20		\$367,352.16
Discretionary cash allocated to project		\$73,089.55		\$94,583.29	\$167,672.84
Cash payments from County ARPA Funds				\$395,333.00	\$395,333.00
Project Costs to be bonded out	\$0.00	\$1,089,764.38	\$0.00	\$1,410,235.62	\$2,500,000.00

Estimated Annual Debt Service at 3.461% (20-year bond)	\$0.00	\$77,155.32	\$0.00	\$99,844.68	\$177,000.00
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Average Change in Fund Balance (Surplus) - prior 5 years		\$27,979.00		\$47,139.00	\$75,118.00
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Possible Annual Funding from a Special Assessment of \$2,000 per parcel

Total base revenue from assessment - 54 parcels	\$108,000.00
Percent of total project cost of new sewer installation	9.91%
Annual amount to be billed to each parcel with interest at 5%	\$160.49
Annual funding provided by assessment billing	\$8,666.46
Debt Service requirement to be funded by operations	\$68,488.86

Possible Annual Funding from a Special Assessment of \$3,000 per parcel

Total base revenue from assessment - 54 parcels	\$168,000.00
Percent of total project cost of new sewer installation	15.42%
Annual amount to be billed to each parcel with interest at 5%	\$240.73
Annual funding provided by assessment billing	\$12,999.42
Debt Service requirement to be funded by operations	\$64,155.90

Possible Annual Funding from a Special Assessment of \$5,000 per parcel

Total base revenue from assessment - 54 parcels	\$280,000.00
Percent of total project cost of new sewer installation	25.69%
Annual amount to be billed to each parcel with interest at 5%	\$401.21
Annual funding provided by assessment billing	\$21,665.34
Debt Service requirement to be funded by operations	\$55,489.98

Possible Annual Funding from a Special Assessment of \$7,000 per parcel

Total base revenue from assessment - 54 parcels	\$378,000.00
Percent of total project cost of new sewer installation	34.69%
Annual amount to be billed to each parcel with interest at 5%	\$561.70
Annual funding provided by assessment billing	\$30,331.80
Debt Service requirement to be funded by operations	\$46,823.52

Possible Annual Funding from a Special Assessment of \$10,000 per parcel

Total base revenue from assessment - 54 parcels	\$540,000.00
Percent of total project cost of new sewer installation	49.55%
Annual amount to be billed to each parcel with interest at 5%	\$802.43
Annual funding provided by assessment billing	\$43,331.22
Debt Service requirement to be funded by operations	\$33,824.10

OLD ORCHARD PROJECT
 FINANCIAL ANALYSIS
 ANALYSIS OF A 15-YEAR LOAN PAYMENT / ASSESSMENT BILLING

	STREET PROJECT - LOCAL	SEWER - INSTALL NEW LINES	SEWER - MAINTAIN EXISTING LINES	WATER - INSTALL NEW WATER MAIN	
Bid Cost for Old Orchard Project					\$3,130,358.00
Estimated engineering Cost for Fleis & Vandenbrink					\$300,000.00
Estimated Allocated Costs for entire project	\$344,244.95	\$1,162,853.93	\$23,107.20	\$1,900,151.91	\$3,430,358.00
Cash payments from reserves	\$344,244.95		\$23,107.20		\$367,352.16
Discretionary cash allocated to project		\$73,089.55		\$94,583.29	\$167,672.84
Cash payments from County ARPA Funds				\$395,333.00	\$395,333.00
Project Costs to be bonded out	\$0.00	\$1,089,764.38	\$0.00	\$1,410,235.62	\$2,500,000.00

Estimated Annual Debt Service at 3.186% (15-year bond)	\$0.00	\$93,283.83	\$0.00	\$120,716.17	\$214,000.00
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Average Change in Fund Balance (Surplus) - prior 5 years		\$27,979.00		\$47,139.00	\$75,118.00
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Possible Annual Funding from a Special Assessment of \$2,000 per parcel

Total base revenue from assessment - 54 parcels	\$108,000.00
Percent of total project cost of new sewer installation	9.91%
Annual amount to be billed to each parcel with interest at 5%	\$192.68
Annual funding provided by assessment billing	\$10,404.72
Debt Service requirement to be funded by operations	\$82,879.11

Possible Annual Funding from a Special Assessment of \$3,000 per parcel

Total base revenue from assessment - 54 parcels	\$168,000.00
Percent of total project cost of new sewer installation	15.42%
Annual amount to be billed to each parcel with interest at 5%	\$289.03
Annual funding provided by assessment billing	\$15,607.62
Debt Service requirement to be funded by operations	\$77,676.21

Possible Annual Funding from a Special Assessment of \$5,000 per parcel

Total base revenue from assessment - 54 parcels	\$280,000.00
Percent of total project cost of new sewer installation	25.69%
Annual amount to be billed to each parcel with interest at 5%	\$481.71
Annual funding provided by assessment billing	\$26,012.34
Debt Service requirement to be funded by operations	\$67,271.49

Possible Annual Funding from a Special Assessment of \$7,000 per parcel

Total base revenue from assessment - 54 parcels	\$378,000.00
Percent of total project cost of new sewer installation	34.69%
Annual amount to be billed to each parcel with interest at 5%	\$674.40
Annual funding provided by assessment billing	\$36,417.60
Debt Service requirement to be funded by operations	\$56,866.23

Possible Annual Funding from a Special Assessment of \$10,000 per parcel

Total base revenue from assessment - 54 parcels	\$540,000.00
Percent of total project cost of new sewer installation	49.55%
Annual amount to be billed to each parcel with interest at 5%	\$963.42
Annual funding provided by assessment billing	\$52,024.68
Debt Service requirement to be funded by operations	\$41,259.15

City of Plainwell
Resolution No. 2024-01

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

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

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS: That the following individuals are hereby appointed as Ordinance Enforcement Officers for 2024:

Name of Appointee	Title or Position	Department
Justin Lakamper	City Manager	Administration
Kevin Callahan	Public Safety Director	Department of Public Safety
John Varley	Public Safety Deputy Director	Department of Public Safety
David L. Rantz	Public Safety Officer	Department of Public Safety
James R. Pell	Public Safety Officer	Department of Public Safety
Jeffrey S. Welcher	Public Safety Officer	Department of Public Safety
Michael Bruce	Public Safety Officer	Department of Public Safety
Joseph C. Culver	Public Safety Officer	Department of Public Safety
Brady Roberts	Public Safety Officer	Department of Public Safety
Robert Farris	Public Safety Officer – Part-Time	Department of Public Safety
Don McGehee	Public Safety Officer – Part-Time	Department of Public Safety
Olivia Liverpool	Ordinance / Records	Department of Public Safety
Michael L. Pallett	Firefighter	Department of Public Safety
David W. Kuitert	Firefighter	Department of Public Safety
Spencer Brignall	Firefighter	Department of Public Safety
Anthony Banas	Firefighter	Department of Public Safety
Robert Hester	Firefighter	Department of Public Safety
Nathan N. Nash	Firefighter	Department of Public Safety
Aaron Bird	Firefighter	Department of Public Safety
Ronald R. Farr	Firefighter	Department of Public Safety
Devin Thomas	Firefighter	Department of Public Safety
Robert Stenzel	Firefighter	Department of Public Safety
Rodd Leonard	Firefighter	Department of Public Safety
Bud Smith	Firefighter	Department of Public Safety
Patrick Nash	Firefighter	Department of Public Safety
Jamie Holly	Firefighter	Department of Public Safety
Robert Nieuwenhuis	Superintendent	Department of Public Works
Bryan D. Pond	Superintendent	Wastewater Treatment Plant
Brian Kelley	Finance Director/Treasurer	Administration
JoAnn Leonard	City Clerk	Administration

BE IT STILL FURTHER RESOLVED THAT terms as Ordinance Enforcement Officers do not expire except upon adoption of a new resolution, which supersedes this resolution, or upon termination of employment.

