

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, March 25, 2024 - 7:00PM
Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – 03/11/2024 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Presentation** – *Old Orchard Project*
9. **Agenda Approval**
10. **Mayor’s Report**
11. **Recommendations and Reports:**

A. DPS – Repairs to Engine 11 Pump Panel

Council will consider approving a budget amendment to cover repairs to the 1997 HME Firetruck in the amount of \$8,807.08.

12. **Communications:** The monthly DPS Report, the draft 3/12/24 DDA/TIFA/BRA meeting minutes and the draft 3/14/24 Parks & Trees meeting minutes
13. **Accounts Payable** - \$178,623.42
14. **Public Comments**
15. **Staff Comments**
16. **Council Comments**
17. **Adjournment**

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

MINUTES
Plainwell City Council
March 11, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Brian Warren of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 02/26/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the March 11, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: None.
10. Recommendations and Reports:
 1. City Manager Lakamper discussed Resolution 2024-08 to establish Industrial Development District 2024-01.
A motion by Overhuel, seconded by Keeney, to open a Public Hearing at 7:02pm to allow comment on Southwright Michigan First's request to establish Industrial Development District 2024-01 in Industrial Park. On a voice vote, all in favor. Motion passed.

No public comment.

A motion by Overhuel, seconded by Keeney, to close the Public Hearing at 7:04pm. On a voice vote, all in favor. Motion passed.

A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2024-08 and establish Industrial Development District 2024-01 as presented. On a roll call vote, all in favor. Motion passed.
 2. **A motion by Steele, seconded by Keeney, to open a Public Hearing at 7:07pm to allow comment on Resolution 2024-09 and Special Assessment District 2024-01. On a voice vote, all in favor. Motion passed.**
 1. Dennis Burd of 224 Russet Dr.- Asked what the total project cost was, how the assessment would be handled if the residence was sold, how assessment billing would work, the additional costs sewer service would add to the water bill, and where funding for this project was obtained.
 2. Nancy Muszynski of 218 Russet Dr.- Shared her concern at the assessment cost; asked the length of time before hook up to City sewer was required; asked if property taxes will increase; asked if driveway connections to the new road will be of the same material as the driveway; asked what, if anything, The City of Plainwell is an equal opportunity employer and provider

- needed to be done with drain fields, or if property owners only need to worry about the septic tank; asked what the different assessment amount were for and stated a preference for the lowest amount.
3. Linda Carribino of 115 Russet- Asked if pricing was the same for a corner lot; asked for clarification that the tap fee was a one-time charge; asked about selling her property; asked for a full price break down, stating she lives on a fixed income and it seems like some costs are hidden.
 4. Dan Pitcher of 730 Glenview- Asked if the new roads are part of the assessment; asked if curbs and drains will be installed; asked for an informational packet to be provided.
 5. Cris Macklin of 808 Thomas St.- Asked what happens to the defunct septic tanks and who is responsible for emptying and decommissioning them; asked where the stub will be located; and who to contact for more information on decommissioning his septic system.
 6. Bob Munch of 114 Russet- Asked for an informational packet; stated he owns 2 parcels (one is vacant) and asked if the assessment applied to both his parcels; stated that previous City Manager Erik Wilson told him that there was a grant available to cover the costs of this project and inquired what happened to that grant.
 7. Denise Ulrich of 202 Russet- Asked if the new roads will be maintained; stated her property has drainage issues; asked about grant money; asked if the City had looked into ways to lessen the project cost; stated that the new roads should be covered by the City.
 8. Henry Richards of 801 Glenview- Asked if the City had done its due diligence looking for grants; stated that he had a new septic system installed a few years ago for ~\$7500 and that his parcel could accommodate an additional septic system; asked when the assessment fees will start being billed; asked if there would be any permit fees.
 9. Gary Harris of 130 Glenview- Asked that documentation be provided to property owners.
 10. Robin Pitcher of 730 Glenview- Asked about the project time line.
 11. Mike Shumaker of 821 Glenview- Asked about selling property with an assessment.
 12. Pam Waterman of 756 Glenview- Asked about accessibility to driveways and mailboxes during construction.

City Manager Lakamper, Finance Director/Treasurer Kelley, and Superintendent Nieuwenhuis discussed Resolution 2024-09, (Res. No.3) which is the next step in the Old Orchard project Special Assessment District 24-01, answering property owners' questions when possible. After public input, Council decided on \$7,500.00 per parcel instead of the original \$10,000.00. The lowered assessment amount increases chances of a City-wide sewer rate increase in the future. Superintendent Nieuwenhuis will contact Allegan County for more information on decommissioning septic systems and provide this information to all home owners.

