

# 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](http://www.plainwell.org)

“The Island City”

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## AGENDA Plainwell City Council Monday, December 9, 2019 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary – 11/25/2019 Special and Regular Meetings**
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**
  - A. **2019/2020 Budget Amendment – Encumbrance Rollover**  
Council will consider a budget amendment for the 2018/2019 purchase orders rolled over into the 2019/2020 Budget.
  - B. **Set a Public Hearing - Mill Demolition Grant Update**  
Council will consider setting a Public Hearing for December 23, 2019 at 6pm for an update on the grant application for the Mill Demolition Project.
11. **Communications:** The November 2019 Investment and Fund Balance Reports.
12. **Accounts Payable - \$128,874.33**
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

The Island City  
*The City of Plainwell is an equal opportunity provider and employer*

**MINUTES**  
**Plainwell City Council**  
**November 25, 2019**

1. Mayor Keeler called a special meeting to order at 6:00 PM in City Hall Council Chambers.
2. Those in attendance: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Wisnaski, City Staff Members Erik Wilson, Denise Siegel, Sandy Lamorandier, Bob Nieuwenhuis and Brian Kelley, Planning Commission Members Rachel Collingsworth and Jay Lawson, Parks & Trees Board Members Rosemary LaDuke, Marsha Keeler and Matthew Bradley, DDA/BRA/TIFA Board Members Nick Larabel, EJ Hart and Zelda Schippers
3. Mayor Keeler turned the meeting over to Community Development Manager Denise Siegel.
4. Community Development Manager Siegel thanked everyone for attending a special Annual Board Meeting to provide opportunity for all of the city boards to meet, network and exchange information.

Each of the boards were introduced along with a brief synopsis. The discussion included some of the 2019 accomplishments for each board.

5. City Manager Erik Wilson reported updates on the Mill Demolition Grant Project, including a synopsis of where the project has been. He confirmed that the grant was not awarded yet, but that the city had received a 90-day extension. He reported having learned about additional requirements of the grant such as having a third-party manage construction of the Riverwalk plans, and that the sale of property carries the same 90/10 funding mandate, meaning that the city receives 10% of the proceeds from sale of property. He discussed working with engineers to help focus on cleanup and demolition to assist in future development of the land, which includes no public infrastructure. He confirmed that there is a light at the end of the tunnel as he continues to work through the strings associated with the grant application process.
6. There were no public questions or comments.
7. The meeting was adjourned at 6:43pm.

Minutes respectfully submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL  
December 9, 2019

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Brian Kelley, City Clerk

**MINUTES**  
**Plainwell City Council**  
**November 25, 2019**

1. Mayor Keeler called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Don Mejeur from 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, and Councilmember Wisnaski. Absent: Councilmember Keeney.
5. Approval of Minutes/Summary:  
**A motion by Overhuel, seconded by Steele, to accept and place on file the Council Minutes and Summary of the 11/11/2019 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. Public Comments: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:  
Mayor Keeler welcomed a Cub Scout group in attendance.
10. Recommendations and Reports:
  - A. City Manager Wilson reported on efforts to promote the Kalamazoo River as an opportunity for economic development asking Council to endorse a plan for further development efforts.  
**A motion by Steele, seconded by Wisnaski, to adopt Resolution 19-21 endorsing a plan outlined in the Lower Kalamazoo River Greenway Plan. On a voice vote, all in favor. Motion passed.**
  - B. Personnel Manager Lamorandier briefed Council about the recently implemented Michigan Paid Leave Act, which allows new hires to use sick leave time as earned instead of the city's current policy to wait 6 months, and provides sick leave to certain part-time employees. The sick leave policy has been reviewed and updated accordingly.  
**A motion by Wisnaski, seconded by Overhuel, to adopt Resolution 19-22 modifying the city's sick leave policy as per the Michigan Paid Leave Act. On a voice vote, all in favor. Motion passed.**
  - C. City Manager Wilson reported that the boiler system that heats City Hall and the GHD building needs repairs after the heat went out on November 16, 2019. GHD solicited three quotes and selected the low vendor at an approximately cost of \$24,000. The city's shared cost of the repair is \$9,941.00.  
**A motion by Overhuel, seconded by Wisnaski, to approve boiler repairs for the City Hall Heating System with GHD at a cost of \$9,941.00. On a roll call vote, all in favor. Motion passed.**

D. City Manager Wilson reported that the city is waiting for approval for a \$5.1-million grant for mill demolition, after having received a 90-day extension. As part of the approval process, the city needs to provide bids for demolition, which is dependent upon the city obtaining architectural services to determine specifications to be included in the bid document.