YES:
NO:
ABSENT:

Resolution Declared Adopted this 27th day of December, 2023.

JoAnn Leonard, City Clerk

CERTIFICATE:

I the undersigned, the duly qualified Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify the forgoing is true and complete copy of a Resolution adopted by the City Council of the City of Plainwell, Michigan, at a regular meeting of the City Council on the 27th day of December, 2023.

JoAnn Leonard, City Clerk

City of Plainwell
Resolution No. 2024-02

A RESOLUTION REGARDING THE 2024 MEETINGS OF THE PLAINWELL CITY COUNCIL:

WHEREAS, pursuant to Section 5(2) of Act 267 of 1976, the Open Meetings Act, the Plainwell City Council must establish and post notice of its regularly scheduled meetings; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the Plainwell City Council Regular Meetings for 2024 are scheduled for the following dates:

January	08 th	and	22 nd	
February	12 th	and	26 th	(meeting at Public Safety – 119 Island Avenue)
March	11 th	and	25 th	
April	08 th	and	22 nd	
May	13 th	and	28 th	
June	10 th	and	24 th	
July	08 th	and	22 nd	
August	12 th	and	26 th	
September	09 th	and	23 rd	
October	14 th	and	28 th	(meeting at Public Safety – 119 Island Avenue)
November	11 th	and	25 th	
December	09 th	and	23 rd	

YES:

NO:

ABSENT:

Dated: December 27, 2023

JoAnn Leonard, City Clerk

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

City of Plainwell
Resolution No. 2024-03

A RESOLUTION REGARDING THE 2024 HOLIDAY DATES APPROVED AS HOLIDAYS FOR ALL CITY EMPLOYEES:

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

WHEREAS, as required in Section 8 Employee Policy Handbook, Time off, Section C, Holidays the City Council is hereby requested to approve these specific dates for such holidays for the calendar year of 2024;

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

<u>Good Friday</u>	Friday	March 29 th	2024
<u>Memorial Day</u>	Monday	May 27 th	2024
<u>Independence Day</u>	Thursday	July 04 th	2024
<u>Labor Day</u>	Monday	September 02 nd	2024
<u>Thanksgiving Day</u>	Thursday	November 28 th	2024
<u>Day after Thanksgiving</u>	Friday	November 29 th	2024
<u>Christmas Eve</u>	Tuesday	December 24 th	2024
<u>Christmas Day</u>	Wednesday	December 25 th	2024
<u>New Year's Eve</u>	Tuesday	December 31 st	2024
<u>New Year's Day</u>	Wednesday	January 01 st	2025

YES:

NO:

ABSENT:

Adopted: December 27, 2023

JoAnn Leonard, City Clerk

Resolution 2023-04
City of Plainwell

A RESOLUTION REGARDING THE 2024 DATES APPROVED AS DATES THE PLAINWELL CITY STREET FLAGS WILL BE FLOWN:

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

WHEREAS, the City Council is hereby requested to approve these specific dates for such street flags to be flown for the calendar year of 2024,

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

<u>Holiday/Event</u>	<u>Day</u>	<u>Date</u>
Martin Luther King Day	3rd Monday	January 15, 2024
Presidents' Day	3rd Monday	February 19, 2024
Peace Officers Memorial Day	Monday	May 15, 2024 (1/2 Staff)
Armed Forces Day	3rd Saturday	May 18, 2024
Memorial Day	Last Monday	May 27, 2024
Flag Day	Friday	June 14, 2024
Independence Day	Thursday	July 4, 2024
Labor Day	First Monday	September 2, 2024
Patriot Day	Wednesday	September 11, 2024 (1/2 Staff)
Veterans' Day	Monday	November 11, 2024
Pearl Harbor Day	Sunday	December 7, 2024 (1/2 Staff)

Also for any State or National Election Day.

YES:

NO:

ABSENT:

Adopted: December 27, 2023

JoAnn Leonard, City Clerk



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

November 2023

Prepared by Director Kevin Callahan

Plainwell Department of Public Safety |

Scheduled Hours By Activity for November 2023

The categories listed below are based on law enforcement related activities and the hours that scheduled road patrol personnel spend in the 4 major areas.

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

The Hours officers are scheduled for road patrol or other uniformed functions. These are fixed shifts which generally carry assigned duties.

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

The Hours Scheduled for criminal investigations of complaints that are in violation of a criminal law that an individual could be arrested and jailed for.

Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.

TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

Examples include: General Preventive Patrol, Building Security Checks, Etc.

Note: This also includes any break time the officers take during their shift.

TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.

Total Hours
996

Percentage of Total Hours

62 6.25%

212 21.28%

325 32.58%

397 39.89%

599 60.11%

Plainwell Department of Public Safety

Complaints/Activities for November 2023

ARRESTS

CUSTODIAL ARRESTS	10	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	14	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	8	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	8	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	0	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	13	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	49	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	78	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	246	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	11	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	257	

OTHER ACTIVITIES

MOTORISTS ASSISTS	1	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	0	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	8	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	1,810	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	1	<i>The number of business' found unlocked or unsecured.</i>

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	November	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	7
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	6	52
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	0	5
2300	Larceny	6	44
2400	Motor Vehicle Theft	0	4
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	4	21
2700	Embezzlement	0	1
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	2	12
3500	Violation of Controlled Substances Act	1	9
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	1	2
3800	Family Offenses	1	5
4100	Liquor Violations	0	6
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	1
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	3
5000	Obstructing Justice	1	40
5200	Weapons Offenses	0	4
5300	Public Peace	7	53
5400	Traffic Investigations - Any Criminal Traffic Complaints	2	34
5500	Health and Safety	5	84
5600	Civil Rights	0	0
5700	Invasion of Privacy	1	7
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	1	22
9200	Civil Custody	0	12
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	1	15
9400	False Alarm Activation	6	69
9500	Fires (Other than Arson)	1	5
9700	Accidents, All Other	11	98
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	70	887
9911 & 9912	General Assistance (Other Police Agencies)	90	762
FIRS	Medical First Responder	40	362



November Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 90 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
11/01/2023	13:38	13:45	669 Morrell St	Medical	Assist EMS	S62	2	1
11/04/2023	11:15	11:16	403 N Main St	Medical	Assist EMS, Death Investigation	C6, S62	2	3
11/04/2023	17:04	17:07	563 9 th St	Medical	Assist EMS	C5	1	0
11/04/2023	16:59	17:02	411 Naomi St	Medical	Assist EMS	Personal	0	1
11/05/2023	13:36	13:39	320 Brigham St	Medical	Assist EMS	S62	0	2
11/10/2023	13:25	13:28	635 Glenview Cr	Fire Alarm	Investigate	C2, C6	1	2
11/15/2023	17:57	18:01	344 8 th St	Medical	Assist EMS	C6	1	0
11/20/2023	12:02	12:05	NB US131 N. of 49 MM	Vehicle Fire	Investigate	C6, E11	2	2
11/30/2023	10:01	10:08	1005 Wedgewood Dr	Cooking Fire	Extinguish, Investigate	C6, E11	4	4

Calls for Service at Plainwell Schools

Plainwell High School: 9
684 Starr Road

Gilkey School: 3
707 S. Woodhams Street

Plainwell Middle School: 3
720 Brigham Street

Starr Elementary: 0
601 school Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 1
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Ordinance Report

There was a total of four new ordinance violations in November. Contact was made with three residents – the violations were for zoning, burning, and animal at large. One citation was issued reference the animal complaint.

One violation from October is ongoing with a violation letter sent and continuous contact made with resident. A resolution plan is in place with the resident.

Water Renewal

Superintendent: Bryan Pond

November 2023



Significant Department Actions and Results

The three budgeted roofs were replaced this month with a thirty year warranty. The generator exhaust system also had to be raised to accommodate the new roof, and was done W. Soule Co.

The polymer system mixing chamber malfunctioned and needed some new parts, the parts were received and repaired in December with minor plant upset in the final clarifiers.

I administered the repair of the 2000 Toro mower \$4,800, and the acquisition of the new Bobcat 72" zero turn mower \$15,000. The 1987 Toro will be saved for parts for the 2000 Toro mower.

One of the Rotork mixing valves needed repair and will be repaired for \$3,400, to be returned in December.

Pending Items (including CIP) FY 23/24

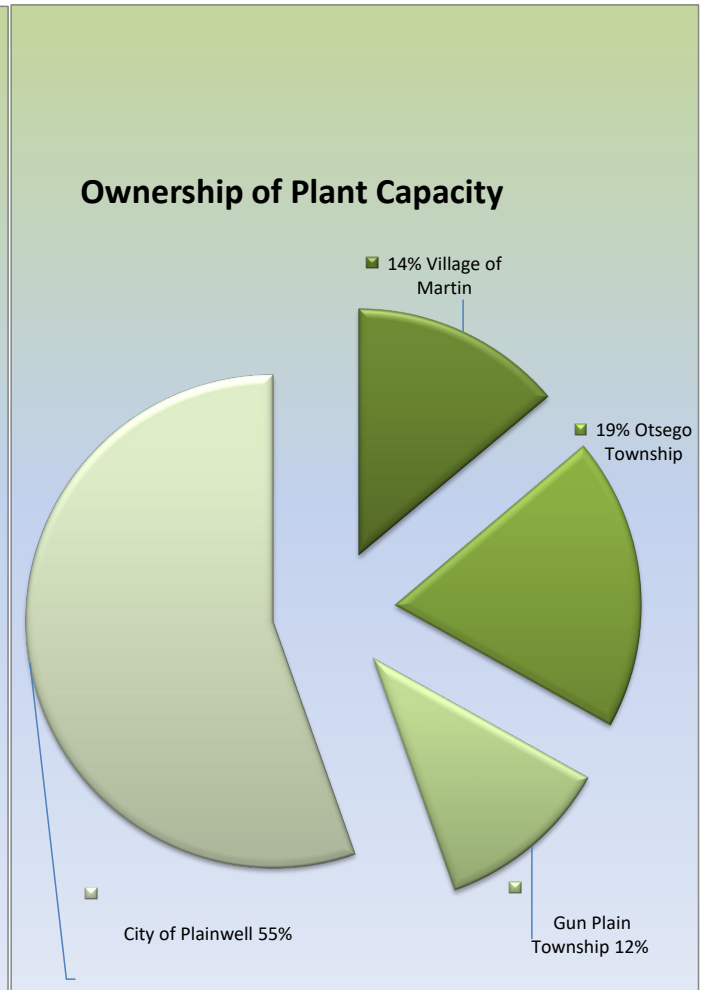
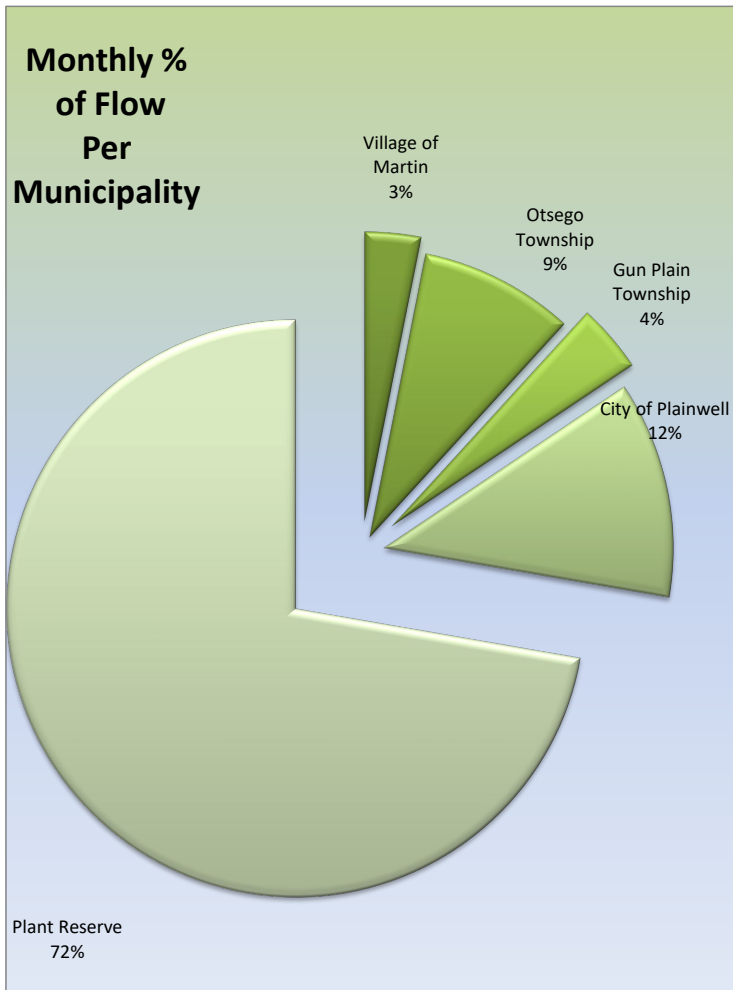
Expenditure Summary/Issues