City Manager Lakamper stated that the assessment was only on the sewer. Parcel owners have 20 years to repay the assessment. Early payment/payoff and extra payment(s) are fine and will lower interest. Billing will occur annually. Parcel owners have ten years to connect to City sewer, unless their septic system fails (requires connection), or the property is sold (requires connection and pay off of remaining assessment balance, if any). Stubs will be located in the right of way in the front yard.

A motion by Steele, seconded by Overhuel, to close the Public Hearing at 8:28pm. On a voice vote, all in favor. Motion passed.

A motion by Keeney, seconded by Wisnaski, to adopt Resolution 2024-09 (No. 3) and set the assessment amount at \$7,500.00 per parcel. On a roll call vote, all voted in favor. Motion passed.

3. Superintendent Nieuwenhuis discussed selling Truck #18 at auction.
A motion by Steele, seconded by Wisnaski, to approve the sale of Truck #18 at auction. On a roll call vote, all voted in favor. Motion passed.
4. Community Development Manager Siegel discussed a Social District Permit request from Tenth Street, INC.

A motion by Steele, seconded by Overhuel, to approve Resolution 2024-10, stating that the application from Tenth Street, INC for a Social District Permit is recommended by City Council for consideration and approval by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.

5. Director Callahan discussed purchasing nine (9) patrol rifles as part of an employee purchase plan for \$10,790.00.

A motion by Keeney, seconded by Wisnaski, approving the purchase of nine patrol rifles from Next Level Armament as part of an employee purchase plan for \$10,790.00. On a roll call vote, all voted in favor. Motion passed.

6. Director Callahan reported that thirty-six (36) MSA SCBA cylinders expire in June 2024 and need to be replaced. These cylinders allow firefighters to have respirable air in unsafe breathing environments.

A motion by Keeney, seconded by Wisnaski, to approve the purchase of thirty-six (36) MSA SCBA cylinders from MacQueen Emergency for 37,680.00 plus shipping. On a roll call vote, all voted in favor. Motion passed.

7. Director Callahan discussed the sale of scrap metal.

A motion by Steele, seconded by Overhuel, authorizing the DPS to sell scrap metal from old fire hose connectors and hardware and scrap from the mezzanine. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the February 2024 Investment and Fund Balance reports. On a voice vote, all voted 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 \$197,473.37 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments:

1. Beth Raich of 231 Gilkey- Stated that her water bill went from \$46 last month to \$90 this month- she wonders why.
2. Pam Waterman of 765 Glenview- Thanked City Manager Lakamper for the video he posted explaining the new water meters and rate changes. She stated that her new meter had not changed her monthly bill.

14. Staff Comments:

Treasurer/Finance Director Kelley thanked Verne Waterman and the rest of the 2024 Election Staff for a smooth Presidential Primary Election. He states that the 2023 taxes have been settled with Allegan County, and he was honored to hear that his work for Plainwell is outstanding. The bond sale was last week, and he is learning about the process.

Personnel Coordinator Kersten shared that the assistant Water Renewal Superintendent job opportunity has been posted. This position will be Superintendent Pond's successor.

Superintendent Nieuwenhuis thanked the residents who came to the meeting. He will send letters with more information to parcel owners. This will be a good project- his recent meeting with the engineers and construction company went great. The construction company plans to maintain access to homes and mailboxes, limit dust and mud when possible, and allow bus access.

Community Development Manager Siegel shared that she is working on several smaller projects.

The City of Plainwell is an equal opportunity employer and provider

Superintendent Pond shared that he had signed retirement paperwork.

Director Callahan had nothing to report.

Clerk Leonard had nothing to report.

Manager Lakamper thanked Superintendent Pond for his transparency, and working with the City to source and train his successor. The bond sale went better than expected. He shared that he has some ideas on how to encourage interest in Plainwell in the development community.

15. Council Comments:

Mayor Pro Tem Steele thanked the community, and stated that the Old Orchard project should have already been done. She is truly sorry, as prices have sky rocketed in recent years. She encouraged everyone to have a safe and fun St. Patrick's Day.

Council member Overhuel thanked everyone for coming.

Council member Keeney thanked the public, and the Officer Culver for attending tonight's meeting.

Council member Wisnaski thanked the public.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:58 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
March 25, 2024

JoAnn Leonard, City Clerk



"The Island City"

MEMORANDUM

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

TO: Justin Lakamper, City Manager
FROM: Kevin Callahan, Director of Public Safety
DATE: March 21, 2024
SUBJECT: Repairs to Engine 11 pump panel

ACTION ITEM: The City Council should consider approving a budget amendment and repairs to the 1997 HME Firetruck in the amount of \$8807.08.

