

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, December 27, 2022 - 7:00PM

Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 12/12/2022 Regular Meeting
6. General Public Comments
7. County Commissioner Report
8. Agenda Amendments
9. Mayor’s Report
10. Recommendations and Reports:

A. Boards & Commissions Appointment List

Council will consider confirming the Mayor’s appointment of several community members to various boards and commissions.

B. Resolution 2022-20 - City of Plainwell Approved Financial Institutions as Depositories

Council will consider adopting Resolution 2022-20 City of Plainwell Approved Financial Institutions as Depositories.

C. DPW – SCADA Upgrade

Council will consider approving a contract with Perceptive Controls for installation of new Win 911 software and modem in an amount not to exceed \$7,500.00.

D. WR – Installation of Boiler Tubes and Digester Tank Valves

Council will consider approving a contract with RW LaPine for installation of the boiler tubes and valves in the amount of \$6,996.00.

E. Mill Buildings 3, 12 & 16 – Roof Work

Council will consider approving a 1 year contract with Division 7 and authorizing Division 7 to complete roof repair work on Buildings 3, 12 & 16 in the amount of \$11,411.05.

F. Paper Mill Property – Electric Work

Council will consider approving a project with Esper Electric for various electrical projects in the mill buildings for the total amount of \$20,715.00.

G. Paper Mill Property – Lead Paint Abatement

Council will consider approving a contract for a lead paint abatement project with Nelson Breech Nave, AIA, Architect in the amount of \$1,800.00 and Analytical Testing & Consulting Services, Inc. in the amount of \$11,650.00.

H. Paper Mill Property – Building 2 & 3 Assessment

Council will consider approving a contract with Nelson Breech Nave, AIA, Architect for an assessment of Buildings 2 and 3 in an amount not to exceed \$6,400.00.

The Island City

Plainwell is an equal opportunity provider and employer

I. Resolutions 2023-01 through 2023-05

Council will consider adopting Resolutions 2023-01 thru 2023-05 for Ordinance Enforcement Officers, 2023 Council Meeting Dates, 2023 Employee Holiday Dates, 2023 Street Flag Dates and 2023 Street Closures.

11. Communications: The November 2022 WR report and the draft 12/13/2022 DDA/BRA/TIFA meeting minutes.

12. Accounts Payable - \$339,241.91

13. Public Comments

14. Staff Comments

15. Council Comments

16. Adjournment

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

MINUTES
Plainwell City Council
December 12, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Scott Smail 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 and Councilmember Wisnaski. Absent: Councilmember Keeney.
A motion by Steele, seconded by Overhuel, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 11/28/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: Mayor Keeler noted how well everything went downtown for the Christmas celebration.
10. Recommendations and Reports:
 - A. Clerk Fenger reported that the proposed amendments were made in response to the request from a previous meeting where a business applied for a variance and the City Planner found that an ordinance amendment would be more appropriate. The process for amending an ordinance requires a Public Hearing is held to allow interested parties to comment on the proposed amendments.
A motion by Overhuel, seconded by Wisnaski, to set a public hearing for 7:00pm on January 09, 2023 to allow interested parties to comment on proposed zoning ordinance amendments. On a voice vote, all voted in favor. Motion passed.
 - B. Manager Wilson reported on the Mill Race Dam / Stream Restoration project. The invoice submitted covers work performed by GHD and subcontractors through September 30, 2022, including project management meetings and sample testing. He reminded everyone that the project is being funded by the Kalamazoo River clean-up settlement funding.
A motion by Steele, seconded by Wisnaski, to approve Pay Application #1 for work conducted through September 30 by GHD and subcontractors in the amount of \$31,520.23. On a roll call vote, all voted in favor. Motion passed.
 - C. Manager Wilson reported an issue with ice buildup on Buildings #2 & #3, which could cause water damage to the buildings. Esper Electric quoted \$5,775.00 to install temporary heat and light in the mill, which would prevent ice buildup and allow people to navigate the mill buildings safely. He

recommended designating Esper Electric as a preferred vendor due to the fact that they have worked for the City previously and demonstrated the ability to perform all the varieties of electrical work needed. **A motion by Steele, seconded by Wisnaski, to approve a contract with Esper Electric in an amount not to exceed \$10,000.00 for temporary heating and lighting in Mill Buildings #2 & #3, directing the City Manager to work with Esper Electric on adding the noon whistle to the project, and designating Esper Electric as a preferred vendor with a 12 month contract. On a roll call vote, all voted in favor. Motion passed.**

D. Clerk Fenger reported that the Council had approved the transfer of the industrial tax facility exemption at the previous meeting, however the corresponding resolution was not included in the packet. The City Attorney was consulted, and felt that the previous action taken by the Council was clear, however they recommended confirming that action by approving the resolution at this meeting.

A motion by Wisnaski, seconded by Overhuel, to approve Resolution 2022-19 as presented. On a roll call vote, all voted in favor. Motion passed.

E. Community Development Manager Siegel reported on the draft 5 Year Community Recreation Plan. She detailed the process, including the community involvement and the Parks & Trees Commission involvement. She reported that the notices had been sent to all required parties, including the bordering townships as required by the Michigan Department of Natural Resources. She reported that the final draft plan would be brought back for approval at the first meeting in January during the Public Hearing, with a goal of sending the final plan to the Michigan Department of Natural Resources by February 1, 2023. Clerk Fenger noted the requirement time frame for the public hearing notices was 30 days instead of the usual 15 days. This meant the Public Hearing was set on November 28, 2022 for January 9, 2023 in order to ensure the 30 days posting and noticing deadline was met. She noted the draft was being provided today to ensure public availability during the 30 day time frame.

No action was taken.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the November Investment and Fund Balance reports, the November 2022 DPS report and the draft 11/30/2022 special Parks & Trees meeting minutes. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$162,819.28 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley reported working on updating policies and procedures, as well as continuing work on the budget process. He reported that the audit statements would be coming soon as well. He reported that Julie Saukas, Utility Billing Clerk, would be switching from full time to part time on January 1, 2023.

Superintendent Nieuwenhuis reported that both trucks were at the shop getting transmission work. He also reported that the Sherwood crosswalk buttons and lights had been installed.

Community Development Manager Siegel thanked everyone who helped pull off Friday night, including Councilmember Overhuel, Councilmember Steele, Mayor Keeler, Manager Wilson, Superintendent

Nieuwenhuis and the rest of the staff, and said the events wouldn't have happened without all of them. She reported that Santa's House worked really well and his chair would move around the city all month on a pre-planned route for all the Santa events. She reported 150+ kids attended the Stories with Santa event at the Ransom District Library. She reported that the indoor market was finished for the season and all the vendors moved out of the building. She noted that two different market days had 300+ people in attendance, and those days coincided with the timing of the radio ads, so she's planning to increase radio ads next year.

Superintendent Pond reported that Treasurer/Finance Director Kelley had visited and had a good experience touring the plant and discussing the Capital Improvement Plan. He noted that he felt this would be a good thing to do more regularly.

Director Callahan reported that Treasurer/Finance Director Kelley had also visited and discussed the Capital Improvement Plan and the budget process. He reported the department was currently prepping for the Shop with a Hero event.

Manager Wilson reported meeting about the water/sewer rate analysis, and that staff was working on water/sewer rate improvements.

15. Council Comments:

Councilmember Overhuel thanked Mayor Keeler and Councilmember Steele for inviting him to ride in the wagon for the Christmas parade and noted that he enjoyed seeing the kids' faces when they saw Santa in the wagon. He noted that everyone did a great job with the Christmas events.

Mayor Keeler thanked Councilmember Steele for her help with the wagon during the Christmas parade and noted that he didn't think he could have pulled it off without her.

Councilmember Steele thanked everyone for getting the city ready for Christmas, and reported that the Christmas parade and tree lighting were great events. She wished everyone a Merry Christmas, and asked that everyone be safe and enjoy the holidays.

Councilmember Wisnaski stated that the city looks great with all the Christmas decorations set up.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:46 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Margaret Fenger
City Clerk

MINUTES APPROVED BY CITY COUNCIL
December 27, 2022

Margaret Fenger, City Clerk

**City of Plainwell
Boards & Commissions
Appointment List
December 2022**

Board of Review	3-year term
Jerome Westergaard	12/2025

Planning Commission	3-year term
Jay Lawson	12/2025

Parks & Trees	2-year term
Bunny LaDuke	12/2024

Current Vacancies

Compensation Board – 2 vacancies
Board of Review – 1 vacancy

From: [Brian Kelley](#)
To: [Maggie Fenger](#)
Subject: FW: Board Application Form
Date: Friday, December 02, 2022 11:31:05 AM
Attachments: [CAndrie Resume \(12-02-2022\).pdf](#)

Came directly to me...

Brian Kelley, Finance Director/Treasurer
City of Plainwell
211 N. Main Street
Plainwell, Michigan 49080-1370
269-685-6821
bkelly@plainwell.org

www.plainwell.org

The City of Plainwell is an Equal Opportunity employer and provider.

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From: courtney.andrie@outlook.com <courtney.andrie@outlook.com>
Sent: Friday, December 2, 2022 10:54 AM
To: Brian Kelley <BKelley@plainwell.org>
Subject: Board Application Form

CAUTION: External Email!

Board Application Form

Application ID: 10
Form inserted: 12/2/2022 10:53:06 AM
Form updated: 12/2/2022 10:53:06 AM
Boards/Commissions selected: Board of Review
First Name: Courtney
Last Name: Andrie
Street Address: 217 W Plainwell St
City: Plainwell
Zip Code: 49080
Phone Number: (248) 885-7997

Email Address: courtney.andrie@outlook.com

Occupation: Engineer

Boards/Commissions/Committees serving: No

Which:

Boards/Commissions/Committees served: No

Which:

Organization memberships and positions held:

The Benevolent and Protecting Order of Elks - Kalamazoo Lodge No. 50, General Member Girls on the Run - Starr Elementary Volunteer (beginning March 2022) Water Environment Federation (WEF), General Member Emerging Professionals Group (internal to employer), Communications Chair

I recently moved to Plainwell, MI from Kalamazoo. Prior to that I lived in the Green Bay, WI and metro-Detroit. As a non-native to the area, I would like to become more involved in the community. I am currently employed as a process wastewater engineer and work remotely for a company based in Green Bay, WI. Additionally, I actively pursuing a Master of Engineering from University of Wisconsin, Madison remote graduate school. I will be complete with the program in Spring of 2024

Interests:

Resume: [CAndrie Resume \(12-02-2022\).pdf](#)



"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 21, 2022
SUBJECT: Update to Approved Depositories Listing

ACTION RECOMMENDED: The City Council adopt Resolution 2022-20 to update the listing of approved depositories for city funds.

The city's investment policy requires periodic reviews of institutions where city funds can be deposited. The most recent review was done in September 2022 and included the banks that the city has historically worked with. Since that review, I became aware of another Michigan-owned bank which meets the qualifications set forth in the city's investment policy. After following the due diligence procedures of the investment policy, I recommend adding Southern Michigan Bank and Trust to the listing of approved depositories for city funds.

Resolution 2022-20
City of Plainwell Approved Financial Institutions as Depositories

WHEREAS, the City of Plainwell, in exercising its fiduciary responsibilities, desires to safeguard the funds of the City that may be invested from time to time; and

WHEREAS, the Charter of the City of Plainwell, Section 7.8, requires that the City Council designate the bank or depositories for the money belonging to the city; and

WHEREAS, Resolution 2010-01 was passed on September 27, 2010 authorizing the City Treasurer to manage funds belonging to the city, including depositing funds in approved financial institutions and administration of investments in conformance with city policy;

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Plainwell approved the following financial institutions as depositories of city funds:

United Bank of Michigan, Grand Rapids, MI
Horizon Bank, Michigan City, IN
Grand River Bank, Grandville, MI
First National Bank of America, Grand Rapids, MI
Huntington Bank, Columbus, OH
Northstar Bank, Bad Axe, MI
Flagstar Bank, Troy, MI
Mercantile Bank of Michigan, Grand Rapids, MI
Southern Michigan Bank and Trust, Coldwater, MI
Consumers Credit Union, Oshtemo, MI

AND BE IT FURTHER RESOLVED, that the City Council of the City of Plainwell designates the City Manager, the City Treasurer and the Personnel Manager/Coordinator as signors on all accounts.

