

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, January 24, 2022 - 7:00PM
Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 01/10/2022 Regular Meeting
6. General Public Comments
7. County Commissioner Report
8. Agenda Amendments
9. Mayor’s Report
10. Recommendations and Reports:

A. DPS – Patrol Vehicle Upfitting

Council will consider approving a project to upfit the new 2021 Patrol Vehicle with lights and equipment from C-Comm at a cost of \$9,066.07.

B. DPS – Fire Turn-Out Gear Purchase

Council will consider approving the purchase of two (2) sets of fire turn-out gear, hoods and boots from West Shore Fire Inc. at a cost of \$7,964.00.

C. DPS – Fire Engine/Pumper E-11 Repair

Council will consider approving the repairs recommended by B&B Fire Division for Fire Engine/Pumper E-11 at a cost of \$3,925.44.

D. Professional Services Contract – Audit Services

Council will consider extending the professional services contract with Siegfried Crandall PC for audit services for the year ended June 30, 2022 at a cost of \$10,500 with additional Single Audit costs of \$2,500.

E. Professional Services Contract – Actuarial Services

Council will consider extending the professional services contract with Watkins Ross PC for actuarial services for the city's Other Post Employee Benefit Plan for the year ended June 30, 2022 at a cost of \$4,400.

F. DPW – Well Cleaning and Rehabilitation

Council will consider approving a project to clean and rehabilitate the city's wells with Peerless Midwest at a cost not to exceed \$35,000.

G. Rental Rehab 112 North Main Street– Developer's Agreement

Council will consider approving a draft Developer's Agreement between the City Manager, Community Development Manager and Southwright Properties LLC, owner of 112 North Main Street and authorize the City Manager to make administrative changes to the agreement as needed.

- 11. Communications:** The November and December 2021 Public Safety Reports and the December 2021 Water Renewal Report.
- 12. Accounts Payable - \$259,741.41**
- 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
January 10, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 12/27/2021 regular meeting and closed session. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:
Mayor Keeler reported the lease agreement for William Crispe House has been signed with Stanford Lodge, which plans to use the facility essential the same.
10. Recommendations and Reports:
 - A. Mayor Keeler introduced Dan Veldhuizen from Siegfried Crandall PC who presented the audited financial statements as of and for the year ended June 30, 2021. Mr. Veldhuizen presented the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made during the audit. He reported the city's financial position is sound for communities our size and that the audit revealed no deficiencies in internal controls which could be consider a material weakness. He also reported no material misstatements with federal funds reporting. He reported that very few of their audit clients have no deficiencies, and that Plainwell is one of very few which prepares their own financials, saving the city audit fees.
A motion by Overhuel, seconded by Steele, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2021. On a voice vote, all voted in favor. Motion passed.
 - B. Manager Wilson reported that the State has granted the request to extend the Grant. Given recently approved change orders and the extension, additional oversight by GHD has been quoted. There are ongoing discussions regarding liquidated damages with Melching for the extra costs incurred.
A motion by Keeney, seconded by Wisnaski, to approve Change Order 04 from GHD for additional oversight in the amount not to exceed \$38,255.00. On a roll call vote, all voted in favor. Motion passed.

- C. Superintendent Nieuwenhuis reminded Council that the city is looking to upgrade its water meters. The city has already been invested in upgraded Sensus meters (about 25% of the meters) through Etna Supply which compliments the existing meters. Other meter styles and technologies are available, however any conversions would negate the investment in those upgraded Sensus meters. These meters are radio-capable, offering the city opportunities to save staff time by getting monthly reads more efficiently. Thirteen (13) existing meters have been identified for replacement to newer meters. The recommendation is to identify Etna Supply as a sole source provider and purchase the replacement meters.
A motion by Overhuel, seconded by Steele, to approve the purchase of thirteen (13) replacement water meters at a total cost of \$23,030.00 and designating the Etna Supply as a sole source provider of city water meters. On a roll call vote, all in favor. Motion passed.

11. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place of file the draft minutes from the 12/27/2021 Zoning Board of Appeals Meeting and the December 2021 Investment and Fund Balance Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$848,550.14 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Deputy City Clerk Fenger reported ongoing training.

Superintendent Nieuwenhuis demonstrated an opportunity to extend the belly-blade on an existing plow truck, which would save the city resources by needing only two plows instead of three. This is an alternative to a wing blade used by state and county crews, which is not available in the city budget.

Community Development Manager Siegel announced a Kickoff Meeting for the Master Plan / Recreation Plan Update for January 19, 2022 at 6pm. She also reported working on grant applications.

Superintendent Pond thanked Manager Wilson and Treasurer Kelley for their help keeping things going during his recent sickness.

Public Safety Director Bomar announced his retirement effective the third week of February 2022. He thanked Council for a great 44-year run, with 21 as Director.

Clerk/Treasurer Kelley is updating procedures, finalizing chart of account changes and attending trainings.

Manager Wilson thanked Treasurer Kelley for his work on the audit and Director Bomar for his contributions to the community. He also reported working on grants for the Mill and the River.

15. Council Comments:

Councilmember Wisnaski thanked Superintendent Nieuwenhuis and his crew for another opportunity to save money for the department.

Each Councilmember thanked Director Bomar for his service to the community.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:43 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
January 24, 2022

Brian Kelley, City Clerk

DRAFT



"The Island City"

MEMORANDUM

119 Island Ave
Plainwell, Michigan 49080
Phone: 269-685-9858
Fax: 269-685-5460
Email: publicsafety@plainwell.org

To: Erik J. Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Clerk/Treasurer
Subject: New Police Vehicle Equipment Purchase Request
Date: January 13, 2022

The Plainwell Department of Public Safety is requesting the purchase of new patrol vehicle equipment and up-fitting labor cost for the already-approved purchase of a 2021 Chevy Tahoe Police Service Package. This purchase was approved in the amount of \$46,000.00 from the 2021-2022 budget year and will expense to the City "Capital Purchase Fund" account #661.970.971.000. The installation of this equipment will make the new vehicle a functional police-service vehicle.

The purchase of the new 2021 Chevy Tahoe will be one of four marked patrol vehicles in the public safety fleet and will require a lot of new equipment to be installed. DPS will be reusing equipment from the patrol car coming out of service. This equipment includes: overhead light bar; radar; gun rack; radios and additional emergency lighting.

Two police vehicle up-fitter companies were contacted to provide quotes to supply and install equipment in the new patrol vehicle, i.e. partitions, radar, center console and etc. Two vendors provided us a quote. C-Comm and Tele-Rad provided comparable quotes for equipment and labor cost which are available upon request.

The two vendors providing quotes are:

Tele-Rad, Holland, MI	\$9,000.00
C-Comm, Allegan, MI	\$9,066.07

I am recommending City Council approve C-Comm of Allegan bid for \$9,066.07 for the purchase and installation of new patrol vehicle equipment. This vendor currently provides ongoing servicing for the City with regard to patrol and fire vehicle electronics, as well as other emergency-equipment needs.

The vendors estimate that the turnaround time will be longer than usual do to the ongoing nationwide supply chain system hold up. One vendor estimated 8 to 10 weeks for delivery of completed and road ready patrol vehicle.



C-Comm of Kalamazoo, Inc
 1600 Lincoln Road
 Allegan, MI 49010

Estimate

Name / Address
Plainwell DPS FAX: 269-685-5460 attn. Bill Bomar, Director

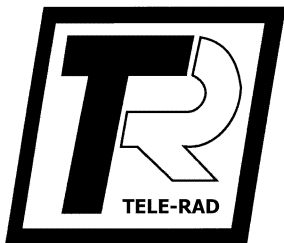
Date	Estimate #
1/12/2022	12733
P.O. No.	

Item	Description	Qty	Cost	Total
Labor Rate Hourly 2 Techni...	Labor Rate Hourly Two Technicians - strip equipment from 2014 Ford PUV Car 5	5	180.00	900.00
Labor Rate Hourly 2 Techni...	Labor Rate Hourly Two Technicians - install equipment into new 2021 Chevrolet Tahoe	14	180.00	2,520.00
Misc. shop supply	Misc. Shop Supplies (Wire, connectors, tie wraps, etc.)	1	100.00	100.00
Shipping/Handling	insured shipping/ freight charges	1	500.00	500.00
Antenna Coax Kit MB8UMI	Antenna Coax Kit MB8UMI 3/4" brass mount, Mini UHF, 17' RG58/U solid center cable + S&H	1	27.00	27.00
Jotto 475-1711	Single Cell Prisoner Transport System for Chevy Tahoe (2021+) includes the Front Divider, Center Divider, Rear Cargo Barrier (CB4), Passenger Side Window Armor, Passenger Side Door Panels, and ABS Seat Cover. +sh (list \$2,763.86)	1	2,250.00	2,250.00
Jotto 425-6569	Jotto Console, Tahoe 2021+ with Locking Lid (20" FP) +sh (radio, siren and blank faceplates included) (list \$907.50)	1	700.00	700.00
Jotto 425-0150	Jotto Mamba Computer Mount +sh \$25.23 (list \$440.00)	1	400.00	400.00
Jotto 425-3704	Jotto ABS Dual Cup Holder Faceplate Mount (4") +sh (list \$66.85)	1	60.00	60.00
Jotto 425-1849	Jotto Side Mount Arm Rest +sh (list \$142.02)	1	110.00	110.00
Setina '21 Tahoe PB450L2	Setina PB450L Aluminum Push Bumper with 2 Whelen ION lights and cross bar pad +sh (\$829.00)	1	800.00	800.00
Whelen MKEZ101	Whelen NEW Tahoe / 2021 / 54"-56", Silverado 1500 / 2019-2021 / 54"-56" +sh	1	83.00	83.00
Whelen MBCT-21	Whelen Mirror-Beam NEW Chevy Tahoe, 2021-2022 +sh (list \$413.00)	1	360.00	360.00
Feniex Triton Speaker	Feniex Triton Speaker S-2009 100 Watt + S&H MSRP \$158.00 + S&H \$15	1	129.00	129.00
Ventev LTE/LTE/GPS/WIF...	Ventev/TerraWave LTE/LTE/GPS/WIFI antenna, omnidirectional surface mount, bolt +sh \$13.46	1	127.07	127.07

Thank you for your inquiry. Estimates are good for 30 days unless other wise specified.	Total	\$9,066.07
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Phone #	Fax #
2696739900	269-673-9904

Customer Signature _____



511 E 8TH ST
Holland, MI 49423
(616) 396-3541 Fax: (616) 392-9707

QUOTATION

QUOTE NO.: 53753 - 00 EC
DATE: 1/05/22
TERMS: NET 15 DAYS
DELIVERY: INSTALL
Please reference Quote No. on
Correspondence & purchase orders.
Quote expires: 02/04/2022

1PLAIN
TO: PLAINWELL, CITY OF
211 N MAIN STREET
PLAINWELL, MI 49080

WE ARE PLEASED TO QUOTE YOU THE FOLLOWING:

QTY	DESCRIPTION	UNIT PRICE	DISC%	TOTAL
	BREAKDOWN 2014 FORD PI UTILITY INSTALL INTO NEW TAHOE			
2	EMPS2QMS4J SOS MPOWER 4" QUICK MNT SAE 12 LED (R/B) FOR LICENSE PLATE AREA	120.00		240.00
1	STPKT101 WHELEN STRAP KIT	100.00		100.00
1	C-VSX-1800-TAH-PM HAVIS VSX CONSOLE - TAHOE	625.00		625.00
1	INC C-EBX-WHE-1 WHELEN SIREN EQUIPT BRACKET			
1	INC C-EB25-XTL-1P HAVIS EQUIP BRACKET MOTOR APX 05			
1	INC C-EB25-XPR-1P HAVIS 1-PIECE MNT. BRACKET MOTOROLA RADIO BRACKET			
Continued on following page				

ORDERS SUBJECT TO SHIPPING & HANDLING AND SALES TAX IF APPLICABLE. TERMS SUBJECT TO CREDIT REVIEW

***Orders over \$50,000 may require a 25% down payment to be invoiced at time of order.**
***Unpaid balances over 30 days are subject to 1.5% monthly interest charge (18% annually).**
***Your purchase of MOTOTRBO radios includes a 5 year essential services warranty and software support package.**
Additional investment may be required to extend essential service after 5 years.

