

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 City Council

Monday, September 14, 2020
7:00PM

MEETING HELD VIRTUALLY ON ZOOM

To join this Zoom Meeting:

Online:

<https://us02web.zoom.us/j/87389424424?pwd=U3gyb0RzT1NOaitkS0NnbG5HbEJuUT09>

Meeting ID: 873 8942 4424

Passcode: 4jspG7

By phone: 1+(312) 626-6799

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance** – *recited by Mayor Keeler*
4. **Roll Call**
5. **Approval of Minutes/Summary** – August 24, 2020 Regular Meeting
6. **General Public Comments**
7. **Presentations** - *Employee Recognitions – Daniel McClellan, Mike Bruce, Cheryl Pickett, and Bryan Pond*
8. **County Commissioner Report**
9. **Agenda Amendments**
10. **Mayor's Report**
11. **Recommendations and Reports:**
 - A. **Emergency Purchase – Security Cameras**
Council will consider confirming an emergency purchase for security cameras on mill property with Lockmaster Security totaling \$4,350.00.
 - B. **Ambulance Service Agreement Amendment**
Council will consider extending the existing Ambulance Service Agreement until 06/30/2023.
 - C. **Public Works – Crack Sealing**
Council will consider approving a project for crack sealing several streets and parking areas with Bronco Asphalt Maintenance up to \$30,000.00.
 - D. **Downtown Banners**
Council will consider authorizing banners for Plainwell High School seniors in the downtown area.
 - E. **Brownfield – Tower Inspection**
Council will consider approving a change order for the inspection of the Mill Water Tower.
12. **Communications:** The August 2020 Investment and Fund Balance Reports.
13. **Accounts Payable** - \$536,471.76
14. **Public Comments**
15. **Staff Comments**
16. **Council Comments**
17. **Adjournment**

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

MINUTES
Plainwell City Council
August 24, 2020

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom virtual meeting application.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was recited by Mayor Keeler.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney (arrived at 7:10pm) and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/10/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment:
Joy Livingston presented Council with a discussion from the Parks & Trees Commission recommending naming the pickle ball courts at Cook Park in honor of Tony Gless. Mr. Gless championed the development of those courts, from fundraising to construction and expansion. All materials for the signage have been donated or discounted, and fully funded by private donations.
A motion by Keeney, seconded by Overhuel, to approve naming the Tony Gless Pickle Ball Courts. On a voice vote, all in favor. Motion passed.
7. County Commissioner Report: None.
8. Agenda Amendments:
Clerk Kelley noted a minor modification to Item C on the agenda to include the adoption of Resolution 2020-20 formally approving the changes to the retirement plans under consideration.
A motion by Overhuel, seconded by Keeney, to amend the agenda by adding the adoption of Resolution 2020-20 to Item C. On a voice vote, all in favor. Motion passed.
9. Mayor's Report:
Mayor Keeler expressed thanks the demolition project having begun.
10. Recommendations and Reports:
 - A. City Manager Wilson gave an update on the Mill Demolition Project. He noted that abatement is ongoing with approximately two to three weeks remaining. The contractor has submitted pay request 1 for consideration. Councilmember Overhuel asked if there any "snags" so far in the process and Manager Wilson reported none.
A motion by Overhuel, seconded by Wisnaski, to approve Pay Request #1 for Melching Inc. in the amount of \$170,325.00. On a roll call vote, all voted in favor. Motion passed.
 - B. City Manager Wilson reminded Council of changes to the original demolition plans to now include design of a southern wall on Building 3, which is still under review. City Manager Wilson recommended a change order to the November 2019 contract with Hopkins Burns to allow for this work to remain in compliance with historical standards.

The City of Plainwell is an equal opportunity employer and provider

A motion by Overhuel, seconded by Steele, to approve a change order for \$12,410 for architectural engineering services with Hopkins Burns Design Studio for Mill Demolition oversight and structural work. On a roll call vote, all voted in favor. Motion passed.

- C.** Personnel Manager Lamorandier discussed a recommended change in retirement plan providers from Cuna Mutual to Nationwide. The change is being recommended to allow additional investment opportunities for the employees and to maintain reasonable fees. In addition, the list of trustees for the plan is being expanded to include Treasurer Brian Kelley, as noted in the proposed resolution. Financial Advisor Deborah Clark responded to questions about cost noting that the employees will pay a much lower rate than they current do, which could result in annual cost savings of approximately \$17,000 for the plan members as a whole. Council thanked everyone for their hard work.

A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2020-20 to approve administrative changes to the city's 401(a) and 457 Retirement Plans. On a roll call vote, all voted in favor. Motion passed.

- D.** Treasurer Kelley reported that the city's current postage meter has reached the end of its useful life. Equipment was reviewed from three companies for upgraded postage meters to include automatic feeding and sealing of the envelopes. The city administration recommends a 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter which is taken advantage of the Mi-Deal savings and immediately provide operational efficiencies for mail processing.

A motion by Keeney, seconded by Steele, to approve the 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter at an average annual cost of \$1,717.44. On a roll call vote, all voted in favor. Motion passed.

- E.** Treasurer Kelley reported a housekeeping budget amendment for prior fiscal year purchase orders that were approved, but finalized in the current fiscal year. These encumbrances are rolled into the current fiscal year to create a budget amendment to reflect their approval from the prior year.

A motion by Keeney, seconded by Wisnaski, to approve the budget amendment for the 2019/2020 purchase orders rolled over into the 2020/2021 budget. On a voice vote, all in favor. Motion passed.

11. Communications:

- A. A motion by Steele, seconded by Overhuel, to accept and place on file the July 2020 Public Safety Report and the July 2020 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$717,739.33 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments

Personnel Manager Lamorandier reported upcoming training/meetings for the retirement plan changeover approved at tonight's meeting. She also noted training for the Timesheets software module with live implementation phased in by department as early as November 2020.

Superintendent Pond reported work had begun on the blower repairs approved at the prior council meeting.

Director Bomar reported having received the patrol vehicle ordered in January 2020 and that the vehicle was being outfitted with equipment and required markings. He also fielded questions about traffic speed control monitors on South Sherwood.

Clerk/Treasurer Kelley reported mailing over 700 AV applications for the November 2020 election. He reported that original signatures are needed on the applications and the Clerk's Office is available to mail applications anytime. Ballots for the November 2020 election are expected to be available around September 21. He reported ongoing work with the year-end audit.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Keeney, to adjourn the meeting at 7:40 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
September 14, 2020

Brian Kelley, City Clerk

SUMMARY
Plainwell City Council
August 24, 2020

1. Mayor Keeler called the regular meeting to order at 7:01 PM on the Zoom Application.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Keeler, Steele, Overhuel, Keeney and Wisnaski. Absent: None.
5. Approved Minutes/Summary of the 08/10/2020 regular meeting.
6. Approved naming pickle ball courts in Cook Park in honor of Tony Gless.
7. Approved Pay Request #1 for Melching Inc in the amount of \$170,325.00 for Mill Demolition Project Work.
8. Approved a change order for \$12,610.00 for architectural engineering services with Hopkins Burns Design Studio for Mill Demolition oversight and design work.
9. Adopted Resolution 2020-20 to approve administrative changes to the city's 401(a) and 457 Retirement Plans.
10. Approved a 60-month lease with Quadient (formerly Neopost) for an IX5 AF postage meter at an average annual cost of \$1,717.44.
11. Approved a budget amendment for 2019/2020 purchase orders rolled over into the 2020/2021 operating budget.
12. Accepted and placed on file the July 2020 Public Safety Report and the July 2020 Water Renewal Report.
13. Approved Accounts Payable for \$717,739.33.
14. Adjourned the meeting at 7:40 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