YES:

NO:

ABSENT:

DATED: December 27, 2022

Brad Keeler, Mayor

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Plainwell at a regular meeting held on the date first stated above, and I further certify that public notice of such meeting was provided by law.

Margaret Fenger, City Clerk



“The Island City”

MEMORANDUM

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

To: City Council
From: Robert Nieuwenhuis
Subject: SCADA Upgrade
Date: 12/21/2022

I am looking for emergency approval for Perceptive Controls to install new Win 911 software and modem due to 3g cancellation.

Verizon is cancelling all 3G as of the first of the year. This causes our SCADA system to not call out. We need an upgrade to the software and modems for the SCADA to be able to call out alarms through 4G. The SCADA is the most important part of our water system and is needed 24/7.

I recommend we get this done as soon as possible so all bugs can be worked before the switch over. I have attached the quote from Perceptive Controls who is our preferred vendor.

The Total cost not to exceed \$7500

Robert Nieuwenhuis

From: Ryan Fisher <rfisher@perceptivecontrols.com>

Sent: Tuesday, December 20, 2022 11:01 AM

To: Bryan D. Pond <BPond@plainwell.org>; Robert Nieuwenhuis <RNieuwenhuis@plainwell.org>

Cc: PCI Sales <Sales@perceptivecontrols.com>; Philip Combs <pcombs@perceptivecontrols.com>

Subject: RE: Plainwell alarm modems for Water and Wastewater

CAUTION: External Email!

Hi Bob,

Per our call, the modems we have coming will work with the latest win911 software so we need to upgrade. Wastewater is still under support so no cost for the software upgrade, just pci labor. This should hopefully not be more than 4hrs per site.

The cost of the software is \$4900. Plus \$600ea for install. \$6100. Plus \$1000 for the modems. \$7100 total. \$7500 nte.

Thank you,
Ryan Fisher
Perceptive Controls
Cell: 269.207.4287

From: "Bryan D. Pond" <BPond@plainwell.org>

Date: 12/16/22 2:54 PM (GMT-05:00)

To: Ryan Fisher <rfisher@perceptivecontrols.com>, Robert Nieuwenhuis <RNieuwenhuis@plainwell.org>

Cc: PCI Sales <Sales@perceptivecontrols.com>, Philip Combs <pcombs@perceptivecontrols.com>

Subject: RE: Plainwell alarm modems for Water and Wastewater

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Yes Thanks! see you next week Bryan

Bryan D. Pond
Superintendent
City of Plainwell Water Renewal
129 Fairlane St
Plainwell Mi.49080

-----Original Message-----

From: Ryan Fisher <rfisher@perceptivecontrols.com>

Sent: Friday, December 16, 2022 2:40 PM

To: Bryan D. Pond <BPond@plainwell.org>; Robert Nieuwenhuis <RNieuwenhuis@plainwell.org>

Cc: PCI Sales <Sales@perceptivecontrols.com>; Philip Combs <pcombs@perceptivecontrols.com>

Subject: Plainwell alarm modems for Water and Wastewater

CAUTION: External Email!

Bob and Bryan,

We have the new modems compatible w Verizon 4g on order. They should be here next week.

These modems are \$470ea; once they are in Phil or I will get them installed.

Shouldn't take more than a couple hours. We will just bill T&M.

Please confirm your approval.

Thank you,

Ryan Fisher
[logoversion1]
140 East Bridge Street, Plainwell, MI 49080 Ph. 269-685-3040
Cell: 269.207.4287

<https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.perceptivecontrols.com&c=E,1,Oswwa9wZ7h->

Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Roger Kenney, Council Member
Todd Overhuel, Council Member
Randy Wisnaski, Council Member
www.plainwell.org



Bryan D. Pond, Superintendent
129 Fairlane Street
Plainwell, Michigan 49080
Phone: 269-685-5153
Fax: 269-685-1994
Email: BPond@plainwell.org

TO: Erik J. Wilson, City Manager
FROM: Bryan Pond, Superintendent
DATE: December 16, 2022
SUBJECT: Installation Fees of Boiler Tubes and Digester Tank Valve

ACTION RECOMMENDED: The City Council should consider approving the labor fees for installation of the boiler tubes and valves by RW LaPine Mechanical Contractors of Kalamazoo Mi.

Bids Received: A second price was requested, due to scheduling they could not look at the job until January and then not complete until February or March.

Total Cost: \$6,996 for two quoted labor items.

Budget Impact: Funding is available from line item 590-540-931

Background Information: The boiler started requiring more natural gas to heat the hot water bath up to 180 degrees last year. The cause of this is extreme calcium build up on the exterior of the boiler sludge tubes. This excessive build up is causing loss of heat transfer, which requires about twice the natural gas to do what it did in previous years. This cost is reflected on our gas bills, December 2021 was \$3500, this December 2022 is \$7,300.

Previous purchases of parts for this project was approved in August 2022 for the sludge tubes \$9,702 and in November 2022 a purchase of \$11,419 was approved for the valves.



5140 East ML Avenue, Kalamazoo, MI 49048

Phone: (269) 388-2045

E-mail: rob@rwlservice.net

Fax: (269) 388-4523

December 7, 2022

**City of Plainwell
Water Renewal**

Attn: Bryan Pond

Project: Boiler Tubes and Valves.

R.W. LaPine offers the following proposal for your consideration:

Provide Labor and Material to install owner supplied sludge tubes and (7) valves.

Includes Vic gaskets and bolt kits if required.

Total Net Price, as described above: \$ 6,966.00

Proposal valid for 30 days.

If you have any questions, please feel free to contact me.

Sincerely,
R.W. LaPine

Rob Loftis

Rob Loftis
Its: Project Manager



"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Roof Work – Plainwell Mill, Bld. 3, 12, & 16
Date: December 13, 2022

Attached to this memorandum is a proposal from Division 7 to do some miscellaneous roof repair work. I would recommend we enter into a 1- year contract with Division 7 to conduct this work and various repairs on the mill roofs as needed. Any additional work would still go through City Council for approval.

Division 7 is the contractor that did the new roof on Buildings 2 & 3 and who holds our warranty. The proposal represents a short-term, economical fix to the roofs. The total cost for these repairs is \$11,411.05.

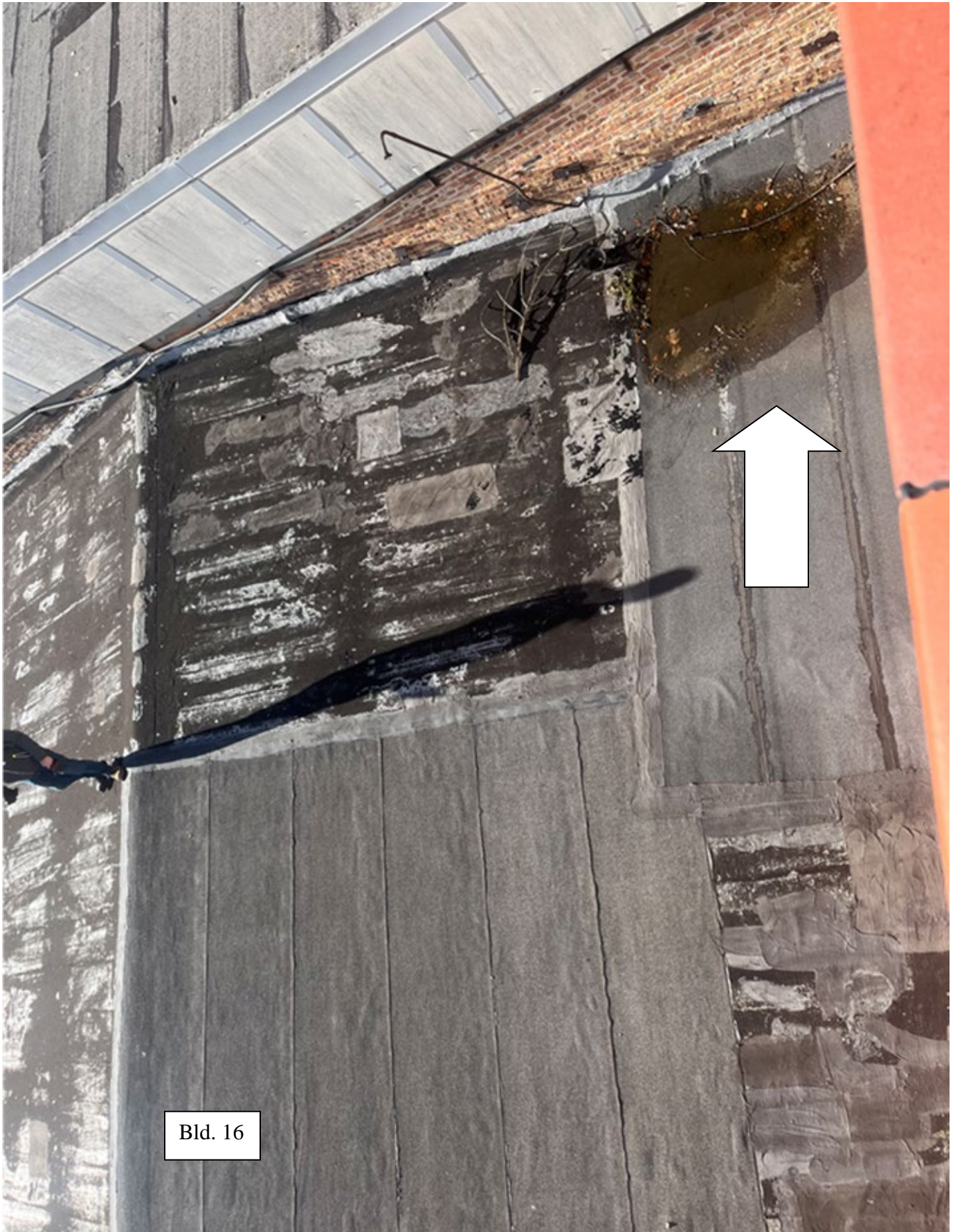


Project Authorization

Accept or decline below any options stated above.

- 1. Implement Building 12 – Option One (Membrane Repairs) \$7,991.03
- 2. Implement Building 12 – Option Two (Coating Repairs) \$2,740.81 ←
- 3. Implement Building 16 Repairs \$6,829.68 ←
- 4. Implement Building 3 New Scuppers \$1,840.56 ←





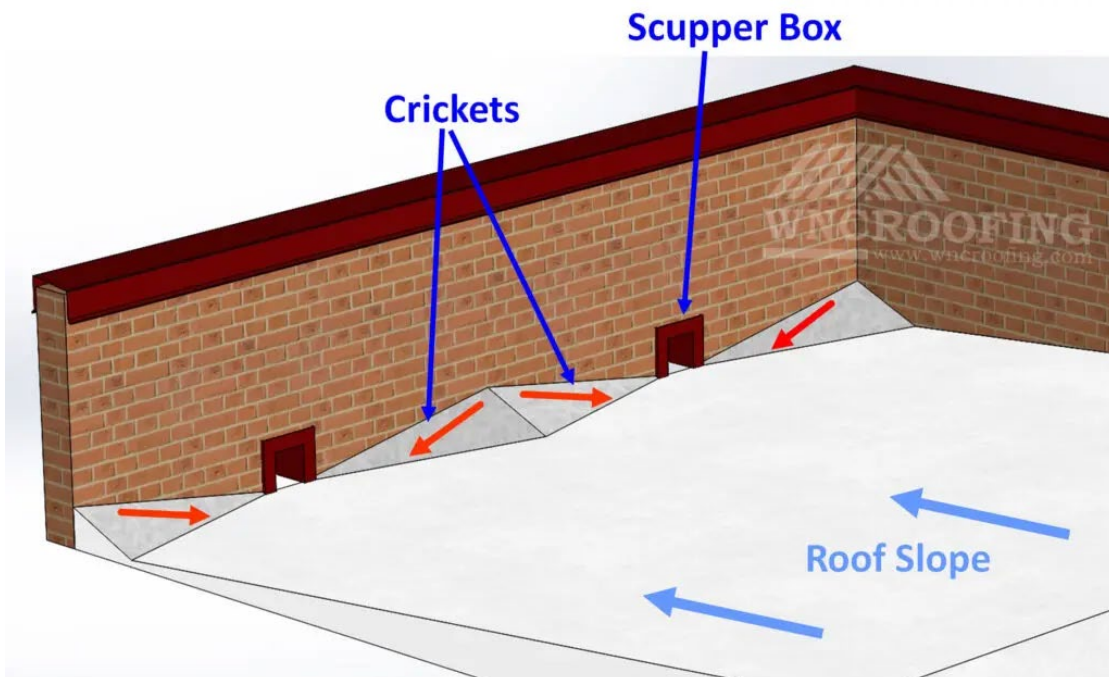
Bld. 16



Bld. 12



Sample Photos – Bld. 3





Commercial Roofing Specialists

Experienced Design. Efficient Installation. Responsive Service.