BY **CLIFF TOMSON / 616-502-7089** 7004

THIS QUOTATION DOES NOT CONSTITUTE A SALES ORDER UNLESS SIGNED BY YOU, OUR CLIENT. SEE TERMS AND CONDITIONS OF SALE ATTACHED.

Accepted
by _____ P.O. No. _____
LEGAL NAME OF PURCHASER

Date _____
AUTHORIZED SIGNATURE

QTY	DESCRIPTION	UNIT PRICE	DISC%	TOTAL
1	C-HDM-224 HAVIS INTERNAL POLE MOUNT KIT	130.00		130.00
1	C-ARM-1001 HAVIS VSX SERIES ARM REST	245.00		245.00
1	C-APW-1390 HAVIS ACC POCKET FOR 3.3 WIDTH 13 X 9	65.00		65.00
1	CUP2-1004 HAVIS SELF-ADJUSTING DUAL CUP	50.00		50.00
1	5342-2L61 GO RHINO LIGHTED PUSH BUMPER 2 WHELEN ION LIGHT SLOTS	390.00		390.00
2	IONJ WHELEN LIGHTHEAD - RED / BLUE	120.00		240.00
1	MBCT21 WHELEN MIRROR BEAM KIT 21+ TAHOE	330.00		330.00
1	INC MBIONR WHELEN ION MIRROR BEAM LIGHT -RED			
1	INC MBIONB WHELEN ION MIRROR BEAM LIGHT -BLUE			
1	MMSU-1 MAGNETIC MIC SINGLE UNIT CONVERSION KIT	35.00		35.00
1	MISC150 MISCELLANEOUS HARDWARE	150.00		150.00
1	100-HOL SALES ORDER INSTALLATION HOLLAND SERVICE	3,400.00		3,400.00
1	P1826T21A PRO-GARD PRO-CELL PRIS TRSNPRT TAHOE	3,000.00		3,000.00
		Item summary		9,000.00
		Subtotal		9,000.00
		Sales Tax		.00
		GRAND TOTAL:		9,000.00



“The Island City”

MEMORANDUM

119 Island Ave
Plainwell, Michigan 49080
Phone: 269-685-9858
Fax: 269-685-5460
Email: publicsafety@plainwell.org

To: Erik Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Clerk/Treasurer
CC: Maggie Fenger, Deputy Clerk
Subject: Fire Turn-Out Gear Purchase
Date: January 18, 2022

As part of the 2021-2022 approved Fire-DPS budget, the department is requesting to purchase two (2) sets of fire turn-out gear, two (2) particular hoods and two (2) sets of firefighting boots. This purchase will replace 16 years old, worn, ill-fitting and beyond-its-useful-life gear. Annually, gear is inspected by fire command staff to ensure our firefighters are in safe and reliable gear. Any gear that is identified needing replacement will be addressed in the next budget year.

This fire turn-out gear will be tailor fitted to the firefighter’s size requirements for better protection while operating on the fire scene.

This is a preferred vendor purchase. It is due to two reasons: Fire Dex Manufacturing has our department specifications for our current turn-out gear; and our department has to deal the local West Michigan sales representative.

West Shore Fire Equipment of Allendale, Michigan which represents the West Michigan sales territory for Fire Dex Manufacturing is DPS preferred vendor. The quote for the turn-out gear is listed below:

West Shore Fire Inc. Allendale, MI		
(2) Fire-Dex Custom FX-R	Turn-out Coats	\$3,812.00
(2) Fire-Dex Custom FX-R	Turn-out Pants	\$2,854.00
(2) Fire-Dex 200 Leather Structural FF	Turn-out Boots	\$790.00
(2) pair Fire-Dex Pro Leather	Gloves	\$218.00
(2) H41 Interceptor Hood	Particulate Hood	\$290.00
	Total	\$7964.00

I’m recommending approval of the West Shore Fire Inc. quote for two (2) sets of Fire- Dex turn-out gear which includes pants, coats, boots, gloves and hoods for \$7,964.00 from account 101-336-743-000, Uniforms. This account currently has an over \$11,000.00 balance. After purchase, the remaining balance is approximately \$3,000.00; which will be sufficient until the end of this budget year.



"The Island City"

MEMORANDUM

119 Island Ave
Plainwell, Michigan 49080
Phone: 269-685-9858
Fax: 269-685-5460
Email: publicsafety@plainwell.org

To: Erik J. Wilson, City Manager
From: Bill Bomar, Director of Public Safety
CC: Brian Kelley, Clerk/Treasurer
CC: Maggie Fenger, Deputy Clerk
Subject: Fire Engine repair for E-11
Date: January 20, 2022

Recently with fire engine/pumper (E-11), 2000 Spartan/Quality Public Safety employees, who have responsibility for routine inspections, have been noticing leaking valves, lighting, electrical issues, air brake leaks and the two rear doors windows are not working.

DPS realized the problem could not be remedied in-house, so we contacted our fire truck service vendor, B&B Fire Division, who came to our station the next day to diagnosis the problem. They requested to take E-11 to their facility for repair. B&B has been the preferred vendor for the Public Safety's fire trucks for several years now, and they are certified in emergency vehicle services.

I'm requesting City Council to approve multiple repairs to Engine-11 for \$3,925.44. The funds will come from account 101-336-934-000; which currently has a balance of \$6,000.00.



B&B Fire Division
 922 West River Center Drive
 Repair Facility - F165380
 Comstock Park, MI 49321
 Phone: (616) 551-0642
 Fax: (616) 551-0732

Invoice

Invoice Number	Date	Page
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Bill To:
 Plainwell Fire Department
 119 Island Ave
 Plainwell, MI 49080

 Phone: (269) 685-9858
 Fax: (269) 685-5460

Ship To:

Pickup

Customer ID	Sales Person	P.O. Number	Ship Date	Ship Via	Terms
6859858	JASON		4/16/2021	Pickup	Net 30 days
Ordered	Shipped	Description		Unit Price	Extended
1.00	1.00	LABOR - NFPA	NFPA 1911 Compliant Pump Test:	230.00	230.00
4.00	4.00	LABOR - MOBILE	E 11 TANK FILL VALVE BAD AND LOOSE WHEN YOU OPEN PUMP PANEL INSIDE THE TRUCK AND LOOK DOWN AT VALVE WHERE HANDLE ATTACHES YOU WILL SEE HOW LOOSE IT IS -valve was leaking between the housing and handle removed the valve and disassembled found that the stem was very loose and had a lot of play in it up and down causing it not seal properly. Dump the water out of the truck. Removed and replaced valve. Do to age of failed valve new updated valve required different flanges removed and replaced flanges. Test valve and checked for leaking no further leaking.	91.00	364.00
1.00	1.00	FREIGHT - INBOUND	Freight - Inbound	34.00	34.00
1.00	1.00	08815001	1.5" Ball Valve Complete Valve	394.20	394.20
2.00	2.00	25387001	Endcap / Valve Flange 2.0 (2.5 THD)	151.15	302.30
1.00	1.00	BRENDAN VANSYC	Mechanic		
1.00	1.00	BRADLEY BOWSEF	Mechanic		
1.00	1.00	LABOR - MOBILE	E 11 HANDLE FOR GECK GUN IS ALMOST IMPOSSIBLE TO TURN WHE UNDER PRESSURE -crawled inside the pump panel and lubed the valve Checked the valve handle and it was working ok, part of the issue lies in that the truck is not worked enough and build up of minerals was very prevalent in the valves causing them to be difficult to open and close with and without pressure. Exercised valve seemed to become freer with more movement Recommend exercising valve more often.	91.00	91.00
1.00	1.00	BRENDAN VANSYC	Mechanic		
1.00	1.00	LABOR - MOBILE	E 11 NONE OF BULBS ARE WORKING ON MASTER INTAKE ON THE PASSENGER SIDE IN CAB AND OUTSIDE OF THE CAB -some bulbs were working others were not found that the sockets for the bulbs are the issue informed the customer that will need part to replace them due to the way that the sockets are in the switch plate. Removed and replaced module tested all lights and valves working properly	91.00	91.00
2.00	2.00	ELK-81052000	Electric Valve Switch Indicator Module	701.25	1,402.50
1.00	1.00	BRENDAN VANSYC	Mechanic		

Continued on next page...



B&B Fire Division
 922 West River Center Drive
 Repair Facility - F165380
 Comstock Park, MI 49321
 Phone: (616) 551-0642
 Fax: (616) 551-0732

Invoice

Invoice Number	Date	Page
3776	1/14/2022	2 of 2



Ship To:

Pickup

Bill To:
 Plainwell Fire Department
 119 Island Ave
 Plainwell, MI 49080

 Phone: (269) 685-9858
 Fax: (269) 685-5460

Customer ID	Sales Person	P.O. Number	Ship Date	Ship Via	Terms
6859858	JASON		4/16/2021	Pickup	Net 30 days

Ordered	Shipped	Description	Unit Price	Extended
5.00	5.00	LABOR - MOBILE E 11 BACK WINDOW CRANKS ARE NOT WORKING Removed door panels removed door seal and window regulators and installed new. Test windows go up and down properly. Installed door panels. Windows working properly	91.00	455.00
26.00	26.00	SPC-0247-EE8-001 Window Felt (per foot)	6.87	178.62
1.00	1.00	SPC-0190-EE8 Spartan Glass/Regulator Channel RH (Manual Windows)	34.70	34.70
1.00	1.00	SPC-0189-EE8 Spartan Glass/Regulator Channel LH (Manual Windows)	34.70	34.70
1.00	1.00	SPC-0400-EE8-002 Spartan Extreme Duty Window Regulator RH '95-Current	129.51	129.51
1.00	1.00	SPC-0400-EE8-001 Spartan Extreme Duty Window Regulator LH '95-Current	129.51	129.51
2.00	2.00	SPC-0202-BB1-02: Spartan Regulator Screw 1/4-28 Black	4.45	8.90
1.00	1.00	BRADLEY BOWSEF Mechanic M288790		
0.50	0.50	LABOR - MOBILE E 11 HAS AN INTERMIT AIR BRAKE LEAK Ran truck to build up full air pressure (was not low at this time) Traced air lines for complete air brake system at this time found no leaking	91.00	45.50
1.00	1.00	BRADLEY BOWSEF Mechanic M288790		

Serial No. Info: 4S7AT3298YC035144 - E 11, 2000, SPARTAN MOTORS CHASSIS, Gladiator, 3126
 Hours:

All past due invoices will be subject to a finance charge of 1.50% per month, annual rate of 18.00%

Subtotal	3,925.44
Freight	
Sales Tax	Exempt
TOTAL	3,925.44
Amount Paid	0.00
Balance Due	3,925.44

Customer Signature _____

Thank You!