**A motion by Steele, seconded by Wisnaski, to approve an architectural contract from HopkinsBurns in the amount of \$49,500.00. On a voice vote, all in favor. Motion passed.**

E. City Manager Wilson reported that the bid documents are also dependent on structural engineering specifications. He also reported that both HopkinsBurns and Robert Darvas had worked on previous demolitions at the Mill, so they are familiar with the site.

**A motion by Wisnaski, seconded by Overhuel, to approve a structural engineering contract from Robert Darvas Associates in the amount of \$29,500. On a voice vote, all in favor. Motion passed.**

11. Communications:

**A. A motion by Steele, seconded by Overhuel, to accept and place on file the October 2019 Water Renewal and Public Safety Reports. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Wisnaski, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$205,913.03 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments:

Cub Scouts John Dalaet and Jackson Albrecht asked Council about the water tower on the mill site and discussed the options of maintaining the tower versus demolition.

14. Staff Comments:

Personnel Manager Lamorandier discussed having reviewed options for training software to update the city's training schedule.

Superintendent Nieuwenhuis reported that the loose leaf pickup ended today and that the street sweeping would be complete by Thanksgiving.

Community Development Manager Siegel reported the Shop Small Saturday event on November 30. She also noted the December 6 Holiday Walk and Tree Lighting, then the December 7 Holiday parade.

Superintendent Pond reported repairs to the tanks, reinstating the backup tank to working condition.

Director Bomar reported an upcoming meeting with the Secret Service to plan a December 4 motorcade for the Vice President. He also briefed Council on an upcoming training simulation.

Treasurer Kelley reported that winter tax bills, with the calendars, are being mailed on November 27 and have a February 14 due date.

15. Council Comments:

Mayor Pro Tem Steele wished everyone a Happy Thanksgiving and wished safety for everyone.

Council Member Wisnaski wished everyone a Happy Thanksgiving.

Mayor Keeler again thanked the Cub Scouts for attending the meeting

16. Adjournment:

**A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:27 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully submitted by,  
Brian Kelley  
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL  
December 9, 2019

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Brian Kelley, City Clerk

DRAFT

**SUMMARY**  
**Plainwell City Council**  
**November 25, 2019**

1. Mayor Keeler called the regular meeting to order at 7:01 PM in Council Chambers at City Hall.
2. Don Mejeur from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Keeler, Steele, Overhuel, and Wisnaski. Absent: Keeney.
5. Approved Minutes/Summary of the 11/11/2019 regular meeting.
6. Adopted Resolution 19-21 to Endorse the Lower Kalamazoo River Greenway Plan.
7. Adopted Resolution 19-22 Modifying the City's Sick Leave Policy.
8. Approved boiler repairs at City Hall with GHD at a cost of \$9,941.00.
9. Approved a contract with HopkinsBurns for mill demolition architectural services for \$49,500.
10. Approved a contact with Robert Darvas Associates for mill demolition structural engineering for \$29,500.
11. Accepted and placed on file the October 2019 Water Renewal and Public Safety Reports.
12. Approved Accounts Payable for \$205,913.03.
13. Adjourned the meeting at 7:27 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer



## "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: December 6, 2019  
SUBJECT: Encumbrance Rollover from 2018/2019 to 2019/2020 budget

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**ACTION RECOMMENDED:** The City Council approve a budget amendment for the 2019/2020 budget in order to appropriate a prior year encumbrance into the current fiscal year.