Customer Proposal

Date: 12/12/2022 Job Number: 2459907
Customer: Erik Wilson, City of Plainwell
Project Name: Plainwell Papermill Roof Repairs
Work Location: 211 N Main St, Plainwell, Mi 49080

Dear Erik,

We appreciate the opportunity to submit a proposal. Our intent is to provide you with the necessary information to assess us as a specialist in commercial roofing.

Commercial roofing is a complex industry, with an assortment of manufacturers and construction techniques. Our single focus is to provide customers with unmatched access to the entire market for these roof systems. Our value is in our experience – since 1984 we’ve helped stakeholders understand the benefits and hindrances of different systems to make well informed decisions.

The Base Bid is structured around the specifications you provided. Our proposal also includes Voluntary Alternate(s). We believe these options will provide insight into alternative implementation methods and systems that can reduce the costs of your project while improving longevity of the roof system.

The intent of our response is to educate and inform you with options that meet your requirements. We value the opportunity to work with you and will make any resources of our team available as your work through your evaluation.

Regards,

Curt DeKryger, President
curtis.dekryger@d7bci.com
1.269.388.7428

Sam Seaton, Project Engineer
samuel.seaton@d7bci.com
1.269.366.9436

Brandon Grozier, Vice President
brandon.grozier@d7bci.com
1.616.676.6856

Base Quote/Bid

Job Number: 2459907

Division 7 Building Contractors shall furnish all necessary materials, labor, equipment, & supervision to implement:

Building 12 – Option One

The base bid shall be furnished for \$7,991.03, including all taxes, delivery & hoisting costs.

Scope of Work

Implement 60-Mil Self Adhered Black EPDM Membrane on the low side of building 12 (Approximately a 100' X 10' section). Membrane will be laid over top of the existing smooth asphalt roof. Seam of the membrane will be stripped in with elastoform flashing and then coated with flashing cement to ensure watertightness. EPDM membrane will be ran up the wall and attached with termination bar to the existing stone coping.

Building 12 – Option Two

The base bid shall be furnished for \$2,740.81, including all taxes, delivery & hoisting costs.

Scope of Work

Implement flashing cement on all of the existing asphalt membrane seams and flashings on the low side of building 12 (Approximately a 100' X 10' section). Implement fiberglass ribbon reinforcements where needed for larger cracks and holes in the asphalt. After all repairs have been made with the flashing cement, coat the whole area with fiberized roof coating to fill in all cracks or holes in the field of the asphalt membrane.

Building 16

The base bid shall be furnished for \$6,829.68, including all taxes, delivery & hoisting costs.

Scope of Work

On the northwest corner of building 16 a pipe needs to be cut down to below the roof line and have a retrofit drain attached to the pipe. In that area (Approximately 15' X 15') we would implement a 60-Mil Self Adhered Black EPDM Membrane ovetop the existing asphalt roof system. Seams would all be stripped in with elastoform flashing and then coated with flashing cement.

On the south area of the roof infill a roof drain that is not needed with insulation and membrane. Roof drain is not needed due to the structure being structurally sloped and going to a gutter system.

Implement some taper panels in the area where water is ponding due to the parapet wall blocking the flow of water off of the building. Tapered insulation would be fastened down to the existing wood deck and then covered with a 60-Mil Self Adhered Black EPDM Membrane.

Building 3

The base bid shall be furnished for \$1,840.56, including all taxes, delivery & hoisting costs.

Scope of Work

Implement 2 new scupper boxes going through the existing block wall to prevent water from pooling up on the back side of the wall. Metal scupper are to be a 20-Ga. Kynar Steel scupper in any manufacturer standard color. Scupper will be flashed in and installed according to all manufacturer specifications. Cutting of the block wall is not included in the base price and is to be by other trades.

Estimated Start Date

Roof system installation shall start at the direction of the customer, dependent on weather and other trades.

Estimated Duration

Roof system installation requires approximately three (3) days, contingent on weather and other trades.

Notes

Pricing is valid for sixty (60) days from date of issuance.

Scuppers require cut out of wall cavity in parapet walls, to be performed by mason trades.

Notes & Clarifications

Job Number: 2459907

Customer Acknowledgments

The following terms and conditions apply to this proposal.

1. This proposal does not include the cost of permits, bonds, engineering calculations or seals.
2. For warrantable installation, work can only commence under manufacturer authorized weather conditions.
3. Repair, removal, and/or installation of underlying roof deck is not included.
4. Snow removal, wood blocking, or roof hatches are not included.
5. Pricing based on standard stock color for metal components; custom color choice may result in price increase.
6. Asbestos removal, mold remediation and/or lead abatement are not included.
7. Fabrication and/or installation of curbs to support rooftop units is not included.
8. Roof plan and scope of roofing assembly covers multiple roofs with a total approximate area of 1,500 SF.
9. Mechanical fastening, if any, will penetrate the deck and any fasteners will be visible from below.
10. For roof replacement projects, dust and debris will fall through deck seams, if any.
11. Protecting temporary wrapping on the interior is available for to prevent falling dust/debris at additional cost.
12. When adhering to metal deck, adhesives may come through seams in deck and drip on floor unless vapor barrier is elected.
13. If any conduits are mounted directly to the deck, they may be penetrated by fasteners if not corrected prior to installation.

Project Authorization

Job Number: 2459907

Accept or decline below any options stated above.

- | | | | | |
|----|---|------------|----------------------------------|-----------------------------------|
| 1. | Implement Building 12 – Option One (Membrane Repairs) | \$7,991.03 | Accept: <u> (Initial) </u> | Decline: <u> (Initial) </u> |
| 2. | Implement Building 12 – Option Two (Coating Repairs) | \$2,740.81 | Accept: <u> (Initial) </u> | Decline: <u> (Initial) </u> |
| 3. | Implement Building 16 Repairs | \$6,829.68 | Accept: <u> (Initial) </u> | Decline: <u> (Initial) </u> |
| 4. | Implement Building 3 New Scuppers | \$1,840.56 | Accept: <u> (Initial) </u> | Decline: <u> (Initial) </u> |

To initiate this agreement and schedule delivery of work please send all pages of this signed contract via email to projects@d7bci.com or by fax at 269.388.7429. Upon execution of the contract by the customer the contract will be counter signed by Division 7 Building Contractors Inc. and a copy will be provided to the client, which shall commence scheduling of service.

City of Plainwell	Division 7 Building Contractors Inc.
Title: _____	Title: _____
Name (Printed): _____	Name (Printed): _____
Signature: _____	Signature: _____
Date: _____	Date: _____



"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Electric Work – Paper Mill Property
Date: December 21, 2022

As a follow-up to our last meeting's discussion, Council directed me to update quotes on potential work that needed to be done, attached to this memorandum are updated costs. To that end, I offer the following information:

1. **Lights and Heat Tape** – From a safety standpoint, I believe installing lighting in the mill is important. Additionally, I would like our Public Safety Department (in addition to DPW) to become familiar with the mill buildings – lighting will help. Also, damage from ice build-up along rooflines (last year) is noticeable in certain areas of the mill. Obviously, we are not heating the building but some heat tape will help clear the ice. There was some confusion as to the total cost as Council approved the not to exceed amount of \$10,000. A partial scope can be done for that; however, the proposed scope would be \$16,305. If Council would prefer all of the proposed work be completed, an additional \$6,305 would need to be authorized.
2. **Historic Mill "Noon Whistle"** – Our Mayor has located the old noon whistle that was on our mill building for decades. In order to install it again the enclosed electrical work would be \$5,900.
3. **City Hall Back-Up Generator** – completion of this work would power, in a limited fashion, certain operations (phone, computers, etc..) of City Hall. The City has a portable generator that could be delivered to City Hall in case of a power outage. The proposal is \$8,510.

It is the City Council's discretion to approve all, some, or none of the improvements outlined in the memorandum.

LIGHTS AND HEAT TAPE



ESPER Electric

7775 NORTH 6TH STREET
KALAMAZOO, MI 49009

PHONE: (269) 342-6909 FAX; (269) 342-2140

12/1/2022

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

Estimate 22-S133T

Lights plus heat tape

Dear Erik,

We are pleased to submit the following electrical proposal for the items listed below.
All work below includes a scissor lift.

TEMPORARY POWER PANELS

- Provide and install Temporary service feed from the City of Plainwell electrical service to a temporary panel located in the Mill (This panel will be deemed temporary and only allowed to be utilized until construction is completed NEC 590.3). This panel will be a maximum of 230' from its source.
Panel will be 120/240 single volt with a 60-amp feed.
- Two gfrci receptacles will be mounted next to the panel.

RECOMEND TOTAL OF 2
PANELS 1 PER FLOOR=
\$4900.00

Total Price is \$ 2,450.00 per location

TEMPORARY LIGHT FIXTURES PER LOCATION

- ...Provide and install (1) 120 WATT Led light on a switch.
- ...Total Price per fixture and switch \$ 745.00
- ...Add per fixture.....\$ 400.00
- ...Esper would recommend 9 fixtures per each floor 1st and 2nd floors.

WOULD USE MINIMUM OF 6
FIXTURES PER FLOOR WITH
1 LIGHT SWITCH PER FLOOR
10 @ \$400.00 = \$4,000.00
2 @ \$745.00 = \$1,490.00
\$ 5,490.00

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CONSTRUCTION · COMMERCIAL · RESIDENTIAL · RENOVATIONS

ELECTRICAL PERMIT

- ... Cost for electrical permit.....\$ 140.00

HEAT TAPE

- ... Provide and install approximately 360' of 240 volt 6 watt per foot of commercial grade self-regulating heat trace cable
- ... Includes 3 downspouts
- ... Includes thermostat
- ... Includes 30 amp contactor
- ... Includes 30 MA GFCI circuit breaker
- ... Includes Ariel Lift

Total Price is ... \$ 5,775.00

TOTALS= TEMP PANELS (2) = \$ 4,900.00
 LIGHTING = \$ 5,490.00
 PERMIT = \$ 140.00
 HEAT TAPE = \$ 5,775.00

TOTAL = \$ 16,305.00

Thank you very much for the opportunity to quote this work. If I may be of any further assistance, please do not hesitate to call me at (269) 342-6909.

\$ 10K WAS APPROVED DIFF = \$ 6,305

Sincerely,
 Troy Wolthuis
 Service Coordinator

100 Watt LED UFO Light | 15000 Lumens | 4000K | 5000K | 100-277V



Product Details

SKU: MLLG-LED-HBC-100-5-120 **Web ID:** 1533

100 Watt LED UFO Light produces 15000 lumens at 150 lumens / watt and can replace 250 Watt Metal Halide. It is equipped with 1-10V dimmable drivers. White die-cast aluminum housing provides excellent heat dissipation. Available in 100V-277V and 4000K or 5000K color temperature. Additional options include: motion sensor kit for higher energy savings.

Choose Polycarbonate 60 90 or 120 Anti-glare Frosted Lens (Standard) lens. Includes built in 4 kvA surge protection. Mounting options available include: Eye-Hook or Pendant (3/4 NPT) or Ceiling-Surface. This fixture is Wet location rated IP65 rated and High Impact rated IK08. These LED UFO Fixtures can operate in temperatures between -22 F to 122 F allowing them to be utilized in a wide variety of applications and climates.