"The Island City"

MEMORANDUM

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

TO: Erik J. Wilson, City Manager
FROM: Brian Kelley, City Treasurer
DATE: January 24, 2022
SUBJECT: Audit Services

ACTION RECOMMENDED: The City Council should consider extending the professional services contract with Siegfried Crandall PC to provide independent auditing services for the year ended June 30, 2022, at an annual cost of \$10,500, with additional fees of \$2,500 per "major program" for an anticipated federal "Single Audit".

In March 2015, the city received bids for independent auditing services. The contract was awarded to Siegfried Crandall PC for low-bid and a long ongoing relationship with the city. The firm has continued providing excellent service and communication and has kept its fees the same for seven (7) audit cycles now.

Siegfried Crandall now has over 30 years of experience with the city and has helped navigate us through the Paper Mill's closing and ongoing redevelopment. The firm has offered to continue its professional services contract with us for a nominal fee increase, from \$9,900 to \$10,500. Professional services is one of the exemptions from the competitive bidding process in the current Purchasing Ordinance.

When the city expends more than \$750,000 of federal funds, additional auditing procedures are required to prepare a "Single Audit", which reports on the schedule of expenditures of federal awards, compliance with laws and regulations governing the administration of federal awards and the internal controls over grant administration. These procedures are not required each year and were quoted separately during this bidding process. The quoted fee for the Single Audit is \$2,500. I anticipate needing a Single Audit for the year ended June 30, 2022, due to the Mill Demolition Grant and ARPA Funding.

Siegfried Crandall continues to provide the format of the financial statement report which allows me to actually prepare the statement for audit, which is rare for local municipalities, and saves the city audit fee costs.

I recommend extending the relationship with Siegfried Crandall PC for auditing services.



"The Island City"

MEMORANDUM

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

TO: Erik J. Wilson, City Manager
FROM: Brian Kelley, City Treasurer
DATE: January 24, 2022
SUBJECT: Actuary Services

ACTION RECOMMENDED: The City Council should consider extending the professional services contract with Watkins Ross, PC for actuarial valuation services for the city's Other Post-Employment Benefit (OPEB) Plan in the amount of \$4,400 for the plan year ended June 30, 2022.

The city currently has several employees who will receive certain benefits upon their retirement. To account for these future payouts, the city is setting aside money in each budget in its Other Post-Employment Benefits (OPEB) Fund. Under current Governmental Accounting Standards Board (GASB) guidelines, the city is required to update its valuation of the OPEB plan every two years. The most recent valuation was conducted as of June 30, 2020, updated in 2021, by Watkins Ross, PC, a professional services firm in Grand Rapids specializing in these types of valuations. Watkins Ross PC also works closely with the city's auditors, Siegfried Crandall PC.

I recommend extending the professional services contract with Watkins Ross PC for the year ending June 30, 2022. Firm President Chris Veenstra quoted a price of \$4,400 for the service, compared to \$4,200 for the last valuation done in 2020.

Funds for this service will be included in the OPEB (Other Post-Employment Benefits) Fund cost center in the 2022-2023 city budget, as all costs will be incurred and paid in that budget year.



"The Island City"

MEMORANDUM

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

To: City Council/Erik Wilson/Brian Kelley
From: Robert Nieuwenhuis
Subject: Water
Date: 1/20/2022

The City of Plainwell Public Works is asking City Council for approval of \$35,000 to Peerless Midwest for well Cleaning.

Peerless performs a yearly test on both of our municipal wells, to measure output. This test lets us know if there is motor or well screen issues. I have attached a report from this fiscal year testing. Per there recommendation we are looking to get both wells cleaned in April of 2022. We would like to have the cleaning completed before irrigation and summer usage goes up.

Peerless has always taken care of all the City's municipal wells testing, repairs, cleaning and updates. They have always had a safe and professional outcome. I recommend the City of Plainwell uses Peerless Midwest for the well cleanings.

Public Works Superintendent
Robert Nieuwenhuis



Mishawaka, IN / 574.254.9050
Westfield, IN / 317.896.2987
Ionia, MI / 616.527.0050
Fenton, MI / 810.215.1295
Lombard, IL / 630.708.3212
Boulder, CO / 574-286-0765
Littleton, CO / 303-968-7920

January 7, 2022

City of Plainwell Water Department
141 N. Main Street
Plainwell, MI 49080

Attn: Mr. Bob Nieuwenhuis

RE: Annual Well and Pump Maintenance and Testing

Dear Bob:

Enclosed please find copies of our inspection reports from the annual testing and maintenance on the # 4 and # 7 well installations. Also enclosed are the invoices for our work. We would appreciate your processing them for payment.

The orifice test we ran on the # 4 well showed a specific capacity of 140.1 GPM per foot of drawdown. This well is now 20.8% below the levels achieved after the last chemical cleaning in 2007 when it was 176.8. This well should be considered due for rehabilitation to restore lost capacity.

We tested the # 4 well pump and found it to be meeting rated design conditions. The pump was overhauled in 2019 and does not require additional attention at this time.

The orifice test that we ran on the # 7 well showed that production is down 11.1% from our test in February, and down 37.4% when compared to the original reading when the well was constructed in 1998. This well has never been cleaned and should be slated for that work in 2022 at the same time as the proposed work on the #4 well to maximize efficiency.

We tested the # 7 well pump, and it was found to be operating 11.9% below its rated design curve. This unit was last overhauled in 2018 and remains in satisfactory condition. No further work is recommended.

In addition to the testing, we also performed routine maintenance on each installation. We appreciate the opportunity to be of service. Please let us know if you should have any questions on this report, or if we may be of assistance to you in any way.

Very truly yours,

PEERLESS-MIDWEST, INC.

Frank T. Williams

FTW/rjo

Enc

www.peerlessmidwest.com

55860 Russell Industrial Parkway, Mishawaka, IN 46545 Phone (574) 254.9050 Fax (574) 254.9650



Mishawaka, IN / 574.254.9050
Westfield, IN / 317.896.2987
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Lombard, IL / 630.708.3212
Boulder, CO / 574-286-0765
Littleton, CO / 303-968-7920

January 19th, 2022

City of Plainwell
Department of Public Works
126 Fairlane St
Plainwell, MI 49080

Attn: Mr. Bob Nieuwenhuis

Re: Wells #4 and #7 Rehabilitations

Dear Bob:

As a follow up to our annual well and pump maintenance and testing results, we offer the following proposal for the recommended work on Wells #4 and #7.

Comprehensive conventional well rehabilitation to restore lost capacity of one (1) well for up to five days. Peerless Midwest to pull first coliform sample after completion of work, City personnel to pull second.

Our cost to perform this work on one (1) well installation would not exceed \$17,500 for all labor and materials. For both units as recommended, this would be \$35,000.

Please let me know if there are any questions on the above information, or if we can be of any further assistance.

Regards,

PEERLESS-MIDWEST, INC.

Frank T. Williams

www.peerlessmidwest.com

55860 Russell Industrial Parkway, Mishawaka, IN 46545 Phone (574) 254.9050 Fax (574) 254.9650

City of Plainwell



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

“The Island City”

MEMO

To: Erik Wilson, City Manager
From: Denise Siegel, Community Development Manager
Subject: Rental Rehab Development Agreement
Date: January 20, 2022

As part of the Community Development Block Grant/Michigan Economic Development Corporation funding regarding the Rental Rehab for 112 N. Main St. I am asking for the Council to allow the City Manager and the Community Development Manager to move forward with a Developer’s Agreement with Southwright Properties LLC, owner of 112 N. Main St. The draft agreement will need some minor edits and will be reviewed by the City Attorney. It is in the best interest of the City to have this agreement signed and on file and required by MEDC.

DEVELOPMENT AGREEMENT

This DEVELOPMENT AGREEMENT (the "Agreement") is made as of this ____ day of _____, 2022 ("Effective Date"), by and between the **City of Plainwell**, a Michigan municipal corporation (the "City"), and Southwright Properties LLC, ("Developer") (each a "Party" and collectively the "Parties"), upon the terms and conditions set forth below.

RECITALS

- A. Developer is the owner of the real property in the City of Plainwell, Allegan County, Michigan described as:

Parcel ID	Property Address	Legal Description
55-160-066-00	112 N. Main St.	LOTS 66 & 67 EX COM SE COR LOT 66 TO N APPROX 30' TO S LINE OF PRESENT PUBLIC ALLEY W ALG S LINE OF ALLEY 30' S APPROX 30' TO S LINE OF SD LOT 66 E 30' TO BEG.

- B. The Developer's goal of redeveloping the Property in such a manner as to benefit the City of Plainwell and its downtown in which the Property is located to support and advance the continued economic revitalization of Plainwell and its downtown.
- C. The Developer intends to redevelop the Property by renovating existing structure of four rental apartment units (the "Project") using a combination of private funds, **bank financing** and public funds provided by the U.S. Department of Housing and Urban Development (HUD) and administered by the Michigan Economic Development Corporation through the Michigan Strategic Fund Community Development Block Grant Program.
- D. The City and Developer desire to enter into this Agreement to guide the conduct and actions of Developer with respect to the redevelopment, renovation and construction of the Property and the furtherance of the goal set forth above.

TERMS

WHEREFORE, in consideration of the mutual promises contained in this Agreement and in the Purchase Agreement, the parties agree as follows:

1. Redevelopment Property. Developer shall redevelop the Property in accordance with the following:
 - a) *Use*. The Property shall have its second floor redeveloped into residential uses in accordance with applicable zoning and land use regulations; provided, however, that the Property shall not be redeveloped for uses prohibited by local regulations or by conditions placed on zoning approval in advance of this Agreement. The Developer shall renovate and construct the second floor to be residential rental apartment units. The standards for construction and renovation are further referenced in this Agreement and the plans and drawings attached as Exhibit A.
 - b) *Preliminary Plans and Drawings*. Attached hereto as Exhibit A are preliminary architectural plans and drawings for the renovation and construction of the Property prepared by or on behalf of Developer ("Plans and Drawings") which have been approved by the necessary City of Plainwell Boards and contracted firms. Developer intends to redevelop the Property in a manner largely

consistent with the attached Plans and Drawings; provided, so long as the use of the Property is consistent with Section 1.a above and in full compliance with the City's zoning and land use regulations and all building codes.