An encumbrance reserves funds when a contract or purchase order is approved. The encumbrances also commit an equivalent budget amount for an expenditure line item. All prior year encumbrances reserved for obligations of materials and/or services that have not yet been delivered by year-end are to be closed in the prior year and reopened (carryover) in the current fiscal year. Annually, the budget appropriations for these obligations are moved from the prior fiscal year into the current fiscal year (2019/2020), allowing for the funds on these encumbrances to be expended in the current fiscal year.

City staff recently reviewed a listing of the outstanding encumbrances as of June 30, 2019 and determined those encumbrances that require re-appropriating into the current fiscal year in order to complete the purchases or services as intended. Upon review, eight (8) encumbrances are being brought forth for rollover:

- PO 5261 – Fleis & Vandenbrink Inc. – Water System GIS Mapping - \$14,647.25**  
**Account Code 591-560-727.010**
- PO 5312 – Dixon Engineering Inc. – Water Tower Inspection - \$3,200.00**  
**Account Code 591-540-801.000**
- PO 5363 – GHD Services Inc. – Mill Demolition Engineering – \$ 66,030.00**  
**Account Code 443-000-801.000**
- PO 5365 – Kendall Electric Inc. – Streetlight – \$ 2,672.66**  
**Account Codes 202-463-775.000**
- PO 5367 – Quality Precast Inc. – Sherwood Park Restroom - \$44,850.00**  
**Account Code 401-970-971.000**
- PO 5369 – Brentwood Industries Inc. – Drive Jaw & Sprocket Assemblies - \$6,064.25**  
**Account Code 590-540-775.000**
- PO 5377 – Kendall Electric Inc. – Streetlight – \$ 2,672.66**  
**Account Codes 202-463-775.000**
- PO 5312 – Republic Services Inc. – Fall 2018 Bulk Trash Pickup - \$ 8,600.00**  
**Account Code 227-000-801.015**

Approving the request for this budget amendment will ensure that work on existing obligations will continue and that there will be no impact on services planned for the current fiscal year. There is no impact to the city for rolling over prior year encumbrances. These funds have already been budgeted in prior year and were considered reserved and unavailable for purposes of the current fiscal year budget. The total amount being rolled over is \$ 148,736.82.

Action To Perform	Create BA	PO Number	Description	Post Date	Amount	Amount Relieved	Relieved As Of 06/30/2019	Amount Remaining	Remaining As Of 06/30/2019
Carry Forward	<input checked="" type="checkbox"/>	000005261	PHASE 2 OF WATER SYSTEM GIS MAPPING PROJECT	07/01/2018	24,500.00	9,852.75	9,852.75	14,647.25	14,647.25
Carry Forward	<input checked="" type="checkbox"/>	000005312	FALL 2018 BULK-TRASH PICKUP	10/19/2018	8,600.00	0.00	0.00	8,600.00	8,600.00
<a href="#">Carry Forward</a>	<input checked="" type="checkbox"/>	000005357	WATER TOWER INSPECTION	04/30/2019	3,200.00	3,200.00	0.00	0.00	3,200.00
Carry Forward	<input checked="" type="checkbox"/>	000005363	ENGINEERING PHASE III MILL DEMOLITION	05/15/2019	66,030.00	29,350.85	0.00	36,679.15	66,030.00
Carry Forward	<input checked="" type="checkbox"/>	000005365	STREETLIGHT COMPLETE	05/24/2019	2,672.66	2,216.99	0.00	455.67	2,672.66
Carry Forward	<input checked="" type="checkbox"/>	000005367	SHERWOOD PARK BATHROOM FACILITY	05/30/2019	44,850.00	44,850.00	0.00	0.00	44,850.00
Carry Forward	<input checked="" type="checkbox"/>	000005369	DRIVE JAW & SPROCKET ASSEMBLIES	05/31/2019	6,064.25	6,064.25	0.00	0.00	6,064.25
Carry Forward	<input checked="" type="checkbox"/>	000005377	HALOPHANE STREETLIGHT FOR STOCK	06/17/2019	2,672.66	2,216.99	0.00	455.67	2,672.66