BACKGROUND INFORMATION: The current Engine 11 fire apparatus went in for repairs to the pump that pushes water from the fire hydrant through the truck into fire hoses. A problem was found on a previous repair dealing with the pump that had now failed. In order to complete the repair, parts are being harvested from a mid-90s Detroit Fire Engine to make the pump work as the engine and pump are so old that they are no longer manufactured due to new technology.

ANALYSIS: The cost to harvest the parts and repair the engine are \$8807.08, without which the pump will not work for fire suppression. No other options exist for this repair and the facility being used is a preferred vendor.

BUDGET IMPACT: This item was not budgeted for but we were noticed that we will be receiving a grant of funds from the State of Michigan for funds used to purchase gear that is being reimbursed. This should make the impact to the budget close to even.

1

kl



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

February 2024

Prepared by Director Kevin Callahan

Plainwell Department of Public Safety

Scheduled Hours By Activity for February 2024

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

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

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

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

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

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

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

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

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

TOTAL UNOBLIGATED PATROL HOURS

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

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

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

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

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

Total Hours

1,132

Percentage of Total Hours

63

5.60%

240

21.22%

344

30.37%

485

42.80%

647

57.20%

Plainwell Department of Public Safety

Complaints/Activities for February 2024

ARRESTS

CUSTODIAL ARRESTS	3	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	2	<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	6	<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	65	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	7	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	84	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	204	<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	31	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	235	

OTHER ACTIVITIES

MOTORISTS ASSISTS	5	<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	2,091	<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>
Foot Patrol	3	<i>Hours spent on foot patrol.</i>

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	February	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	3
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	4	8
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	1	2
2300	Larceny	4	9
2400	Motor Vehicle Theft	0	0
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	4	7
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	0	0
3500	Violation of Controlled Substances Act	0	1
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	0
3800	Family Offenses	2	2
4100	Liquor Violations	0	0
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	0
5000	Obstructing Justice	2	2
5200	Weapons Offenses	0	1
5300	Public Peace	6	10
5400	Traffic Investigations - Any Criminal Traffic Complaints	0	2
5500	Health and Safety	11	18
5600	Civil Rights	0	0
5700	Invasion of Privacy	1	2
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	4	6
9200	Civil Custody	1	1
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	1	3
9400	False Alarm Activation	4	12
9500	Fires (Other than Arson)	1	2
9700	Accidents, All Other	3	5
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	97	184
9911 & 9912	General Assistance (Other Police Agencies)	61	131
FIRS	Medical First Responder	28	63



February Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to **60** 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
02/06/2024	21:51	22:2	665 Allegan St	Smoke Scare	Investigate	C2, C5, E11	4	5
02/08/2024	15:55	16:05	530 W. Bridge St	Power Line Down	Investigate	C4, C6, E11	6	4
02/10/2024	14:05	14:09	542 W. Bridge St	Arching	Investigate, Standby	C2, C4, E11, S62	5	3
02/11/2024	00:41	00:52	320 Brigham St	Alarm	Investigate	C5, E11, E17	2	6
02/14/2024	18:28	18:36	N/B US131 49mm	Vehicle Fire	Extinguish, Investigate, Traffic Control	C5, E11, E17, S62	6	4
02/18/2024	18:57	19:00	2175 102 nd Ave	Chimney Fire	Investigate	C5	1	0
02/22/2024	08:48	10:18	219 N. Main St	Assist Others	Assistance	C1. Boat	2	2
02/29/2024	11:35	11:37	611 Morrell St	Smoke Detector	Investigate, Refer	C6, E17, T63	1	3
02/29/2024	12:01	12:01	684 Starr Rd	Assist	Traffic Control	C6. E17, T63	3	2

Calls for Service at Plainwell Schools

Plainwell High School: 8
684 Starr Road

Gilkey School: 1
707 S. Woodhams Street

Plainwell Middle School: 2
720 Brigham Street

Starr Elementary: 0
601 School Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 2
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Ordinance Report

There was a total of eight new ordinance violations in January. The ordinance violations were for a fence violation, an inoperable vehicle, three litter/debris, and three barking dogs. All of these violation cases were resolved and closed.