- c) *Plans and Drawings for Construction.* The Plans and Drawings for Construction (and any modifications thereof) shall be submitted for review to the City's zoning and building officials having jurisdiction as required by applicable zoning and building codes and ordinances prior to commencing any work described in the Plans and Drawings. Modifications of the Plans and Drawings for Construction for which review by the City's zoning and building officials having jurisdiction is also required by applicable zoning and building codes and ordinances, shall also be submitted to the appropriate City zoning and building officials having jurisdiction.
- d) *Energy Efficiency.* Developer shall utilize commercially reasonable efforts to redevelop the Property in a manner that respects and promotes energy efficiency.
- e) *Time.* Developer shall apply for the first of the necessary permits for the renovation and construction and shall commence necessary demolition, renovation and construction activity within thirty (30) days after obtaining said permit and signed grant agreements from the MEDC. Once construction commences, Developer shall diligently prosecute the construction to completion. Developer shall utilize its best efforts to obtain a certificate of occupancy (which may be temporary) for the primary project on the Property within twelve (12) months of the date it receives the last of the necessary permits for renovation and/or construction. Copies of all permits and certificates of occupancy shall be promptly delivered to the City when obtained. Notwithstanding anything to the contrary in this Agreement, the Project shall be completed and awarded a certificate of occupancy on or before the expiration of the term of work performance set forth in Section 1 of the MEDC grant offered under the Grant Agreement attached hereto as Exhibit B.
- f) *Construction of Improvements.* The construction of improvements and related activities in connection with the redevelopment of the Property shall be performed in accordance with the Plans and Drawings for Construction by licensed contractors if required by law, statute, ordinance, regulation or code. Developer shall be responsible for obtaining all building, electrical, plumbing, mechanical, and similar permits necessary for the renovation and construction of improvements in connection with the redevelopment of the Property.
- g) *Progress Reports.* Developer shall make reports in such detail and at such times as may reasonably be requested in writing by the City as to the progress of construction, but in no event shall the reports be required to be made more frequently than monthly, nor shall any report be due less than thirty (30) days following the City's written request for the report.
- h) *Access to Property.* Until the completion of renovation and construction, Developer shall permit representatives of the City access to the Property at all times determined necessary by the City during normal business hours for the purposes of assessing the redevelopment, including, but not limited to, viewing all work being performed in connection with the construction of the Property. While on the Property said representatives will observe all Developer's rules and regulations related to safety.

2. Reimbursement of Certain Costs. Provided that the redevelopment of the Property is proceeding in accordance with Section 1 above:
- a) The City shall reimburse Developer for all applicable and reimbursable grant eligible costs incurred by Developer under and pursuant to the terms of the U.S. Department of Housing and Urban Development (HUD) and administered by the Michigan Economic Development Corporation through the Michigan Strategic Fund Community Development Block Grant Program) and the City **dated _____, 2022**. A copy of said MEDC Grant Agreement is attached hereto as Exhibit B. The General and Special Terms and Conditions of the Grant Agreement shall be binding upon the Developer and are made a part of this Agreement. In addition, Developer shall make said General and Special Terms and Conditions included and made binding upon any subcontractor retained by Developer for the Project.
 - b) Developer shall submit a request for payment of such costs on a monthly basis as they are incurred, along with such other documentation as may reasonably be required by the MEDC and City. City shall reimburse Developer for their respective portion of such costs (strictly in accordance with the foregoing) within thirty (30) days of receipt of approval and payment of draws upon the respective grants by and MEDC.
 - i) Pay requests for grant-eligible work completed shall be paid to Developer on a pro-rated basis upon the same percentage as the public and private match required in the MEDC grant agreement.
 - ii) Each pay request will be subject to a 10% retainage by the City. The retainage and final payment request shall be paid to the Developer by the City once the Work related to the specified grants is substantially completed.
 - c) All cost reimbursements to Developer shall be received by and disbursed by Developer in accordance to the requirements of the Michigan Building Contract Fund Act, MCL 570.151 et seq., and disbursed by Developer solely for payment of the contractors, laborers, subcontractors, or materialmen for building construction purposes.
 - d) The sole source of funds for the City's reimbursement to Developer for costs or expenses incurred for redevelopment of the Property shall be those funds made available to the City by the Michigan Economic Development Corporation through its community development block grant under the Grant Agreement described in subsection 2(b) and nothing contained herein shall be deemed or be construed to create any obligation against the City's General Fund or its revenues other than the Grant Funds Receivable. The City shall diligently perform its obligations under the grant agreements and take all reasonable steps necessary to fulfill the City's grant obligations and obtain disbursement of the grant funds.
 - e) Receipt of payment of all properly documented pay requests for the payments set forth in subsections a & b of Section 2 is a condition precedent to continued performance of any of the Developer's obligations related to redevelopment, renovation and/or construction under this Agreement.

3. Economic Incentives. The City and Developer shall cooperate with and reasonably support and assist each other in connection with the pursuit of other economic incentives which may be available from or through the United States of America, State of Michigan, or City in connection with the redevelopment of the Property.
4. Default and Remedies. The City shall have the right to terminate this Agreement upon written notice to the Developer if any of the following occur prior to completion of renovation and construction:
 - a) Any change in the management of Developer which the City does not approve;
 - b) Any material adverse change in the financial condition of Developer; and,
 - c) Developer's failure to perform any of its substantive obligations under this Agreement which it is required to perform and failure of Developer to cure the default within thirty (30) days after notice, unless the cure would reasonably take longer than thirty (30) days, then within such longer period. Developer's obligations at subparagraphs I (a) through (f) of this Agreement are deemed substantive obligations.
5. Inclusion of Small Businesses. It is anticipated that the Developer will seek bids from and use where possible as subcontractors' small businesses, including but not limited to, micro local business enterprises (Micro-LBE), veteran owned small businesses (VOSB), minority business enterprises (MBE), and women-owned business enterprises (WEE).
6. Environmental Requirements. The Developer shall comply with all environmental related requirements necessary to comply with provisions of 24 CFR Part 58.
7. Lien Waivers. The Developer shall obtain lien waivers as provided in the Michigan Construction Lien Act ("MCLA") from all parties providing labor, materials or equipment for renovation or construction of the Property. The lien waivers shall be maintained by the Developer in accordance with its customary practice and copies shall be made available to the City upon written request. The Developer shall immediately notify the City in writing if a claim of lien is recorded by any party that has provided labor, materials or equipment for the renovation or construction of the Property. The notification shall include the name of the party filing the claim, the amount of the claim, a description of the circumstances surrounding the filing of the claim and actions taken and/or planned by the Developer to resolve the situation.
8. Completion of Renovation and Construction. The work of the Developer for the renovation and construction of the Project shall be deemed complete upon the issuance of a certificate of occupancy (either temporary or permanent) by the City's building department. The Developer shall complete renovation and construction of the Property as required by this Agreement not later than fifteen months from the date of issuance of the last of all necessary permits for the renovation and construction. The Developer shall be responsible for providing the City with written notification that the work on the Property has been completed.
9. Insurance and Indemnification.

- a) *Insurance.* The Developer shall obtain, and keep in full force and effect during construction, builders risk insurance, effective as of the date of commencement of construction, in an amount adequate to cover the cost of construction of the project, naming as insured the Developer and the City, among others, as their interest may appear from time to time. The Developer shall also obtain and keep in full force and effect throughout the period of construction and thereafter as required by this or a related agreement, a policy of comprehensive general public liability insurance in single implement form issued on an occurrence basis with a limit of not less than \$5 million, naming the City, and their respective officers, agents and employees as additional insureds. The City shall be provided with a certificate of such insurance prior to the Developer commencing construction, which certificate shall provide that the certificate holder shall receive thirty (30) days prior written notice of cancellation, non-renewal, or a material change of such insurance coverage. A failure to cure any breach of this requirement within the time prescribed herein shall be deemed a material breach of this Agreement and cause for immediate termination of this Agreement.
- b) *Indemnification.* Developer shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the City, and all of their elected and appointed officers, agents, servants, and employees from any and all claims or threats of claims, damages, losses, expenses, liability, judgment, or liens, including reasonable attorney fees and other costs of defense arising out of any acts or omissions by Developer or by anyone acting on their behalf under or in any matter connected with this Agreement. Developer's obligations to indemnify the City are supplemental to any insurance required under this Agreement and shall survive the expiration, non-renewal, or termination of this Agreement.

10. Miscellaneous.

- a) *Complete Agreement.* This Agreement, and the referenced documents and Exhibits, constitute the complete agreement among the parties and supersedes and replaces all prior negotiations and agreements. There are no representations, warranties, covenants, conditions, terms, agreements, promises, understandings, commitments or other arrangements whether express or implied other than those expressly set forth or incorporated herein or made in writing on or after the date of this agreement.
- b) *Governing Law; Forum.* This Agreement will be governed by, and construed in accordance with, the laws of the State of Michigan applicable to contracts made and to be performed entirely within such State and without giving effect to choice of law principles of such State. The parties agree that this Agreement was mutually drafted and shall not be construed against any party upon the basis that such party was the scrivener of this Agreement. Each of the Parties agrees that any legal or equitable action or proceeding with respect to this Agreement or entered into in connection with this Agreement or transactions contemplated by this Agreement shall be brought only in a state or federal court located in or having jurisdiction over Allegan County, Michigan.
- c) *Relationship of Parties.* The relationship between the City and Developer shall be that of independent contracting parties, and not partners in an actual or implied partnership or joint ventures. The rights and obligations of the Parties shall be governed solely by this Agreement. Each party shall determine its own methods and manner for performing its obligations under this Agreement.

- d) *No Third-Party Beneficiaries.* This Agreement is made solely for the benefit of the Parties to this Agreement. Nothing contained in this Agreement shall be deemed to give any person, partnership, joint venture, corporation, limited liability company, governmental authority or other entity any right to enforce any of the provisions of this Agreement, nor shall any of them be a third-party beneficiary of this Agreement.
- e) *No Waiver.* The failure of any Party to exercise or enforce any right or remedy conferred upon it hereunder shall not be deemed to be a waiver of any such or other right or remedy nor operate to bar the exercise or enforcement of any thereof at any time thereafter.
- f) *No Assignment.* Neither this Agreement nor any of the rights or obligations hereunder may be assigned by either Party hereto without the express written consent of both Parties.
- g) *Binding Nature.* This Agreement and the rights and obligations hereunder are binding on the Parties and their successors and permitted assigns.
- h) *Counterparts and Electronic Transmissions.* This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Electronic transmission of the original signatures (including facsimile or email) of this Agreement shall constitute delivery originals for all purposes. Time is of the essence in the performance of every covenant, term, condition and provision of this Agreement.
- i) *Notices and Demands.* Any notice, demand or other communication under this Agreement by one party to the other shall be made in writing and is sufficient if made by any of the following means: (i) hand delivery, or (ii) Federal Express, UPS, or like overnight courier service. Notice made in accordance with this Section will be deemed given and/or delivered on receipt if by hand, or on the next business day after deposit with an overnight courier service if made by overnight courier. The notice information for each party is stated below. The notice information for a party may be changed by the party from time to time, by providing notice to the other party in the manner provided in this Section.

In the case of Developer, to:

Attention:

In the case of the City, to:

City of Plainwell

211 N. Main St.

Plainwell, MI 49080

Attention: Erik Wilson, City Manager

- j) *Photographic Record.* The Developer shall maintain a photo inventory of the renovation and construction of the Property, from the date of this Agreement through completion of renovation and construction.
- k) *Notice of Problems, Delays, Adverse Conditions.* The Developer shall inform the city as soon as any problems, delays, or adverse conditions that materially affect the ability of the Developer to complete any herein described activity, or prevent the meeting of time schedules become known. As statement of the action taken, or contemplated, by the Developer to resolve the situation shall

accompany this disclosure.

