

# City of Plainwell

Richard Brooks, Mayor  
Zelda Schippers  
EJ Hart  
Tracee Dunlop  
Adam Hopkins  
Nick Larabel  
Paul Rizzo  
Jim Turley  
Erik Wilson



Department of Administration Services  
211 N. Main Street  
Plainwell, Michigan 49080  
Phone: 269-685-6821  
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Web Page Address: [www.plainwell.org](http://www.plainwell.org)

“The Island City”

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## AGENDA

### DDA/TIFA/BRA

### City Hall Council Chambers

### September 12, 2017

### 7:30 AM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 08/08/17 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
  
7. **BRA Action Items**
  - A. Accounts Payable for August of \$7,941.87
  - B. Remedial Design Comments & Response from Weyerhaeuser
  
8. **DDA Action Items**
  - A. Accounts Payable for August of \$2,118.21
  
9. **TIFA Action Items**
  - A. Accounts Payable for August of \$1,201.39
  
10. **Communications:** 07/24/17 Council Minutes. Also the Financial Report/ Summary as of 08/31/17.
11. **Public Comments**
12. **Staff Comments**
13. **Member Comments**
14. **Adjournment**

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

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***The Island City***

Minutes  
Plainwell DDA, BRA and TIFA:  
August 8, 2017

1. Call to Order - Meeting called to order at 7:32 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call  
Members Present: Jim Turley, Paul Rizzo, Zelda Schippers, Adam Hopkins, Nick Larabel, Erik Wilson & EJ Hart  
Excused: Mayor Rick Brooks, Tracee Dunlop
4. Approval of Minutes of 07/11/2017 minutes
5. General Public: Jeff Steele & Deb Hileski; Barb Bechtel
6. Chairman's Report: None
7. BRA Action Items
  - A. **Motion to accept accounts payable for July of \$7,821.79 was made by Hart and seconded by Schippers. Motion carried.**
8. DDA Action Items
  - A. **Motion to accept accounts payable for the month of July of \$3,211.26 was made by Larabel and seconded by Turley. Motion carried.**
  - B. **Motion to approve a \$10,000 Revolving Loan to Jeff Steele & Deb Hileski, for the future "Treasures by the River" art gallery was made Wilson and seconded by Schippers. Motion Carried.**
  - C. It was decided through a hand vote that the former Plainwell Fire Department, now Design Street, would be the featured building on the 2017 Ornament.
9. TIFA Action Items
  - A. **Motion to accept accounts payable for the month of July of \$1,490.18 was made by Hart and seconded by Turley. Motion carried.**
10. Communications:

7/10/17 Council Minutes and Financial Report/summary as of 07/31/17 was approved and placed on file.
11. Public Comments: None
12. Staff Comments: Update on the Dog Park Fundraiser was given; along with the next 2 weeks fundraiser events. Deadline for the MEDC Campaign is Friday, Aug. 18 at 5 p.m. Report on the Movies under the Stars was given by Hopkins & Siegel. Wilson reported out on Sweetwater's regarding Prince St. expansion and rezoning of the property from CBD to C-2.
13. Member Comments: Rizzo inquired about the Hire Now Sign  
Adjournment: **A Motion by Hart supported by Schippers to adjourn the meeting at 7:59 a.m. was made and passed.**

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance	PRIORITY HEALTH	AUGUST 2017 HEALTH INSURANCE	604.13	11182
443-000-715.010	HEALTH INSURANCE	C.O.P.S. TRUST INSURANCE	AUGUST 2017 HEALTH INS	42.01	11236
443-000-715.010	Health Insurance	PRIORITY HEALTH	SEPTEMBER 2017 HEALTH INSURANCE	604.13	11314
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	AUGUST 2017 LIFE INS	2.78	11250
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	SEPT 2017 LIFE INS	2.78	11301
443-000-743.000	Uniforms	CONTINENTAL LINEN SERVICES	2017-07 DPW RUGS/UNIFORM/MISC	3.80	11240
443-000-801.013	Prof Services/Attorney	DICKINSON WRIGHT PLLC	JULY 2017 LEGAL SERVICES	1,909.50	11299
443-000-830.000	Contractual Reimbursement CRA Ac	CRA 200 ALLEGAN STREET LLC	REIMBURSEMENT AGREEMENT PAYMENT	4,632.65	11317
443-000-930.000	R/M Outside Services	ALLEGAN COUNTY SHERIFFS DEPT	JULY 2017 WORK CREW PARTIAL	12.00	11271
443-000-930.000	Repair/Maintenance (Outside)	OTIS ELEVATOR COMPANY	9/1/17 - 11/30/17 SERVICE ELEVATOR IN T	127.26	11304
443-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	JULY 2017 COMPUTER SUPPORT	0.83	11229
Total For Dept 000 OPERATIONS				7,941.87	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -				7,941.87	

# City of Plainwell



"The Island City"

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Todd Overhuel, Council Member  
Brad Keeler, Council Member  
Royer Keeney, Council Member

211 N. Main Street  
Plainwell, Michigan 49080  
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August 3, 2017

Mr. Richard Gay, Environmental Affairs Manager  
Weyerhaeuser Corporation  
810 Whittington Avenue  
Hot Springs, AR 71901

Re: Remedial Design Comments – Plainwell Paper Mill

Dear Mr. Gay,

On March 13, 2017, Jennifer Quigley from GHD presented to City Council a progress update on efforts related to the former Plainwell Paper Mill. While the City appreciated Ms. Quigley taking the time to discuss the project with City Council, there are still some questions that remain.