Minutes
Plainwell DDA, BRA, and TIFA:
March 12, 2024

1. Call to Order: Meeting was called to order at 7:34 a.m. by Rizzo
2. Pledge of Allegiance
3. Roll Call:
Members Present: Randy Wisnaski, Cathy Green, Jim Turley, Kevin Seckel, Justin Lakamper, Adam Hopkins, Paul Rizzo
Excused: Angela Ridgway, Nick Larabel
Approval of Minutes from 02/13/24: Minutes were approved and placed on file.
4. General Public: None
5. Chairman's Report: None
6. BRA Action Items
 - A. **Motion to accept accounts payable for February of \$19,126.78 was made by Turley and seconded by Hopkins. All in favor vote. Motion carried.**
7. DDA Action Items
 - A. **Motion to accept accounts payable for February of \$7,661.68 was made by Green and seconded by Seckel. All in favor vote. Motion carried.**
8. TIFA Action Items
 - A. Lakeshore Advantage funding \$250,000 for utilities in the new section of the Industrial Park
 - B. **Motion to accept accounts payable for February of \$477.14 was made by Seckel and seconded by Turley. All in favor vote. Motion carried.**
9. Communications: 01/22/2024 and 2/12/2024; Council Minutes. Also, the Financial Report/Summary as of 02/29/2024 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager Siegel reported on City projects; social district; and upcoming merchant meeting; and answered questions regarding businesses and vacancies downtown.
Member Comments: None
12. Adjournment:
A Motion to adjourn the meeting at 8:02 a.m.

Submitted by Denise Siegel, Community Development Manager

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
March 14, 2024**

1. Matthew Bradley called the meeting to order at 5:02 PM.
2. Roll Call: Present: Matthew Bradley, Bunny LaDuke, Shirley DeYoung, Cory Redder and Council Member Todd Overhuel.
Absent: Marsha Keeler and Public Works Superintendent Bob Nieuwenhuis

3. Approval of Minutes:

Shirley DeYoung moved to accept and place on file the minutes of, January 22, 2024. Cory Redder supported the motion. On voice vote, motion carried unanimously.

4. Parks:

Bob was unable to make the meeting. Cheryl let the board know that we will be having the debt crew clean up Darrow Park soon.

Sherwood Park Maintenance Report – Shirley DeYoung

Shirley reported that she walked through half of the park on the way to the meeting and it looks great.

Pell Park Maintenance Report – Marsha Keeler

Marsha was unable to make the meeting. Shirley glanced at the park and noticed the flowers were starting to bloom.

Hicks Park Maintenance Report – Matthew Bradley

Matthew reported that he walked through and noticed it had been cleaned up. He was concerned about the ground sinking by the river walk.

Cook Park Maintenance Report – Cory Redder

Cory reported that he didn't notice a lot but he did see that there is graffiti on the bathroom door again.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Todd reported that the park is cleaned up and looks great. Cheryl let the board know that the Debt/Community service crew had cleaned it up.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny reported that the park looked good. Bunny checked with Justin to see if the City was still looking into grants to redo the fishing dock. He said they were going to apply with the Anna Pipp Foundation.

Riverwalk, Band Shell & CBD Maintenance Report – Cory Redder

Cory reported that the floating dock was gone. Cheryl explained that it needed to be repaired and the cost of bringing it up to code was going to be very expensive. It was becoming a danger to be on so we unhooked it and took it down the river to the DPW so we could dispose of it.

5. New Business

- A. Arbor Day: Bob had a suggestions that he wanted Cheryl to let the board know about not doing new memorial trees for a while. We have so many trees that have died. We want to still hand out tree seedlings to the public and put the information about trees. Bunny said that we have 50 trees on order going in with the Trula Vista group so we can get a good price with good trees. The board seemed to like this idea.

6. Open Business

A. None.

7. Public Comments

Matthew mentioned that his wife Rachel noticed the property next to Darrow Park was still for sale.

8. Staff Comments

Cheryl mentioned that the DPW had taken the pots to the greenhouse so they could get going on our flowers. We also ordered 12 new metal pots to replace the concrete pots for downtown. Shirley was very pleased with the order her and Marsha put in with the help of Betty from the greenhouse.

9. Chairman's Report

None.

10. Commissioners' Comments

Bunny mentioned that there will be a planting class this coming Thursday at the Library.

11. Items For Next Agenda

12. Next Meeting

The next meeting will be Thursday, 2024 at 5 PM.

13. Adjournment

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

There being no further business, the meeting adjourned at 6:05 PM.