City of Plainwell



"The Island City"

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

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

Employee Recognition

**Congratulating
Daniel McClellan**

*

35 Years of Service

Public Works Department
Laborer / Equipment Operator
January 7, 1985 – current

**Congratulating
Mike Bruce**

*

30 Years of Service
20 Years Full Time

Public Safety Department
Public Safety Officer
July 25, 2000- current

Department of Public Works
Equipment Operator
January 3, 2000 – July 24, 2000

Public Safety Department
Reserve Officer / Part-Time Police Officer 1991 – 2000
Volunteer Fire Fighter September 5, 1990 - 1991

**Congratulating
Cheryl Pickett**

*

25 Years of Service

Administration Department

Administrative Assistant

May 15, 1995 – August 1, 2020

Public Works Department

Administrative Assistant

August 1, 2020 - current

**Congratulating
Bryan Pond**

*

25 Years of Service

Water Renewal Superintendent

Public Services – Water Renewal Department

August 7, 1995 – current



"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Emergency Purchase – Security Cameras
Date: August 27, 2020

On at least three instances we have had evidence of trespassing on the mill property, including inside the buildings. Two of these instances occurred after demolition personnel mobilized to the site.

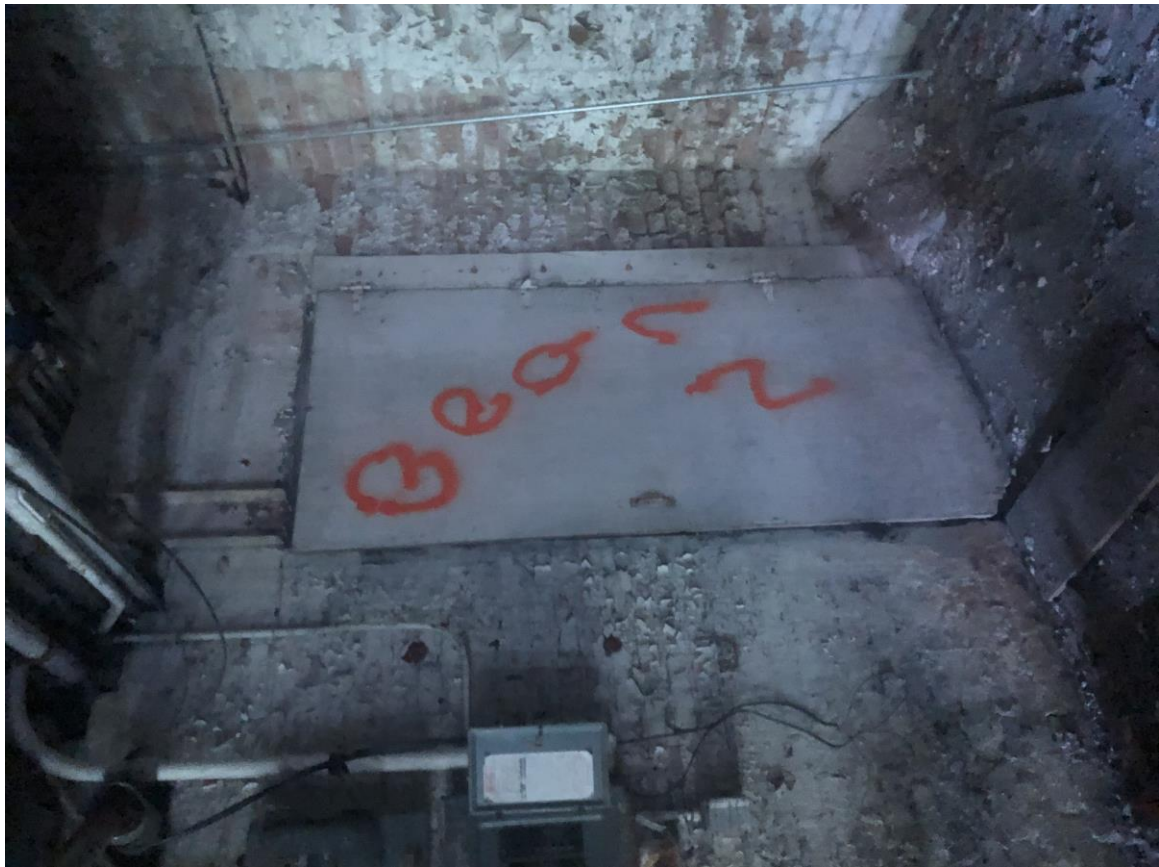
What is of particular concern is someone climbed the water tower on two separate occasions to spray graffiti. I would assume this was done during the night which makes the act extremely dangerous.

I have asked our Public Safety Department to focus on the mill site during the night. Melching (our demolition contractor) had put up trail cameras the day before the tower was spray painted (2nd time) but did not capture any trespassers.

I spoke with our engineer and we both agree that we need additional resources to prevent trespassers for not only potential damage to the property but also for health and safety reasons.

Below are some photos of the graffiti that has occurred as well as an estimate to install two cameras on the back of the mill buildings. The estimate also includes additional equipment that will enhance the quality of the video and allow us to store more information for review when needed.

The estimate is \$4,350 which normally would require Council approval prior to purchase. However, as the Purchasing Agent I am authorized to make this purchase if deemed a public health and safety issue. This contractor installed all of our existing equipment and the installation can be done much quicker than other contractors. Despite the equipment being ordered, I am respectfully seeking Council approval.





Lock Master Security LLC
 115 E Allegan St
 Otsego, MI 49078 US
 269-694-5258
 office@lockmastersecurity.com
 LOCKMASTERSECURITY.COM

Estimate

ADDRESS
 City of Plainwell
 211 N Main St.
 Plainwell, MI 49080

ESTIMATE # 2940
 DATE 08/25/2020
 EXPIRATION DATE 09/25/2020

SALES REP
 JS

| ACTIVITY | QTY | RATE | AMOUNT |
|---|-----|----------|-------------------|
| City Hall Camera System Upgrade | | | |
| NVR 16 Channel 9 TB HDD | 1 | 1,550.00 | 1,550.00T |
| IP Dome camera with VF lens and IR | 2 | 465.00 | 930.00T |
| Wall mount for cameras | 2 | 85.00 | 170.00T |
| Cable, connectors and mounting hardware | 1 | 300.00 | 300.00T |
| Labor to run cable install equipment and program system | 1 | 1,400.00 | 1,400.00 |
| Note: Additional cost if man lift is required | | | |
| Existing cameras setup on new system | | | |
| SUBTOTAL | | | 4,350.00 |
| TAX (0) | | | 0.00 |
| TOTAL | | | \$4,350.00 |

Accepted By

Accepted Date



Ascension Borgess

August 28, 2020

City of Plainwell
Attn: Erik Wilson, City Manager
211 N. Main Street
Plainwell, MI 49080

Re: Amendment to Ambulance Service Agreement

Dear Mr. Wilson:

As you know, your municipality (collectively, the "Municipalities") entered into that certain Ambulance Service Agreement, as amended (the "Agreement") with Ascension Borgess-Pipp Hospital, a wholly-owned subsidiary of Ascension Borgess Medical Center d/b/a Plainwell Area Ambulance effective as of July 1, 2009 for the subsidization of the provision of ambulance services. The initial term of the Agreement was for a period of five (5) years and expired as of June 30, 2014. As specified in the Agreement, the Agreement may be renewed for additional three (3) periods upon the execution of a written agreement signed by all parties. An Amendment to the Ambulance Service Agreement was executed and extended the term to August 31, 2020. This letter shall serve as your agreement, on behalf of your municipality, to amend and extend the Agreement upon the same terms and conditions for a period of three (3) years through August 31, 2023. Attached hereto as Exhibit A are the rates that will be in effect as of September 1, 2020 until such are revised as specified.