The City understands that a Council meeting is probably not the best forum to discuss the more complicated aspects of the project. To that end, the City felt to be fair we needed to consolidate our questions in writing and provide you with an opportunity to respond. The City hired Skeo Solutions (Skeo) to assist us with formulating some of the questions; while the report addressed numerous issues, the City has consolidated our questions to what is listed below.

It is our hope to build upon the partnership the City, Weyerhaeuser and U.S. EPA Region 5 has formed in propelling this project forward. The spirit of the questions is to seek clarity on what redevelopment obstacles and challenges might remain after closeout. We have had prospective property owners ask some of these questions and the City would like to get a better understanding of what lies ahead in terms of development. The City does acknowledge that certain questions might be more appropriate for U.S. EPA to answer.

Once you have had a chance to review our questions, please let me know how we can discuss further.

Thank you,

A handwritten signature in black ink, appearing to read "Erik J. Wilson".

Erik J. Wilson, Manager  
City of Plainwell

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### **Riparian Corridor**

1. Was the riverbank soil evaluation mentioned in the 30% Remedial Design referring to sediments previously addressed under time-critical removal or part of OU7?
2. If risk assessment findings identify the need for future remediation of riverbank soils, who will be responsible for performing and paying for the remedial actions?
3. Will the re-evaluation of the risk assessment pertaining to the riparian corridor consider the City's plans for a greenway trail, park and plaza?

### **Slabs and Buildings**

4. RD assumptions for MRC-2 anticipate that buildings 1, 2, 3 and 9 are historic structures and will remain in place as part of redevelopment, along with concrete slabs from buildings 25, 3A, 28, 14/5E, 4, 4A, 4B, 5, 5A, 5B, 6, 6A, 7, 29. However, the City anticipates demolition and removal of all of these buildings as part of redevelopment for MRC-2. If contamination is left in place and the City and/or a developer needs to penetrate or remove the slab(s), who will be responsible for performing and paying for this remedial action?
5. The ROD states that Soil Management Plan will allow for contaminants to remain in place with proper containment. Could the City or a future owner or developer replace the slabs and buildings (planned as engineering controls) with new impervious redevelopment features without needing to conduct further investigation and cleanup?
6. When will an updated Soil Management Plan with more specific procedures be available for review?

### **Institutional Controls**

7. Will the requirement that slabs and buildings remain in place as engineering controls be included in restrictive covenants for site properties? Or deed notices? Or both?
8. Will institutional controls allow for replacement of slabs and buildings identified as engineering controls with new impervious cover (such as pavement and buildings) as part of the redevelopment without requiring additional investigation or cleanup? What will the approval process entail?
9. Will the OU7 soil management plan, included as an appendix to the 30% Remedial Design Report, specify soil handling procedures for soils remaining in place above the generic (non-restricted use) cleanup levels? Will those procedures include detail beyond what is included in the OU7 ROD?
10. Who is responsible for developing and approving the individual soil management plans for the redevelopment areas?

11. Residential areas are expected to have institutional controls, including restrictions on gardening unless in raised beds. If additional clean fill is placed on the property over a barrier layer could raised-bed gardening restrictions be removed? What amount of clean fill or other actions would be sufficient to remove the gardening restriction?
12. Is it possible for Weyerhaeuser to produce a map identifying only the areas of the site where contamination above criteria is expected to remain?
13. It is our understanding that the iterative approach will allow arsenic contamination above criteria in certain areas if the total average is below the specified land use criteria. To what extent will deed restrictions need to be in place if "some" of the area is below criteria? For example, if 10 condominium units were constructed within Residential Area 1 and 9 units were built over material that was below criteria but the 10th unit was built over material above criteria, how would this be handled from a deed restriction standpoint? Would all ten condominium units have a deed restriction for digging or could we limit the deed restriction to only the 10<sup>th</sup> condominium unit?
14. Has there been resolution regarding the movement of the power poles? The City wishes to pull these poles away for the riverbank and would like to work collaboratively with Weyerhaeuser to accomplish this.



P O Box 1060  
Hot Springs, AR 71902

810 Whittington Avenue  
Hot Springs, AR 71901

Telephone Number: 501 624-8554

August 24, 2017

Mr. Erik Wilson, Manager  
City of Plainwell  
211n. Main St.  
Plainwell, MI 49080

**Subject: Response to Remedial Design Comments**

I received your letter dated August 3, 2017 and have reviewed the questions asked by the city. I appreciate the format provided for the questions and responses will follow the same format. As you are aware, USEPA issued a Record of Decision (ROD) for the former Plainwell Mill site (OU-7) in September 2015. Since that time Weyerhaeuser and its consultant, GHD, have been working to complete the required tasks as prescribed under CERCLA to implement the ROD.