Minutes Respectfully Submitted,
Cheryl Pickett

03/21/2024

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 03/08/2024 - 03/21/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	709087	DPW - FUEL INJECTION HOSE/FITTINGS/HOSE CLAMP #21	189.90
	709152	DPW - LOOM-SPLIT/FUSE/FUSE HOLDER #21 AB	26.38
	709319	DPW - LATCH RING CHANNEL #21 AB	85.59
	709463	DPS - PURPLE POWER CAR WASH KC	46.09
	709736	DPW - TOGGLE 20A BRASS/LOOM SPLIT #21 JETTER AB	19.87
	709970	DPW - SERPENTINE BELT/BELT TENSIONER RETURNED FC	(108.68)
	709971	DPW - BATTERY/CORE #7 AB	371.58
	709982	DPW - CORE DEPOSIT/BATTERY CABLE LUG #7	(28.51)
	709983	DPW - BATTERY CABLE TERMINAL #7 AB/AS	10.49
	709994	DPW - FILTER RETURNS/OIL PRESSURE TEST KIT RETURN	(101.59)
	710009	DPW - PINTLE MOUNT/10T PINTLE HOOK/44 WELD ON B.	386.62
	710021	DPW - PANEL FILTER #7 AS	34.79
	710163	DPW - WIRE WHEEL SHOP WELDING AB	15.59
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			948.12
000009	CONSUMERS ENERGY		
	2024.2.2	CITY WIDE ELECTRIC FEBRUARY 2024	3,660.52
TOTAL FOR: CONSUMERS ENERGY			3,660.52
000014	MICHIGAN GAS UTILITIES CORP		
	4951341692	CITY HALL SERVICE FEBRUARY 2024	128.69
	4951389762	DPS GAS SERVICE FEBRUARY 2024	575.22
	4951453221	DPW GAS SERVICE FEBRUARY 2024	448.54
	4951476387	WR - CUSHMAN LIFT SERVICE FEBRUARY 2024	53.84
	4951497342	CRISPE HOUSE FEBRUARY 2024	380.48
	4951865271	WR - 12TH ST LIFT GAS SERVICE FEBRUARY 2024	40.14
	4953578355	WR - CHEM ROOM FEBRUARY 2024	113.42
	4955354492	DPW BACK BARN FEBRUARY 2024	294.70
TOTAL FOR: MICHIGAN GAS UTILITIES CORP			2,035.03
000035	APPLIED INNOVATION		
	2458220	CITY HALL COPIER CHARGES 2/13 - 3/12/2024	443.75
	2461014	DPW/WR COPIER CHARGES 2/16 - 3/15/2024	109.87
TOTAL FOR: APPLIED INNOVATION			553.62
000077	MCMMASTER-CARR SUPPLY		
	23207808	WR - BELTS FOR GRIT BLOWER BP	58.12
TOTAL FOR: MCMMASTER-CARR SUPPLY			58.12

000079	ALLEGAN COUNTY NEWS		
	2024.2	ADMIN - BOR NOTICE & OLD ORCHARD PUBLICATIONS	1,990.00
TOTAL FOR: ALLEGAN COUNTY NEWS			1,990.00
000115	CMP DISTRUBUTORS INC		
	79708	DPS - GLOCK HOLSTERS (12) KC	2,059.40
	79727	DPS - HOLOSUN GLOCK GREEN DOT SIGHT (12) KC	3,915.00
	79733	DPS - STREAMLIGHT (12) KC	1,694.40
TOTAL FOR: CMP DISTRUBUTORS INC			7,668.80
000134	HAROLD ZEIGLER FORD		
	339630	OIL CHANGE/SERVICE 2023 TAHOE *9122 KC	97.58
TOTAL FOR: HAROLD ZEIGLER FORD			97.58
000138	AMERICAN OFFICE SOLUTIONS		
	36100547	DPS COPIER LEASE/USAGE MARCH 2024	149.76
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			149.76
000140	HACH CO		
	320866577	DPW - FLOURIDE (17) CP	995.13
TOTAL FOR: HACH CO			995.13
000153	FLEIS & VANDENBRINK INC		
	67525	PROFESSIONAL SERVICES SEPTEMBER 2023 OLD ORCHAR	24,878.17
	68831	WR - FEBRUARY 2024 PROFESSIONAL SERVICES PFAS	591.00
	68950	FEBRUARY 2024 PROFESSIONAL SERVICES EPA UCMR5 SA	689.50
	68955	FEBRUARY 2024 PROFESSIONAL SERVICES DWAM GRANT	1,538.00
	68966	FEBRUARY 2024 PROFESSIONAL SERVICES S MAIN ST LAP	11,378.42
TOTAL FOR: FLEIS & VANDENBRINK INC			39,075.09
000164	ETNA SUPPLY CO INC		
	S105573308.001	DPW - HORN FOR STOCK WK	175.00
TOTAL FOR: ETNA SUPPLY CO INC			175.00
000233	PEERLESS-MIDWEST INC		
	77561	WR - REMOVE/INSPECT/CLEAN/NEUTRALIZE WASHWATE	4,455.00
	77561.1	WR - REPLACE FAILED WELL PUMP AND VFD BP	14,942.12
	77562	WR - IN LINE PRESSURE TRANSDUCER BP	306.16
TOTAL FOR: PEERLESS-MIDWEST INC			19,703.28
000332	ALLEGAN COUNTY REGISTER OF DEEDS		
	2024.03.20	ADMIN - FILING FEE MORTGAGE FOR REVOLVING LOAN -	30.00
TOTAL FOR: ALLEGAN COUNTY REGISTER OF DEEDS			30.00
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2024.1	DPW - JANUARY 2024 SHERIFF/DEBT CREW ASSIST	240.00