Please present this proposed amendment at your next Board or Council meeting and let me know whether you will be agreeing to amend and extend on behalf of your Municipality.

If you are in agreement with the terms of this letter and the terms have been agreed to and approved by the governing body of your Municipality, please acknowledge below and send a copy back to Ryan Cronk at Plainwell Area EMS, 411 Naomi St., Plainwell, MI 49080. If you have any questions, please feel free to contact Ryan Cronk at (269) 685-0879 or myself at 269-685-4505..

Sincerely,

Donna Cassidy, DHSc, MSN, RN
Hospital Administrator

AGREED AND ACKNOWLEDGED:

CITY OF PLAINWELL By: _____

Its: _____ Date: _____

Ascension Borgess-Pipp Hospital
411 Naomi Street
Plainwell, MI 49080

269-685-0801
ascension.org/michigan

**Ambulance Services Agreement
2020-2021 Annual Price Increase and Census Adjustment
Based on Dec 2019 12 Month CPI-U**

The unadjusted CPI-U for the twelve months ending in December, 2019 was down .2%.
The total annual subsidy (all municipalities combined) for 2019-2020 was \$43,574.
No increase for 2020-2021 yields a total annual subsidy of \$43,574.

The new subsidies by municipality are indicated in the table below. These amounts reflect no increase in annual subsidy for 2020-2021. The 2020-2021 subsidy amount reflects a 6 month term with payments beginning in January 2021. Subsidy calculations for 2021-2022 will be forwarded by June 1.

Subsidy Amounts for 2020-2021 with Comparison to 2019-2020

| Municipality | 2019-2020 Annual Subsidy | 2020-2021 Annual Subsidy | 2020-2021 Monthly Payment Option |
|--------------------|--------------------------------|--------------------------------|---|
| Gun Plain Township | \$13,344 | \$6,672 | \$1,112 |
| City of Plainwell | \$8,611 | \$4,306 | \$718 |
| City of Otsego | \$8,955 | \$4,478 | \$746 |
| Otsego Township | \$12,664 | \$6,332 | \$1055 |
| Total | \$43,574 | \$21,788 | |

Percentage Allocations based on 2010 Census

| Municipality | 2000 Census | 2000 Percentage of Total Service Area Census | 2010 Census | 2010 Percentage of Total Service Area Census |
|-----------------------|-------------|---|-------------|---|
| Gun Plain Township | 5,634 | 30.696% | 5,895 | 30.625% |
| City of Plainwell | 3,933 | 21.429% | 3,804 | 19.762% |
| City of Otsego | 3,933 | 21.429% | 3,956 | 20.552% |
| Otsego Township | 4,854 | 26.447% | 5,594 | 29.061% |
| Total | 18,354 | 100.00% | 19,249 | 100.00% |

City of Plainwell



“The Island City”

Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, 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: Local and Major Streets
Date: September 10, 2020

This Memo is asking council to approve Bronco Asphalt Maintenance to crack seal up to \$30,000 worth of local and major streets. We have a price per pound of material used quote from three companies.

- 1) Bronco Asphalt Maintenance \$1.13.00 Per Pound
- 2) Asphalt Restoration Inc. \$1.30.00 Per Pound
- 3) Tustins Asphalt Sealing \$2.00.00 Per Pound

Bronco Asphalt Maintenance has crack sealed for the City of Plainwell in the past. They are a local company and have other municipal and government agencies listed on their quote they have completed work for.

The major streets would use fund 203-463-970-023 and the local streets 203-463-970-028. We would like to add City Hall parking lot and the lot running between North Main and M-89, this would be fund 101-265-775-000.

All of our streets and parking lots need maintenance like crack sealing. Crack sealing is used to prevent water and other materials from entering the cracks to extend the life of the street or parking lot.

DPW Superintendent
Robert Nieuwenhuis

www.plainwell.org.

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

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 08/31/2020

Brian Kelley, City Treasurer

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2020.09.01 18:44:06 -04'00'

| | Investment Type | CUSIP | Principal Purchase | Institution or Bank | Contact Name and Number | Purchase Date | Maturity Date | Yield | Remaining Days to Maturity |
|----|-----------------------|-------|--------------------|---------------------|------------------------------------|---------------|---------------|-------|----------------------------|
| 1 | Pooled Investment* | N/A | \$90,841 | Michigan Class | Rich Garay - 734.604.1494 | 03/28/2016 | | 0.13% | |
| 2 | 365-Day CD | N/A | \$106,392 | Grand River Bank | Christy Vierzen - 616.259.1322 | 06/10/2020 | 06/11/2021 | 0.60% | 284 |
| 3 | | | | | | | | | |
| 4 | | | | | | | | | |
| 5 | | | | | | | | | |
| 6 | | | | | | | | | |
| 7 | | | | | | | | | |
| 8 | | | | | | | | | |
| 9 | | | | | | | | | |
| 10 | | | | | | | | | |
| 11 | | | | | | | | | |
| 12 | | | | | | | | | |
| 13 | | | | | | | | | |
| 14 | | | | | | | | | |
| 15 | * Trust Funds in Pool | | | | Non-City Funds included in MIClass | | | | |

Total Investments: \$197,232.92

Average Yield: 0.37%

Cash Activity for the Month

Cash, beginning of month: \$1,681,312.04

Cash, end of month: \$2,813,690.57

Erik J. Wilson, City Manager

I verify that this investment portfolio is in conformity with Michigan laws and the City's Investment Policy as approved by City Council.