**Riparian Corridor**

1. Was the riverbank soil evaluation mentioned in the 30% Remedial Design referring to sediments previously addressed under time-critical removal or part of OU7? *Sediment work is part of the Kalamazoo River OU-5 and not part of the Plainwell Mill Site OU-7 as it begins at top of bank.*
2. If risk assessment findings identify the need for future remediation of riverbank soils, who will be responsible for performing and paying for the remedial actions? *Sediment and soils below top of bank are part of OU-5 and not included in the Mill Site ROD. Any additional remedial action of the riverbank below top of bank will be completed by the responsible party/parties for OU-5.*
3. Will the re-evaluation of the risk assessment pertaining to the riparian corridor consider the City's plans for a greenway trail, park and plaza? *The riparian corridor was addressed for ecological risks only. Additional assessment for human health risks will be completed for recreational users on the Mill Site.*

### **Slabs and Buildings**

4. RD assumptions for MRC-2 anticipate that buildings 1, 2, 3 and 9 are historic structures and will remain in place as part of redevelopment, along with concrete slabs from buildings 2S, 3A, 28, 14/SE, 4, 4A, 4B, S, SA, SB, 6, 6A, 7, 29. However, the City anticipates demolition and removal of all of these buildings as part of redevelopment for MRC-2. If contamination is left in place and the City and/or a developer needs to penetrate or remove the slab(s), who will be responsible for performing and paying for this remedial action? *At this time it is unknown if remedial action would be needed if existing engineering controls were removed. Depth to contaminated soil will be a key factor in determining whether remedial action would be necessary, i.e. amount of clean soil below the slab.*

5. The ROD states that Soil Management Plan will allow for contaminants to remain in place with proper containment. Could the City or a future owner or developer replace the slabs and buildings (planned as engineering controls) with new impervious redevelopment features without needing to conduct further investigation and cleanup? *Concrete slabs act as a barrier to prevent human exposure to contamination that may not be removed. Similar to the above question, additional work would be dependent upon data from soil below any engineered barrier that may be removed.*

6. When will an updated Soil Management Plan with more specific procedures be available for review? *A Soil Management Plan will be included in the 95% design that will be submitted to USEPA on or about September 20, 2017.*

### **Institutional Controls**

7. Will the requirement that slabs and buildings remain in place as engineering controls be included in restrictive covenants for site properties? Or deed notices? Or both? *Engineering controls are typically included in deed notices to ensure the control remains with the property as long as needed.*

8. Will institutional controls allow for replacement of slabs and buildings identified as engineering controls with new impervious cover (such as pavement and buildings) as part of the redevelopment without requiring additional investigation or cleanup? What will the approval process entail? *In many cases contamination below engineered barriers is at depth. Depending upon depth required for slab removal and replacement, if, or how much delineation would be needed to prevent exposure.*

9. Will the OU7 soil management plan, included as an appendix to the 30% Remedial Design Report, specify soil handling procedures for soils remaining in place above the generic (non- restricted use) cleanup levels? Will those procedures include detail beyond what is included in the OU7 ROD? *Yes, more detail will be included in both the Soil Management Plan and the O&M Plan.*



10. Who is responsible for developing and approving the individual soil management plans for the redevelopment areas? *Weyerhaeuser is responsible to develop the Soil Management Plan and USEPA has the responsibility to ensure the public is protected by the Soil Management Plan and EPA is the final approver of the plan. The property owners are also a part of this process.*

11. Residential areas are expected to have institutional controls, including restrictions on gardening unless in raised beds. If additional clean fill is placed on the property over a barrier layer could raised-bed gardening restrictions be removed? What amount of clean fill or other actions would be sufficient to remove the gardening restriction? *Because EPA specified raised bed gardens be addressed in the design, this question is best addressed by EPA.*

12. Is it possible for Weyerhaeuser to produce a map identifying only the areas of the site where contamination above criteria is expected to remain? *Sampling was completed by geographical area to meet cleanup standards for residential or non-residential standards as the development plan allows for both on the property. Sampling regimes were determined based on anticipated use and representative samples were completed to establish areas for remedial action. Once removal actions are completed, confirmation samples will be completed to determine adequate removal was accomplished. The Soil Management Plan will identify areas where known contamination was left in place, specifically where engineering barriers are in play. No further documentation is planned.*

13. It is our understanding that the iterative approach will allow arsenic contamination above criteria in certain areas if the total average is below the specified land use criteria. To what extent will deed restrictions need to be in place if "some" of the area is below criteria? For example, if 10 condominium units were constructed within Residential Area 1 and 9 units were built over material that was below criteria but the 10th unit was built over material above criteria, how would this be handled from a deed restriction standpoint? Would all ten condominium units have a deed restriction for digging or could we limit the deed restriction to only the 10th condominium unit? *The iterative approach was approved by EPA and confirmed with EPA's approval of the PDI Evaluation Report this week. If the City or developer desired to have discrete deed restrictions by parcel, delineation could be completed through additional soil testing data. Residential areas will be restricted by area based on the criteria used for current delineation.*

14. Has there been resolution regarding the movement of the power poles? The City wishes to pull these poles away for the riverbank and would like to work collaboratively with Weyerhaeuser to accomplish this. *No resolution has been reached for the power poles. GHD continues in discussions with Consumers to find a feasible*

*resolution. To continue a collaborative decision process, it would be important to understand the limitations that are in play for Consumers to allow for any productive plans.*

Respectively submitted,

A handwritten signature in blue ink that reads "Richard Gay". The signature is written in a cursive style with a large, prominent "R" and "G".