[Download Motion Sensor Setup Guide](#)

Product Specifications

DLC Model:	MLLG-LED-HBC-200-5-120	Dimmable:	1-10V
Watts:	100	Beam Angle:	60°, 90° or 120° Anti-glare Frosted Lens (Standard)
Lumens:	15000	Frequency:	50 / 60 hz
Lumens/Watt:	150	Power Factor:	.90
Replaces:	250 Watt Metal Halide	THD:	20% Max
Color Temp:	4000K 5000K	Housing:	White - IP65 rated
CRI:	80+	Mounting:	Eye-Hook Pendant (3/4 NPT) Ceiling-Surface
IP Rating:	IP65	Dimensions:	9.41 in X 7.13 in
IK Rating:	IK08	Weight:	9 lbs
Input Voltage:	100V-277V	Warranty:	5 years
Operating Temp:	-22°F to +122°F		
Rated Life:	170,000 (L70) hours		

Product Options

Lens	Mounting	Motion Sensor	Motion Sensor Remote Control	Dome
120 Degree Frosted 120 Degree Clear 90 Degrees Optic 60 Degree Optic 120 Degree Clear Lens	Eye Hook Mount Pendant Mount Adjustable Ceiling Mount	Motion Sensor (Dims to 10% - not off)	Remote Control - Qty 1 Remote Control - Qty 2 Remote Control - Qty 3	Acrylic Dome

Erik Wilson

From: Troy Wolthuis <troyw@esperelectric.com>
Sent: Tuesday, December 20, 2022 5:02 PM
To: Erik Wilson
Subject: TEMP POWR AND HEAT TAPE
Attachments: CityofPlainwellWilsonErik REV 1.pdf; MLLG-LED-HBC_High_Bay_Product_Family.pdf

CAUTION: External Email!

Erik
Please note the Items in red.
If you wanted to cut money we could eliminate 1 Temp panel and go with less lights. Some lights are way better than no lights.
For \$ 10,000.00 you could defiantly do a good job with temp power and lights.
I also attached a cut sheet of the proposed fixtures.

Troy Wolthuis
Service Coordinator
7775 N. 6th Street
Kalamazoo, MI 49009
Office (269)342-6909
Fax (269)342-2140



The information in this email and subsequent attachments may contain confidential information that is intended solely for the attention and use of the named addressee. Any part thereof must not be disclosed, copied, distributed or retained by any person without authorization from the addressee.

LUNCH WHISTLE



ESPER Electric

7775 NORTH 6TH STREET
KALAMAZOO, MI 49009

PHONE: (269) 342-6909 FAX; (269) 342-2140

9/29/2021

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

Estimate # 21-S140T

Lunch whistle

Dear Erik,

We are pleased to submit the following electrical proposal for the items listed below.

- 1) Provide and install (1) Nema 1 combination starter disconnect with fuses and overcurrent protection, (this starter includes a hand off auto switch with indicator. Per 2017 NEC code the 5 hp motor is required to have a disconnect within sight.
- 2) Install owner provided controller/timeclock.
- 3) Includes circuit breaker and wiring for a 120 volt. control circuit
- 4) Provide and install (1) new Siemens 20 amp 208 volt 3 phase circuit breaker.
- 5) Provide and install approximately 140' of EMT raceway with weather-tight fittings from the controller downstairs to the fire whistle.
- 6) Provide necessary wiring and controls to operate the fire whistle. Includes a time clock override so the whistle can be operated without the timeclock.
- 7) Includes electrical permit and inspection.
- 8) Does not include any mounting of the Fire Whistle. Esper can assist with getting it on the roof with our lift.
- 9) Includes lift to run pipe on the exterior of the building.

Total Price is \$ 6,375.00

*\$ 5,900
SEE EMAIL ATTACHED*

Thank you very much for the opportunity to quote this work. If I may be of any further assistance, please do not hesitate to call me at (269) 342-6909.

Sincerely,
Troy Wolthuis
Service Coordinator

Erik Wilson

From: Troy Wolthuis <troyw@esperelectric.com>
Sent: Tuesday, December 20, 2022 5:41 PM
To: Erik Wilson
Subject: Lunch Whistle
Attachments: CityofPlainwellWilsonErik.002.pdf

CAUTION: External Email!

Erik
Pipe and wire are down from when this was quoted.
Use \$5,900.00 for a price for the lunch whistle.

Troy Wolthuis
Service Coordinator
7775 N. 6th Street
Kalamazoo, MI 49009
Office (269)342-6909
Fax (269)342-2140



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CITY HALL GENERATOR



ESPER Electric

7775 NORTH 6TH STREET
KALAMAZOO, MI 49009

PHONE: (269) 342-6909 FAX; (269) 342-2140

12/9/2022

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

Estimate # 22-S136T

GENERATOR

Dear Erik,

We are pleased to submit the following electrical proposal for the items listed below. Items below will allow your portable generator to connect to your office panel BP-2. This will not back up the main service or panel BP-2 as it is only 100 amp rated. This cost will double to add panel BP-1, as it is a 400 amp panel feed.

- 1) Provide and install (1) 100 amp 3 phase manual transfer switch to back up the City Hall Electrical pane (Panel BP-2). Transfer switch will be located on the second floor next to panel BP-1.
- 2) Provide and install (1) 100 amp 120/208 volt Meltric plug next to the transfer switch for the generator feed.
- 3) Provide (1) 150' cord for the Generator to reach the Meltric connection.
- 4) Provide and install (1) 100 amp receptacle on the portable generator.

Total Price is \$ 8,510.00

Thank you very much for the opportunity to quote this work. If I may be of any further assistance, please do not hesitate to call me at (269) 342-6909.

Sincerely,
Troy Wolthuis
Service Coordinator

SERVICE · CONTROLS · CABLING · DESIGN-BUILD
CONSTRUCTION · COMMERCIAL · RESIDENTIAL · RENOVATIONS



"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Lead Paint Abatement – Mill Buildings
Date: December 22, 2022

Enclosed with this memorandum are two proposals dealing with lead paint abatement on the mill site. It has been the Council's goal to remove the fence surrounding the paper mill when practically possible and abating the lead paint will help eliminate direct contact of lead with visitors to the site.

I have provided photos of the areas that need to be abated. Analytical Testing & Consulting Services provided air monitoring during our demolition project; they would manage the abatement work.

Nelson Nave is a Kalamazoo historic architect that would provide oversight to ensure the bricks are not damaged during abatement. The work that Analytical Testing and Nelson Nave would be providing the City is a requirement of the State. The next step would be to approve a contractor to remove the lead paint. I have a couple of bids and after working with EGLE will hopefully have something for you by the next Council meeting.

The cost for Mr. Nave's work would come from reserve funds. The Council could use EGLE loan funds for Analytical Testing and Consulting Services.

Please consider a motion approving the following contracts:

Analytical Testing & Consulting Services, Inc. - \$11,650

Nelson Breech Nave, AIA, Architect - \$1,800



ANALYTICAL TESTING & CONSULTING SERVICES, INC.

14625 Doster Road
Plainwell, Michigan 49080
Phone: 269/664-6474
FAX: 269/664-6406
E-mail: atcsinc@aol.com

October 28, 2022

Erik J. Wilson, Manager
City of Plainwell
211 N. Main Street
Plainwell, Michigan 49080

Re: Plainwell Mill

Quote: 2022-169

We have been conducting lead testing for the last 35 years. We have four State Certified Lead Inspectors with years of experience. We currently have three XRF analyzers to help with commercial lead paint surveys. ATCS will utilize a XRF analyzer to scan each paint location and utilized the data to determine if a paint chip is to be taken. The following prices below will cover Inspection of the painted surfaces and paint chip sampling. Following sampling ATCS will prepare an abatement plan to deal with the treatments to be required. After the abatement plan is developed contractors will be invited to bid on the project. ATCS will collect all information and procurements for the contract to be issued to the contractor. During work activities ATCS will determine if the Contractor is in compliance with the MIOSHA standard. Following all work ATCS will be preparing an abatement report for the building owner. The following pricing will be used to bill each line item above:

Lead Inspector Labor for Paint Chip Sampling.....	\$1,200.00
(1-day Two Inspectors)	
TCLP + Shipping (2 samples).....	\$200.00
Paint Chip Sample Analysis - (est. 25 paint chips).....	\$500.00
Development of Work Plan and Bidding to Contractor.....	\$1,500.00
Contractor Oversight and Air Monitoring (2 weeks).....	\$7,500.00
Final Report following Contractor Completion.....	\$750.00
TOTAL.....	\$11,650.00

Onsite Contractor Oversight can be determined by your office. Thank you for the time to submit a bid for the Paint project at the old Plainwell Paper Mill.

Sincerely,

Douglas Hause
Director of Laboratory Services

NELSON BREECH NAVE, AIA, ARCHITECT

Architecture, Planning, Interiors, Project Management, Design, & Antiques.

Location: The Edwards Block + 100 N. Edwards Street + Kalamazoo, Michigan 49007

(off) (269) 343-0040, (c) 269-207-3063, (e) nave-aia@mindspring.com

12-6-2022

To: Erik Wilson, City Manager of Plainwell, Michigan

From: N B Nave

Re: Proposal to perform as Historic Architect (State of Michigan list)...

I will perform as an Architect listed in the State of Michigan "Historic Architects" in this case of
of Lead Paint removal from Historic Brick or portions of the Plainwell Paper Plant.

The following is a list of duties and hours to perform such:

Preparation work	1	Hr.	= 1.0 Hrs
1-2 visits to review the sample of the work	1.5	Hrs. each	= 3.0 Hrs.
3 visits during the work (14-21 days)	1.5	Hrs. each	= 4.5 Hrs.
3 Field Reports	.5	Hrs. each	= 1.5 Hrs.
1 Final Report with Pictures	2.5	Hrs.	= <u>2.5 Hrs.</u>

Maximum price (by the hour at \$150/Hour) = 12 Hrs. x \$150/Hour = \$1,800.

This includes travel, computer time, materials, and communications.