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## CITY OF PLAINWELL, MICHIGAN NOTICE OF PUBLIC HEARING Monday, December 23, 2019 6:00PM Plainwell Paper Mill Demolition Update

**PLEASE TAKE NOTICE** that the City of Plainwell Administration will host a Public Hearing on Monday, December 23, 2019, at 6:00 PM, local time, at Plainwell City Hall, 211 N. Main Street, Plainwell, Michigan

The City of Plainwell intends to utilize Community Development Block Grant Funds from the Michigan Strategic Fund in the amount to be determined but not to exceed \$5,100,000 to further the redevelopment of the Plainwell Paper Mill by demolishing buildings determined to be blighted and attractive nuisances. The State Historic Preservation Office (SHPO) has determined the project to have an adverse effect on the historical site.

All residents and interested parties are invited to attend and comment on the project at the public hearing. Written comments or questions may be directed to the City Clerk at 211 N. Main St., Plainwell, MI 49080, or by calling 269.685.6821.

City of Plainwell  
By: Brian Kelley, Plainwell City Clerk

## Investment Activity Report



“The Island City”

### City of Plainwell

Investment Portfolio Detail - Unaudited

at: 11/30/2019

**Brian Kelley, City Treasurer**

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

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2019.12.02 12:20:50 -05'00'

	Investment Type	CUSIP	Principal Purchase	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment*	N/A	\$208,576	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		1.85%	
2	18-Month CD	N/A	\$156,400	Northstar Bank	Julie Smith - 810.329.7104	02/13/2019	08/12/2020	2.45%	256
3	365-Day CD	N/A	\$104,620	Grand River Bank	Christy Vierzen - 616.259.1322	06/11/2019	04/06/2020	2.75%	128
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15	* Trust Funds in Pool		-\$46,902		Non-City Funds included in MIClass				

Total Investments: \$422,694.47

Average Yield: 2.35%

### Cash Activity for the Month

Cash, beginning of month: \$1,900,562.13

Cash, end of month: \$1,784,053.07

**Erik J. Wilson, City Manager**

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
Date: 2019.12.06 13:32:25 -05'00'

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

CITY OF PLAINWELL

**ESTIMATED CASH BALANCE/FUND BALANCE REPORT**

MONTH ENDED: **11/30/2019**

% OF FISCAL YEAR: **41.80%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	297,971	424,470	1,421,313	888,248	957,535	912,990	2,147,054	41.37%
Major Streets	72,892	134,679	86,877	406,083	(184,527)	(139,352)	837,933	48.46%
Local Streets	72,349	38,223	30,987	65,261	3,949	68,270	172,896	37.75%
Solid Waste	30,692	17,613	165,988	91,578	92,023	97,381	189,893	48.23%
Fire Reserve	66,773	71,834	84,623	27,825	128,632	123,343	78,101	35.63%
Airport	24,153	26,993	25,470	29,917	22,546	18,771	52,305	57.20%
Revolving Loan	25,184	61,782	4,085	10,000	55,867	31,199	10,000	100.00%
Capital Improvement	42,343	47,785	84,231	94,662	37,354	48,614	140,097	67.57%
Brownfield BRA	314	26,159	39,962	78,226	(12,105)	(8,762)	109,101	71.70%
Tax Increment TIFA	66,056	65,524	76,080	24,364	117,240	119,507	59,830	40.72%
Downtown DDA	12,711	10,247	56,696	20,428	46,515	60,698	54,413	37.54%
Sewer	810,000	792,920	668,347	687,186	774,081	693,630	1,800,908	38.16%
Water	192,725	136,619	239,302	447,185	(71,264)	(72,769)	830,604	53.84%
Equipment	150,797	125,912	108,925	63,924	170,913	188,551	240,398	26.59%
OPEB**	43,685	60,915	9,266	9,252	60,929	64,677	21,127	43.79%
	<u>1,908,645</u>	<u>2,041,675</u>	<u>3,102,152</u>	<u>2,944,139</u>	<u>2,199,688</u>	<u>2,206,748</u>	<u>6,744,660</u>	<u>43.65%</u>