	<u>(budgeted)</u>	<u>(completed)</u>
Bio-Bed Replacement	\$55,000	yes \$28,000
Replace 2003 Meile Labware Washer	\$12,000	yes \$13,500
Replace three 1980,s roofs (30yr warranty)		
Boiler Room	\$30,300	
Final Pump Room	\$39,330	yes
Cushman St	\$40,100	<u>\$109,730</u>
		<u>\$109,730</u>
<u>TOTAL</u>	<u>\$176,730</u>	<u>\$151,230</u>

Monthly Flow Data

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

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin	811,546			
Gun River MH Park	402,000			
US 131 Motor Sports Park	0			
Total:	1,213,546			
AVG. DAILY:	43,341	180,000	76%	14%
Otsego Township	Total: 3,379,267			
	AVG. DAILY: 120,688	250,000	52%	19%
Sun Plain Township	Total: 1,008,000			
North Point Church	2,000			
North 10th Street	313,753			
Gores Addition	167,000			
AVG. DAILY	53,241	150,000	65%	12%
City of Plainwell	Total: 4731146			
	AVG. DAILY: 157704.88	720,000	78%	55%
Avg. Daily Plant Flow from entire service district	0.34			



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	9.80
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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	11
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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):

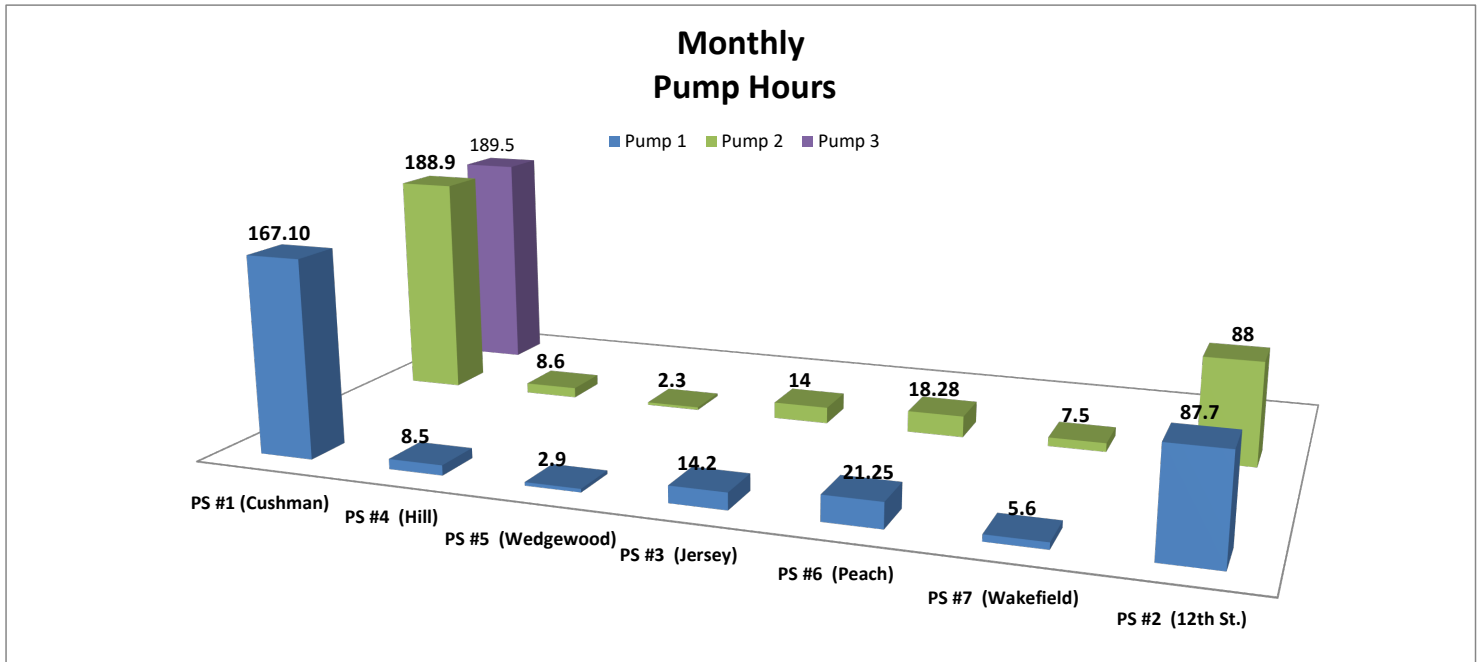
1.0 mg/l	0.45	0.46
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.

Total Coliform (COLI):

200counts/ml	50	4
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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
Plainwell DDA, BRA, and TIFA:
December 12, 2023

1. Call to Order: We did not have a quorum, meeting was not held.
2. Roll Call:
Members Present: Randy Wisnaski, Kevin Seckel, Justin Lakamper, Adam Hopkins
Excused: Jim Turley, Angela Ridgway, Paul Rizzo, Nick Larabel, Cathy Green

Submitted by Denise Siegel, Community Development Manager

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
December 14, 2023**

1. Matthew Bradley called the meeting to order at 5:02 PM.
2. Roll Call: Present: Matthew Bradley, Marsha Keeler, Shirley DeYoung, Cory Redder and Public Works Superintendent Bob Nieuwenhuis and Council Member Todd Overhuel. Absent: Bunny LaDuke.
3. Approval of Minutes:
Cory Redder moved to accept and place on file the minutes of, November 16, 2023. Marsha Keeler supported the motion. On voice vote, motion carried unanimously.

4. Parks:
Bob reported that the flower cost for next year came in at 12,500.00 and the DDA will pay a portion of this and will continue to have this in their budget each year. The splash pad has been put on hold until we can raise the money for it. We will be ordering some new pots and liners. We recently measured the parking lots to give an idea of how much money it would take to replace them so we can start working it into our budget. A smaller free standing piece of exercise equipment will be going in Sherwood Park instead of the big one that was supposed to go in.

Sherwood Park Maintenance Report – Shirley DeYoung

Shirley reported that she went to the park yesterday and everything looks good.

Pell Park Maintenance Report – Marsha Keeler

Marsha reported that she drove in for the meeting and didn't notice anything.

Hicks Park Maintenance Report – Matthew Bradley

Matthew reported that he walked through the park and the lights look festive. He said the boards on the board walk looked better.

Cook Park Maintenance Report – Cory Redder

Cory reported that the park looked quiet. Not a lot of people at the pickle ball courts and there were a few dogs in the dog park. He noticed the new lights at the pickle ball courts that were paid for by the Anna Pipp Foundation.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Bob reported that there were still leaves out at the park.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny wasn't able to make it to the meeting this month.

Riverwalk, Band Shell & CBD Maintenance Report – Cory Redder

Cory reported that everything looks fine except there are still wires sticking out by the bridge. We need to get our DPW to look at this.

5. New Business
A. None.
6. Open Business
A. None.
7. Public Comments
A. None.

8. Staff Comments
Bob suggested if we don't have anything for the next meeting maybe we can just cancel it. The rest of the board agreed. So we will see if anything comes up.
9. Chairman's Report
None.
10. Commissioners' Comments
Cory complimented the DPW for our leaf pick up.
11. Items For Next Agenda
Possible cancel our next month meeting unless something comes up.
12. Next Meeting
The next meeting will be Thursday, January 11, 2024 at 5 PM.
13. Adjournment

Shirley DeYoung moved to adjourn the meeting. Cory Redder supported the motion. On voice vote, motion carried unanimously.