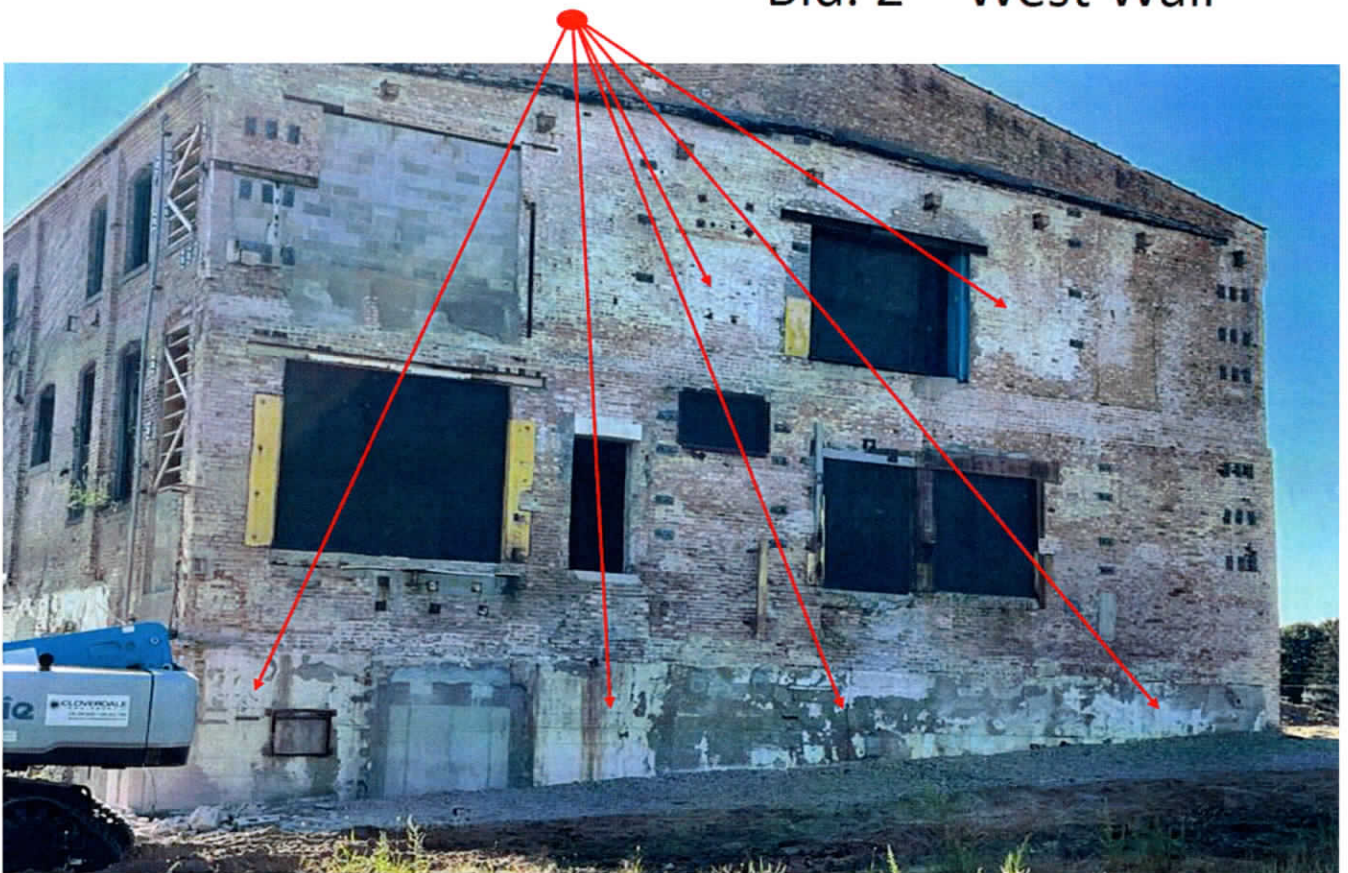
NELSON BREECH NAVE, AIA, ARCHITECT

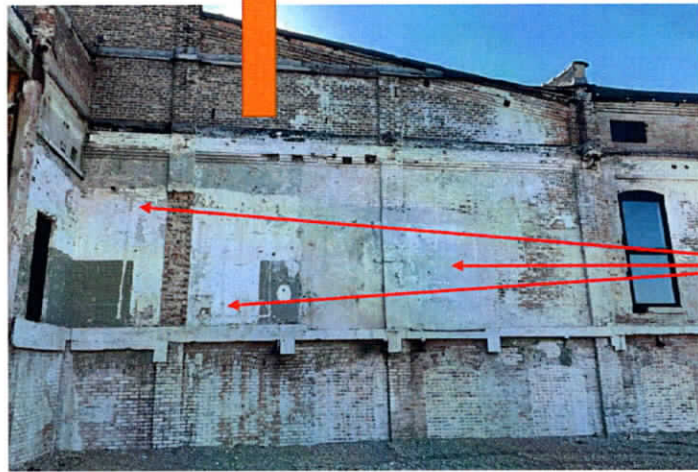


Bld. 2 –North Wall



Bld. 2 – West Wall





Bld. 10/11 – West Wall, North End

Cement?

Bld. 10 – West Wall, South End



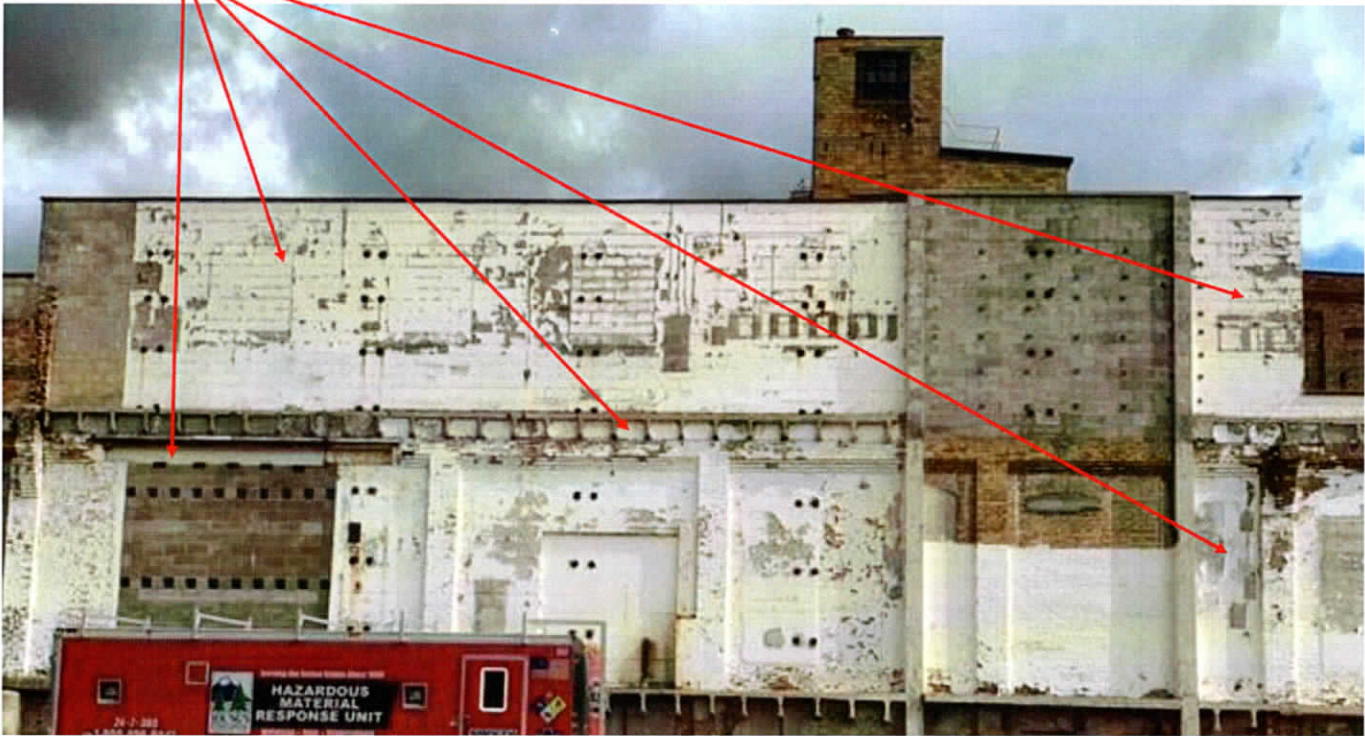
I assume this is lead paint?

Bld. 10 – South Wall

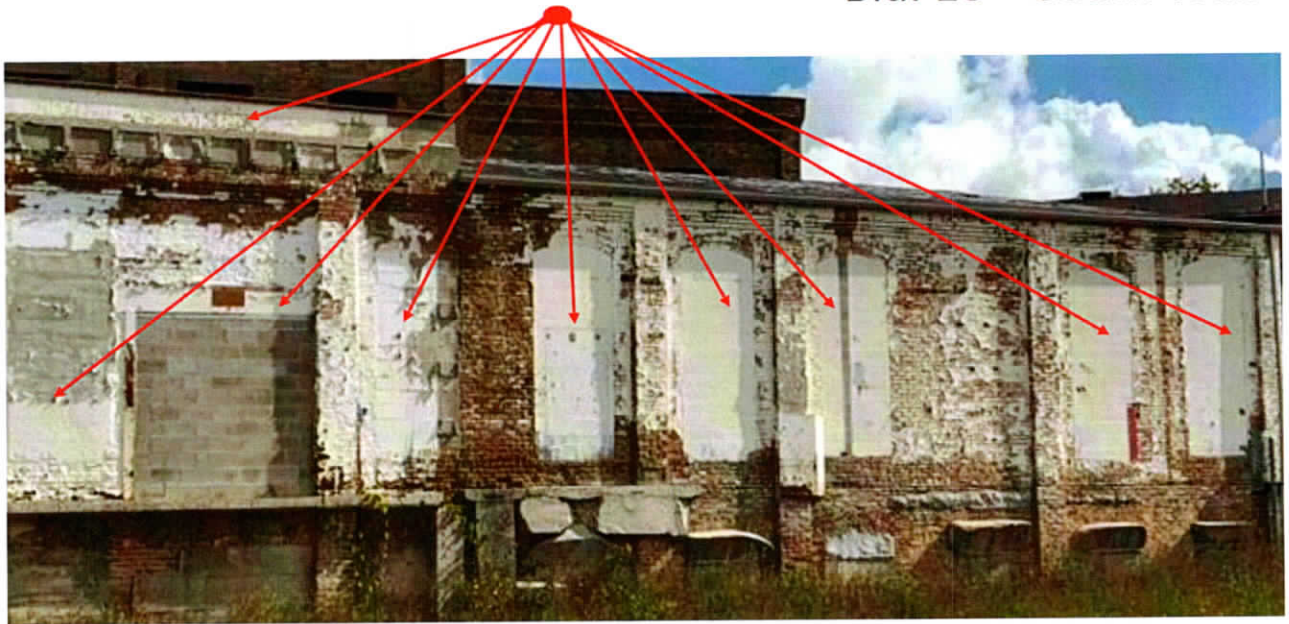


Was this (CMU) excluded in sq. footage cost?

Bld. 15 – South Wall



Bld. 16 – South Wall





"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Mill Buildings #2 & #3 Assessment
Date: December 22, 2022

Enclosed for Council's consideration is a proposal from Nelson Breech Nave for architectural services. As part of our 106 review requirements, the City entered into a memorandum of agreement (MOA) that requires us to conduct an assessment of Buildings 2 and 3. This requires us to use a qualified historic architect; I have attached the requirement language from our MOA to this memorandum.

Please consider approving a professional contract with Nelson Nave for architectural services in the amount not to exceed \$6,400.

NELSON BREECH NAVE, AIA, ARCHITECT

Architecture, Planning, Interiors, Project Management, Design, & Antiques.

Location: The Edwards Block + 100 N. Edwards Street + Kalamazoo, Michigan 49007
(off) (269) 343-0040, (c) 269-207-3063, (e) nave-aia@mindspring.com

12-21-2022

To: Erik Wilson, City Manager, City of Plainwell, Michigan

From: N B Nave, AIA

Re: Proposal to Report relating to the Demolition Project at the Plainwell Paper Company.

This proposal will satisfy the requirement from SHPO (State of Michigan Historic Preservation Office) following the Granted Historic Demolition of approximately 50% of the former Paper Company and the Preservation of Buildings #2, 3, 10 and 11.

We will produce a report containing an assessment of the areas left to be restored in Building #2 and 3 (and 10 and 11) including photographs and descriptions of the further construction needed. The lists will show what happened in demolition at each area affected and what was done to stabilize and protect the Historic properties of the buildings.

Beyond this we will explain to SHPO what is to happen next to these areas to historically renovate them according to the Secretary of the Interior's Standards of Historic Preservation.

This may be compared to a Condition Assessment typically required of Historic Buildings when considering restoration or changes.

We will work as follows and charge as shown for the work.

Research: Reading, studying the plans, photographing, and working with Mr. Wilson and Building Restoration Inc. (one of the Contractors in the Demolition project) and Meetings on Site:	24 Hours
Writing and Composition:	<u>10 Hours</u>
Total time required =	34 Hours
Fee = by the hour at \$150/ hour with a maximum of	\$5,100.00
Reimbursables: Consultant from Building Restoration Inc. =	\$1,000.00
Any printing required =	<u>\$ 300.00</u>
Total =	\$6,400.00

NELSON BREECH NAVE, AIA, ARCHITECT

STIPULATIONS

I. CITY RESPONSIBILITY

A. Securing Buildings

During and/or immediately after the completion of the demolition, the City shall secure openings in the buildings to be retained. The City shall include the scope of work (see Appendix C) with the demolition contract. Additionally, the City shall verify all existing closures such as windows and doors not included in the demolition Project remain intact. This will include all windows, door openings, holes or any visible opening.

B. Building Stabilization

1. The City shall secure and stabilize Buildings 2 and 3 to arrest continued deterioration. The demolition contract shall include obligations of the contractor to secure/stabilize both buildings in coordination with the demolition. The City shall consult with both a structural engineer and historic architect to implement protective measures, (Appendix C & D) to ensure historic fabric is maintained and not lost.
- 2. Within 3-months of Project completion, the City shall conduct an overall assessment of Buildings 2 and 3 in consultation with a 36 CFR Part 61 qualified historic architect and a contractor who has experience working with historic structures. The City shall fund any necessary improvements needed to secure and stabilize Buildings 2 and 3. Funding will come from a combination of grants, Brownfield and City Capital Improvement Revenue. The City shall look for additional funding opportunities such as the sale of property and/or Brownfield grant-loan program through the Michigan Department of Environment, Great Lakes, and Energy (EGLE).

C. Marketing Plan

Upon grant agreement, the City shall develop and implement a marketing plan for the remaining contributing buildings in the mill complex that have yet to be rehabilitated. As a Michigan Economic Development Corporation (MEDC) Certified Redevelopment Ready Community, the City will engage the MEDC, specifically the Redevelopment Services team, to assist with an RFQ for promotional material that will feature the Mill buildings. The City will name the Mill complex as a "priority redevelopment site" that will include all of the existing buildings. The site will be listed on MiPlace.org and on Zoom Prospector. For the first five years after Project completion the City will submit to SHPO an annual packet of marketing material for the building and report any interested parties.