\* - Amounts taken from audited financial statements as of June 30, 2018

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

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

Erik J. Wilson, City Manager	Brian Kelley, City Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature: <b>Erik Wilson</b> <small>Digitally signed by Erik Wilson Date: 2019.12.06 13:33:11 -05'00'</small>	Insert Signature: <b>Brian Kelley</b> <small>Digitally signed by Brian Kelley Date: 2019.12.02 12:19:16 -05'00'</small>

12/05/2019

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
EXP CHECK RUN DATES 12/09/2019 - 12/09/2019  
BOTH JOURNALIZED AND UNJOURNALIZED  
OPEN

Vendor Code	Vendor Name Invoice	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC 2019.11	NOVEMBER 2019 PARTS/SUPPLIES	918.92
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			918.92
000009	CONSUMERS ENERGY 2019-11	ELECTRICITY THROUGH 11/24/19	13,066.97
TOTAL FOR: CONSUMERS ENERGY			13,066.97
000010	RIDDERMAN & SONS OIL CO INC 130441	DPW DIESEL & GASOLINE 11/25/19	1,009.95
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			1,009.95
000011	SHOPPERS GUIDE INC 2019.11	NOVEMBER 2019 ADVERTISING	512.97
TOTAL FOR: SHOPPERS GUIDE INC			512.97
000034	VERIZON 9842361112 9842820071 9842820072	DPW/WR DESK PHONES 10/18/19 - 11/17/19 CELL PHONE SERVICE 10/24/19 - 11/23/19 DPS PHONES EOC 10/24/19 - 11/23/19	222.27 658.94 124.55
TOTAL FOR: VERIZON			1,005.76
000077	MCMASTER-CARR SUPPLY 22427053	AIR COMPRESSOR PART	28.62
TOTAL FOR: MCMASTER-CARR SUPPLY			28.62
000079	ALLEGAN COUNTY NEWS 2557	HOLIDAY GIFT GUIDE	145.00
TOTAL FOR: ALLEGAN COUNTY NEWS			145.00
000138	AMERICAN OFFICE SOLUTIONS IN219723	DPS COPIER BASE & USAGE 10/22/19 - 11/21/19	82.02
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			82.02
000153	FLEIS & VANDENBRINK INC 54394	SHERWOOD AVE - GRANT DESIGN & CONST THROUGH 1	7,067.05
TOTAL FOR: FLEIS & VANDENBRINK INC			7,067.05
000155	BRAVE INDUST FASTENERS 147570	PARTS FOR PLOW #10	70.18
TOTAL FOR: BRAVE INDUST FASTENERS			70.18
000189	BRYAN POND 2019-11SHOE	19/20 SHOE ALLOWANCE	143.58

TOTAL FOR: BRYAN POND		143.58
000203	HONEYTREE ARBORIST SERVICES	
	839 ARBOR CARE - SPRAYING	400.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES		400.00
000243	JIFFY PRINT	
	21321 LEAF PICKUP DOOR HANGERS	75.00
TOTAL FOR: JIFFY PRINT		75.00
000372	PREMIERE PRINTING CORP.	
	232226 2020 CITY CALENDARS (1500)	3,355.00
TOTAL FOR: PREMIERE PRINTING CORP.		3,355.00
000461	BOB'S HARDWARE	
	64927 HEATER - SHERWOOD BATHROOM	360.00
TOTAL FOR: BOB'S HARDWARE		360.00
000624	AIS CONSTRUCTION-JOHNDEERE POWERPLN	
	G21772 LIGHT FOR #61	102.15
	G23223 BLADES #61	335.90
TOTAL FOR: AIS CONSTRUCTION-JOHNDEERE POWERPLN		438.05
000760	ALLEGAN COUNTY SHERIFFS DEPT	
	2019-09 SEPTEMBER 2019 DEBT CREW	188.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT		188.00
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM	
	904242150 BOILER EXHAUST STUCK TEMP	181.61
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM		181.61
001112	WATER ENVIRONMENT FED	
	01468142 2019.12 WEF MEMBERSHIP DUES B. POND	217.00
TOTAL FOR: WATER ENVIRONMENT FED		217.00
001448	PROFESSIONAL CODE INSPECTIONS	
	6191 NOVEMBER 2019 PERMITS	27,080.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS		27,080.00
001455	MODERNISTIC	
	00052965 CARPET CLEANING COUNCIL CHAMBERS & CITY HALL	810.00
TOTAL FOR: MODERNISTIC		810.00
001610	DALE W. HUBBARD, INC (CLEAN EARTH)	
	155752 VACTOR SERVICES 1166 N PEACH CT	1,337.60
TOTAL FOR: DALE W. HUBBARD, INC (CLEAN EARTH)		1,337.60
002079	RIVER TOWN ENTERPRISES LLC	
	1820 NOVEMBER 2019 ELECTION - ACCURACY TEST	25.00
TOTAL FOR: RIVER TOWN ENTERPRISES LLC		25.00
002116	CHARTER COMMUNICATIONS (SPECTRUM)	