	2024.2	DPW - FEBRUARY 2024 SHERIFF/DEBT CREW ASSIST	128.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			368.00

000947	WYOMING ASPHALT PAVING INC.		
	2024-002	DPW - MILLINGS COOK PARK/ OUTBACK DPW CP	934.33
TOTAL FOR: WYOMING ASPHALT PAVING INC.			934.33

001043	BS&A SOFTWARE		
	152509	ADMIN - IMPLEMENT/MANAGE SPECIAL ASSESSMENT	250.00
TOTAL FOR: BS&A SOFTWARE			250.00

001413	NCL OF WISCONSIN		
	500936	WR - LAB SUPPLIES POTASSIUM PERSULFATE BP	205.20
TOTAL FOR: NCL OF WISCONSIN			205.20

001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	3658	DPS DRYCLEANING FEBRUARY 2024	40.00
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			40.00

001645	ALEXANDER CHEMICAL CORPORATION		
	78963	WR - 150LB CYL CHLORINE (3)/150LB CYL SULFUR DIOXID	1,235.72
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			1,235.72

001829	PERCEPTIVE CONTROLS INC		
	16501	WR - REWIRING OF ROTORK VALVE BP	397.50
TOTAL FOR: PERCEPTIVE CONTROLS INC			397.50

002116	CHARTER COMMUNICATIONS		
	005582801030124	CITY HALL INTERNET/PHONE/TV MARCH 2024	387.19
	005583601030124	DPW/WR INTERNET SERVICE MARCH 2024	149.98
	172241901030724	AIRPORT INTERNET MARCH 2024	84.70
TOTAL FOR: CHARTER COMMUNICATIONS			621.87

002149	DONNIE'S AUTO REPAIR		
	2024.3.1	DPS - REPLACE O2 SENSORS (2) 2014 FORD EXP KC	290.08
TOTAL FOR: DONNIE'S AUTO REPAIR			290.08

002201	VOSS LIGHTING		
	20198416-00	DPW - BULBS (4) STREET LIGHTS CP	347.76
TOTAL FOR: VOSS LIGHTING			347.76

002219	CLARK TECHNICAL SERVICES		
	80 2024	CITY WIDE IT SERVICES FEBRUARY 2024	1,166.30
TOTAL FOR: CLARK TECHNICAL SERVICES			1,166.30