D. Reporting

1. The City shall send SHPO semi-annual reports during the first year after Project completion identifying funding partners, terms of their funds, marketing efforts and photos showing that stabilization progress is being made. After one year the City shall submit photos and updates of the site and marketing efforts annually for five years showing the buildings remain secure and stabilized.
2. Prior to December 31st of each year this Agreement is in effect, the City shall summarize marketing efforts to all interested parties.

City of Plainwell
Resolution No. 2023-01

WHEREAS, the Plainwell City Council has adopted Ordinance Number 236 creating the Ordinance Enforcement Officer Ordinance, and

WHEREAS, the Plainwell City Council must, by resolution, appoint individuals to act as Ordinance Enforcement Officers.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS: That the following individuals are hereby appointed as Ordinance Enforcement Officers for 2023:

Name of Appointee	Title or Position	Department
Erik J. Wilson	City Manager	Administration
Kevin Callahan	Public Safety Director	Department of Public Safety
John Varley	Public Safety Deputy Director	Department of Public Safety
David L. Rantz	Public Safety Officer	Department of Public Safety
James R. Pell	Public Safety Officer	Department of Public Safety
Jeffrey S. Welcher	Public Safety Officer	Department of Public Safety
Michael Bruce	Public Safety Officer	Department of Public Safety
Joseph C. Culver	Public Safety Officer	Department of Public Safety
Brady Roberts	Public Safety Officer	Department of Public Safety
Robert Farris	Public Safety Officer – Part-Time	Department of Public Safety
Angela Doster	Ordinance / Records	Department of Public Safety
Olivia Liverpool	Records – Part Time	Department of Public Safety
Michael L. Pallett	Firefighter	Department of Public Safety
David W. Kuitert	Firefighter	Department of Public Safety
Spencer Brignall	Firefighter	Department of Public Safety
Anthony Banas	Firefighter	Department of Public Safety
Robert Hester	Firefighter	Department of Public Safety
Nathan N. Nash	Firefighter	Department of Public Safety
Aaron Bird	Firefighter	Department of Public Safety
Ronald R. Farr	Firefighter	Department of Public Safety
Devin Thomas	Firefighter	Department of Public Safety
Robert Stenzel	Firefighter	Department of Public Safety
Rodd Leonard	Firefighter	Department of Public Safety
Robert Nieuwenhuis	Superintendent	Department of Public Works
Bryan D. Pond	Superintendent	Wastewater Treatment Plant
Brian Kelley	Finance Director/Treasurer	Administration
Margaret Fenger	City Clerk	Administration

BE IT STILL FURTHER RESOLVED THAT terms as Ordinance Enforcement Officers are Unexpiring except upon adoption of a new resolution, which supersede this resolution, or termination of employment.

YES:

NO:

ABSENT:

Resolution Declared Adopted this 27th day of December, 2022

Margaret Fenger, City Clerk

CERTIFICATE:

I the undersigned, the duly qualified Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify the forgoing is true and complete copy of a Resolution adopted by the City Council of the City of Plainwell, Michigan, at a regular meeting of the City Council on the 27th day of December, 2022.

Margaret Fenger, City Clerk

**Resolution 2023-02
City of Plainwell**

A RESOLUTION REGARDING THE 2023 MEETINGS OF THE PLAINWELL CITY COUNCIL:

WHEREAS, pursuant to Section 5(2) of Act 266 of 1976, the Open Meetings Act, the Plainwell City Council must establish and post notice of its regularly scheduled meetings; and

WHEREAS, Regular City Council meetings are held at 7:00 PM local time, on the second and fourth Monday nights in the Plainwell City Council Chambers located at 211 North Main Street, Plainwell, Michigan, unless otherwise stated; and

WHEREAS, a regular meeting may be re-scheduled or a special meeting scheduled upon eighteen (18) hours posted notice; and

WHEREAS, questions regarding meetings should be directed to the City Clerk at 211 North Main Street, Plainwell, Michigan 269-685-6821;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the Plainwell City Council Regular Meetings for 2023 are scheduled for the following dates:

January	9 th	and	23 rd
February	13 th	and	27 th
March	13 th	and	27 th
April	10 th	and	24 th
May	8 th	and	22 nd
June	12 th	and	26 th
July	10 th	and	24 th
August	14 th	and	28 th
September	11 th	and	25 th
October	9 th	and	23 rd
November	13 th	and	27 th
December	11 th	and	27 th (Wednesday)

YES:

NO:

ABSENT:

Dated: December 27, 2022

Margaret Fenger, City Clerk

The City Council for the City of Plainwell and all boards and commissions for the City of Plainwell will comply with the spirit and intent of the Americans with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Please feel free to contact us if you need further information at 269-685-6821.

Resolution 2023-03
City of Plainwell

A RESOLUTION REGARDING THE 2023 HOLIDAY DATES APPROVED AS HOLIDAYS FOR ALL CITY EMPLOYEES:

WHEREAS, the City of Plainwell Personnel Rules and Regulations, as amended, carefully details the holiday days which are approved for all City employees; and

WHEREAS, as required in Section 8 Employee Policy Handbook, Time off, section C Holidays the City Council is hereby requested to approve these specific dates for such holidays for the calendar year of 2023;

NOW, THEREFORE, BE IT RESOLVED THAT the Plainwell City Council hereby approves and mandates the holiday days and dates as follows with no deviations unless approved by the City Council:

<u>Good Friday</u> -	Friday, April 7, 2023
<u>Memorial Day</u> -	Monday, May 29, 2023
<u>Independence Day</u> -	Tuesday, July 4, 2023
<u>Labor Day</u> -	Monday, September 4, 2023
<u>Thanksgiving Day</u>	Thursday, November 23, 2023
<u>Day after Thanksgiving</u>	Friday, November 24, 2023
<u>Christmas Eve</u> -	Tuesday December 26, 2023 (observed)
<u>Christmas Day</u> -	Monday, December 25, 2023
<u>New Year's Eve</u> -	Tuesday, January 2, 2024 (observed)
<u>New Year's Day</u> -	Monday, January 1, 2024

YES:

NO:

ABSENT:

Adopted: December 27, 2022

Margaret Fenger, City Clerk

Resolution 2023-04
City of Plainwell

A RESOLUTION REGARDING THE 2023 DATES APPROVED AS DATES THE PLAINWELL CITY STREET FLAGS WILL BE FLOWN:

WHEREAS, the City of Plainwell City Council details the Dates which are approved to fly the Street flags, and

WHEREAS, the City Council is hereby requested to approve these specific dates for such street flags to be flown for the calendar year of 2023,

NOW, THEREFORE, BE IT RESOLVED THAT the Plainwell City Council hereby approves and mandates the Flag days and dates as follows:

<u>Holiday/Event</u>	<u>Day</u>	<u>Date</u>
Martin Luther King Day	3rd Monday	January 16, 2023
Presidents' Day	3rd Monday	February 20, 2023
Peace Officers Memorial Day	Monday	May 15, 2023 (1/2 Staff)
Armed Forces Day	3rd Saturday	May 20, 2023
Memorial Day	Last Monday	May 29, 2023
Flag Day	Wednesday	June 14, 2023
Independence Day	Tuesday	July 4, 2023
Labor Day	First Monday	September 4, 2023
Patriot Day	Monday	September 11, 2023 (1/2 Staff)
Veterans' Day	Saturday	November 11, 2023
Pearl Harbor Day	Thursday	December 7, 2023 (1/2 Staff)

Also for any State or National Election Day.

YES:

NO:

ABSENT:

Adopted: December 27, 2022

Margaret Fenger, City Clerk

RESOLUTION

2023-05

To be used by Governmental Units in connection with Applications to Construct, Operate, Use and/or Maintain Within the Right-Of-Way; or to Close a State Trunk Line

BE IT RESOLVED, that the **Director of Public Safety** is hereby authorized to make application to the Michigan Department of State Highways & Transportation on behalf of the **City of Plainwell** in the county of Allegan, Michigan for the necessary permit(s) to allow for any parade or other event that would require the **closing of State Highways** for the calendar year 2023, January 1, 2023 to December 31, 2023 within the right-of-way of State Trunk Line Highways, and that the **City of Plainwell** in the county of Allegan, Michigan, will faithfully fulfill all permit requirements, and will indemnify and save harmless all persons from claims of every kind arising out of operations authorized by such permit(s) as is (are) issued.

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the **Plainwell City Council** of the **City of Plainwell** at a Regular meeting held on the 27th day of December A.D. 2022

Signed _____

Title: **Margaret Fenger, City Clerk**

Water Renewal

Superintendent: Bryan Pond

November 2022



Significant Department Actions and Results

EGLE did a un-announced compliance inspection and sampling event. No significant findings from the inspection were noted.

The Dystor delivery schedule was updated from April to February, the earlier ship date is acceptable however we will have to store the packaged cover until April for installation.

One of two final clarifier pumps were rebuilt and installed, the other one will be done in December. both of the pumps were last rebuilt in 2009.

Pending Items (including CIP) FY 21/22

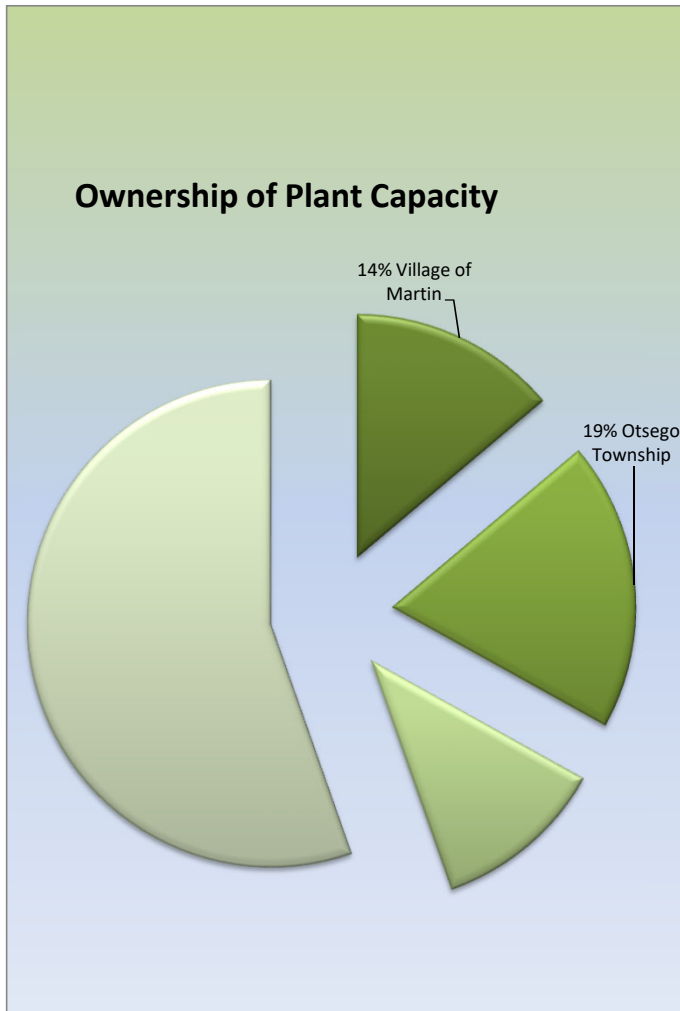
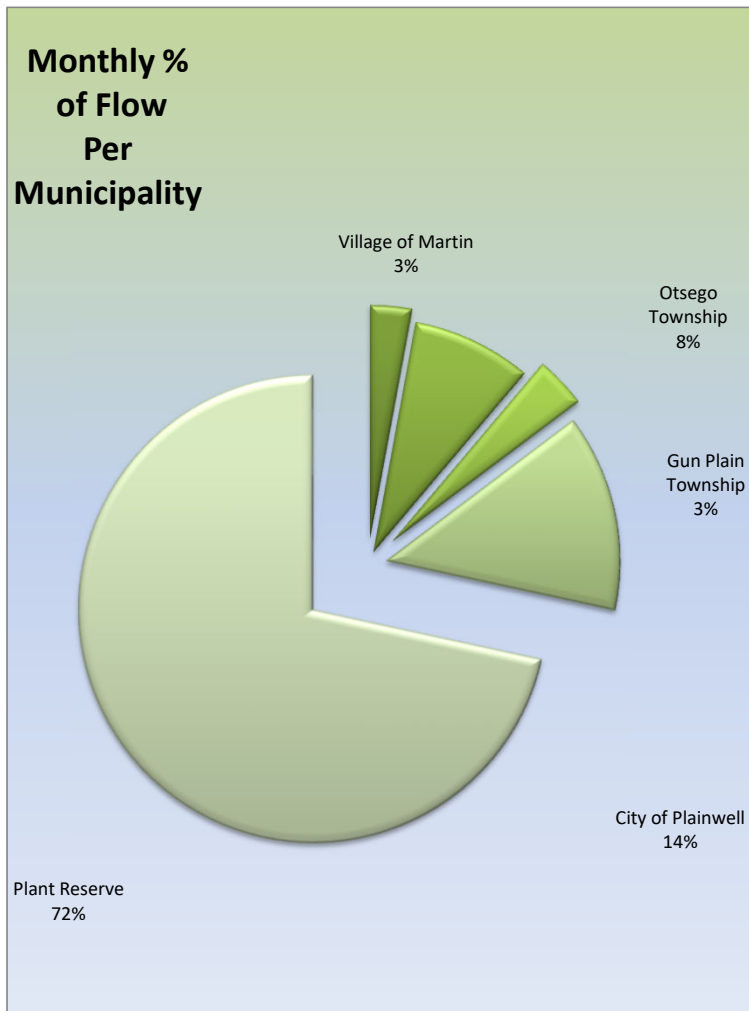
Expenditure Summary/Issues