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
Date: 2020.09.11 13:11:50 -04'00'

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **8/31/2020**

% OF FISCAL YEAR: **16.99%**

| FUND | AUDITED FIGURES AS OF MOST RECENT AUDIT * | | CURRENT YEAR PERFORMANCE - UNAUDITED *** | | ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP) | TOTAL RECONCILED CASH AND INVESTED FUNDS | CURRENT YEAR AMENDED BUDGET EXP | EXPENSE BUDGET USED |
|---------------------|---|------------------|--|---------------------------------|---|--|---------------------------------|---------------------|
| | CASH AND INVESTED FUNDS BALANCE | FUND BALANCE | ACTUAL REVENUE YTD - CASH BASIS | ACTUAL EXPENSE YTD - CASH BASIS | | | | |
| General | 358,228 | 406,559 | 1,204,496 | 442,413 | 1,168,642 | 1,127,967 | 2,058,045 | 21.50% |
| Major Streets | 134,537 | 160,432 | 92 | 24,143 | 136,381 | 26,905 | 219,022 | 11.02% |
| Local Streets | 86,069 | 63,279 | 233 | 19,216 | 44,296 | 60,329 | 171,323 | 11.22% |
| Solid Waste | 26,368 | 897 | 169,208 | 22,675 | 147,429 | 164,127 | 187,790 | 12.07% |
| Fire Reserve | 66,545 | 66,545 | 84,723 | 23,627 | 127,642 | 135,358 | 77,351 | 30.54% |
| Airport | 23,694 | 26,902 | 11,292 | 11,569 | 26,624 | 27,786 | 42,427 | 27.27% |
| Revolving Loan | 37,114 | 62,517 | 9,113 | - | 71,630 | 46,641 | 10,000 | 0.00% |
| Capital Improvement | 58,423 | 59,044 | 84,615 | 14,981 | 128,678 | 103,947 | 83,887 | 17.86% |
| Brownfield BRA | 31,460 | 30,633 | 28,289 | 53,959 | 4,963 | (89,390) | 5,722,189 | 0.94% |
| Tax Increment TIFA | 70,235 | 69,678 | 243 | 11,724 | 58,196 | 77,809 | 61,156 | 19.17% |
| Downtown DDA | 24,623 | 22,625 | 50,036 | 6,919 | 65,742 | 88,558 | 49,570 | 13.96% |
| Sewer | 816,042 | 724,580 | 236,230 | 303,100 | 657,710 | 927,710 | 1,113,918 | 27.21% |
| Water | 144,104 | 90,348 | 103,948 | 62,162 | 132,133 | 36,634 | 407,639 | 15.25% |
| Equipment | 148,654 | 143,866 | 41,420 | 65,340 | 119,946 | 203,845 | 216,029 | 30.25% |
| OPEB** | 63,821 | 64,502 | 4,875 | 2,311 | 67,066 | 72,696 | 32,329 | 7.15% |
| | <u>2,089,917</u> | <u>1,992,407</u> | <u>2,028,812</u> | <u>1,064,141</u> | <u>2,957,078</u> | <u>3,010,923</u> | <u>10,452,675</u> | <u>10.18%</u> |

* - Amounts taken from audited financial statements as of June 30, 2019

** - OPEB listing on this worksheet is included in the General Fund for financial statement purposes

*** - These amounts are taken directly from the End of Month Financial Statement provided to Council

| Erik J. Wilson, City Manager | Brian Kelley, City Treasurer |
|---|---|
| I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate. | I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate. |
| Insert Signature: Erik Wilson <small>Digitally signed by Erik Wilson Date: 2020.09.11 13:12:10 -04'00'</small> | Insert Signature: Brian Kelley <small>Digitally signed by Brian Kelley Date: 2020.09.01 18:42:10 -04'00'</small> |

09/10/2020

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 09/14/2020 - 09/14/2020
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: UBAP

| Vendor Code | Vendor Name | Description | Amount |
|--|-------------------------------|--|----------|
| 000004 | PLAINWELL AUTO SUPPLY INC | | |
| | 2020.08 | AUGUST 2020 PARTS & SUPPLIES | 106.52 |
| TOTAL FOR: PLAINWELL AUTO SUPPLY INC | | | 106.52 |
| 000006 | APEX SOFTWARE | | |
| | 310594 | ASSESSOR - APEX SOFTWARE 10/01/2020 - 10/01/2021 | 235.00 |
| TOTAL FOR: APEX SOFTWARE | | | 235.00 |
| 000009 | CONSUMERS ENERGY | | |
| | 2020.08A | STREET & TRAFFIC LIGHTS THROUGH 08/31/2020 | 3,490.99 |
| TOTAL FOR: CONSUMERS ENERGY | | | 3,490.99 |
| 000010 | RIDDERMAN & SONS OIL CO INC | | |
| | 135051 | DPW GAS/DIESEL 08/17/2020 | 731.13 |
| | 135056 | DPW GASOLINE 08/19/2020 | 357.75 |
| TOTAL FOR: RIDDERMAN & SONS OIL CO INC | | | 1,088.88 |
| 000011 | SHOPPERS GUIDE INC | | |
| | 00971125 | NEW BUSINESS WELCOME - BEYOND STAGING | 50.00 |
| TOTAL FOR: SHOPPERS GUIDE INC | | | 50.00 |
| 000013 | RATHCO SAFETY SUPPLY INC | | |
| | 169111 | STREET SIGNS FOR COLFAX & HICKS | 112.00 |
| TOTAL FOR: RATHCO SAFETY SUPPLY INC | | | 112.00 |
| 000035 | APPLIED IMAGING | | |
| | 1588771 | DPW/WR COPY CHARGES TO 08/15/2020 | 27.12 |
| TOTAL FOR: APPLIED IMAGING | | | 27.12 |
| 000044 | ALL-PHASE ELECTRIC | | |
| | 3505-669052 | OUTDOOR FIXTURE | 225.79 |
| TOTAL FOR: ALL-PHASE ELECTRIC | | | 225.79 |
| 000056 | ALLEGAN COUNTY TREASURER | | |
| | JULYBOR-2020 | BOR ADJUSTMENTS - 2019 | 13.04 |
| TOTAL FOR: ALLEGAN COUNTY TREASURER | | | 13.04 |
| 000077 | MCMASTER-CARR SUPPLY | | |
| | 44377226 | WR - BACKFLOW PREVENTION VALVE, CHECK VALVE (2) | 35.21 |
| TOTAL FOR: MCMASTER-CARR SUPPLY | | | 35.21 |
| 000124 | TUSTIN'S ASPHALT SEALING INC. | | |
| | C3533 | AIRPORT PARKING LOT IMPROVEMENTS | 999.00 |
| TOTAL FOR: TUSTIN'S ASPHALT SEALING INC. | | | 999.00 |