There being no further business, the meeting adjourned at 5:36 PM.

Minutes Respectfully Submitted,
Cheryl Pickett

12/21/2023

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 12/08/2023 - 12/21/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	702646	DPW - OIL DRY #61A AB	27.58
	702854	DPW - BATTERY (2)/CORE DEPOSITS AB/AS #19	335.58
	702867	DPW - BOOSTER/JUMP PACK SHOP AB/AS	179.00
	703069	DPW - LED BULBS TRUCK #19	0.89
	703198	DPW - HEAT SHRINK CONNECTOR (10) SHOP	5.90
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			548.95
000013	RATHCO SAFETY SUPPLY INC		
	180055	DPW - 12' 3# GREEN SIGN POSTS (10) CP	402.00
TOTAL FOR: RATHCO SAFETY SUPPLY INC			402.00
000014	MICHIGAN GAS UTILIITIES CORP		
	4838899153	CRISPE HOUSE GAS SERVICE DECEMBER 2023	416.59
	4839791708	WR PLANT GAS SERVICE DECEMBER 2023	2,695.80
	4839867973	DPW BUILDING GAS SERVICE DECEMBER 2023	419.18
	4840186533	DPS GAS SERVICE DECEMBER 2023	607.12
	4840212906	WR - CUSHMAN LIFT GAS SERVICE DECEMBER 2023	56.99
	4841575112	WR - 12TH ST LIFT GAS SERVICE DECEMBER 2023	43.68
	4841653641	WR - CHEM ROOM GAS SERVICE DECEMBER 2023	133.85
	4842291613	CITY HALL GAS SERVICE DECEMBER 2023	117.45
	4844348421	DPW BACK BARN GAS SERVICE DECEMBER 2023	344.49
TOTAL FOR: MICHIGAN GAS UTILIITIES CORP			4,835.15
000027	MICH ASSOC OF CHIEFS OF POLICE		
	200012412	DPS - WIN 24 CONFERENCE REGISTRATION CALLAHAN	330.00
TOTAL FOR: MICH ASSOC OF CHIEFS OF POLICE			330.00
000034	VERIZON		
	9951356128	DPW/WR - ALARM SERVICE 11/11/2023 TO 12/10/2023	46.62
TOTAL FOR: VERIZON			46.62
000035	APPLIED INNOVATION		
	2382689	CITY HALL COPIER CHARGES 12/13 - 1/12/2024	140.67
	2385769	DPW/WR COPIER CHARGERS 11/16 - 12/15/2023	62.92
TOTAL FOR: APPLIED INNOVATION			203.59
000077	MCMMASTER-CARR SUPPLY		
	18362974	WR - DRIL BIT SET/SORBENT FOR CHEMICALS BP	86.87

TOTAL FOR: MCMASTER-CARR SUPPLY			86.87
000079	ALLEGAN COUNTY NEWS		
	2024	ANNUAL SUBSCRIPTION 2024	40.00
	8177	ADMIN - PUBLIC NOTICES NOVEMBER 2023	660.00
TOTAL FOR: ALLEGAN COUNTY NEWS			700.00
000100	SIEGFRIED CRANDALL PC		
	113567	ADMIN - AUDITING SERVICES YEAR END JUNE 30 2023	1,000.00
TOTAL FOR: SIEGFRIED CRANDALL PC			1,000.00
000134	HAROLD ZIEGLER FORD		
	337429	DPS - #6 20 EXPLORER *9807 OIL CHANGE/SERVICE KC	63.25
TOTAL FOR: HAROLD ZIEGLER FORD			63.25
000138	AMERICAN OFFICE SOLUTIONS		
	35469114	DPS - COPIER LEASE/USAGE NOVEMBER 2023	148.34
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			148.34
000140	HACH CO		
	13830643	WR - REPAIR OF SAMPLER CONTROLLER	2,175.50
TOTAL FOR: HACH CO			2,175.50
000149	SPARTAN DISTRIBUTORS		
	11889174	DPW - REPAIR 2000 TORO 325-D MOWER BP	4,219.17
TOTAL FOR: SPARTAN DISTRIBUTORS			4,219.17
000153	FLEIS & VANDENBRINK INC		
	67891	NOVEMBER 2023 PROFESSIONAL SERVICES MILLER ROAD	9,800.00
	67900	PROFESSIONAL SERVICES NOVEMBER 2023 GIS SUPPORT,	88.00
TOTAL FOR: FLEIS & VANDENBRINK INC			9,888.00
000164	ETNA SUPPLY CO INC		
	S105435246.0001	DPW - SLOAN TOILET (2) DPS & COOK BATHROOM JF	294.00
TOTAL FOR: ETNA SUPPLY CO INC			294.00
000166	FISHER SCIENTIFIC		
	8288196	WR - MEILE LAB WASHER BP	14,406.29
TOTAL FOR: FISHER SCIENTIFIC			14,406.29
000461	BOB'S HARDWARE		
	87927	DPW- VACUUM BREAKER SLEEVE W/ BAFFLE FOR DPS AE	8.59
TOTAL FOR: BOB'S HARDWARE			8.59
000531	CUMMINS SALES AND SERVICE		
	S3-94278	PORTABLE GENERATOR LOAD TEST/PLANNED MAINTENA	1,656.61
	S3-94520	DPW GENERATOR BATTYER/RADIATOR CAP/COOLANT	1,666.57

TOTAL FOR: CUMMINS SALES AND SERVICE			3,323.18
000684	BRONNER'S INV42154	DPW - WREATH/POLE LIGHTS CP	640.20
TOTAL FOR: BRONNER'S			640.20
000708	CARLETON EQUIPMENT CO. 02-626435	DPW - SKID STEER HYDRAULIC ARM REPAIR RN	386.40
TOTAL FOR: CARLETON EQUIPMENT CO.			386.40
000855	STATE OF MICHIGAN- MIDEAL 2024	2024 MIDEAL MEMBERSHIP 238	180.00
TOTAL FOR: STATE OF MICHIGAN- MIDEAL			180.00
000910	GRAINGER 9939356383 9939517182	WR - POLYMER SYSTEM FILTER HOUSING BP WR - POLYMER SYSTEM FILTER BP	253.58 122.94
TOTAL FOR: GRAINGER			376.52
000947	WYOMING ASPHALT PAVING INC. 2023-868	DPW - 40 YD MILLINGS ACORN STREET REPAIRS	700.00
TOTAL FOR: WYOMING ASPHALT PAVING INC.			700.00
000962	STATE OF MICHIGAN 761-11164067 761-11171378	WR - ANNUAL NPDES PLANT PERMIT BP WR - 2024 ANNUAL BIOSOLIDS FEE BP	5,500.00 1,542.34
TOTAL FOR: STATE OF MICHIGAN			7,042.34
000964	RAPA ELECTRIC INC S12674	WR - 2 HP MOTOR BP	519.20
TOTAL FOR: RAPA ELECTRIC INC			519.20
000991	SAFETY SERVICES INC 118707	WR - PVC GLOVES/KNEELING PADS/WIPES BP	114.70
TOTAL FOR: SAFETY SERVICES INC			114.70
001645	ALEXANDER CHEMICAL CORPORATION 74912	WR - 150LB CYL CHLORINE/150LB SULFUR DIOXIDE	1,244.62
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			1,244.62
001829	PERCEPTIVE CONTROLS INC 16339	WR - DYSTOR SUPPORT BP	283.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			283.00
002002	USABLUBOOK INV00169036	WR - LIFT STATION FLOATS/BARRICADE TAPE BP	495.87
TOTAL FOR: USABLUBOOK			495.87