Richard Gay  
Remediation Program Manager  
Weyerhaeuser NR Company

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-715.010	Health Insurance	PRIORITY HEALTH	AUGUST 2017 HEALTH INSURANCE	273.67	11182
494-000-715.010	HEALTH INSURANCE	C.O.P.S. TRUST INSURANCE	AUGUST 2017 HEALTH INS	21.56	11236
494-000-715.010	Health Insurance	PRIORITY HEALTH	SEPTEMBER 2017 HEALTH INSURANCE	273.67	11314
494-000-900.000	Printing & Publishing	SHOPPERS GUIDE INC	JULY 2017 FARMERST MKT	30.00	11189
494-000-900.000	Printing & Publishing	KAECHELE PUBLICATIONS INC	DDA JULY 2017	70.00	11197
494-000-930.000	R/M Outside Services	PLUMBER'S PORTABLE TOILETS	PARTIAL MONTH 7/18/17 - 8/15/17 201 BAN	20.00	11287
494-000-930.000	R/M Outside Services	PLUMBER'S PORTABLE TOILETS	7/118/17 - 8/15/17 RESTROOM FOR FARMERS	80.00	11287
494-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	JULY 2017 COMPUTER SUPPORT	0.83	11229
494-000-957.022	DDA Farmers Market Expense	TSYS - FARMER'S MARKET	TSYS SNAP PROCESSING FEES	25.00	1121
494-000-957.022	DDA Farmers Market Expense	PLUMBER'S PORTABLE TOILETS	FARMERS' MARKET RESTROOM	80.00	11313
494-000-957.022	Farmers Market Supplies	MEIJER INC #191	Farmers Market Supplies	7.98	1133
494-000-957.022	DDA FARMERS MARKET EXPENSE RESTR	JONS TO GO PORTABLE RESTR	8/14/17 - 9/7/17 RESTROOMS FOR MOVIES	87.50	11302
494-000-957.036	DDA MOVIES IN THE PARK RESTROOMS	JONS TO GO PORTABLE RESTR	7/27/17 - 8/14/17 RESTROOMS FOR MOVIES	98.00	11252
494-000-957.036	SHOWING MOVIES IN THE PARK 2017	HOPKINS ADAM	2017 MOVIES AT OLD FIRE HALL	1,050.00	11298
Total For Dept 000 OPERATIONS				2,118.21	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				2,118.21	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-715.010	Health Insurance	PRIORITY HEALTH	AUGUST 2017 HEALTH INSURANCE	579.61	11182
450-000-715.010	HEALTH INSURANCE	C.O.P.S. TRUST INSURANCE	AUGUST 2017 HEALTH INS	39.74	11236
450-000-715.010	Health Insurance	PRIORITY HEALTH	SEPTEMBER 2017 HEALTH INSURANCE	579.61	11314
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INS	AUGUST 2017 LIFE INS	0.80	11250
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INS	SEPT 2017 LIFE INS	0.80	11301
450-000-930.050	Computer Services	CLARK TECHNICAL SERVICES	JULY 2017 COMPUTER SUPPORT	0.83	11229
Total For Dept 000 OPERATIONS				1,201.39	
Total For Fund 450 INDUSTRIAL PARK TIFA				1,201.39	

**MINUTES**  
**Plainwell City Council**  
**July 24, 2017**

1. Mayor Pro-Tem Steele called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Scott Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro-Tem Steele, Councilman Keeler, and Councilman Overhuel. Absent: Mayor Brooks and Councilman Keeney.
5. Approval of Minutes/Summary:  
**A motion by Keeler, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 07/10/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None.
7. County Commissioner Report / Presentations:  
Commissioner Don Black delivered the 2016 State of the County report to the Mayor and the City Manager. He noted an August 2, 2017 Precinct Meeting at Gun Plain Township (6.30pm) to discuss options for funding county-wide law enforcement. Mayor Pro-Tem Steele expressed her disappointment at the seeming lack of communication about the meetings and the funding options being discussed. The entire Council, including the City Manager, expressed concerns about the citizens of Plainwell being taxed for county-wide law enforcement when the city has its own public safety force which is funded by the city property taxes.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Pro-Tem Steele reported that the husband of city employee Anne Conn passed away Monday morning and both the Mayor and Councilman Keeney were offering support to Anne and the family, as each of them were close with the Conn family. She also sent well wishes to Paul Warnement who recently suffered injuries in a fire.
10. Recommendations and Reports:
  - A. Clerk/Treasurer Kelley reported that a member of the Parks & Trees Commission had moved out of the city and resigned his posted. Citizen Gina DeHart is the Mayor's appointee to complete Marcus Taylor's term on the Parks & Trees Commission.  
**A motion by Steele, seconded by Overhuel, to confirm the Mayor's appointment of Gina DeHart to complete Marcus Taylor's term on the Parks & Trees Commission. On a voice vote, all in favor. Motion passed.**
  - B. Ric Schell representing Sweetwater's Donuts reported to Council on the company's plans for a 4100 square foot retail & corporate training facility with between 25 and 30 employees to cover the 24/7 operations. He briefly went over the Site Plan and noted the Planning Commission has seen the entire plan and recommends approval. City Manager Wilson noted grant approval from USDA for 320 feet of road north of Allegan Street to accommodate the development. The work is pending closing on the sale of the property.  
**A motion by Keeler, seconded by Overhuel, to approve the site plan for Sweetwater's Donuts on North Prince Street. On a voice vote, all in favor. Motion passed.**

- C. John Tenpas from Driesenga & Associates, representing Wesco, reported to Council on the company's plan to demolish and reconfigure all the structures on the site, except the store building. The new fuel canopy will be turned 90 degrees to improve traffic flow and there will be a new Dumpster area as well. The Planning Commission has reviewed the full site plan and recommends approval. **A motion by Overhuel, seconded by Keeler, to approve the site plan for Wesco at 551 Allegan Street as presented. On a voice vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2017 Public Safety Report, the DRAFT 07/11/2017 DDA-BRA-TIFA Minutes and the DRAFT 07/19/2017 Planning Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$148,141.65 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Superintendent Updike reported he is waiting for a start date for the paving project. In the meantime his staff is preparing for that work and also painting work on North Main.