002347	ALRO STEEL CORPORTATION		
	ECF8062KZ	DPW - USABLE DROPS #21 JETTER	37.50

TOTAL FOR: ALRO STEEL CORPORTATION			37.50
002402	STEENSMA LAWN & POWER EQUIPMENT		
	1106142	DPW - 2 CHAINSAW CHAINS	48.31
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			48.31
002539	BELDEN SAND & GRAVEL		
	7602	DPW - 10.95T PEA STONE S SUNSET CATCH BASIN	164.25
TOTAL FOR: BELDEN SAND & GRAVEL			164.25
002787	ESPER ELECTRIC		
	32146	DPW - RE-WIRED PHOTOCELL AT PICKLEBALL COURTS BN	105.00
	32146-1	DPW - STREET LIGHTS @ DESIGN STREET	930.54
TOTAL FOR: ESPER ELECTRIC			1,035.54
004117	GLOBAL INDUSTRIAL		
	121599575	DPW - STEEL PLANTERS (12) FLOWER PROGRAM 2024	6,346.39
TOTAL FOR: GLOBAL INDUSTRIAL			6,346.39
004241	GHD SERVICES INC		
	340-0100749	JANUARY 2024 UTILITIES/COMMON AREA MAINT	2,581.74
TOTAL FOR: GHD SERVICES INC			2,581.74
004855	PLAINWELL ACE HARDWARE		
	15956	DPW - 20V DRILL 2 BATT TRUKC #6 WK	169.00
	15962	DPS - RECIP SAW BLADES (2) JW	31.98
	15987	DPW - PUTTY KNIFE (5) TRUCK #5 AB	8.18
	15990	DPW - CUTWHEEL STATUE AB	69.99
	16006	DPW - SIDING REMOVAL TOOL METER CHANGE OUT WK	8.59
	16012	DPW - BATTERIES METER READER WK	32.98
	16020	DPW - BACKPACK TOOL BAG/MISC FASTENERS TRUCK #5	146.35
	16026	DPW - PAINT/BRUSH OFFICE AS	45.57
	16032	DPW - CURVED JAW PLIER SET TRUCK #5 AB	4.99
	16045	DPW - DECK PAINT ACE GARBAGE CORRAL AB	259.99
	16056	DPW - BRICK JOINTER/TROWL/PAINT MIXER/ANCHORING	62.96
	16057	DPW - GRIND WHEEL/OSCI BLADE/CUT BLADE/DECK CLE/	77.93
	16059	WR - MISC FASTENERS/BRASS KEY/BIT SET/ORGANIZER E	54.54
	16060	DPW - CHAIN STRT COIL #20 DR	12.95
	16062	DPW - RUBBER PASTE/EASY FIND SQUARE #7 DR	28.98
	16068	DPW - BRUSHES/ROLLERS PICNIC TABLES HICKS PARK RL	23.97
	16081	DPW - MOUNTING TAPE/NO PARKING SIGN WK	18.98
	16095	DPW - MISC FASTENERS SHERWOOD BATHROOM DR	7.36
	16096	DPW - TIRE VALVE REPAIR 4-WAY SHOP AS	2.99
	16101	DPW - FEMALE DISCONNECT/TAB SPLICE TRUCK #6 WK	7.18
	16103	FPW - CORNER BRACE SHOP AS	2.59
	16116	DPW - DRILL BIT 3/4X6" & MISC FASTENERS JETTER AB	54.31
	16117	DPW - QUIKRETE SINKHOLES ON GRANT AS	13.18

	16120	DPW - QUIKRETE STORM GRANT ST RL	13.18
	16125	DPW - SPRAY PAINT (4) PICNIC TABLES/BALL FIELD BENCH	27.96
	16127	DPW - MISC FASTENERS #21 AB	17.32
	16128	DPW - QUICK CLIP/VELCRO STRIPS TRUCK #6 WK	13.17
	16136	DPW - MILDEW CLEANER/ADHESIVE/FASTENERS WELCO	22.90
	16140	DPW - CAP HOSE BRASS WK	5.99
	16147	DPW - MOLD & MILDEW CLEANER WELCOME SIGNS DR	15.98
	16155	DPW - MISC FASTENERS CITY HALL DR	4.32
	16175	DPW - PICKLEBALL KEYS FOR CH JF	59.80
	16192	DPW - TOILET BOWL CLEANER BATHROOMS DR	15.96
	16204	DPW - MISC FASTENERS #7 WK	15.12
	16206	WR - ALL PURPOSE CLEANER/SWIFFER DUSTER KB	29.17
TOTAL FOR: PLAINWELL ACE HARDWARE			1,386.41

004873	MLIVE MEDIA GROUP		
	0010836480	ADMIN - PUBLIC NOTICES MARCH 2024	158.76
TOTAL FOR: MLIVE MEDIA GROUP			158.76

004886	REPUBLIC SERVICES		
	0249-008147064	MARCH 2024 CITY WIDE RECYCLE	4,632.99
TOTAL FOR: REPUBLIC SERVICES			4,632.99

004894	ASCENSION MI EMPLOYER SOLUTIONS		
	533465	ADMIN - COC/RANDOM SCREENING KB AK	83.00
	533525	ADMIN - COC/RANDOM DR AK	28.00
TOTAL FOR: ASCENSION MI EMPLOYER SOLUTIONS			111.00

004902	BLOOM SLUGGETT PC		
	24886	FEBRUARY 2024 PROFESSIONAL SERVICES	1,974.00
TOTAL FOR: BLOOM SLUGGETT PC			1,974.00

005012	UNITED BANK		
	2024.03.01	ACH FEE - TAX DISTRIBUTION 03/06/2024	7.00
	2024.03.12	RETURNED PAYMENT FEE - PCI PERMIT FEE	15.00
	2024.03.13	ACH FEE - PAYROLL DIRECT DEPOSIT 03/14/2024	7.00
	2024.03.14	ACH FEE - UTILITY BILL DUE DATE PAYMENTS 03/15/2024	7.00
TOTAL FOR: UNITED BANK			36.00