- l) *Failure to Complete Construction.* In the even the Developer fails to complete renovation and construction in accordance with the terms and conditions of this Agreement, the City shall have all remedies at law or equity for breach and the **Developer will be responsible for reimbursement to the City for all grant administration expenses.**

- m) *Severability.* If any provisions or provisions set forth in this Agreement is in conflict with any Michigan law or is otherwise unenforceable, that provision is void to the extent of the conflict or unenforceability and is severable from and does not invalidate any other provision of this Agreement.

- n) *Headings.* The headings in this Agreement are for convenience of reference only and shall not affect the meaning of this Agreement.

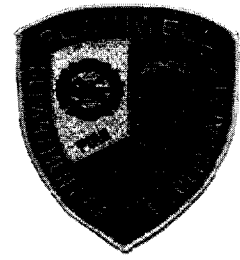
WHEREFORE, the Parties have duly executed this Agreement effective as of the day and year above written.

City of Plainwell

BY: _____
Erik Wilson
ITS: City Manager

BY: _____
ITS: Owner

BY: _____
Brian Kelley
ITS: Clerk



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

November 2021

A handwritten signature in black ink, appearing to be the initials 'B' and 'G'.

Prepared by Director Bill G. Bomar

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	1
1300	Aggravated & Non-Aggravated Assault	6	64
PROPERTY CRIMES			
2000	Arson	0	1
2100	Extortion	0	0
2200	Burglary	3	14
2300	Larceny	5	54
2400	Motor Vehicle Theft	2	13
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	1	20
2700	Embezzlement	0	1
2800	Stolen Property - Buying, receiving	0	1
2900	Damage to Property	5	18
3500	Violation of Controlled Substances Act	0	9
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	1
3800	Family Offenses	0	4
4100	Liquor Violations	2	5
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	2
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	1
5000	Obstructing Justice	0	16
5200	Weapons Offenses	1	3
5300	Public Peace	6	66
5400	Traffic Investigations - Any Criminal Traffic Complaints	2	32
5500	Health and Safety	3	44
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	14
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	1	1
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	1	5
9200	Civil Custody	1	5
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	4	131
9400	False Alarm Activation	0	14
9500	Fires (Other than Arson)	2	20
9700	Accidents, All Other	13	18
9800	Inspections, Unfounded FIRS	0	230
9900	General Assistance (All Except Other Police Agencies)	86	816
9911 & 9912	General Assistance (Other Police Agencies)	66	562
FIRS	Medical First Responder	24	294

Plainwell Department of Public Safety

Complaints/Activities for November 2021

ARRESTS

CUSTODIAL ARRESTS	9	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	16	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	6	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	9	<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	28	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	34	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	77	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	226	<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	8	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	234	

OTHER ACTIVITIES

MOTORISTS ASSISTS	27	<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	11	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	2,919	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	0	<i>The number of business' found unlocked or unsecured.</i>

Plainwell Department of Public Safety

Scheduled Hours By Activity for November 2021

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

Total Hours
888

Percentage of Total Hours

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

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

53 5.99%

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.

188 21.21%

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.

316 35.59%

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.

330 37.21%

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.

558 62.79%



November Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 66 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
11/19/21	17:37	17:42	320 Brigham	Medical	Provide life support	C1, C4	2	5
11/21/21	18:44	18:44	119 Island Ave	Ped traffic crash	First aid, traffic control	C4	3	4
11/24/21	13:02	13:04	684 Starr Rd	Alarm	Investigate	C4, C6	4	1
11/24/21	16:00	16:05	US131/112 th	Assist	Assist Consumers En	E11, T63, C6	2	2
11/25/21	9:58	9:59	122 W. Hill	Alarm	Investigate	C6	2	3
11/25/21	10:24	10:26	320 Brigham	Medical	Stood by for assistance	C6	2	3
11/28/21	15:07	15:09	505 S Woodhams	Medical	CPR, assist EMS	S62, C1	3	4

Calls for Service at Plainwell Schools

Plainwell High School: 5
684 Starr Road

Gilkey School: 0
707 S. Woodhams Street

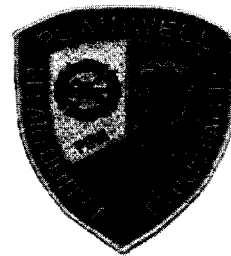
Plainwell Middle School: 1
720 Brigham Street

Starr Elementary: 0
601 school Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

December 2021

Handwritten initials, possibly 'BB', in a cursive style.

Prepared by Director Bill G. Bomar

Plainwell Department of Public Safety P

Scheduled Hours By Activity for December 2021

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

Total Hours
894

Percentage of Total Hours

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

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

58 6.46%

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.

190 21.25%

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.

316 35.35%

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.

330 36.94%

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.

534 59.71%

Plainwell Department of Public Safety

Complaints/Activities for December 2021

ARRESTS

CUSTODIAL ARRESTS	19	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	27	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	5	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	10	<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	0	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	9	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	24	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	213	<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	15	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	228	

OTHER ACTIVITIES

MOTORISTS ASSISTS	10	<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	5	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	1,095	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	0	<i>The number of business' found unlocked or unsecured.</i>

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	December	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	1	8
1200	Robbery	0	1
1300	Aggravated & Non-Aggravated Assault	8	72
PROPERTY CRIMES			
2000	Arson	0	1
2100	Extortion	0	0
2200	Burglary	0	14
2300	Larceny	7	61
2400	Motor Vehicle Theft	0	13
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	3	23
2700	Embezzlement	0	1
2800	Stolen Property - Buying, receiving	0	1
2900	Damage to Property	1	19
3500	Violation of Controlled Substances Act	0	9
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	1	2
3800	Family Offenses	0	4
4100	Liquor Violations	1	6
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	2
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	1
5000	Obstructing Justice	6	22
5200	Weapons Offenses	0	3
5300	Public Peace	8	74
5400	Traffic Investigations - Any Criminal Traffic Complaints	0	32
5500	Health and Safety	0	44
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	14
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	1
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	3	8
9200	Civil Custody	0	5
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	9	140
9400	False Alarm Activation	4	18
9500	Fires (Other than Arson)	4	24
9700	Accidents, All Other	4	22
9800	Inspections, Unfounded FIRS	0	230
9900	General Assistance (All Except Other Police Agencies)	80	896
9911 & 9912	General Assistance (Other Police Agencies)	63	625
FIRS	Medical First Responder	25	319



December Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 63 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
12/08/21	10:53	10:57	1100 N. Main St.	Fire Alarm	Investigate alarm	E11, C1, C6	4	2
12/10/21	12:21	12:25	320 Brigham	Medical	Provide basic life support	E11, S62, T63, C6	5	4
12/11/21	10:15	13:46	Maple/Bridge	Down power line	Traffic control	E11, S62, T63, C6	5	4
12/16/21	07:17	07:22	408 S. Anderson	Down power line	Traffic control	E11, C1	2	3
12/21/21	23:55	00:09	US131 / N/B Ramp	Crash	Traffic control	E11, C6	3	1
12/26/21	08:14	08:22	203 W. Bridge	Fire Alarm	Sprinkler malfunction	E11, T63, C4, C6	4	5
12/26/21	20:12	21:20	411 Naomi St	Medical	Provide manpower	C4	1	3
12/27/21	14:10	14:14	720 Brigham	Fire alarm	Investigate	E11, C2	4	8
12/27/21	08:06	08:09	203 W. Bridge	Sprinkler alarm	Canceled	C2	1	0
12/28/21	20:45	20:50	126 Michigan	Fire	fire out upon arrival	E11	3	6

Calls for Service at Plainwell Schools

Plainwell High School: 3
684 Starr Road

Gilkey School: 0
707 S. Woodhams Street

Plainwell Middle School: 4
720 Brigham Street

Starr Elementary: 1
601 school Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Water Renewal

Superintendent: Bryan Pond

December 2021



Significant Department Actions and Results

The contract for our odor control chemical "calcium nitrate" had expired the company reissued it after I placed an order for more product.

The annual industrial inspection and sampling was completed at Metal Components. No issues were found at the company.

The fabrication and installation of the methane accumulator was approved and will be installed by FHC in 2022.

The new TMDL agreement was signed by the City and is part of our NPDES permit to discharge to the Kalamazoo river. The TMDL deals with the amount of phosphorus we and all the communities on the river discharge into Lake Allegan.

Pending Items (including CIP) FY 21/22

Expenditure Summary/Issues

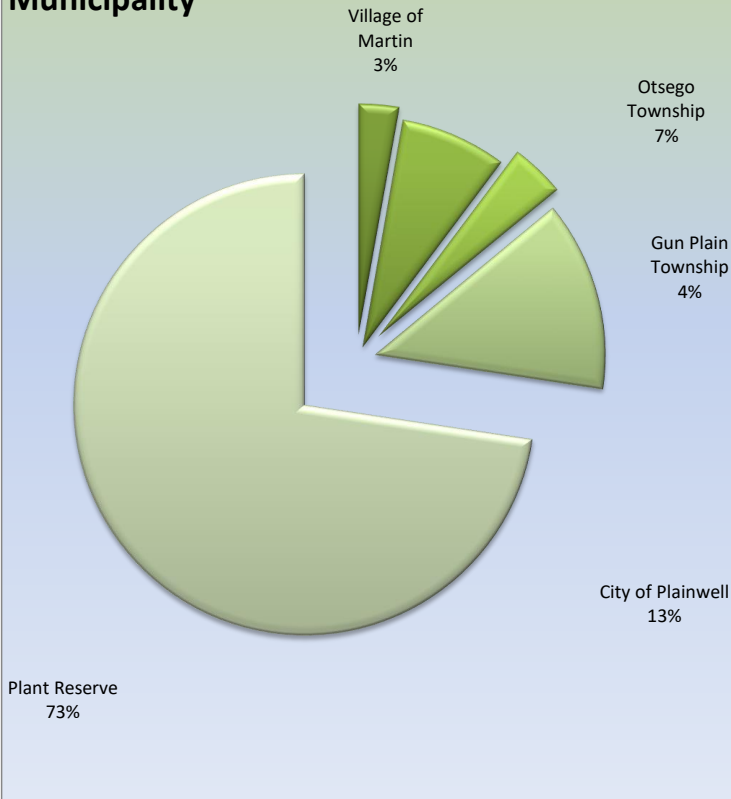
	<u>(budgeted)</u>	(completed)
Replace truck #2 (equipment fund)	\$32,000	complete
Replace Dystor Gas Membrane {Recommended manufacturer equipment life 15-17 yrs. Installed in 2005 is 17 yrs. in 2022}	\$150,000	eng. started
Influent manhole structure replacement {Cement structure from 1980; evaluation and replacement as a collapse of structure would be a catastrophic failure}	<i>evaluation</i> 5,000	
Replace (6) DOORS {Steel doors from 1980 replace with fiberglass or anodized aluminum}	\$40,000	bid, measured, material ordered
MAHL Study for IPP program necessary to update ever 10 years	\$52,000	70% complete
Replace remainder of 1980 HANDRAILS {Steel handrails have been maintained replace with aluminum}	\$55,000	
DYSTOR PLC {Last PLC SLC 50-05 operating in plant, replace with updated PLC}	12,000	parts ordered
	<u>TOTAL</u>	
	314,000	