| | | | |
|--|-------------------------------------|---|----------|
| 000138 | AMERICAN OFFICE SOLUTIONS | | |
| | IN242379 | DPS COPIER BASE & USAGE 07/22/20 - 08/21/20 | 80.47 |
| TOTAL FOR: AMERICAN OFFICE SOLUTIONS | | | 80.47 |
| 000153 | FLEIS & VANDENBRINK INC | | |
| | 56557 | CHLORINE HANDLING EVALUATION | 431.86 |
| TOTAL FOR: FLEIS & VANDENBRINK INC | | | 431.86 |
| 000348 | KALAMAZOO LANDSCAPE | | |
| | IN0186819 | BLENDED LAWN SOIL - BANDSHELL AREA | 307.50 |
| TOTAL FOR: KALAMAZOO LANDSCAPE | | | 307.50 |
| 000356 | LOCK MASTER SECURITY LLC | | |
| | 10121 | DPW - BATTERY BACKUP FOR ACCESS CONTROL SYSTEM, | 150.00 |
| TOTAL FOR: LOCK MASTER SECURITY LLC | | | 150.00 |
| 000461 | BOB'S HARDWARE | | |
| | 70179 | WR - CLEANING PRODUCTS | 36.45 |
| TOTAL FOR: BOB'S HARDWARE | | | 36.45 |
| 000499 | CITY OF OTSEGO | | |
| | 0000002292 | DPS FUEL | 23.83 |
| TOTAL FOR: CITY OF OTSEGO | | | 23.83 |
| 000609 | MIDWAY CHEVROLET | | |
| | 78823 | DPW TRUCK #20 - HAIL DAMAGE REPAIR | 5,155.39 |
| TOTAL FOR: MIDWAY CHEVROLET | | | 5,155.39 |
| 000624 | AIS CONSTRUCTION-JOHNDEERE POWERPLN | | |
| | G60194 | DOOR FOR TRUCK #62 SKID STEER | 439.57 |
| TOTAL FOR: AIS CONSTRUCTION-JOHNDEERE POWERPLN | | | 439.57 |
| 000682 | MAIN-TECH SERVICES INC | | |
| | 100825 | BIOXIDE FEED STATION COLLECTION | 447.00 |
| | 100826 | 12TH ST LIFT STATION - SERVICE 07/17/20, 08/25/2020 | 521.00 |
| TOTAL FOR: MAIN-TECH SERVICES INC | | | 968.00 |
| 000734 | SAFETY-KLEEN SYSTEMS | | |
| | 83867269 | DPW - SOLVENT TO CLEAN EQUIPMENT | 369.24 |
| TOTAL FOR: SAFETY-KLEEN SYSTEMS | | | 369.24 |
| 000947 | WYOMING ASPHALT PAVING INC. | | |
| | 2020-302 | MATERIALS 08/13/20 - W BRIDGE SINK HOLES | 99.54 |
| | 2020-353 | ASPHALT - POT HOLES LOCAL STREETS | 58.30 |
| TOTAL FOR: WYOMING ASPHALT PAVING INC. | | | 157.84 |
| 000991 | SAFETY SERVICES INC | | |
| | 72886 | WR - LAB GLOVES | 164.73 |
| | 72951 | WR - LAB GLOVES | 192.74 |
| TOTAL FOR: SAFETY SERVICES INC | | | 357.47 |

| | | | |
|---|--------------------------------|--|----------|
| 001413 | NCL OF WISCONSIN | | |
| | 443620 | LAB SUPPLIES | 480.38 |
| TOTAL FOR: NCL OF WISCONSIN | | | 480.38 |
| 001415 | DAN'S TREE SERVICE | | |
| | 002147 | TREE DOWN W/ CRANE - GRANT & WOODHAMS | 1,750.00 |
| | 002148 | TREE REMOVAL ON CHERRYWOOD | 150.00 |
| TOTAL FOR: DAN'S TREE SERVICE | | | 1,900.00 |
| 001448 | PROFESSIONAL CODE INSPECTIONS | | |
| | 6435 | AUGUST 2020 PERMITS | 6,225.00 |
| TOTAL FOR: PROFESSIONAL CODE INSPECTIONS | | | 6,225.00 |
| 001545 | DAVIS & DAVIS LAW OFFICES PLC | | |
| | PL-08-26-20 | WR LEGAL SERVICES AUGUST 2020 | 253.75 |
| TOTAL FOR: DAVIS & DAVIS LAW OFFICES PLC | | | 253.75 |
| 001645 | ALEXANDER CHEMICAL CORPORATION | | |
| | 28651 | WR - CHLORINE (4), SULFUR DIOXIDE (2) | 733.00 |
| | 28652 | DPW - CHLORINE GAS CYLINDER (1) | 108.75 |
| | 28745 | DPW - CONTAINER RETURN DEPOSIT REFUND | (100.00) |
| | 29097 | DPW - CONTAINER FEE (HELD PAST GRACE DAYS) | 15.50 |
| | 29098 | WR - CONTAINER FEES (HELD PAST GRACE DAYS) | 78.00 |
| TOTAL FOR: ALEXANDER CHEMICAL CORPORATION | | | 835.25 |
| 001748 | REPUBLIC WASTE SERVICES | | |
| | 0249-006840372 | DPW/CITY GARBAGE/RECYCLE SEPTEMBER 2020 | 340.38 |
| | 0249-006840792 | WR GARBAGE SERVICE SEPTEMBER 2020 | 350.75 |
| TOTAL FOR: REPUBLIC WASTE SERVICES | | | 691.13 |
| 001802 | CRONEN SIGNS | | |
| | 3267 | LETTERING FOR NEW PATROL CAR | 600.00 |
| TOTAL FOR: CRONEN SIGNS | | | 600.00 |
| 001829 | PERCEPTIVE CONTROLS INC | | |
| | 14603 | WR - QUARTERLY SQL DATABASE BACKUP | 200.00 |
| | 14604 | 3 SEPARATE CALL OUTS FOR SCADA ISSUES | 1,080.00 |
| TOTAL FOR: PERCEPTIVE CONTROLS INC | | | 1,280.00 |
| 001873 | SCHANZ TIRE & AUTO SUPPLY INC. | | |
| | 152494 | #62 - TIRES (4) | 500.00 |
| TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC. | | | 500.00 |
| 001921 | MICHIGAN MUNICIPAL LEAGUE | | |
| | 2020.09 | 2020/2021 MEMBERSHIP DUES | 2,778.00 |
| TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE | | | 2,778.00 |
| 002018 | CDW-G | | |
| | ZZL3346 | PC FOR C. PICKETT/DPW | 1,566.21 |
| TOTAL FOR: CDW-G | | | 1,566.21 |
| 002030 | DRUG SCREEN PLUS INC | | |

| | | | |
|---|-------------------------------------|--|----------|
| | 20JUL1339 | JULY 2020 DRUG SCREENS | 45.00 |
| TOTAL FOR: DRUG SCREEN PLUS INC | | | 45.00 |
| 002123 | H & H AUTO BODY LLC | | |
| | 2020.09 | CAR #4 HAIL STORM DAMAGE REPAIR | 4,856.99 |
| TOTAL FOR: H & H AUTO BODY LLC | | | 4,856.99 |
| 002160 | AAA SLING INDUSTRIAL SUPPLY INC | | |
| | 0334418-IN | GANTRY CRANE FOR REMOVAL OF BLOWERS 1-3 | 3,118.70 |
| TOTAL FOR: AAA SLING INDUSTRIAL SUPPLY INC | | | 3,118.70 |
| 002219 | CLARK TECHNICAL SERVICES | | |
| | 613 | AUGUST 2020 CITY WIDE IT SERVICES | 1,045.00 |
| TOTAL FOR: CLARK TECHNICAL SERVICES | | | 1,045.00 |
| 002246 | ELHORN ENGINEERING CO. | | |
| | 28480 | CHEMICALS - WELL # 4, 7 | 287.00 |
| TOTAL FOR: ELHORN ENGINEERING CO. | | | 287.00 |
| 002281 | HOME DEPOT | | |
| | 2020.08 | AUGUST 2020 STATEMENT | 280.79 |
| TOTAL FOR: HOME DEPOT | | | 280.79 |
| 002286 | MICHIGAN ELECTION RESOURCES LLC | | |
| | 13189 | ELECTION SUPPLIES - RED SEAL, STICKERS, NOTICE OF CH | 53.04 |
| TOTAL FOR: MICHIGAN ELECTION RESOURCES LLC | | | 53.04 |
| 002368 | ORTON, TOOMAN, HALE, MCKOWN & KIEL | | |
| | 2020.08 | AUGUST 2020 LEGAL SERVICES | 1,175.00 |
| TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL | | | 1,175.00 |
| 002371 | RENEWED EARTH INC | | |
| | 28695 | SEPT 2020 YARD WASTE CONTRACT | 1,250.00 |
| TOTAL FOR: RENEWED EARTH INC | | | 1,250.00 |
| 002402 | STEENSMA LAWN & POWER EQUIPMENT | | |
| | 744372 | CAP GREASE - #76 ZERO TURN | 5.19 |
| | 744510 | BUSHING & BOLT FOR #73 | 13.58 |
| TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT | | | 18.77 |
| 002423 | ANALYTICAL TESTING & CONSULT, INC | | |
| | 5394-20 | ASBESTOS AIR MONITORING 08/10/20 - 08/20/20 | 4,800.00 |
| TOTAL FOR: ANALYTICAL TESTING & CONSULT, INC | | | 4,800.00 |
| 002622 | MIDWEST CUSTOM EMBROIDERY | | |
| | 07437 | DPW/WR UNIFORM SHIRTS | 816.20 |
| | 20569 | EMPLOYEE RECOGNITION BRUCE/NASH | 100.00 |
| | 206021 | EMPLOYEE RECOGNITION, AIRPORT VOLUNTEER SHIRTS | 143.00 |
| TOTAL FOR: MIDWEST CUSTOM EMBROIDERY | | | 1,059.20 |
| 002650 | FUEL MANAGEMENT SYSTEM/PACIFIC PRID | | |
| | 98505 | POLICE/FIRE FUEL 08/16/20 - 08/31/20 | 332.32 |