	<u>(budgeted)</u>	<u>(completed)</u>
Replace truck #2 (equipment fund)	\$48,000	X
Replace Dystor Gas Membrane {Recommended manufacturer equipment life 15-17 yrs. Installed in 2005 is 17 yrs. in 2022}	\$318,122	
Replace (6) DOORS {Steel doors from 1980 replace with fiberglass or anodized aluminum}	\$40,000	X
MAHL Study for IPP program necessary to update ever 10 years	\$52,000	X
Replace remainder of 1980 HANDRAILS {Steel handrails have been maintained replace with aluminum}	\$55,000	X
DYSTOR PLC {Last PLC SLC 50-05 operating in plant, replace with updated PLC}	12,000	X
	<u>TOTAL</u>	
	477,122	

Monthly Flow Data

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

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin				
	745,018			
Gun River MH Park	370,000			
US 131 Motor Sports Park	11,000			
Total:	1,126,018			
AVG. DAILY:	40,215	180,000	78%	14%
Otsego Township				
	3,224,483			
AVG. DAILY:	115,160	250,000	54%	19%
Gun Plain Township				
	993,000			
North Point Church	2,000			
North 10th Street	233,934			
Gores Addition	164,000			
AVG. DAILY:	49,748	150,000	67%	12%
City of Plainwell				
	5331377			
AVG. DAILY:	177712.58	720,000	75%	55%
Avg. Daily Plant Flow from entire service district	0.36			



State Required Reporting Compatible Pollutants

MI State Requirement	City Benchmark	Monthly Avg. Reported/MDEQ
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Carbonaceous Biochemical oxygen demand (CBOD-5):

25 mg/l	15	8.29
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

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

PHOSPHORUS (P):

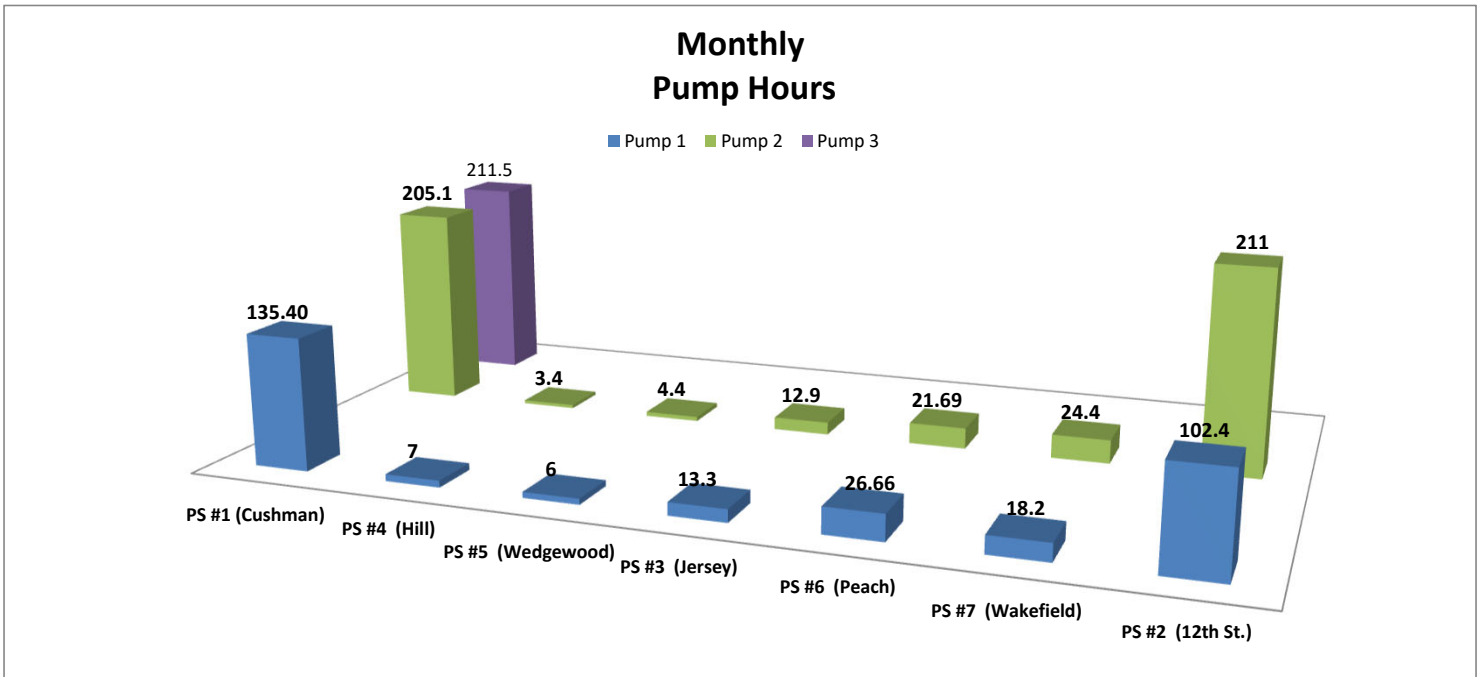
1.0 mg/l	0.45	0.45
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.

Total Coliform (COLI):

200counts/ml	50	6
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A group of bacteria found in soil, on vegetation and in large numbers in the intestine of warm-blooded animals, including humans. Water is not a natural medium for coliform organisms and their presence in water is indicative of some type of contamination.



Pumps convey the waste where gravity sewers cannot, run times are a indicator of how the station is operating and being maintained.

Minutes
Plainwell DDA, BRA, and TIFA:
December 13, 2022

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Nick Larabel, Randy Wisnaski, Paul Rizzo, David O'Bryant, Erik Wilson, Adam Hopkins, Jim Turley
Excused: EJ Hart, Angela Ridgway
Approval of Minutes of 11/08/22: Minutes were approved to place on file.
4. Chairman's Report: None
5. BRA Action Items
 - A. Mill update by Wilson, City Manager – City Council approved temporary lighting and heat strips for sections of the Mill Site. Interest in the vacant mill property and an interest in building #12. Dam #2 project, 1st payout to GHD.
 - B. Motion to accept accounts payable for November of \$2,575.90 was made by Rizzo and seconded by Hopkins. All in favor vote. Motion carried.**
6. DDA Action Items
 - A. Business Updates – New business downtown; interested businesses possible in 123-127 S. Main property; new business coming in at 126 E. Bridge in early January.
 - B. Motion to accept accounts payable for November of \$1,674.73 was made by Larabel and seconded by Turley. All in favor vote. Motion carried.**
7. TIFA Action Items
 - A. Update of Industrial Park Property – No new updates
 - B. Motion to accept accounts payable for November of \$1,621.71 was made Wisnaski and seconded by Hopkins All in favor vote. Motion carried.**
9. Communications: 10/24/22 and 11/14/2022 Council Minutes. Also, the Financial Report/ Summary as of 11/30/2022 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager, Siegel reported:
Events: Wrap up of holiday events and Indoor Market
Businesses: one new business downtown this month
Projects – Sounds System ordered; Masterplan and Community Recreation Plan; Rental Rehab underway;
12. Member Comments:
 - Larabel – Commented on how many people are downtown this month. He has seen many people out walking on the weekends.
 - Turley – Inquired about the project completion of the Fiber Optic Cable in the Industrial park.

Adjournment: **A Motion to adjourn the meeting at 8:17 a.m. was made by Wilson and seconded by Larabel.**

Submitted by Denise Siegel, Community Development Manager

DRAFT

12/21/2022

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 12/09/2022 - 12/21/2022
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000002	AT&T		
	26968515957122	AIRPORT PHONE SERVICE 11/14 - 12/13/2022	60.09
	2696856824122	DPS - LAND LINE PHONES SERVICE 11/14 - 12/13/2022	60.09
TOTAL FOR: AT&T			120.18
000004	PLAINWELL AUTO SUPPLY INC		
	676589	DPW - DOOR HINGE PIN & BUSHING #18 AS	86.58
	676667	DPW - OIL & FILTER 2014 FROD #5 WK	35.53
	676668	DPW - ADAPTERS FOR #10 AS	13.65
	676677	DPW - ADAPTERS #10 AB	3.29
	676752	DPW - MECHANICAL VACUUM PUMP #17 AB	163.79
	676753	DPW - SHOP GREASE AS	47.90
	676828	DPW - WIRING GROMMETS FOR SHERWOOD CROSSWALI	6.49
	676833	DPW - CORE DEPOSIT RETURNS FOR CREDIT (3)	(233.29)
	676862	DPW - BLACK SILICONE TRUCK #19 AB	10.99
	676863	DPW - EXPOY TRUCK #19 AB	6.29
	676887	DPW - SHOP GREASE GUN AB	249.79
	676954	DPW - STM - TABS DR	9.50
	677087	BULBS TRUCK 18 & 19 AS	7.28
	677146	DPW - MAINTENANCE/PARTS TRUCK #16 AS	133.77
	677172	DPW - BRACKET TRUCK #16 AS	10.49
	677224	DPW - CREDIT FOR RETURN BRACKET/LIGHT AS	(11.90)
	677239	DPW - TOOL KIT, BRAKE CLEAN, FUEL FILTER TRUCK #15	173.15
	677326	DPW - BREAKAWAY FOR SHOP AS	3.79
	677337	WR - LITHIUM GREASE BP	9.08
	677347	DPW - FUEL FILTER TRUCK 15	24.07
	677349	DPW - COOLANT LEAK REPAIR TRUCK 15	15.99
	677372	DPW - FUEL INJECTION HOSE AND CLAMP AS	20.94
	677517	WR - BREAKAWAY/GLASS CLEANER/OIL DRY BP	82.43
	677593	DPW - OIL AND FILTER FOR #105 JF	12.97
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			882.57
000014	MICHIGAN GAS UTILIITIES CORP		
	4395998234	DPS GAS SERVICE 11/10 - 12/13/2022	821.15
	4396028143	WR GAS SERVICE 11/10 - 12/13/2022	7,458.62
	4396281212	CITY HALL GAS SERVICE 11/10 - 12/13/2022	198.37
	4396496478	WR - CUSHMAN GAS SERVICE 11/10 - 12/13/2022	76.84
	4396523792	DPW GAS SERVICE 11/10 - 12/13/2022	641.12
	4396606271	WR - 12 STREET GAS SERVICE 11/8 - 12/8/2022	40.37

	4397197961	CRIPSE GAS SERVICE 11/10 - 12/13/2022	681.15
	4397199796	DPW BACK BARN GAS SERVICE 11/9 - 12/12/2022	454.15
	4399134300	WR - CHEM ROOM GAS SERVICE 11/14 - 12/14/2022	205.26
TOTAL FOR: MICHIGAN GAS UTILITIES CORP			10,577.03

000027	MICH ASSOC OF CHIEFS OF POLICE		
	200010836	DPS - MACP WINTER 2023 CONFERENCE REGISTRATION	280.00
TOTAL FOR: MICH ASSOC OF CHIEFS OF POLICE			280.00