Community Development Manager Siegel reported ongoing fundraising efforts for the Dog Park including an August 5 can/bottle drive. She also reported on the Movies in the Park, which start Friday July 28.

Superintendent Pond reported using summer help to prepare painting projects on the exterior buildings.

Director Bomar reported on a July 19 fire at Drug & Lab, which was quickly extinguished. He noted that his staff has toured the facility and spoken with staff about safety improvements on site.

Clerk/Treasurer Kelley reported working on the audit, the chart of accounts, clerk and payroll functions.

15. Council Comments:

Councilman Overhuel is excited for Ace Hardware, Sweetwater's and Wesco – great things are happening in Plainwell!

16. Adjournment:

- A motion by Overhuel, seconded by Steele, to adjourn the meeting at 7:35 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer

PERIOD ENDING 08/31/2017

% Fiscal Year Completed: 16.99

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGDG USED
		2017-18 AMENDED BUDGET	08/31/2017 NORMAL (ABNORMAL)	MONTH 08/31/2017 INCREASE (DECREASE)	MONTH 08/31/2017 NORMAL (ABNORMAL)	BALANCE NORMAL (ABNORMAL)		
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA								
Revenues								
443-000-402.040	Captured - City	2,205.00	2,192.19	0.00		12.81		99.42
443-000-402.041	Captured - Library	264.00	262.57	0.00		1.43		99.46
443-000-402.042	Captured - Cap Improvement	174.00	173.99	0.00		0.01		99.99
443-000-402.043	Captured - Fire Reserve	174.00	173.99	0.00		0.01		99.99
443-000-402.044	Captured - Solid Waste	226.00	226.18	0.00		(0.18)		100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	1,322.34	0.00		3,409.66		27.94
443-000-402.048	Captured - County	1,059.00	803.57	0.00		255.43		75.88
443-000-402.060	Captured - AV - Personal - CITY	588.00	584.61	0.00		3.39		99.42
443-000-402.061	Captured - AV - Personal - LIBRARY	70.00	70.02	0.00		(0.02)		100.03
443-000-402.062	Captured - AV - Personal - CAP IMP	46.00	46.40	0.00		(0.40)		100.87
443-000-402.063	Captured - AV - Personal - FIRE RES	46.00	46.40	0.00		(0.40)		100.87
443-000-402.064	Captured - AV - Personal - S WASTE	60.00	60.32	0.00		(0.32)		100.53
443-000-402.065	Captured - AV - Personal - COUNTY	282.00	214.29	0.00		67.71		75.99
443-000-664.020	Interest Inc-Investments	0.00	9.86	4.90		(9.86)		100.00
443-000-676.080	Rev-Transfer from Cap Improvement	67,500.00	11,250.00	5,625.00		56,250.00		16.67
443-000-694.000	Revenue-Miscellaneous	0.00	650.00	650.00		(650.00)		100.00
TOTAL REVENUES		77,426.00	18,086.73	6,279.90		59,339.27		23.36
Expenditures								
443-000-703.000	Full Time Wages	33,204.00	3,949.36	2,226.16		29,254.64		11.89
443-000-706.000	Part Time Wages	1,068.00	13.81	1.30		1,054.19		1.29
443-000-713.000	Other Post Employment Benefits	657.00	109.50	54.75		547.50		16.67
443-000-715.000	Social Security (FICA)	2,483.00	283.33	159.15		2,199.67		11.41
443-000-715.010	Health Insurance	5,730.00	1,557.07	1,081.62		4,172.93		27.17
443-000-715.012	FSA - Employer Paid	25.00	3.78	2.07		21.22		15.12
443-000-715.013	HSA - Employer Paid	1,920.00	1,920.00	1,920.00		0.00		100.00
443-000-715.015	Life Insurance	34.00	8.34	5.56		25.66		24.53
443-000-718.000	Retirement Benefits	2,873.00	352.38	197.91		2,520.62		12.27
443-000-724.000	Med Insurance Buyouts	108.00	14.15	9.01		93.85		13.10
443-000-743.000	Uniforms	50.00	3.80	3.80		46.20		7.60
443-000-775.000	Rep & Maint Supplies	100.00	0.00	0.00		100.00		0.00
443-000-801.000	Prof Services - Engineering	0.00	446.50	446.50		(446.50)		100.00
443-000-801.013	Prof Services/Attorney	5,000.00	1,909.50	1,909.50		3,090.50		38.19
443-000-801.030	Profess Service-Audit	488.00	0.00	0.00		488.00		0.00
443-000-830.000	Contractual Reimbursement CRA Activities	7,445.00	4,632.65	4,632.65		2,812.35		62.22
443-000-910.000	Liability Insurance	4,679.00	5,108.47	0.00		(429.47)		109.18
443-000-910.010	Workers Comp Insurance	399.00	383.80	0.00		15.20		96.19
443-000-930.000	R/M Outside Services	14,850.00	139.26	139.26		14,710.74		0.94
443-000-930.050	Computer Services	50.00	0.83	0.83		49.17		1.66
443-000-940.000	Equipment Rental	450.00	464.08	128.32		(14.08)		103.13
443-908-991.000	Principal Payment - Interfund Loans	14,636.00	2,439.34	1,219.67		12,196.66		16.67
443-908-995.000	Interest Payment - Interfund Loans	1,939.00	323.16	161.58		1,615.84		16.67
TOTAL EXPENDITURES		98,188.00	24,063.11	14,299.64		74,124.89		24.51
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:								
TOTAL REVENUES		77,426.00	18,086.73	6,279.90		59,339.27		23.36
TOTAL EXPENDITURES		98,188.00	24,063.11	14,299.64		74,124.89		24.51
NET OF REVENUES & EXPENDITURES		(20,762.00)	(5,976.38)	(8,019.74)		(14,785.62)		28.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 08/31/2017