| | | | |
|--|--------------------------------|--|-----------|
| TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID | | | 332.32 |
| 002703 | CONTINENTAL LINEN SERVICES INC | | |
| | 2020.08CH | AUGUST 2020 CITY HALL RUGS | 47.02 |
| | 2020.08DPS | AUGUST 2020 DPS RUGS | 44.36 |
| | 2020.08DPW | AUGUST 2020 DPW UNIFORMS/RUGS/MISC | 180.94 |
| | 2020.08WR | AUGUST 2020 WR UNIFORMS/RUGS | 66.38 |
| TOTAL FOR: CONTINENTAL LINEN SERVICES INC | | | 338.70 |
| 002740 | STATE OF MICHIGAN | | |
| | 551-566593 | SOR FEES - PHILLIPS | 30.00 |
| TOTAL FOR: STATE OF MICHIGAN | | | 30.00 |
| 002787 | ESPER ELECTRIC | | |
| | 21386 | WR - ELECTRICAL SERVICES | 637.34 |
| TOTAL FOR: ESPER ELECTRIC | | | 637.34 |
| 004182 | PITNEY BOWES/PURCHASE POWER | | |
| | 2020-08 | POSTAGE ON METER 07/23/2020 | 402.50 |
| TOTAL FOR: PITNEY BOWES/PURCHASE POWER | | | 402.50 |
| 004241 | GHD SERVICES INC | | |
| | 1074464 | UTILITIES/Common Area Maint July 2020 | 2,040.69 |
| | 1074996 | MILL DEMO OVERSIGHT - SERVICES THROUGH 08/29/20 | 41,794.56 |
| TOTAL FOR: GHD SERVICES INC | | | 43,835.25 |
| 004803 | ARROW ENERGY INC | | |
| | 128336 | AIRPORT FUEL 08/24/2020 | 4,704.98 |
| TOTAL FOR: ARROW ENERGY INC | | | 4,704.98 |
| 004832 | QUALITY PRECAST INC | | |
| | 16383 | RESTROOM SIGN - SHERWOOD PARK | 25.00 |
| TOTAL FOR: QUALITY PRECAST INC | | | 25.00 |
| 004855 | PLAINWELL ACE HARDWARE | | |
| | 2904 | HOOKS FOR FLOWER BASKETS | 6.99 |
| | 2922 | EMPLOYEE RECOGNITION - S. DEYOUNG & S. GLUCHOW! | 52.52 |
| | 5784 | FLOWERS - FUNGICIDE & PEST CONTROL, SPRAY BOTTLE | 4.98 |
| | 5922 | BANDSHELL - SPRINKLING SUPPLIES | 31.98 |
| | 5925 | CONCRETE - E PLAINWELL SIDEWALK | 11.98 |
| | 5937 | DRILL BIT | 4.59 |
| | 5945 | DECK SCREW | 9.99 |
| | 5946 | ELECTRICAL TAPE | 1.98 |
| | 5949 | ROPE FOR TREE REMOVAL | 12.99 |
| | 5960 | DPS - HANDSOAP, CLEANING SUPPLIES | 11.18 |
| | 5962 | GARDEN SPRAYER | 14.99 |
| | 5964 | WR - CEMENT | 7.59 |
| | 5965 | WR - COUPLE FLEX SOCKET (2) | 7.98 |
| | 5966 | SHERWOOD PARK CONCRETE | 16.99 |
| | 5971 | PRIMER - WELLHOUSE #4 | 7.99 |
| | 5972 | SHERWOOD PARK CEMENT | 16.99 |
| | 5974 | WR - DUCT TAPE, FLOUR LAMPHOLDER | 20.97 |

| | | | |
|---------------------------------------|----------------------------|--|----------|
| 6013 | | DRILL BITS & MISC FASTENERS | 21.94 |
| 6015 | | PAINT/LETTERS TO MARK WELLHOUSES | 13.14 |
| 6020 | | DPS - COFFEE FILTERS | 2.79 |
| 6021 | | MISC FASTENERS FOR SHOP | 6.51 |
| 6026 | | DRILL BIT, PLASTIC ANCHORS FOR SHOP | 6.38 |
| 6041 | | WR - LADDER TO REACH ROTORK VALVE | 89.99 |
| 6042 | | FASTENERS - STREET SIGNS @ HICKS & COLFAX | 4.14 |
| 6044 | | IRRIGATION PARTS FOR PARKS | 14.96 |
| 6049 | | 2X4 (6) - SIDEWALK FORMS PLAINWELL ST | 35.94 |
| 6056 | | DPS - BALL HITCH, PIN & CLIP, BALL MOUNT | 50.56 |
| 6078 | | CLEANING SUPPLIES FOR PART BATHROOMS | 8.97 |
| 6083 | | BATTERIES FOR LASER LEVEL | 21.58 |
| TOTAL FOR: PLAINWELL ACE HARDWARE | | | 519.58 |
| ----- | | | |
| 004886 | REPUBLIC SERVICES | | |
| | 0249-006843768 | RECYCLING SERVICES SEPTEMBER 2020 | 2,593.50 |
| TOTAL FOR: REPUBLIC SERVICES | | | 2,593.50 |
| ----- | | | |
| 004894 | ASCENSION MICHIGAN AT WORK | | |
| | 398481 | CHAIN OF CUSTODY - K BROWN | 22.00 |
| TOTAL FOR: ASCENSION MICHIGAN AT WORK | | | 22.00 |
| ----- | | | |
| 004896 | WALTERS SWEEPING | | |
| | 6360 | STREET SWEEPING AUGUST 2020 | 2,650.00 |
| TOTAL FOR: WALTERS SWEEPING | | | 2,650.00 |
| ----- | | | |
| 004902 | BLOOM SLUGGETT PC | | |
| | 20735 | LEGAL SERVICES AUGUST 2020 | 1,494.00 |
| TOTAL FOR: BLOOM SLUGGETT PC | | | 1,494.00 |
| ----- | | | |
| 005015 | CHECKALT-KLIK | | |
| | 165020 | E-LOCKBOX FEES AUGUST 2020 | 135.75 |
| TOTAL FOR: CHECKALT-KLIK | | | 135.75 |
| ----- | | | |
| 005040 | US INTERNET | | |
| | 120-050092-0004 | SECURENCE EMAIL FILTERING SERVICE 9/14/20 -10/13/2 | 70.00 |
| TOTAL FOR: US INTERNET | | | 70.00 |
| ----- | | | |
| 005041 | EVOQUA WATER TECHNOLOGIES | | |
| | 904588584 | AUGUST 2020 ODOR CONTROL | 300.00 |
| TOTAL FOR: EVOQUA WATER TECHNOLOGIES | | | 300.00 |
| ----- | | | |
| 005047 | STAPLES, INC. | | |
| | 3455154368 | C FOLD TOWELS, FAX CARTRIDGE, FOLDERS FOR ELECTIO | 92.00 |
| | 3455154374 | CLOROX WIPES | 32.99 |
| TOTAL FOR: STAPLES, INC. | | | 124.99 |
| ----- | | | |
| 005048 | SUMMIT COMPANIES | | |
| | 1551978 | DPS - SCUBA HT (3) | 120.00 |
| TOTAL FOR: SUMMIT COMPANIES | | | 120.00 |
| ----- | | | |
| 999999 | TONY GLESS | | |