005015	CHECKALT-KLIK		
	214394	ELOCKBOX FEES FEBRUARY 2024	155.62
TOTAL FOR: CHECKALT-KLIK			155.62

005029	SPECTRUM PRINTERS		
	79234	ADMIN - ELECTION SUPPLIES/PRECINCT KITS GL/BK	53.99
	79270	ADMIN - ELECTION SUPPLIES GL/BK	233.36
TOTAL FOR: SPECTRUM PRINTERS			287.35

005041	EVOQUA WATER TECHNOLOGIES		
	906366440	WR - 3422GL BIOXIDE BP	13,037.82
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			13,037.82
005047	STAPLES, INC.		
	3560534027	DPS - PAPER TOWEL/HAND TOWELS/MOP HEAD OL	70.49
	3561664213	CH - TAPE/TRASH BAGS/TP/PAPER RB	262.31
TOTAL FOR: STAPLES, INC.			332.80
005050	QUADIENT LEASING USA		
	Q1058208	ADMIN - COPIER LEASE 9/8/23 - 12/7/2023	429.36
	Q1185729	ADMIN - COPIER LEASE 12/8/2023 - 3/7/2024	429.36
TOTAL FOR: QUADIENT LEASING USA			858.72
005085	TRACE ANALYTICAL LABORATORIES, INC.		
	4030539	WR - PFAS SAMPLING FEBRUARY 2024	1,512.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES, INC.			1,512.00
005124	HEALTHEQUITY INC		
	Y2PJ5C4	ADMIN - FLEX SPENDING ACCOUNT FEES MARCH 2024	17.50
TOTAL FOR: HEALTHEQUITY INC			17.50
005130	MACQUEEN EMERGENCY GROUP		
	P27318	DPS - CYLINDERS (36) FOR AIR TANK REPLACEMENT KC	38,280.12
TOTAL FOR: MACQUEEN EMERGENCY GROUP			38,280.12
005171	FLYERS ENERGY LLC		
	CFS-3781678	DPS - FUEL FOR POLICE/FIRE VEHICLES 3/15/2024	896.41
TOTAL FOR: FLYERS ENERGY LLC			896.41
005182	RHOADES MCKEE PC		
	409548	ADMIN - FEBRUARY 2024 PROFESSIONAL SERVICES	2,047.00
TOTAL FOR: RHOADES MCKEE PC			2,047.00
005187	ARCHIE ROSE MACHINE		
	2525	DPW - PINS (20) FOR LEAF CLAM	325.00
TOTAL FOR: ARCHIE ROSE MACHINE			325.00
BANKNY	US BANK TRUST COMPANY NA		
	2024.02.06	DEBT SERVICE - SRF LOAN INTEREST 5355-01	18,809.19
TOTAL FOR: US BANK TRUST COMPANY NA			18,809.19
REFUND UB	LYNEMA LES & RENA		
	03/08/2024	UB refund for account: 05-00071900-00	25.19
	03/08/2024	UB refund for account: 05-00075900-03	6.00
TOTAL FOR: TOTAL PROPERTY MANAGEMENT			31.19

STATE MICH	STATE OF MICHIGAN		
	BONDFILINGFEE	TREASURY FILING FEE FOR 2024 LONG-TERM GENERAL O	523.00
TOTAL FOR: STATE OF MICHIGAN			523.00

TOTAL - ALL VENDORS 178,623.42

INVOICE AUTHORIZATION

Person Compiling Report

Brian Kelley, Finance Director/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:

Roxanne
Branch

Digitally signed by Roxanne Branch
Date: 2024.03.21 13:27:43 -04'00'

Brian Kelley

Digitally signed by Brian Kelley
Date: 2024.03.21 13:48:29 -04'00'

Bryan Pond, Water Renewal Plant Supt.

Kevin Callahan, Public Safety Director

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

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

Digitally signed by Bryan Pond
Date: 2024.03.22 08:37:09 -04'00'

Bob Nieuwenhuis, Public Works Supt.

Justin Lakemper, 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:

Robert
Nieuwenhuis

Digitally signed by Robert Nieuwenhuis
Date: 2024.03.21 14:18:23 -04'00'

Reports & Communications:

A. DPS – Repairs to Engine 11 Pump Panel

Engine 11 went in for repairs to the pump that pushed water from a fire hydrant through the truck and into fire hoses. A previous repair was found to have failed, and parts from a used Detroit Fire Engine were sourced for the repair. New parts are no longer manufactured. Without repair, Engine 11 will not work. Parts and repair at a preferred vendor are \$8807.08. Though not a budgeted expense, anticipated grant funds from the State of Michigan will offset the cost.

Recommended action: Consider approving a budget amendment to cover repairs to the 1997 HME Firetruck in the amount of \$8807.08.

Reminder of Upcoming Meetings

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

Non-Agenda Items / Materials Transmitted

- None