% Fiscal Year Completed: 16.99

\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2017 (ABNORMAL)	MONTH 08/31/2017 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA								
Revenues								
450-000-569.000	Local Grants	54,600.00		0.00	0.00	54,600.00		0.00
450-000-664.020	Interest Inc-Investments	50.00		22.23	8.20	27.77		44.46
TOTAL REVENUES		54,650.00		22.23	8.20	54,627.77		0.04
Expenditures								
450-000-703.000	Full Time Wages	29,299.00		4,010.33	2,255.50	25,288.67		13.69
450-000-706.000	Part Time Wages	0.00		232.19	125.36	(232.19)		100.00
450-000-706.005	Part Time Wages - Seasonal Workers	0.00		130.00	130.00	(130.00)		100.00
450-000-713.000	Other Post Employment Benefits	158.00		26.34	13.17	131.66		16.67
450-000-715.000	Social Security (FICA)	2,093.00		298.20	171.43	1,794.80		14.25
450-000-715.010	Health Insurance	5,480.00		1,449.18	1,036.24	4,030.82		26.44
450-000-715.012	FSA - Employer Paid	77.00		11.16	6.08	65.84		14.49
450-000-715.013	HSA - Employer Paid	2,256.00		2,256.00	2,256.00	0.00		100.00
450-000-715.015	Life Insurance	11.00		2.40	1.60	8.60		21.82
450-000-718.000	Retirement Benefits	1,143.00		156.34	87.61	986.66		13.68
450-000-724.000	Med Insurance Buyouts	20.00		2.61	1.66	17.39		13.05
450-000-801.013	Prof Services/Attorney	500.00		0.00	0.00	500.00		0.00
450-000-801.030	Profess Service-Audit	92.00		0.00	0.00	92.00		0.00
450-000-910.000	Liability Insurance	372.00		406.14	0.00	(34.14)		109.18
450-000-910.010	Workers Comp Insurance	249.00		239.51	0.00	9.49		96.19
450-000-930.000	R/M Outside Services	1,000.00		0.00	0.00	1,000.00		0.00
450-000-930.050	Computer Services	50.00		0.83	0.83	49.17		1.66
450-000-940.000	Equipment Rental	1,500.00		753.52	417.76	746.48		50.23
450-000-956.000	Miscellaneous	600.00		0.00	0.00	600.00		0.00
TOTAL EXPENDITURES		44,900.00		9,974.75	6,503.24	34,925.25		22.22
Fund 450 - INDUSTRIAL PARK TIFA:								
TOTAL REVENUES		54,650.00		22.23	8.20	54,627.77		0.04
TOTAL EXPENDITURES		44,900.00		9,974.75	6,503.24	34,925.25		22.22
NET OF REVENUES & EXPENDITURES		9,750.00		(9,952.52)	(6,495.04)	19,702.52		102.08