| | | |
|-----------------------|---|--------|
| 2020.09 | PICKLEBALL COURTS - COMMON AREA RENOVATIONS | 268.21 |
| TOTAL FOR: TONY GLESS | | 268.21 |

| | | | |
|-------------------------|--------------|-----------------------------------|------|
| REFUND TAX | GOODALE JACK | | |
| | 08/25/2020 | 2020 Sum Tax Refund 55-270-024-00 | 5.90 |
| TOTAL FOR: GOODALE JACK | | | 5.90 |

| | | | |
|-------------------------------|--------------------|---------------------------------------|-------|
| REFUND UB | HERRINGTON, BRAD & | | |
| | 09/02/2020 | UB refund for account: 06-00088004-04 | 12.21 |
| TOTAL FOR: HERRINGTON, BRAD & | | | 12.21 |

TOTAL - ALL VENDORS 108,582.61

| |
|------------------------------|
| 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: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Amanda Kersten</p> </div> <div style="font-size: small;"> <p>Digitally signed by Amanda Kersten DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall, email=akersten@plainwell.org, c=US Date: 2020.09.10 11:08:29 -04'00'</p> </div> </div> |

| |
|---|
| Brian Kelley, City Clerk/Treasurer |
| I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy. |
| Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Brian Kelley</p> </div> <div style="font-size: small;"> <p>Digitally signed by Brian Kelley Date: 2020.09.11 12:17:48 -04'00'</p> </div> </div> |

| |
|---|
| 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: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Bryan Pond</p> </div> <div style="font-size: small;"> <p>Digitally signed by Bryan Pond Date: 2020.09.10 14:16:26 -04'00'</p> </div> </div> |

| |
|---|
| Bill Bomar, Public Safety Director |
| I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy. |
| Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Bill Bomar</p> </div> <div style="font-size: small;"> <p>Digitally signed by Bill Bomar Date: 2020.09.10 11:57:21 -04'00'</p> </div> </div> |

| |
|---|
| 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: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Robert Nieuwenhuis</p> </div> <div style="font-size: small;"> <p>Digitally signed by Robert Nieuwenhuis Date: 2020.09.10 12:56:30 -04'00'</p> </div> </div> |

| |
|---|
| Erik J. Wilson, City Manager |
| I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy. |
| Insert Signature: <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>Erik Wilson</p> </div> <div style="font-size: small;"> <p>Digitally signed by Erik Wilson Date: 2020.09.11 13:11:30 -04'00'</p> </div> </div> |

09/10/2020

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 08/26/2020 - 09/15/2020

| Check Date | Bank | Check | Vendor Name | Description | Amount |
|--|-------|---------|-------------------------------------|---|----------|
| Bank CBGEN Chemical Bank - General AP Account | | | | | |
| Check Type: EFT Transfer - Automatic Payments | | | | | |
| 08/26/2020 | CBGEN | 1781(E) | FIRST NATIONAL BANK (CREDIT CARD) | CITY CREDIT CARD STATEMENT 08/24/2020 | 3,028.89 |
| 09/02/2020 | CBGEN | 1783(E) | WORLDPAY | TSYS FEES FARMERS MARKET | 10.00 |
| 09/08/2020 | CBGEN | 1784(E) | UNITED HEALTHCARE INSURANCE COMPAN' | RETIREE HEALTH INSURANCE SEPTEMBER 2020 | 215.49 |
| 09/08/2020 | CBGEN | 1785(E) | UNITED HEALTHCARE INSURANCE COMPAN' | RETIREE HEALTH INSURANCE SEPTEMBER 2020 | 222.66 |
| Total EFT Transfer: | | | | | 3,477.04 |

Bank UBAP United Bank - General Checking

Check Type: ACH Transaction - Property Tax Distributions/Debt Service/Vendor Payments

| | | | | | |
|------------------------|------|--------|----------------------------|--|------------|
| 09/15/2020 | UBAP | 165(A) | BANK OF NEW YORK MELLON NA | SRF DEBT SERVICE PAYMENT SEPTEMBER 2020 | 145,059.19 |
| 08/28/2020 | UBAP | 166(A) | ALLEGAN COUNTY TREASURER | 2020 SUMMER TAX COLLECTIONS W/E 08/22/20 | 92,584.38 |
| 08/28/2020 | UBAP | 167(A) | RANSOM DISTRICT LIBRARY | 2020 SUMMER TAX COLLECTIONS W/E 08/22/20 | 13,436.63 |
| 08/26/2020 | UBAP | 168(A) | SAUKAS, JULIE | FOOD & SUPPLIES FOR ELECTION 08/04/2020 | 37.36 |
| 08/26/2020 | UBAP | 169(A) | VAIRKKO TECHNOLOGIES, LLC | EMPLOYEE TRAINING SOFTWARE/CONTENT MAY | 662.40 |
| 09/01/2020 | UBAP | 170(A) | KEVIN CHRISTENSEN | SEPTEMBER 2020 POLC RETIREE REIMBURSEMEN | 221.25 |
| 09/01/2020 | UBAP | 171(A) | RICHMOND, MICHAEL J | ASSESSING SERVICES SEPTEMBER 2020 | 1,500.00 |
| 09/04/2020 | UBAP | 172(A) | ALLEGAN COUNTY TREASURER | 2020 SUMMER TAX COLLECTIONS W/E 08/29/20 | 37,396.98 |
| 09/04/2020 | UBAP | 173(A) | RANSOM DISTRICT LIBRARY | 2020 SUMMER TAX COLLECTIONS W/E 08/29/20 | 5,347.72 |
| 09/11/2020 | UBAP | 176(A) | ALLEGAN COUNTY TREASURER | 2020 TAX COLLECTIONS W/E 09/05/2020 | 6,480.59 |
| 09/11/2020 | UBAP | 177(A) | RANSOM DISTRICT LIBRARY | 2020 TAX COLLECTIONS W/E 09/05/2020 | 926.44 |
| Total ACH Transaction: | | | | | 303,652.94 |