002019	PRINTING SYSTEMS INC.		
	229390	ADMIN - TAX FORMS 2024 BK	139.56
TOTAL FOR: PRINTING SYSTEMS INC.			139.56

002030	DRUG SCREEN PLUS INC		
	AF 241339	ADMIN - 2024 ANNUAL FEES 3RD PARTY DRUG SCREEN A	159.00
TOTAL FOR: DRUG SCREEN PLUS INC			159.00

002091	ABONMARCHE CONSULTANTS, INC.		
	149621	NOVEMBER 2023 GRANT ADMIN SERVICES SOUTHWRIGHT	375.00
TOTAL FOR: ABONMARCHE CONSULTANTS, INC.			375.00

002116	CHARTER COMMUNICATIONS		
	005582801120123	CITY HALL INTERNET/PHONE/TV DECEMBER 2023	387.06
	005583601120123	DPW/WR INTERNET SERVICE DECEMBER 2023	149.98
TOTAL FOR: CHARTER COMMUNICATIONS			537.04

002219	CLARK TECHNICAL SERVICES		
	425	NOVEMBER 2023 CITY WIDE IT SERVICES	1,035.00
TOTAL FOR: CLARK TECHNICAL SERVICES			1,035.00

002281	HOME DEPOT		
	133143	DPW - MUMS/PUMPKINS DOWNTOWN RL	45.92
	4013865	DPW - CATCH BASIN GRATE/PIPE ADAPTER BLDG DRAIN	24.25
	4013902	DPW - 3X12 HANGER BUILDING DRAIN CLEAN UP RL	1.39
	5013742	DPW - FENCE PICKETS/QUIKRETE ACE GARBAGE CORRAL	222.26
	5013760	DPW - FRAMING NAILS ACE GARBAGE CORRAL AS	34.77
	5013801	DPW - FENCE PICKETS (72)/ROOF CLEAR (2) ACE GARBAGE	181.20
	6013673	DPW - BITS/SCREWS/2X6 (3)/4X4 (6) AS	121.48
	6013694	DPW - SCREWS/2X6 (5) ACE GARAGE CORRAL AB	88.27
	9010960	DPW - MAILBOX/POST (2) & 30PC MAXFIT SET AB	68.38
TOTAL FOR: HOME DEPOT			787.92

002285	MICHIGAN DOWNTOWN ASSOCIATION		
	3354	DDA - MEMBERSHIP DUES 10/1/2023 - 10/1/2024 DS	225.00
TOTAL FOR: MICHIGAN DOWNTOWN ASSOCIATION			225.00

002347	ALRO STEEL CORPORTATION		
	DKO7225KZ	DPW - TRUCK #10 PARTS CP	19.50
TOTAL FOR: ALRO STEEL CORPORTATION			19.50

002402	STEENSMA LAWN & POWER EQUIPMENT		
	1087112	DPW - STARTER ROPE SNOWBLOWER	4.00
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			4.00

002453	BERGER CHEVROLET, INC.		

	439122	DPS - 2023 CHEVY TAHOE POLICE VEHICLE KC	40,813.00
TOTAL FOR: BERGER CHEVROLET, INC.			40,813.00
002603	ELECTION SOURCE		
	23-5555	ADMIN - ELECTION SIGNAGE/SUPPLIES BK	860.75
TOTAL FOR: ELECTION SOURCE			860.75
002650	FUEL MANAGEMENT SYSTEM		
	213123	DPS - FUEL FOR POLICE/FIRE VEHICLES 12/15/2023	977.91
TOTAL FOR: FUEL MANAGEMENT SYSTEM			977.91
002673	STATE OF MICHIGAN MDOT		
	2023.11	NOVEMBER 2023 BRIDGE WORK	2,709.61
TOTAL FOR: STATE OF MICHIGAN MDOT			2,709.61
002703	CONTINENTAL LINEN SERVICES INC		
	3749642	DPS RUGS	28.45
	3761712	DPS RUGS	28.45
	3767470	CH RUGS	30.88
	3767471	WR RUGS	43.02
	3767472	DPW RUGS	19.68
	3779343	WR RUGS	43.78
	3779344	DPW RUGS	20.11
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			214.37
002787	ESPER ELECTRIC		
	31631	WR - INSTALL ROOFTOP EXHAUST FAN CUSHMAN ST LIF	422.27
TOTAL FOR: ESPER ELECTRIC			422.27
002793	WQXC FM - FORUM COMMUNICATIONS		
	23110058	DDA - ADVERTISING LADIES NIGHT/FARMERS MARKET D	500.00
TOTAL FOR: WQXC FM - FORUM COMMUNICATIONS			500.00
002798	B & B TRUCKING-MASON DYNAMICS		
	22584	DPW - ROCKPORT ACCESSORIES WATER VAN 2023	19,092.00
TOTAL FOR: B & B TRUCKING-MASON DYNAMICS			19,092.00
002869	PLUMMERS ENVIRONMENTAL SERVICES INC		
	23174654	WR - CLEANING WEST CLARIFIER WWTP BP	3,304.60
	23175492	WR - LIFT STATION CLEANING BP	12,774.05
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICES INC			16,078.65
004143	HAMLETT ENVIRONMENTAL TECHNOLOGIES		
	2023540	WR - POLYMER PARTS BP	689.00
TOTAL FOR: HAMLETT ENVIRONMENTAL TECHNOLOGIES			689.00
004198	QUALITY CYLINDER SERVICES LLC		