	0014163111919	DPS PHONES/TV/INTERNET 10/19/19 - 12/18/19	765.90
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			765.90
002371	RENEWED EARTH INC		
	27856	YARD BLEND - STUMPS CITY WIDE	57.30
TOTAL FOR: RENEWED EARTH INC			57.30
002402	STEENSMA LAWN & POWER EQUIPMENT		
	664371	LEAF BLOWER #48 - AIR FILTER	10.71
	664959	SNOWBLOWER REPAIR	85.55
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			96.26
002582	PLAINWELL REDI MIX - COSGROVE ENTER		
	9925	TRUCK RENTAL - LEAF HAULING	880.00
	9926	TRUCK RENTAL - LEAF HAULING	520.00
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER			1,400.00
002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	72393	DPS & FIRE FUEL 11/16/19 -11/30/19	539.19
TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID			539.19
002787	ESPER ELECTRIC		
	19620	CH LIGHTING -HALLWAY, LOBBY & BATHROOM	553.05
TOTAL FOR: ESPER ELECTRIC			553.05
003036	ALLSHRED SERVICES		
	209002	SHREDDING SERVICES NOVEMBER 2019	58.35
TOTAL FOR: ALLSHRED SERVICES			58.35
004127	COOK RICK		
	018-2019	2020 CITY CALENDAR	900.00
TOTAL FOR: COOK RICK			900.00
004182	PITNEY BOWES/PURCHASE POWER		
	2019-11	POSTAGE ON METER 10/18/19 & 11/14/19	301.50
TOTAL FOR: PITNEY BOWES/PURCHASE POWER			301.50
004193	COMPASS MINERALS		
	529527	SEASONAL BACK UP ROAD SALT	8,353.64
TOTAL FOR: COMPASS MINERALS			8,353.64
004220	US BANK EQUIPMENT FINANCE (COPIER)		
	399683234	DECEMBER 2019 DPW/WR COPIER LEASE	113.00
	400313227	CH COPIER LEASE PAYMENT DECEMBER 2019	147.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)			260.00
004241	GHD SERVICES INC		
	1032352	UTILITIES/Common Area Maint. for October 2019	1,045.62
TOTAL FOR: GHD SERVICES INC			1,045.62
004807	OTIS ELEVATOR COMPANY		
	CVK65023C19	12/01/19 - 2/29/20 SERVICE ELEVATOR IN BACK OF MILL	135.75

TOTAL FOR: OTIS ELEVATOR COMPANY 135.75

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004855	PLAINWELL ACE HARDWARE		
	3955	STREET LIGHTS	38.98
	3961	WATER TOWER GENERATOR	21.48
	4007	HEATER & EXT. CORD FOR TOWER	82.98
	4016	CHRISTMAS LIGHTS FOR FROG	7.59
	4055	FASTENERS, DRILL BIT - WELL HOUSE #4	14.73
	4092	PROPANE FOR HEATER AT CH	78.99
	4095	HEATER RETURN, HEATER FOR CH	5.00
	4096	STREET LIGHTS	40.86
	4099	MISC. FASTENERS	3.78
	4108	SHERWOOD BATHROOM	36.20
	4129	FROG LIGHTS	11.98
	4130	CHRISTMAS - HICKS PARK	16.78