Check Type: EFT Transfer - Automatic Payments

| | | | | | |
|------------|------|--------|-------------------|---|----------|
| 09/15/2020 | UBAP | 174(E) | CITY OF PLAINWELL | SEPTEMBER 2020 CITY UTILITY BILLS | 1,655.67 |
| 08/31/2020 | UBAP | 175(E) | UNITED BANK | UNITED BANK ACH FEES | 35.00 |
| 09/09/2020 | UBAP | 178(E) | UNITED BANK | ACH UPLOAD FEES - TAX PAYMENT / UTILITY | 14.00 |

| | | | | |
|-----------------|------|-------------|-----------------------------|-------------|
| 09/09/2020 UBAP | 179€ | CENTURYLINK | LONG DISTANCE - AUGUST 2020 | <u>0.44</u> |
|-----------------|------|-------------|-----------------------------|-------------|

| | |
|---------------------|-----------------|
| Total EFT Transfer: | <u>1,705.11</u> |
|---------------------|-----------------|

Check Type: Paper Check - Manual Checks

| | | | | |
|-----------------|-------|------------------------------------|--|------------------|
| 08/27/2020 UBAP | 16361 | ALLEGAN COUNTY TREASURER | 2020 SUMMER IFT COLLECTIONS | 6,258.34 |
| 08/27/2020 UBAP | 16362 | RANSOM DISTRICT LIBRARY | 2020 SUMMER IFT COLLECTIONS | 2,084.26 |
| 08/27/2020 UBAP | 16363 | STATE OF MICHIGAN | 2020 SUMMER IFT COLLECTIONS | 15,099.33 |
| 08/26/2020 UBAP | 16364 | VERIZON | UTILITY MACHINE CELL SERVICE 07/11/20 - | 267.29 |
| 08/26/2020 UBAP | 16365 | CHARTER COMMUNICATIONS (SPECTRUM) | DPS PHONES/INTERNET/TV THROUGH 09/18/20 | 442.10 |
| 08/26/2020 UBAP | 16367 | WATERWAY OF MICHIGAN LLC | ANNUAL FIRE HOSE TESTING COMPLETED 07/09 | 2,434.32 |
| 08/26/2020 UBAP | 16368 | SIGNATURE FORD INC | 2020 FORD UTILITY POLICE VEHICLE | 36,389.00 |
| 09/01/2020 UBAP | 16369 | C.O.P.S. HEALTH TRUST | SEPTEMBER 2020 DENTAL & VISION | 1,608.39 |
| 09/01/2020 UBAP | 16370 | MADISON NATIONAL LIFE INSURANCE CO | SEPTEMBER 2020 LIFE INSURANCE COVERAGE | 97.64 |
| 09/01/2020 UBAP | 16371 | PRIORITY HEALTH | SEPTEMBER 2020 HEALTH INSURANCE PREMIUM | 26,288.21 |
| 08/31/2020 UBAP | 16372 | POSTMASTER | TO MAIL UTILITY BILLS | 572.50 |
| 09/02/2020 UBAP | 16373 | CONSUMERS ENERGY | ELECTRICITY THROUGH 08/25/2020 | 12,772.72 |
| 09/02/2020 UBAP | 16374 | VERIZON | CELL PHONES 07/24/20 -08/23/20 | 789.56 |
| 09/08/2020 UBAP | 16375 | ALLEGAN AREA EDUCATION SVC AGENCY | 2018/2019 DELQ PP TAX COLLECTED W/E 09/0 | 914.45 |
| 09/08/2020 UBAP | 16376 | ALLEGAN COUNTY TREASURER | 2018/2019 DELQ PP TAX COLLECTED W/E 09/0 | 278.44 |
| 09/08/2020 UBAP | 16377 | PLAINWELL COMMUNITY SCHOOLS | 2018/2019 DELQ PP TAX COLLECTED W/E 09/0 | 2,486.28 |
| 09/08/2020 UBAP | 16378 | RANSOM DISTRICT LIBRARY | 2018/2019 DELQ PP TAX COLLECTED W/E 09/0 | 151.23 |
| 09/10/2020 UBAP | 16379 | KALAMAZOO COUNTY CLERK | FILING FEE - MORTGAGE DISCHARGE - BARBED | 30.00 |
| 09/10/2020 UBAP | 16380 | ALLEGAN COUNTY REGISTER OF DEEDS | FILING FEES - O. BOETTCHER, TOTAL PROP M | 90.00 |
| 09/10/2020 UBAP | 16381 | ADAM & RACHEL HOPKINS | REVOLVING LOAN - DDA BOARD APPROVAL 8/11 | <u>10,000.00</u> |

| | |
|--------------------|-------------------|
| Total Paper Check: | <u>119,054.06</u> |
|--------------------|-------------------|

REPORT TOTALS:

| | |
|---------------------|------------|
| Total of 38 Checks: | 427,889.15 |
|---------------------|------------|

| | |
|---------------------|-------------|
| Less 0 Void Checks: | <u>0.00</u> |
|---------------------|-------------|

| | |
|----------------------------|---------------------------------|
| Total of 38 Disbursements: | <u><u>427,889.15</u></u> |
|----------------------------|---------------------------------|

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley
Digitally signed by Brian Kelley
Date: 2020.09.10 21:06:43 -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
Date: 2020.09.11 13:11:03 -04'00'

Reports & Communications:

A. Emergency Purchase – Security Cameras:

The city experienced trespassing on the mill property, including inside the buildings, some since after demolition personnel mobilized to the site. Due to safety concerns, additional resources were deployed to prevent trespassing as an emergency purchase. This included installation of security cameras around the mill property with Lockmaster Security totaling \$4,350.00. Pursuant to the Purchasing Ordinance, Council confirmation of the emergency purchase is recommended.

Recommended action: Council will consider confirming an emergency purchase for security cameras on mill property with Lockmaster Security totaling \$4,350.00.

B. Ambulance Service Agreement Amendment:

Ascension Borgess has requested to extend the existing Ambulance Service Agreement for another 3-year period, through August 31, 2023, as per the provisions of the original June 2009 agreement.

Recommended action: Council should consider authorizing the contract extension until June 30, 2023 and authorizing the City Manager to execute all documents related to the approved action.

C. Public Works – Crack Sealing

To extend the life of the streets and parking lots, Superintendent Nieuwenhuis has requested \$30,000 for crack sealing various streets and parking lots throughout the city. Three vendors offered quotes per pound of material.

Recommended action: Council should consider approving a project for crack sealing several streets and parking areas with Bronco Asphalt Maintenance up to \$30,000.00.

D. Downtown Banners

City Manager Wilson received a request from Plainwell High School to display banners of graduating football and cheer student-athletes around the downtown area.

Recommended action: Council should consider whether to display student-athlete banners in the downtown area.

E. Brownfield – Tower Inspection:

With the ongoing demolition, it's prudent to have the existing water tower inspector for structural integrity and a possible change order for work not included in the original demolition specifications.

Recommended action: Consider approving the water tower inspection.

Reminder of Upcoming Meetings

- September 24, 2020 – Allegan County Board of Commissioners – 1:00pm
- September 16, 2020 – Plainwell Planning Commission – 7:00pm
- October 13, 2020 – Plainwell DDA/BRA/TIFA Board – 7:30am
- September 28, 2020 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- None