	14478	DPW - SEAL KITS (2) TRUCK #12 JF	89.20
TOTAL FOR: QUALITY CYLINDER SERVICES LLC			89.20
004221	R.W. LAPINE INC		
	54364	OCTOBER PM SERVICE CITY HALL HVAC	504.15
TOTAL FOR: R.W. LAPINE INC			504.15
004241	GHD SERVICES INC		
	340-0090744	SEPTEMBER 2023 UTILITIES/COMMON AREA MAINTENAN	1,141.06
	340-0091259	OCTOBER 2023 UTILITIES/COMMON AREA MAINTENANC	1,512.04
TOTAL FOR: GHD SERVICES INC			2,653.10
004791	BIO TECH AGRONOMICS INC		
	3549	WR - ANNUAL BIOSOLIDS DISPOSAL 552,500GLS (YR 3 OF	29,410.49
TOTAL FOR: BIO TECH AGRONOMICS INC			29,410.49
004814	WILLIAMS & WORKS		
	96488	ADMIN - FINAL INSTALLMENT TECH ASSIST RRC GRANT/M	5,425.00
	97593	PLANNING/ZONING NOVEMBER 2023	84.00
TOTAL FOR: WILLIAMS & WORKS			5,509.00
004852	PACE ANALYTICAL SERVICES LLC		
	2350230760	WR - ANNUAL TESTING IPP PROGRAM BP	986.95
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			986.95
004855	PLAINWELL ACE HARDWARE		
	15136	DPS - DROP CLOTH JW	13.99
	15138	DPW - PADDLE KIT SNOWBLOWER #95 RL	49.99
	15151	DPW - LEDGERTITE BOX 5" SANTA SHED AB	43.99
	15155	DPW - CABLE TIES CHRISTMAS DECORATIONS DR	8.97
	15174	DPS - PAINT/SUPPLIES JW	48.56
	15176	DPS - FUSES JW	31.17
	15179	DPW - CLAMLITE PLUG 2WIRE (10) SANTA SHED LIGHTS /	29.90
	15188	DPS - PAINT/BRUSH JV	29.98
	15189	DPW - LED LIGHTS SANTA HOUSE RN	59.98
	15195	DPW - LED LIGHTS SHOP AB	29.99
	15202	DPW - OUTLET/SNOW BLOWER GLOVE SHOP AB	40.57
	15206	DPW - SOLDERING IRON KIT/BATTERY TRUCK #5 TOOLS \	30.58
	15207	DPW - CABLE TIES CHRISTMAS DECORATIONS DR	13.16
	15220	DDA - EXTENSION CORD/LED LIGHT DS	41.98
	15225	DPW - DRY FOOD STORAGE CHRISTMAS DR	7.59
	15228	DPW - U-POST LT DUTY 5' DPS CHRISTMAS DECORATION	11.98
	15229	DPW - MISC FASTENERS #12 WK	28.72
	15232	DPW - EXTENSION CORD CHRISTMAS DR	29.99
	15246	DPW - TARP STRAP SHOP AB	2.99
	15251	DPW - SQUARE D 30A 3/4" BREAKER AIRPORT AB	16.99
	15253	DPW - CLOROX SPLASHLESS/SPRAY PAINT DPS CLEAN UP	48.93

15254	DPW - SCREW/END BOLT NO CROSSING SIGN CHRISTMA	9.17
15261	DPW - CAM LOCK/JERSEY GLOVES/MISC FASTENERS AB	171.10
15262	DPW - MISC FASTENERS FOR SHOP AB	9.56
15266	DPW - CAM LOCK SHOP AB	2.99
15276	DPW - MISC FASTENERS TRUCK #15 AB	3.98
15280	DPW - MISC FASTENERS #62 AB	0.96
15297	DPW - U POST LT DUTY 5FT SPEC EVENTS BANNER R	11.98
15301	DPW - DRILL BIT/MOUNTING TAPE SHERWOOD PARK BA	20.98
15322	SPW - CLEAR GLOSS SPRAY PAINT SHOP AB	11.98
15324	WR - PARS TO HOOK UP NEW DISHWASHER BP	67.33
15333	WR - HOSE ADAPTER/SIMPLE GREEN CLEANER BP	19.98
15334	DPW - FAUCET STEM DPS SINK JF	31.99
15335	CLAW HAMMER/SHOVEL SHOP AB	56.98
15350	DPW - GATE HOOK (2)/BORING BIT/UTILITY PULL ACE CC	37.33
15351	DPW - SIMPLE GREEN CLEANER CLEAN UP BEHIND NAPA	12.99
15352	DPW - #12X1.5" SCREWS (75) ACE CORRAL AB	16.99
15362	WR - BUILDING WIRE BP	49.98
15366	WR - BUILDING WIRE RETURNED BP	(49.98)
TOTAL FOR: PLAINWELL ACE HARDWARE		1,106.29

004894	ASCENSION MI EMPLOYER SOLUTIONS	
525382	ADMIN - DOT PHYSICAL LEONARD AK	88.00
526094	ADMIN - DOT PHYSICAL KEYZER AK	88.00
526646	ADMIN - RANDOM SCREENING RL AK	28.00
TOTAL FOR: ASCENSION MI EMPLOYER SOLUTIONS		204.00

004910	ON DUTY GEAR LLC	
32208	DPS - BALLISTIC VESTS & CARRIERS PELL/BRUCE/RANTZ	3,030.00
TOTAL FOR: ON DUTY GEAR LLC		3,030.00

005011	SAFEGUARD BUSINESS SYSTEMS	
9003292478	ADMIN - PAYROLL CHECK STOCK - AK	289.28
TOTAL FOR: SAFEGUARD BUSINESS SYSTEMS		289.28

005012	UNITED BANK	
2023.12.12	ACH FEE - TAX DISTRIBUTION 12/15/2023	7.00
2023.12.13	ACH FEE - UTILITY BILLING DUE DATE 12/15/2023	7.00
2023.12.14	ACH FEE - PAYROLL PRENOTE 12/15/2023	7.00
2023.12.19	ACH FEE - TAX DISTRIBUTION 12/22/2023	7.00
2023.12.19RP2	RETURNED PAYMENT FEES (3) - TWO (2) ACH UB RETURN	30.00
2023.12.20	ACH FEES (2) - PAYROLL DIRECT DEPOSIT & UNION DUES	14.00
2023.12.21	ACH FEE - TAX DISTRIBUTION 12/22/2023 (BK ERROR)	7.00
2023.12.21W	WIRE TRANSFER FEE - CORELOGIC	12.00
TOTAL FOR: UNITED BANK		91.00