TOTAL FOR: PLAINWELL ACE HARDWARE 359.35

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004896	WALTERS SWEEPING		
	5715	FALL 2019 STREET SWEEPING	6,460.00

TOTAL FOR: WALTERS SWEEPING 6,460.00

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TOTAL - ALL VENDORS 79,804.19

**INVOICE AUTHORIZATION**

**Person Compiling Report**

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

Insert Signature:

**Amanda Kersten**

Digitally signed by Amanda Kersten  
DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall, email=akersten@plainwell.org, c=US  
Date: 2019.12.05 09:13:09 -05'00'

**Brian Kelley, City Clerk/Treasurer**

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

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2019.12.05 16:25:36 -05'00'

**Bryan Pond, Water Renewal Plant Supt.**

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

Insert Signature:

**Bryan Pond**

Digitally signed by Bryan Pond  
Date: 2019.12.05 11:16:10 -05'00'

**Bill Bomar, Public Safety Director**

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

Insert Signature:

**Bill Bomar**

Digitally signed by Bill Bomar  
Date: 2019.12.05 11:05:27 -05'00'

**Bob Nieuwenhuis, Public Works Supt.**

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

Insert Signature:

**Erik J. Wilson, City Manager**

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
Date: 2019.12.06 13:31:31 -05'00'



12/05/2019

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 11/25/2019 - 12/16/2019

Check Date	Bank	Check	Vendor Name	Description	Amount
<b>Bank CBGEN Chemical Bank - General AP Account</b>					
<b>Check Type: ACH Transaction - Property Tax Distributions</b>					
11/29/2019	CBGEN	1658(A)	ALLEGAN COUNTY TREASURER	2019 SUMMER TAX/INT COLLECTED W/E 11/23/	1,941.23
11/29/2019	CBGEN	1659(A)	RANSOM DISTRICT LIBRARY	2019 SUMMER TAX/INT COLLECTED W/E 11/23/	277.51
Total ACH Transaction:					2,218.74
<b>Check Type: EFT Transfer - Automatic Payments</b>					
11/25/2019	CBGEN	1660(E)	FIRST NATIONAL BANK (CREDIT CARD)	November 23, 2019 Credit Card Statement	2,514.36
12/03/2019	CBGEN	1663(E)	STATE OF MICHIGAN	NOVEMBER 2019 SALES, USE & WITHHOLDING R	39.95
12/05/2019	CBGEN	1664(E)	UNITED HEALTHCARE INSURANCE COMPANY	RETIREE HEALTH INSURANCE DECEMBER 2019 -	203.66
12/05/2019	CBGEN	1665(E)	UNITED HEALTHCARE INSURANCE COMPANY	RETIREE HEALTH INSURANCE DECEMBER 2019 -	196.88
Total EFT Transfer:					2,954.85
<b>Bank UBAP United Bank - General Checking</b>					
<b>Check Type: EFT Transfer - Automatic Payments</b>					
12/16/2019	UBAP	121(E)	CITY OF PLAINWELL	DECEMBER 2019 CITY UTILITY BILLINGS	634.61
12/03/2019	UBAP	122(E)	CITY OF PLAINWELL	WARNEMENTS LOT WINTER 2019 PROPERTY TAX	96.83
12/05/2019	UBAP	123(E)	CENTURYLINK	LONG DISTANCE NOVEMBER 2019	0.84
Total EFT Transfer:					732.28
<b>Check Type: Paper Check - Manual Checks</b>					
11/26/2019	UBAP	15362	PLAINWELL REDI MIX - COSGROVE ENTER	2.5 YDS LIME - UNION & CHURCH ST	2,360.25
11/26/2019	UBAP	15363	REPUBLIC SERVICES (RECYCLE)	NOVEMBER 2019 CURBSIDE RECYCLING	7,608.30
12/01/2019	UBAP	15364	C.O.P.S. TRUST INSURANCE	DECEMBER 2019 DENTAL & VISION	1,455.21
12/01/2019	UBAP	15365	MADISON NATIONAL LIFE INSURANCE CO	DECEMBER 2019 LIFE INSURANCE	100.77
11/27/2019	UBAP	15366	POSTMASTER	UB & WINTER '19 TAX MAIL (NO CALENDAR)	706.40
11/27/2019	UBAP	15367	POSTMASTER	UB & WINTER '19 TAX MAIL W/ CALENDAR	1,000.45
12/01/2019	UBAP	15368	PRIORITY HEALTH	DECEMBER 2019 HEALTH INSURANCE PREMIUM	25,333.29
12/02/2019	UBAP	15371	CONSUMERS ENERGY	STREET LIGHTS & LED LIGHT RD ELECTRICTY	3,483.59
12/02/2019	UBAP	15372	AUTO-OWNERS INSURANCE	BRINDLEY AIRPORT INSURANCE 11/16/19 - 11	479.00
12/03/2019	UBAP	15373	AT&T - SBC	PHONES THROUGH 12/13/2019	386.91