PERIOD ENDING 08/31/2017

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GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2017 (ABNORMAL)	MONTH 08/31/2017 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Revenues									
494-000-402.030	Captured DDA-CITY	15,041.00		14,953.74		0.00		87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00		1,790.76		0.00		6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00		1,186.52		0.00		0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00		1,186.52		0.00		0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00		1,542.58		0.00		(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00		5,481.18		0.00		1,737.82	75.93
494-000-402.060	Captured - AV - Personal - CITY	2,653.00		2,637.59		0.00		15.41	99.42
494-000-402.061	Captured - AV - Personal - LIBRARY	317.00		315.84		0.00		1.16	99.63
494-000-402.062	Captured - AV - Personal - CAP IMP	209.00		209.35		0.00		(0.35)	100.17
494-000-402.063	Captured - AV - Personal - FIRE RES	209.00		209.35		0.00		(0.35)	100.17
494-000-402.064	Captured - AV - Personal - S WASTE	272.00		272.15		0.00		(0.15)	100.06
494-000-402.065	Captured - AV - Personal - COUNTY	1,273.00		966.77		0.00		306.23	75.94
494-000-569.000	Local Grants	5,600.00		0.00		0.00		5,600.00	0.00
494-000-664.020	Interest Inc-Investments	15.00		18.39		9.66		(3.39)	122.60
494-000-694.000	Revenue-Miscellaneous	1,500.00		313.00		0.00		1,187.00	20.87
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00		255.00		75.00		3,245.00	7.29
494-000-694.025	DDA - Sale of Merchandise	1,000.00		0.00		0.00		1,000.00	0.00
494-000-694.026	DDA - Special Event Revenues	1,000.00		0.00		0.00		1,000.00	0.00
494-000-694.036	DDA Donations - Movies in the Park	400.00		0.00		0.00		400.00	0.00
TOTAL REVENUES		45,921.00		31,338.74		84.66		14,582.26	68.24
Expenditures									
494-000-703.000	Full Time Wages	13,833.00		1,935.51		1,087.74		11,897.49	13.99
494-000-706.000	Part Time Wages	750.00		445.24		201.60		304.76	59.37
494-000-706.005	Part Time Wages - Seasonal Workers	0.00		10.00		0.00		(10.00)	100.00
494-000-715.000	Social Security (FICA)	1,040.00		161.21		86.29		878.79	15.50
494-000-715.010	Health Insurance	2,556.00		677.35		486.65		1,878.65	26.50
494-000-715.013	HSA - Employer Paid	1,392.00		1,392.00		1,392.00		0.00	100.00
494-000-775.000	Rep & Maint Supplies	1,000.00		0.00		0.00		1,000.00	0.00
494-000-801.030	Profess Service-Audit	92.00		0.00		0.00		92.00	0.00
494-000-900.000	Printing & Publishing	2,500.00		100.00		100.00		2,400.00	4.00
494-000-910.000	Liability Insurance	479.00		522.97		0.00		(43.97)	109.18
494-000-910.010	Workers Comp Insurance	84.00		80.80		0.00		3.20	96.19
494-000-930.000	R/M Outside Services	500.00		100.00		100.00		400.00	20.00
494-000-930.050	Computer Services	50.00		0.83		0.83		49.17	1.66
494-000-940.000	Equipment Rental	250.00		32.80		0.00		217.20	13.12
494-000-956.021	Special Events	1,200.00		0.00		0.00		1,200.00	0.00
494-000-957.022	DDA Farmers Market Expense	700.00		122.61		112.98		577.39	17.52
494-000-957.025	DDA Christmas Ornament Costs	800.00		0.00		0.00		800.00	0.00
494-000-957.036	DDA Movies in the Park	2,200.00		2,374.50		1,235.50		(174.50)	107.93
494-000-960.000	Education & Training	100.00		0.00		0.00		100.00	0.00
494-000-962.000	Association Memberships	3,100.00		0.00		0.00		3,100.00	0.00
494-908-991.000	Principal Payment - Interfund Loans	11,436.00		1,906.00		953.00		9,530.00	16.67
494-908-995.000	Interest Payment - Interfund Loans	825.00		137.50		68.75		687.50	16.67
TOTAL EXPENDITURES		44,887.00		9,999.32		5,825.34		34,887.68	22.28
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
TOTAL REVENUES		45,921.00		31,338.74		84.66		14,582.26	68.24

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 08/31/2017

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GL NUMBER	DESCRIPTION	2017-18		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	08/31/2017 (ABNORMAL)	MONTH 08/31/2017 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
TOTAL EXPENDITURES		44,887.00		9,999.32		5,825.34		34,887.68	22.28
NET OF REVENUES & EXPENDITURES		1,034.00		21,339.42		(5,740.68)		(20,305.42)	2,063.77
TOTAL REVENUES - ALL FUNDS		177,997.00		49,447.70		6,372.76		128,549.30	27.78
TOTAL EXPENDITURES - ALL FUNDS		187,975.00		44,037.18		26,628.22		143,937.82	23.43
NET OF REVENUES & EXPENDITURES		(9,978.00)		5,410.52		(20,255.46)		(15,388.52)	54.22

PERIOD ENDING 08/31/2017

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GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	08/31/2017 (NORMAL (ABNORMAL))	MONTH 08/31/2017 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
443-000-402.040	Captured - City	2,205.00	2,192.19	0.00	12.81	99.42
443-000-402.041	Captured - Library	264.00	262.57	0.00	1.43	99.46
443-000-402.042	Captured - Cap Improvement	174.00	173.99	0.00	0.01	99.99
443-000-402.043	Captured - Fire Reserve	174.00	173.99	0.00	0.01	99.99
443-000-402.044	Captured - Solid Waste	226.00	226.18	0.00	(0.18)	100.08
443-000-402.047	Captured DDA-SCHOOL	4,732.00	1,322.34	0.00	3,409.66	27.94
443-000-402.048	Captured - County	1,059.00	803.57	0.00	255.43	75.88
443-000-402.060	Captured - AV - Personal - CITY	588.00	584.61	0.00	3.39	99.42
443-000-402.061	Captured - AV - Personal - LIBRARY	70.00	70.02	0.00	(0.02)	100.03
443-000-402.062	Captured - AV - Personal - CAP IMP	46.00	46.40	0.00	(0.40)	100.87
443-000-402.063	Captured - AV - Personal - FIRE RES	46.00	46.40	0.00	(0.40)	100.87
443-000-402.064	Captured - AV - Personal - S WASTE	60.00	60.32	0.00	(0.32)	100.53
443-000-402.065	Captured - AV - Personal - COUNTY	282.00	214.29	0.00	67.71	75.99
443-000-664.020	Interest Inc-Investments	0.00	9.86	4.90	(9.86)	100.00
443-000-676.080	Rev-Transfer from Cap Improvement	67,500.00	11,250.00	5,625.00	56,250.00	16.67
443-000-694.000	Revenue-Miscellaneous	0.00	650.00	650.00	(650.00)	100.00
TOTAL REVENUES		77,426.00	18,086.73	6,279.90	59,339.27	23.36
Expenditures						
000	OPERATIONS	81,613.00	21,300.61	12,918.39	60,312.39	26.10
908	DEBT SERVICE	16,575.00	2,762.50	1,381.25	13,812.50	16.67
TOTAL EXPENDITURES		98,188.00	24,063.11	14,299.64	74,124.89	24.51
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		77,426.00	18,086.73	6,279.90	59,339.27	23.36
TOTAL EXPENDITURES		98,188.00	24,063.11	14,299.64	74,124.89	24.51
NET OF REVENUES & EXPENDITURES		(20,762.00)	(5,976.38)	(8,019.74)	(14,785.62)	28.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 08/31/2017