005015	CHECKALT-KLIK	
211245	NOVEMBER 2023 ELOCKBOX FEES BK	141.00

TOTAL FOR: CHECKALT-KLIK			141.00
005038	BARNES & THORNBURG LLP		
	3190708	NOVEMBER 2023 LEGAL/PROFESSIONAL SERVICES	177.00
TOTAL FOR: BARNES & THORNBURG LLP			177.00
005047	STAPLES, INC.		
	3554464725	ADMIN - LABELS/POST IT/NEON TABS/RED SHARPIE RB	72.17
TOTAL FOR: STAPLES, INC.			72.17
005052	SEILER INSTRUMENT MANUFACTURING CO		
	INV19095	BATTERIES FOR TRIMBLE HANDHELDS METER READING	218.04
TOTAL FOR: SEILER INSTRUMENT MANUFACTURING CO			218.04
005069	LEXIS NEXIS		
	808479-20231130	DPS - SUPPORT/MAINTENANCE 3 DEVICES 11/2023 - 11/2023	429.30
TOTAL FOR: LEXIS NEXIS			429.30
005085	TRACE ANALYTICAL LABORATORIES, INC.		
	3120168	WR - PFAS TESTING 11/2/2023 BP	1,512.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES, INC.			1,512.00
005092	CERTASITE LLC		
	12578400	CRISPE - ANNUAL FIRE MONITORING SERVICE 11/1/2002: 11/1/2023	960.00
TOTAL FOR: CERTASITE LLC			960.00
005112	W & W COMMERCIAL CLEANING LLC		
	318	CITY HALL CLEANING DECEMBER 2023	175.00
TOTAL FOR: W & W COMMERCIAL CLEANING LLC			175.00
005122	GREAT LAKES ELEVATOR, LLC		
	8332	CRISPE & CH FREIGHT ELEVATOR MAINTENANCE 10/22 - 11/22	650.00
	9188	MILL FREIGHT ELEVATOR QRTLTY MAINTENANCE 7/23 - 9/23	300.00
	9189	CRISPE QRTLTY ELEVATOR MAINTENANCE 7/23 - 9/23	350.00
	9371	DPS ELEVATOR MAINTENANCE 8/23 - 10/23	300.00
	9552	MILL FREIGHT ELEVATOR QTRLY MAINTENANCE 10/23 - 12/23	300.00
	9553	CRISPE ELEVATOR QTRLY MAINTENANCE 10/23 - 12/23	350.00
	9712	DPS ELEVATOR QTRLY MAINTENANCE 11/23 - 1/24	300.00
TOTAL FOR: GREAT LAKES ELEVATOR, LLC			2,550.00
005124	HEALTH EQUITY INC		
	8QE17MH	DECEMBER 2023 FLEX SPENDING ACCOUNT FEES	7.00
TOTAL FOR: HEALTH EQUITY INC			7.00
005134	W SOULE & COMPANY		
	403174	CUSHMAN EXHUAUST STACK RAISED BP	3,764.00
TOTAL FOR: W SOULE & COMPANY			3,764.00

005170	PERCEPTIVE SERVICE & OPERATIONS		
	8225	WR - CUSHMAN AIR RELIEF VALVE INSTALL BP	740.00
TOTAL FOR: PERCEPTIVE SERVICE & OPERATIONS			740.00

005174	BAD DAY INDUSTRIES, LLC		
	1444	DPS - ENHANCED MFR COURSE NASH JV	100.00
TOTAL FOR: BAD DAY INDUSTRIES, LLC			100.00

999999	PASSIFLORA		
	2023.12.7	DDA - LADIES LOOT REIMBURSEMENT DS	50.00
TOTAL FOR: PASSIFLORA			50.00

AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY		
	2023.12.09	2023 TAX COLLECTIONS W/E 12/09/2023	19,235.64
	2023.12.16	2023 TAX COLLECTIONS W/E 12/16/2023	18,187.73
TOTAL FOR: ALLEGAN AREA EDUCATION SVC AGENCY			37,423.37

ACACH	ALLEGAN COUNTY TREASURER		
	2023.12.09	2023 TAX COLLECTIONS W/E 12/09/2023	2,716.74
	2023.12.16	2023 TAX COLLECTIONS W/E 12/16/2023	5,350.15
TOTAL FOR: ALLEGAN COUNTY TREASURER			8,066.89

PCSACH	PLAINWELL COMMUNITY SCHOOLS		
	2023.12.09	2023 TAX COLLECTIONS W/E 12/09/2023	52,747.76
	2023.12.16	2023 TAX COLLECTIONS W/E 12/16/2023	49,619.80
TOTAL FOR: PLAINWELL COMMUNITY SCHOOLS			102,367.56

RDLACH	RANSOM DISTRICT LIBRARY		
	2023.12.09	2023 TAX COLLECTIONS W/E 12/09/2023	527.29
	2023.12.16	2023 TAX COLLECTIONS W/E 12/16/2023	2,161.39
TOTAL FOR: RANSOM DISTRICT LIBRARY			2,688.68

REFUND UB	ALVAREZ, JACQUELINE		
	12/14/2023	UB refund for account: 02-00024800-02	12.97
TOTAL FOR: ALVAREZ, JACQUELINE			12.97

TOTAL - ALL VENDORS

345,630.37

INVOICE AUTHORIZATION

Person Compiling Report

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

Insert Signature:

Roxanne Branch
Digitally signed by Roxanne Branch
Date: 2023.12.21 11:47:18 -05'00'

Brian Kelley, Finance Director/Treasurer

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

Insert Signature:

Brian Kelley
Digitally signed by Brian Kelley
Date: 2023.12.21 12:20:55 -05'00'

Bryan Pond, Water Renewal Plant Supt.

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

Insert Signature:

Bryan Pond
Digitally signed by Bryan Pond
Date: 2023.12.22 07:20:41 -05'00'

Kevin Callahan, Public Safety Director

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

Insert Signature:

Kevin A Callahan
Digitally signed by Kevin A Callahan
Date: 2023.12.21 16:45:55 -05'00'

Bob Nieuwenhuis, Public Works Supt.

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

Insert Signature:

Robert Nieuwenhuis
Digitally signed by Robert Nieuwenhuis
Date: 2023.12.21 12:59:45 -05'00'

Justin Lakamper, City Manager

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

Insert Signature:

Justin Lakamper
Digitally signed by Justin Lakamper
Date: 2023.12.22 09:40:51 -05'00'

Reports & Communications:

A. Board & Commission Appointment List

Several board members' terms end on December 31, 2023. Clerk Leonard confirmed with each candidate that they are willing to serve for another term. Appointments are made by the Mayor, and subject to confirmation from Council. The City is currently accepting applications for two vacancies on the Compensation Board.

Recommended action: Consider confirming the Mayor's reappointment of several community members to various boards and commissions as presented.

B. Old Orchard Contractor Selection

The City has been working on the complete street (water, sewer, and road) project in the Old Orchard neighborhood for a number of years. The preliminary engineering has been completed, the bid package was advertised, and the City received three bids for the project on 11/30/2023. The bids are good for 90 days, during which the City Council needs to select which company to award the project to. All three bids have been analyzed by engineer Jeff Wingard, from Fleis &Vandenbrink for uniformity and compliance. Jeff has checked the references of each company to ensure that each bidder was capable of performing the work. After this analysis, Jeff has provided Plainwell with a letter of recommendation to award to the project to USA Earthworks LLC, based on their bid and positive references.

Recommended action: Council will consider awarding the Old Orchard Project Bid to USA Earthworks LLC for a total cost of \$3,130,358.00, contingent upon the successful sale of general obligation bonds.

C. Resolutions 2024-01 through 2024-04

At the end of each year, the City Council adopts resolutions that set various dates and designate various employees for certain duties for the upcoming year. Resolutions 2024-01 through 2024-04 designate Ordinance Enforcement Officers, set Council meeting dates, and approve Employee Holidays and Street Flag dates for 2024.

Recommended action: Consider adopting Resolutions 2024-01 through 2024-04 as presented.

Reminder of Upcoming Meetings

- January 03, 2024 – Planning Commission – 6:30pm
- **January 08, 2024 – City Council – 7:00pm**
- January 09, 2024 – DDA/BRA/TIFA – 7:30am
- January 11, 2024 – Parks & Trees – 5:00pm
- January 17, 2024 – Planning Commission – 6:30pm

Non-Agenda Items / Materials Transmitted

- None