12/04/2019 UBAP 15374 COX, JAMES

DJ FOR TREE LIGHTING 250.00

Total Paper Check: 43,164.17

REPORT TOTALS:

Total of 20 Checks: 49,070.04

Less 0 Void Checks: 0.00

Total of 20 Disbursements: 49,070.04

## Off Cycle Payment Authorization

**Brian Kelley, City Clerk/Treasurer**

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

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2019.12.05 17:18:52 -05'00'

**Erik J. Wilson, City Manager**

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
Date: 2019.12.06 13:31:04 -05'00'

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-20525**

Received

**DEC 2 2019**

City of Plainwell  
Clerk/Treasurer's Office

- Consumers Energy Company requests Michigan Public Service Commission's approval to implement a power supply cost recovery plan for the twelve months, January 1, 2020 through December 31, 2020.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

**DATE/TIME:** Tuesday, December 10, 2019 at 9:30 AM

**BEFORE:** Administrative Law Judge Sally Wallace

**LOCATION:** Michigan Public Service Commission  
7109 West Saginaw Highway  
Lansing, Michigan 48917

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's September 30, 2019 application for approval of a Power Supply Cost Recovery (PSCR) plan for the twelve months, January 1, 2020 through December 31, 2020, and a PSCR factor of up to \$0.00008 per kilowatt-hour (kWh) for all classes of customers.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://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](mailto: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](mailto: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 December 3, 2019. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. 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.

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.

A copy of Consumers Energy Company's application may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company. 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 106, as amended, MCL 460.551 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 460.6j et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, and R 792.10401 through R 792.10448.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY  
APPROVE, REJECT, OR AMEND PROPOSALS MADE BY  
CONSUMERS ENERGY.]**

## **Reports & Communications:**

### **A. 2019/2020 Budget Amendment – Encumbrance Rollover**

This is an annual housekeeping item to move purchases approved and budgeted for in the 2018/2019 fiscal year into the 2019/2020 budget because the purchases were completed after July 1, 2019.

**Recommended action:** Consider approving the budget amendment as presented.

### **B. Set a Public Hearing - Mill Demolition Grant Update**

City Manager Wilson recommends another Public Hearing for December 23, 2019 at 6pm to provide another update on the mill demolition grant.

**Recommended action:** Consider setting the Public Hearing as recommended.

## **Reminder of Upcoming Meetings**

- December 12, 2019 – Allegan County Board of Commissioners – 1:00pm
- December 10, 2019 – Plainwell DDA/BRA/TIFA Board – 7.30am
- December 18, 2019 – Plainwell Planning Commission – 7:00pm
- December 23, 2019 – Plainwell City Council – 7:00pm (Special Meeting at 6:00pm)

## **Non-Agenda Items / Materials Transmitted**

- Notice of Public Hearing – Consumers Energy – December 10, 2019 9:30am – Lansing, MI