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GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	08/31/2017 NORMAL (ABNORMAL)	MONTH 08/31/2017 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	54,600.00	0.00	0.00	54,600.00	0.00
450-000-664.020	Interest Inc-Investments	50.00	22.23	8.20	27.77	44.46
TOTAL REVENUES		54,650.00	22.23	8.20	54,627.77	0.04
Expenditures						
000	OPERATIONS	44,900.00	9,974.75	6,503.24	34,925.25	22.22
TOTAL EXPENDITURES		44,900.00	9,974.75	6,503.24	34,925.25	22.22
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		54,650.00	22.23	8.20	54,627.77	0.04
TOTAL EXPENDITURES		44,900.00	9,974.75	6,503.24	34,925.25	22.22
NET OF REVENUES & EXPENDITURES		9,750.00	(9,952.52)	(6,495.04)	19,702.52	102.08

PERIOD ENDING 08/31/2017

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GL NUMBER	DESCRIPTION	2017-18	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2017 (NORMAL (ABNORMAL))	MONTH 08/31/2017 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
494-000-402.030	Captured DDA-CITY	15,041.00	14,953.74	0.00	87.26	99.42
494-000-402.031	Captured DDA-LIBRARY	1,797.00	1,790.76	0.00	6.24	99.65
494-000-402.032	Captured DDA-Capital Impr	1,187.00	1,186.52	0.00	0.48	99.96
494-000-402.033	Capture DDA-Fire Reserve	1,187.00	1,186.52	0.00	0.48	99.96
494-000-402.034	Capture-DDA-Solid Waste	1,542.00	1,542.58	0.00	(0.58)	100.04
494-000-402.045	Captured DDA-COUNTY	7,219.00	5,481.18	0.00	1,737.82	75.93
494-000-402.060	Captured - AV - Personal - CITY	2,653.00	2,637.59	0.00	15.41	99.42
494-000-402.061	Captured - AV - Personal - LIBRARY	317.00	315.84	0.00	1.16	99.63
494-000-402.062	Captured - AV - Personal - CAP IMP	209.00	209.35	0.00	(0.35)	100.17
494-000-402.063	Captured - AV - Personal - FIRE RES	209.00	209.35	0.00	(0.35)	100.17
494-000-402.064	Captured - AV - Personal - S WASTE	272.00	272.15	0.00	(0.15)	100.06
494-000-402.065	Captured - AV - Personal - COUNTY	1,273.00	966.77	0.00	306.23	75.94
494-000-569.000	Local Grants	5,600.00	0.00	0.00	5,600.00	0.00
494-000-664.020	Interest Inc-Investments	15.00	18.39	9.66	(3.39)	122.60
494-000-694.000	Revenue-Miscellaneous	1,500.00	313.00	0.00	1,187.00	20.87
494-000-694.022	DDA - Farmers Market Entry Fee	3,500.00	255.00	75.00	3,245.00	7.29
494-000-694.025	DDA - Sale of Merchandise	1,000.00	0.00	0.00	1,000.00	0.00
494-000-694.026	DDA - Special Event Revenues	1,000.00	0.00	0.00	1,000.00	0.00
494-000-694.036	DDA Donations - Movies in the Park	400.00	0.00	0.00	400.00	0.00
TOTAL REVENUES		45,921.00	31,338.74	84.66	14,582.26	68.24
Expenditures						
000	OPERATIONS	32,626.00	7,955.82	4,803.59	24,670.18	24.38
908	DEBT SERVICE	12,261.00	2,043.50	1,021.75	10,217.50	16.67
TOTAL EXPENDITURES		44,887.00	9,999.32	5,825.34	34,887.68	22.28
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		45,921.00	31,338.74	84.66	14,582.26	68.24
TOTAL EXPENDITURES		44,887.00	9,999.32	5,825.34	34,887.68	22.28
NET OF REVENUES & EXPENDITURES		1,034.00	21,339.42	(5,740.68)	(20,305.42)	2,063.77
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		177,997.00	49,447.70	6,372.76	128,549.30	27.78
TOTAL EXPENDITURES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		187,975.00	44,037.18	26,628.22	143,937.82	23.43
NET OF REVENUES & EXPENDITURES		(9,978.00)	5,410.52	(20,255.46)	(15,388.52)	54.22

## AGENDA ITEMS

7. **BRA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the BRA payables for August in the amount of \$7,941.87

B. Discussion regarding the comment letter from the City to Weyerhaeuser and their responses back regarding the Mill property clean up.

8. **DDA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the DDA payables for August in the amount of \$2,118.21

9. **TIFA Action Items:**

A. Accounts Payable:

Recommended Action: Consider confirming the TIFA payables for August in the amount of \$1,201.39