Monthly Flow Data

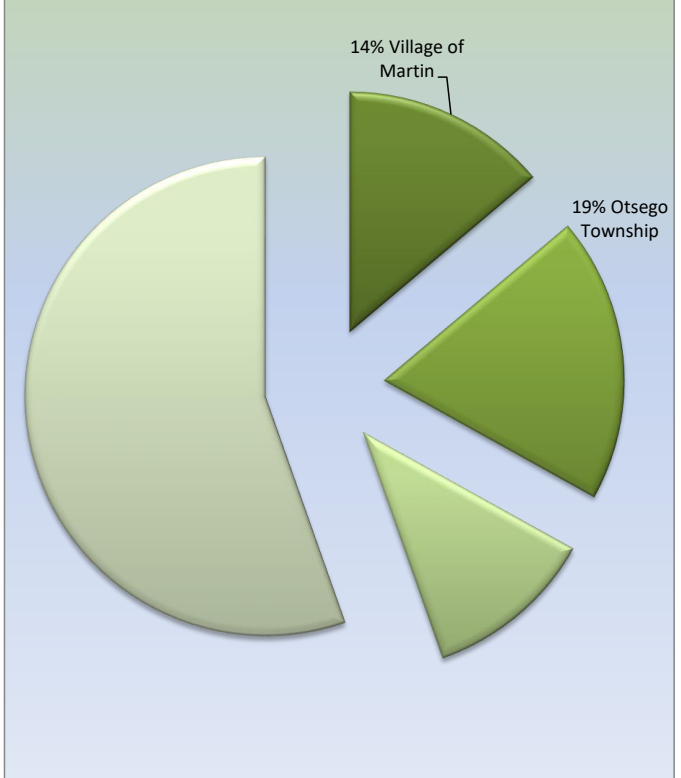
Our permitted volume of treatment is 1,300,000 gallons per day. The table and graph below shows the breakdown of average monthly flow from our customer communities, the percent ownership of our customer communities.

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin	756,432			
Gun River MH Park	365,000			
US 131 Motor Sports Park	0			
Total:	1,121,432			
AVG. DAILY:	38,670	180,000	79%	14%
Otsego Township	Total: 3,000,400			
	AVG. DAILY: 103,462	250,000	59%	19%
Gun Plain Township	Total: 971,000			
North Point Church	2,000			
North 10th Street	403,477			
Gores Addition	160,000			
AVG. DAILY	52,982	150,000	65%	12%
City of Plainwell	Total: 5376051			
	AVG. DAILY: 173420.99	720,000	76%	55%
Avg. Daily Plant Flow from entire service district	0.34			

Monthly % of Flow Per Municipality



Ownership of Plant Capacity



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	11.27
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	10
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Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.

PHOSPHORUS (P):

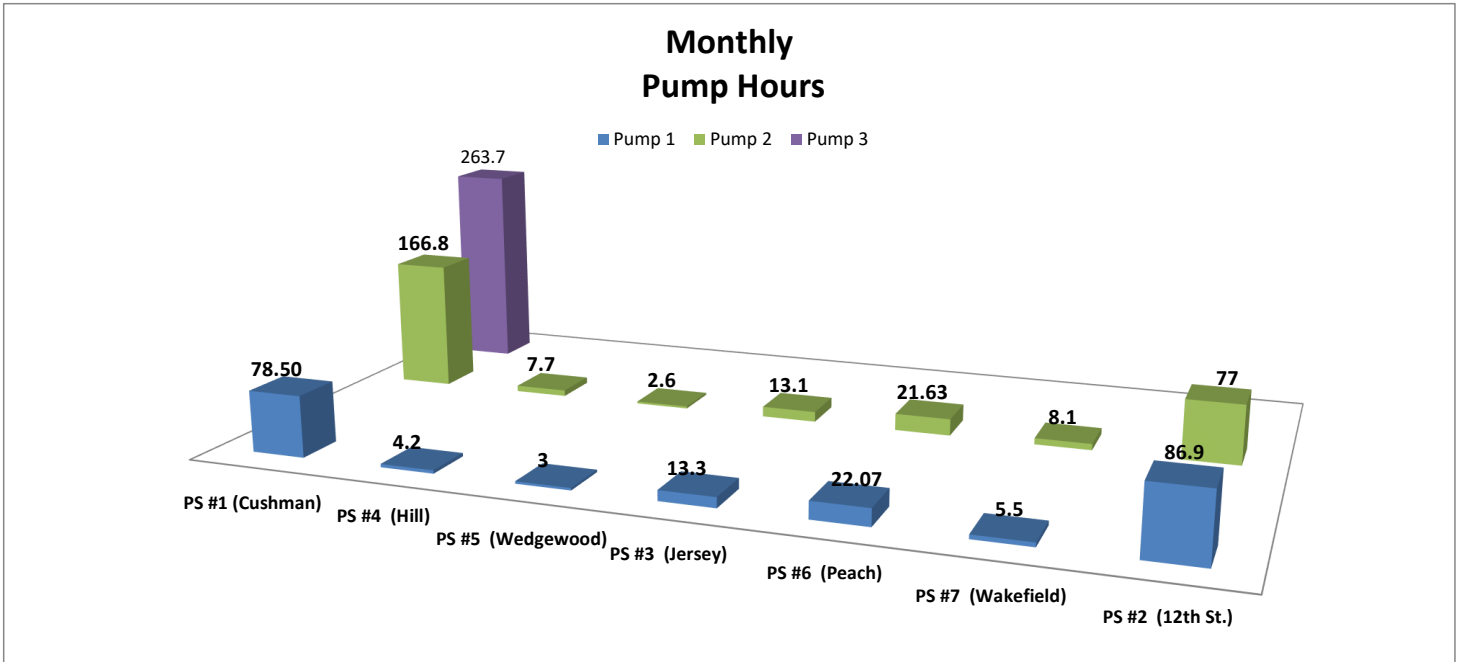
1.0 mg/l	0.45	0.55
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases 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	3
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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.

01/20/2022

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 01/24/2022 - 01/24/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: UBAP

Vendor Code	Vendor Name	Description	Amount
000010	RIDDERMAN & SONS OIL CO INC		
	148854	DPW DIESEL FUEL DELIVERED 01/13/2022	1,086.21
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			1,086.21
000034	VERIZON		
	9897523717	DPW/WR ONE TALK 12/18/2021 - 01/17/2022	221.34
TOTAL FOR: VERIZON			221.34
000035	APPLIED IMAGING		
	1878054	CITY HALL COPIER CHARGES TO 01/12/2022	241.47
	1878751	DPW/WR COPIER CHARGES TO 01/15/2022	30.51
TOTAL FOR: APPLIED IMAGING			271.98
000056	ALLEGAN COUNTY TREASURER		
	DECBOR-2021	DECEMBER 2021 BOR CHARGEBACKS	19.88
TOTAL FOR: ALLEGAN COUNTY TREASURER			19.88
000077	MCMASTER-CARR SUPPLY		
	70629640	WR - PIPE FITTINGS FOR FERRIC FILL LINE	69.61
	71207441	WR - MISC PARTS/SUPPLIES	147.81
TOTAL FOR: MCMASTER-CARR SUPPLY			217.42
000079	ALLEGAN COUNTY NEWS		
	5593	DECEMBER 2021 PUBLICATIONS - ISSUE SECURIT	380.00
TOTAL FOR: ALLEGAN COUNTY NEWS			380.00
000100	SIEGFRIED CRANDALL PC		
	107640	AUDITING SERVICES FOR YEAR ENDED JUNE 30, 2	2,500.00
TOTAL FOR: SIEGFRIED CRANDALL PC			2,500.00
000134	HAROLD ZIEGLER FORD		
	316951	CAR #4 - REPLACE WATER PUMP, TIMING CHAIN	3,286.51
TOTAL FOR: HAROLD ZIEGLER FORD			3,286.51
000153	FLEIS & VANDENBRINK INC		
	60898	GIS SUPPORT THROUGH 12/31/2021	756.00
	60914	BRIDGE IMPROVEMENT - SERVICES THROUGH 12	3,640.00
TOTAL FOR: FLEIS & VANDENBRINK INC			4,396.00

000155	BRAVE INDUSTRIAL FASTENER		
	157496	TRUCK #10 - MISC PARTS	35.92
	157506	SALT TRUCK #15 - BOLTS	12.98
TOTAL FOR: BRAVE INDUSTRIAL FASTENER			48.90

000393	RON JACKSON INSURANCE/AUTO OWNERS		
	218821	NOTARY BOND - OLIVIA LIVERPOOL	60.00
TOTAL FOR: RON JACKSON INSURANCE/AUTO OWNERS			60.00

000581	FADER EQUIPMENT INC		
	136128	BLADES FOR CONCRETE CUTS	632.00
TOTAL FOR: FADER EQUIPMENT INC			632.00

000674	A-1 ASPHALT INC		
	63239	PATCHWORK - FIRST AVE/BRIGHTON	1,500.00
TOTAL FOR: A-1 ASPHALT INC			1,500.00

000734	SAFETY-KLEEN SYSTEMS		
	87891777	DPW - WASHER SOLVENT	398.44
TOTAL FOR: SAFETY-KLEEN SYSTEMS			398.44

000910	GRAINGER		
	9169559318	MEN WORKING SIGNS & STANDS	1,099.62
TOTAL FOR: GRAINGER			1,099.62

001043	BS&A SOFTWARE		
	139129	2021/2022 SUPPORT - ASSESSING, BS&A ONLINE	3,438.00
TOTAL FOR: BS&A SOFTWARE			3,438.00

001215	FLIER'S		
	131891	WR - SALT FOR WATER SOFTENER	128.80
	131907	WR - LAB DI WATER	518.19
TOTAL FOR: FLIER'S			646.99

001413	NCL OF WISCONSIN		
	465000	WR - LAB SUPPLIES	445.10
TOTAL FOR: NCL OF WISCONSIN			445.10

001645	ALEXANDER CHEMICAL CORPORATION		
	45394	DPW - CONTAINER FEES FROM 08/29/21 - 09/28	15.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			15.00

002149	DONNIE'S AUTO REPAIR		
	2021.12	TRUCK #7 - REPLACE STEERING COLUMN, INSTAL	297.50
TOTAL FOR: DONNIE'S AUTO REPAIR			297.50

002281	HOME DEPOT		

	2021.12	DECEMBER 2021 STATEMENT	16.77
TOTAL FOR: HOME DEPOT			16.77
<hr/>			
002371	RENEWED EARTH INC		
	29961	YARD WASTE CONTRACT - JANUARY 2022	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00
<hr/>			
002402	STEENSMA LAWN & POWER EQUIPMENT		
	890599	SALT SPREADER, OIL	222.14
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			222.14
<hr/>			
002423	ANALYTICAL TESTING & CONSULT, INC		
	6505.22	112 N MAIN ST - LEAD RISK ASSESSMENT	600.00
TOTAL FOR: ANALYTICAL TESTING & CONSULT, INC			600.00
<hr/>			
002439	AMERICAN LEGAL PUBLISHING CORPORATI		
	14172	CODE OF ORDINANCES - INTERNET RENEWAL 02,	350.00
TOTAL FOR: AMERICAN LEGAL PUBLISHING CORPORATI			350.00
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002562	CITY OF ALLEGAN		
	00000010017	WATER TESTING OCT - DEC 2021	480.00
TOTAL FOR: CITY OF ALLEGAN			480.00
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002566	HIEMSTRA OPTICAL		
	2022.01	GOLDEN TICKET - MIDWAY DONATION	50.00
TOTAL FOR: HIEMSTRA OPTICAL			50.00
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002582	PLAINWELL REDI MIX - COSGROVE ENTER		
	13088	2 YDS - WOODHAMS/BRIGHTON	279.00
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER			279.00
<hr/>			
002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	149665	DPS FUEL 01/01/2022 - 01/15/2022	616.52
TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID			616.52
<hr/>			
002661	JIM KOESTNER INC		
	6032271	CAR #1 - OIL & FILTER CHANGE	35.73
	6032273	CAR #6 - OIL & FILTER CHANGE	41.73
TOTAL FOR: JIM KOESTNER INC			77.46
<hr/>			
002703	CONTINENTAL LINEN SERVICES INC		
	2021.12CH	CITY HALL RUGS DECEMBER 2021	52.70
	2021.12DPS	DPS RUGS DECEMBER 2021	48.22
	2021.12DPW	DPW UNIFORMS & RUGS DECEMBER 2021	204.54
	2021.12WR	WR UNIFORMS & RUGS DECEMBER 2021	78.40
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			383.86
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002740	STATE OF MICHIGAN		
	551-593850	SOR FEES DECEMBER 2021	30.00
TOTAL FOR: STATE OF MICHIGAN			30.00

002743	LERMA INC.		
	2022-5	YEARLY MEMBERSHIP DUES 2022	60.00
TOTAL FOR: LERMA INC.			60.00

002787	ESPER ELECTRIC		
	24994	DPS - TROUBLESHOOT NETWORK SWITCH	150.00
TOTAL FOR: ESPER ELECTRIC			150.00

004812	FISH WINDOW CLEANING		
	2647-105886	WR - WINDOW CLEANING	25.00
TOTAL FOR: FISH WINDOW CLEANING			25.00

004852	PACE ANALYTICAL SERVICES LLC		
	2250183363	WR - LAB SAMPLES	242.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			242.00

004855	PLAINWELL ACE HARDWARE		
	9350	TOOL ROOM - CABLE TIES	29.97
	9362	WR - CLEANING SUPPLIES, CONCRETE EPOXY	56.96
	9368	DPS - BATTERIES	34.97
	9396	#10 REPAIR - KTCHEN TIMER, DRILL BITS, ETC	63.15
	9410	#15 - RUST STOP, PAINT BRUSH	17.58
	9416	TAPE MEASURE	12.99
	9418	MISC FASTENERS - COOK PARK	2.00
	9436	WIRE CORD (24) - NEW STORAGE ROOM	38.16
	9440	PARTS/SUPPLIES - TOOL ROOM EXPAND	24.76
	9444	WIRE ROLL - CITY HALL	3.59
	9445	WR - DUSTER, RUST PREVENTER	12.58
TOTAL FOR: PLAINWELL ACE HARDWARE			296.71

004894	ASCENSION MI EMPLOYER SOLUTIONS		
	452409	NEW HIRE PHYSICAL/SCREENING - FORD, SHANN	186.00
TOTAL FOR: ASCENSION MI EMPLOYER SOLUTIONS			186.00

004907	F&V OPERATIONS AND RESOURCE MGMT		
	4199	MAIN TECH SERVICES 7/01/21 -10/30/21 - SLUDG	8,689.90
	4380	PEACH CT LIFT STATION - MAIN TECH 11/28/21 -	818.80
TOTAL FOR: F&V OPERATIONS AND RESOURCE MGMT			9,508.70

004914	BARBED WIRE CAFE		
	2022.01	GOLDEN TICKETS - MIDWAY DONATION	20.00
TOTAL FOR: BARBED WIRE CAFE			20.00

005015	CHECKALT-KLIK		
	183569	E-LOCKBOX FEES DECEMBER 2021	148.99
TOTAL FOR: CHECKALT-KLIK			<u>148.99</u>

005038	BARNES & THORNBURG LLP		
	2553676	LEGAL SERVICES THROUGH 11/30/2021	313.50
TOTAL FOR: BARNES & THORNBURG LLP			<u>313.50</u>

005041	EVOQUA WATER TECHNOLOGIES		
	905195052	WR - CALCIUM NITRATE 3819 GAL	11,838.90
	905199156	MONTHLY ODOR CONTROL DECEMBER 2021	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			<u>12,138.90</u>

005084	MARTIN TRANSMISSION		
	3085	TRUCK #17 - STARTER REPLACEMENT	293.68
TOTAL FOR: MARTIN TRANSMISSION			<u>293.68</u>

005087	PRO WATER TREATMENT LLC		
	0028035	CH - REVERSE OSMOSIS YEARLY RENTAL 2022	200.00
TOTAL FOR: PRO WATER TREATMENT LLC			<u>200.00</u>

005092	CERTASITE LLC		
	11325283	CRISPE HOUSE - DRY SYSTEM TEST	490.00
TOTAL FOR: CERTASITE LLC			<u>490.00</u>

TOTAL - ALL VENDORS

49,390.12

INVOICE AUTHORIZATION

Person Compiling Report

Brian Kelley, City Clerk/Treasurer

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

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

Insert Signature:

Insert Signature:

Bryan Pond, Water Renewal Plant Supt.

Bill Bomar, Public Safety Director

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

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

Insert Signature:

Insert Signature:

Bob Nieuwenhuis, Public Works Supt.

Erik J. Wilson, City Manager

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

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

Insert Signature:

Insert Signature:

01/20/2022

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 01/10/2022 - 02/01/2022

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Huntington Bank - formerly Chemical Bank					
Check Type: EFT Transfer - Automatic Payments					
01/11/2022	CBGEN	1885(E)	SILVERSCRIPT INSURANCE COMPANY	JANUARY 2022 RETIREE PRESCRIPTION COVERA	26.60
01/11/2022	CBGEN	1886(E)	SILVERSCRIPT INSURANCE COMPANY	JANUARY 2022 RETIREE PRESCRIPTION COVERA	26.60
01/18/2022	CBGEN	1887(E)	HUNTINGTON NATIONAL BANK	DECEMBER 2021 BANK SERVICE CHARGES HUNTI	78.72
Total EFT Transfer:					<u>131.92</u>
Bank UBAP United Bank - General Checking					
Check Type: ACH Transaction - Property Tax Distributions					
01/14/2022	UBAP	532(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2021 TAX COLLECTIONS THROUGH 01/08/2022	17,695.40
01/14/2022	UBAP	533(A)	ALLEGAN COUNTY TREASURER	2021 TAX COLLECTIONS THROUGH 01/08/2022	6,932.97
01/14/2022	UBAP	534(A)	PLAINWELL COMMUNITY SCHOOLS	2021 TAX COLLECTIONS THROUGH 01/08/2022	80,186.47
01/14/2022	UBAP	535(A)	RANSOM DISTRICT LIBRARY	2021 TAX COLLECTIONS THROUGH 01/08/2022	2,796.84
01/21/2022	UBAP	540(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2021 TAX COLLECTIONS THROUGH 01/15/2022	10,560.00
01/21/2022	UBAP	541(A)	ALLEGAN COUNTY TREASURER	2021 TAX COLLECTIONS THROUGH 01/15/2022	3,915.04
01/21/2022	UBAP	542(A)	PLAINWELL COMMUNITY SCHOOLS	2021 TAX COLLECTIONS THROUGH 01/15/2022	37,596.36
01/21/2022	UBAP	543(A)	RANSOM DISTRICT LIBRARY	2021 TAX COLLECTIONS THROUGH 01/15/2022	1,636.07
Total ACH Transaction:					<u>161,319.15</u>
Check Type: EFT Transfer - Automatic Payments					
01/10/2022	UBAP	536(E)	UNITED BANK	ACH FEE - TAX DISTRIBUTION	7.00
02/01/2022	UBAP	537(E)	USDA RURAL DEVELOPMENT	DEBT SERVICE - PUBLIC SAFETY BUILDING	41,751.74
01/13/2022	UBAP	538(E)	UNITED BANK	ACH FEE - AP PRENOTE FILE	7.00
01/14/2022	UBAP	539(E)	UNITED BANK	ACH FEE - UTILITY PAYMENTS IN	7.00
01/18/2022	UBAP	544(E)	UNITED BANK	ACH FEE - TAX DISTRIBUTION 01/22/2022	7.00
Total EFT Transfer:					<u>41,779.74</u>
Check Type: Paper Check - Manual Checks					
01/11/2022	UBAP	18227	CONSUMERS ENERGY	DECEMBER 2021 ELECTRIC - 934 IND PKWY, S	3,589.76
01/11/2022	UBAP	18228	CHARTER COMMUNICATIONS	CITY HALL PHONES/TV/INTERNET THROUGH 02/	487.67
01/11/2022	UBAP	18229	REPUBLIC SERVICES (RECYCLE)	RECYCLING SERVICES JANUARY 2022	2,754.05
01/11/2022	UBAP	18230	ALLEGAN COUNTY PROBATE COURT	FILING FEE - 2021 FIDUCIARY ACCOUNT - CR	20.00
01/20/2022	UBAP	18232	CHARTER COMMUNICATIONS	AIRPORT INTERNET 01/07/2022 - 02/06/2022	84.00
01/20/2022	UBAP	18233	STATE OF MICHIGAN - GREAT SEAL OFFI	NEW NOTARY - M FENGER	10.00

01/20/2022 UBAP 18234 PLAINWELL ACE HARDWARE

GOLDEN TICKETS - MIDWAY DONATION

175.00

Total Paper Check:

7,120.48

REPORT TOTALS:

Total of 23 Checks:

210,351.29

Less 0 Void Checks:

0.00

Total of 23 Disbursements:

\$ 210,351.29

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:

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:

**State of Michigan
Department of Environment, Great Lakes, and Energy**

Water Resources Division
Kalamazoo District Office
7953 Adobe Road, Kalamazoo, MI, 49009-5025
269-567-3500

Site Name: 03-Plainwell Dam Removal Site-Otsego
Submission Number: HPB-KKTH-ZQ2C1
Date: January 13, 2022

PUBLIC NOTICE

Mark Mills, Michigan Department of Natural Resources, 621 N 10th Street, Plainwell, MI 49080, has applied to this office for a permit under authority of Part 31, Water Resources Protection; Part 301, Inland Lakes and Streams; and Part 303, Wetlands Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA).

The applicant proposes to remove an existing dam spillway from the Kalamazoo River and conduct stream and floodplain restoration by:

- Temporarily installing coffer dams as needed
- Temporarily place a total of approximately 2790 cubic yards of clean fill in 4 different wetlands and 100-year floodplain of the Kalamazoo River, impacting approximately 37,667 square feet of wetland, for temporary access roads.
- Temporarily dredge a total of approximately 6514 cubic yards from 4 different wetlands and the 100-year floodplain of the Kalamazoo River, impacting approximately 83,446 square feet of wetland.
- Place approximately 1640 cubic yards of clean fill in wetland in an area approximately 233 feet long, 95 feet wide, and 2 feet deep.
- Permanently dredge a total of approximately 9597 cubic yards from wetlands and the 100-year floodplain of the Kalamazoo River, impacting approximately 112,553 square feet of wetland.
- Place approximately a total of approximately 1377 cubic yards of clean cobble and angular rock (maximum diameter 16 inches) riprap in 5 different wetlands, impacting approximately 38,627 square feet of wetland.
- Dredge a total of approximately 4736 cubic yards from the bottomland and 100-year floodplain of the Kalamazoo River in 4 different locations, impacting approximately 49,504 square feet of bottomland to lower floodplain bench.
- Place approximately 5808 cubic yards of clean fill in bottomland in an area approximately 219 feet long, 358 feet wide, and 2 feet deep.
- Place a total of approximately 38 cubic yards of bioengineering and large wood debris in bottomland in 3 different locations, impacting approximately 520 square feet of bottomland for shoreline stabilization.

- Place filter fabric and a total of approximately 1377 cubic yards of clean 16-inch diameter angular rock riprap in bottomland in 5 different locations, impacting approximately 38627 square feet of bottomland.
- Create a boat ramp by dredging approximately 202 cubic yards of bottomland and 100-year floodplain in an area approximately 130 feet long, 21 feet wide, and 2 feet deep. Place approximately 44 cubic yards of clean stone fill in an area approximately 30 feet long, 20 feet wide, and 2 feet deep.
- Total floodplain impacts are approximately 7754 cubic yards of floodplain fill and 10130 cubic yards of floodplain cut.
- Total wetland impacts are approximately 6.84 acres; restoration is proposed.

The project is located in T01N, R12W, Section 24, Otsego Township, Allegan County, Michigan, in accordance with plans attached to this notice.

THIS NOTICE IS NOT A PERMIT

The proposed project may also be regulated by one or more additional parts of the NREPA that are administered by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division (WRD). The requirements of all applicable parts are considered in determining if a permit can be issued. When a permit application is received requesting authorization to work in or over the inland waters of the State of Michigan, pursuant to Part 31, Part 301, Part 303, of the NREPA, the NREPA provides that EGLE submit copies for review to the department of public health; the city, village, or township and county where the project is to be located; the local soil conservation district; and any local watershed council organized under Part 311, Local River Management, of the NREPA. Additional notification is provided to certain persons as required by statute or determined by EGLE.

The normal review of a permit application considers the impacts that the encroachment will have on flood stage or discharge characteristics, but does not consider the impact that the proposed work will have on the local community development and land use patterns.

Those persons wanting to make comments on the proposed project shall furnish comments through MiWaters no later than 20 days from the date of this notice. Comments will be made part of the record and should reference the above application number. Objections must be factual, specific, and fully describe the reasons upon which any objection is founded. Unless a written request is filed with EGLE within the 20-day public comment period, EGLE may make a decision on the application without a public hearing. The determination as to whether a permit will be issued or a public hearing held will be based on an evaluation of all relevant factors, including the public comments received and the effect of the proposed work on the public trust or interest, including navigation, fish, wildlife, and pollution. The specific permit decision criteria can be found in the parts of the NREPA applicable to this application and listed above. Copies of these parts of the NREPA are available on the public notice Web site. Public comments received will also be considered.

This application will be reviewed by federal agencies in accordance with an agreement with the United States Environmental Protection Agency (USEPA), under provisions of Section 404 of the federal Clean Water Act Amendments of 1977.

The entire copy of the public notice package may be viewed at the WRD's district office listed on the top of this public notice or online at: <https://miwaters.deq.state.mi.us/miwaters/#/external/publicnotice/search>. To access the public notice page online, search for the public notice by location or applicant name, and view by clicking on the "Documents" tab. Comments should be sent electronically by clicking on the "Add Comment" tab. When inputting your comment please do not add any personal identification information (PII) concerning yourself or any other individual, into the comment box, including but not limited to email or telephone number. A hard copy of the public notice may be requested by calling the above number.

cc:

Otsego Township Clerk
City of Plainwell Clerk
Allegan County Clerk
Allegan County Drain Commissioner
Allegan County Health Department
Allegan County Conservation District
Randy Rapp, Allegan CEA
Local Postmaster
Melanie Burdick, USEPA
Carrie Tansy, USFWS
Mark Mills, DNR, Applicant
Janeen McDermott, AECOM, Agent
Adjacent Property Owners
MDNR, Wildlife Division
Matt Diana, MDNR, Fisheries Division
Kalamazoo River Watershed Council
Kyle Alexander, EGLE
Jeff Bridgland, EGLE
John Bayha, EGLE
Heather Bishop, EGLE
Jen Klang, EGLE
Bethany Matousek, EGLE
Michael Pennington, EGLE
Dan Peabody, EGLE
Fred Sellers, EGLE
Luke Trumble, EGLE

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
MICHIGAN GAS UTILITIES CORPORATION
CASE NO. U-21066**

- Michigan Gas Utilities Corporation requests Michigan Public Service Commission's approval of a gas cost recovery plan and authorization of gas cost recovery factors for the 12-month period April 2022-March 2023.
- The information below describes how a person may participate in this case.
- You may call or write Michigan Gas Utilities Corporation, 899 S. Telegraph Rd., Monroe, MI 48161, 734-457-6137 for a free copy of its application. Any person may review the documents at the offices of Michigan Gas Utilities Corporation or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: **Wednesday, February 9, 2022 at 9:30 AM**

BEFORE: **Administrative Law Judge Christopher Saunders**

LOCATION: **Video/Teleconferencing**

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscedockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Michigan Gas Utilities Corporation's (MGUC) December 28, 2021, application requesting the Commission to: 1) authorize MGUC to implement a 12-month Gas Cost Recovery (GCR) plan for the period from April 1, 2022, through March 31, 2023, as proposed; 2) determine that the decisions underlying the plan are reasonable and authorize Michigan Gas Utilities Corporation to implement the GCR factor of \$4.8435 per Mcf and Contingency Factor Matrix for the period from April 1, 2022 through March 31, 2023 as proposed; 3) authorize MGUC to implement a Reservation Charge of \$0.7153 per Mcf to both GCR and Gas Customer Choice customers; 4) determine that the decisions underlying the five-year forecast are reasonable and indicate any cost items in the five-year forecast the Commission would be unlikely to permit MGUC to recover from its customers in rates, rate schedules, or gas cost recovery factors established in the future; 5) authorize MGUC to treat as part of its booked cost of gas for purposes of the GCR, reasonably incurred premiums on financial instruments; and 6) grant MGUC other relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 2, 2022. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Michigan Gas Utilities Corporation's attorney, Paul M. Collins, One Michigan Ave., Ste. 900, Lansing, MI 48933.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. **U-21066**. Statements may be emailed to: mpscedockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

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

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

Reports & Communications:

A. DPS – Patrol Vehicle Upfitting:

Public Safety recently purchased a 2021 Chevy Tahoe patrol vehicle to replace an older model. The new unit needs to be upfitting with lights, sirens and other equipment, some of which can be used from the existing unit. Two firms bid on the project and Director Bomar recommends using C-Comm in Allegan, which does other service work on the police fleet.

Recommended action: Consider approving a project to upfit the new 2021 Patrol Vehicle with lights and equipment from C-Comm at a cost of \$9,066.07.

B. DPS – Fire Turn-Out Gear Purchase:

Annually, fire command staff inspects its gear and recommends replacement. For the current year, two (2) sets are budgeted for replacement. West Shore Fire Inc. represents the West Michigan distributor of Fire Dex Manufacturing who will tailor fit the gear per the firefighter's size requirements for maximum protection.

Recommended action: Consider approving the purchase of two (2) sets of fire turn-out gear, hoods and boots from West Shore Fire Inc. at a cost of \$7,964.00.

C. DPS – Fire Engine/Pumper E-11 Repair:

Public Safety employees recently noticed multiple issues including leaking valves, lighting and electrical issues, air brake leaks and rear door window issues with fire engine/pumper E-11 during routine inspections. B&B Fire Division was contacted to diagnose the problem, and they requested to take E-11 to their facility for repair. B&B Fire Division is the preferred vendor for Public Safety's fire trucks and they are certified in emergency vehicle services.

Recommended action: Consider approving repairs by B&B Fire Division to fire engine/pumper E-11 at a cost of \$3,925.44.

D. Professional Services Contact – Audit Services:

Siegfried Crandall PC has provided accounting or auditing services to the city for over 30 years. The past seven (7) audits have been at the same pricing quoted in a 2015 bidding process. The firm has offered to extend the professional services contact for the current year at a cost of \$10,500. Additionally, due to Mill Demolition Grant and ARPA funding, the city will be required to have "single audit" procedures done to determine compliance with federal programs, at an additional cost of \$2,500.

Recommended action: Consider extending the professional services contract with Siegfried Crandall PC for audit services for the year ended June 30, 2022 at a cost of \$10,500 with additional Single Audit costs of \$2,500.

E. Professional Services Contract – Actuarial Services:

The city has an Other Post-Employment Benefit Plan for certain employees which requires full actuarial valuations every two (2) years. Since 2016, Watkins Ross PC in Grand Rapids has provided that service in partnership with the city's auditors Siegfried Crandall PC. The firm has offered to extend the professional services contact for the current year at a cost of \$4,400.

Recommended action: Consider extending the professional services contract with Watkins Ross PC for actuarial services for the city's Other Post-Employment Benefit Plan for the year ended June 30, 2022 at a cost of \$4,400.

F. DPW – Well Cleaning and Rehabilitation:

Peerless Midwest performs an annual test to measure output and makes recommendations based on the results. Cleaning and rehabilitation for the wells needs to be completed prior to summer usage increases. Peerless Midwest is the preferred vendor for well cleaning and repairs, and can complete the April 2022 cleaning and rehabilitation at a cost not to exceed \$35,000.

Recommended action: Consider approving the well cleaning and rehabilitation provided by Peerless Midwest at a cost not to exceed \$35,000.

G. Rental Rehab 112 North Main Street – Developer’s Agreement:

MEDC requires a Developer’s Agreement to be on file and it is in the City’s best interest to have a Developer’s Agreement between Southwright Properties, LLC, owner of 112 North Main Street, and the City Manager and Community Development Manager. The City Manager may need to make administrative changes to the draft Developer’s Agreement that will include information pertinent to the project but will not affect the duties and responsibilities of any of the parties involved. The City’s attorney will review the agreement prior to execution.

Recommended action: Consider approving the draft Developer’s Agreement and authorizing the City Manager to make administrative changes to the draft Developer’s Agreement as needed.

Reminder of Upcoming Meetings

- February 2, 2022 – Plainwell Planning Commission – 7.00pm
- February 8, 2022 – Plainwell DDA/BRA/TIFA Board– 7:30am
- **February 14, 2022 – Plainwell City Council – 7:00pm**
- February 17, 2022 – Plainwell Parks & Trees Commission – 5:00pm

Non-Agenda Items / Materials Transmitted

- Public Notice – Plainwell Dam Removal Site – Otsego (12th Street Dam)
- Public Notice – Michigan Gas Utilities – February 9, 2022 9:30am