000034	VERIZON		
	9922563467	DPW/WR ALARM SERVICE 11/11 - 12/10/2022	44.64
TOTAL FOR: VERIZON			44.64

000035	APPLIED INNOVATION		
	2104618	CITY HALL COPIER CHARGES 11/13 - 12/12/2022	404.46
	2106910	DPW/WR COPIER CHARGES 11/16 - 12/15/2022	165.71
TOTAL FOR: APPLIED INNOVATION			570.17

000079	ALLEGAN COUNTY NEWS		
	2022.12	ANNUAL SUBSCRIPTION 2023	40.00
TOTAL FOR: ALLEGAN COUNTY NEWS			40.00

000134	HAROLD ZIEGLER FORD		
	326964	DPS - OIL CHANGE AND INSPECTION CAR #5	52.61
TOTAL FOR: HAROLD ZIEGLER FORD			52.61

000138	AMERICAN OFFICE SOLUTIONS		
	32998335	DPS COPIER LEASE & USAGE NOVEMBER 2022	143.59
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			143.59

000140	HACH CO		
	13319835	DPW - WATER TESTING SUPPLIES CP	972.50
TOTAL FOR: HACH CO			972.50

000153	FLEIS & VANDENBRINK INC		
	64435	DPW - SURVEY ASSISTANCE RN	495.00
	64449	PROFESSIONAL SERVICES 10/30 - 11/26/2022 EW	27,707.50
TOTAL FOR: FLEIS & VANDENBRINK INC			28,202.50

000164	ETNA SUPPLY CO INC		
	S104867437.001	SENSUS ANNUAL MAINTENANCE /SUPPORT	3,000.00
TOTAL FOR: ETNA SUPPLY CO INC			3,000.00

000461	BOB'S HARDWARE		
	83604	WR - GRAY ENAMEL PAINT BP	51.99
TOTAL FOR: BOB'S HARDWARE			51.99

000609	MIDWAY CHEVROLET		
	128501	DPW - PIPE FRO TRUCK #15	189.32
TOTAL FOR: MIDWAY CHEVROLET			189.32

000734	SAFETY-KLEEN SYSTEMS		
	90503869	DPW - PARTS WASHER SOLVENT CP	462.11
TOTAL FOR: SAFETY-KLEEN SYSTEMS			462.11

000885	KENDALL ELECTRIC INC		
	S112418830.001	DPS - FLOOD LIGHT DR	153.06
TOTAL FOR: KENDALL ELECTRIC INC			153.06

000910	GRAINGER		
	9545382922	WR - MUCK BOOTS 3PR EMPLOYEE UNIFORM BP	470.24
TOTAL FOR: GRAINGER			470.24

000962	STATE OF MICHIGAN		
	761-11052559	WR - NDPES ANNUAL PERMIT FEE 2023 BP	5,500.00
	761-11060040	WR - ANNUAL BIOSOLIDS LAND APPLICATION FEE BP	1,296.70
TOTAL FOR: STATE OF MICHIGAN			6,796.70

000991	SAFETY SERVICES INC		
	102949	WR - OPERATING SUPPLIES/GLOVES BP	633.84
TOTAL FOR: SAFETY SERVICES INC			633.84

001112	WATER ENVIRONMENT FEDERATION		
	2022.12	WR - WEF MEMBERSHIP RENEWAL 2023 BP	235.00
TOTAL FOR: WATER ENVIRONMENT FEDERATION			235.00

001215	FLIER'S		
	135404	WR - LAB DI WATER BP	511.00
TOTAL FOR: FLIER'S			511.00

001854	MODEL FIRST AID		
	131879	DPS - SAFETY SUPPLY STOCK	95.76
TOTAL FOR: MODEL FIRST AID			95.76

001888	MICHIGAN ASSOC. OF MUNICIPAL CLERKS		
	2022.12	ADMIN - 2023 MEMBERSHIP BK	75.00
TOTAL FOR: MICHIGAN ASSOC. OF MUNICIPAL CLERKS			75.00

002019	PRINTING SYSTEMS INC.		
	225978	ADMIN - TAX FORMS BK	136.38
TOTAL FOR: PRINTING SYSTEMS INC.			136.38

002116	CHARTER COMMUNICATIONS		
	0005188120122	DPW/WR - INTERNET DECEMBER 2022	139.98

	0036867120722	AIRPORT INTERNET SERVICE 12/7 - 1/6/2023	84.00
	0054103120522	CITY HALL INTERNET/PHONE/TV 12/5/2022 - 1/4/2023	379.48
TOTAL FOR: CHARTER COMMUNICATIONS			603.46

002281	HOME DEPOT		
	4114908	DPW - CHRISTMAS LIGHTS	93.61
	7023544	DPW - OSB FOR MILL JF	24.94
	8023484	DPW - OSB FOR MILL WINDOWS JF	26.61
	9010898	DPW - PAINT AND OSB FOR MILL JF	119.68
	9010915	DPW - PAINT FOR PAPER MILL DR	104.29
TOTAL FOR: HOME DEPOT			369.13

002368	ORTON, TOOMAN, HALE, MCKOWN & KIEL		
	2022.11	DPS - LEGAL SERVICES FOR NOVEMBER 2022	275.00
TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL			275.00

002371	RENEWED EARTH INC		
	31034	DPW - 3 YARD BLEND, SIDEWALK REPAIR SHERWOOD AN	74.25
TOTAL FOR: RENEWED EARTH INC			74.25

002442	HOPKINS PROPANE COMPANY		
	1220002	AIRPORT PROPANE YEARLY RENTAL FEE	100.00
TOTAL FOR: HOPKINS PROPANE COMPANY			100.00

002602	RICHLAND MACHINE & PUMP		
	20330	WR - PUMP REBUILD BP	5,700.00
TOTAL FOR: RICHLAND MACHINE & PUMP			5,700.00

002622	MIDWEST CUSTOM EMBROIDERY		
	120920225	BIBS & JACKETS TO COMPLETE UNIFORMS PER SEIU CON	1,050.00
TOTAL FOR: MIDWEST CUSTOM EMBROIDERY			1,050.00

002650	FUEL MANAGEMENT SYSTEM		
	181196	DPS - FUEL FOR POLICE VEHICLES 12/15/2022	663.60
TOTAL FOR: FUEL MANAGEMENT SYSTEM			663.60

002703	CONTINENTAL LINEN SERVICES INC		
	3468670	DPS - RUGS	26.38
	3474548	CH RUGS	28.62
	3474549	DPW - RUGS	40.26
	3474550	WR - RUGS	53.05
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			148.31

002787	ESPER ELECTRIC		
	29398	CITY HALL - ELECTRICAL FOR CONFERENCE ROOM TV EW	381.30
TOTAL FOR: ESPER ELECTRIC			381.30

004179	MEEKHOF TIRE SALES & SERVICE INC		
	22-0125495-071	TIRES FOR DPW TRUCK #19 RN	854.40
TOTAL FOR: MEEKHOF TIRE SALES & SERVICE INC			854.40
<hr/>			
004241	GHD SERVICES INC		
	340-0053305	UTILITIES/COMMON AREA MAINTENANCE OCTOBER 202	1,458.46
TOTAL FOR: GHD SERVICES INC			1,458.46
<hr/>			
004796	SILVERSCRIPT INSURANCE COMPANY		
	2022.12TOWN	RETIREE PRESCRIPTION COVERAGE DECEMBER 2022 - TO	26.60
	2022.12WHIT	RETIREE PRESCRIPTION COVERAGE DECEMBER 2022 - WH	26.60
TOTAL FOR: SILVERSCRIPT INSURANCE COMPANY			53.20
<hr/>			
004805	LAKELAND ASPHALT		
	41927	DPW - 2.57T COLD PATCH FOR POT HOLES JF	349.52
TOTAL FOR: LAKELAND ASPHALT			349.52
<hr/>			
004806	LL JOHNS & ASSOCIATES INC		
	8522	2023 AIRPORT STORAGE TANK INSURANCE	968.98
TOTAL FOR: LL JOHNS & ASSOCIATES INC			968.98
<hr/>			
004855	PLAINWELL ACE HARDWARE		
	11994	DPW - MILL WINDOW PAINT RL	31.96
	11999	DPS - MISC FASTENERS DR	1.10
	12000	DPW - SPRAY PAINT FOR SHERWOOD CROSSWALK JF	21.98
	12009	DPW - SILICONE & SHEET ALUMINUM DR	18.98
	12024	DPW - DRILL BITS SHERWOOD CROASSWALK AB	22.98
	12029	DPW - MISC FASTENERS TRUCK #19 AB	7.20
	12030	DPW - DRIVEWAY MARKERS DR	10.97
	12036	DPW - KEY CHAIN WITH TOOLS FOR RADAR SIGNS	7.18
	12043	DPW - BOLT/NUT/DRILL BIT STREET MAINTENANCE DR	92.45
	12044	DPW - BOLT RETURN/EXCHANGE & FASTENERS DR	18.34
	12045	DPW - PELL BATHROOM SUPPLIES RL	8.18
	12054	DPW - CONCRETE MIX ACE PARKING LOT LIGHT POLE DR	4.99
	12058	DPW - QUIKRETE MIX FOR SHERWOOD CROSSWALK AB	10.98
	12062	DPW - PAINT AND SUPPLIES FOR SHOP DR	30.95
	12067	DPW - RAID FOR SHOP AB	6.59
	12068	DPW - SPRAY PAINT DR	7.99
	12075	DPW - VALVE FOR SHERWOOD BATHROOM AB	12.99
	12079	ADMIN - KEYS FOR CITY HALL BK	10.76
TOTAL FOR: PLAINWELL ACE HARDWARE			326.57
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004858	FERGUSON WATERWORKS		
	0169533	DPW - SEWER GASKET CAP JF	20.71
TOTAL FOR: FERGUSON WATERWORKS			20.71
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004896	WALTERS SWEEPING		

	8988	DPW - FALL STREET SWEEPING/PARTIAL RN	500.00
TOTAL FOR: WALTERS SWEEPING			500.00

004907	F&V OPERATIONS AND RESOURCE MGMT		
	5438	SERVICES 10/30 - 11/26 2022 12TH ST LIFT STATION	908.00
TOTAL FOR: F&V OPERATIONS AND RESOURCE MGMT			908.00

005012	UNITED BANK		
	2022.12.12	ACH FEE - TAX DISTRIBUTION	7.00
	2022.12.14	ACH FEE - UB PAYMENT FILE	7.00
	2022.12.20ACH	ACH FEES (3) - PAYROLL / TAX / UNION DUES	21.00
	2022.12.20RPF	RETURNED PAYMENT FEE	7.50
TOTAL FOR: UNITED BANK			42.50

005041	EVOQUA WATER TECHNOLOGIES		
	905645485	WR - ODOR CONTROL NOVEMBER 2022	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			300.00

005047	STAPLES, INC.		
	3524571073	DPW - SUPPLIES CP	78.49
	3524980964	DPW - DESK CAL/PRINTER INK CP	45.05
TOTAL FOR: STAPLES, INC.			123.54

005069	LEXIS NEXIS		
	808479-20221130	DPS - SUPPORT/MAINTENANCE 3 DEVICES 11/2022 - 10/:	429.30
TOTAL FOR: LEXIS NEXIS			429.30

005073	HAVILAND PRODUCTS COMPANY		
	457496	WR - CHLORINE GAS CYLINDER AND SULFUR DIOXIDE BP	1,710.00
TOTAL FOR: HAVILAND PRODUCTS COMPANY			1,710.00

005084	MARTIN TRANSMISSION		
	4023	DPW - TRANSMISSION FOR TRUCK 20	4,280.14
TOTAL FOR: MARTIN TRANSMISSION			4,280.14

005117	MOSS AUDIO CORPORATION		
	INV12018	CITY WIDE PHONE INSTALLATION 8X8	500.00
TOTAL FOR: MOSS AUDIO CORPORATION			500.00

005125	8X8 INC		
	3562535	CITY WIDE PHONES	38.68
	3563112	CITY WIDE PHONES	196.40
	3563122	CITY WIDE PHONES	429.66
TOTAL FOR: 8X8 INC			664.74

999999	MISC VENDORS		
	2022.12	DDA - GOLDEN TICKET REIMBURSEMENT	15.00

	2022.12	DDA - GOLDEN TICKET/DOWNTOWN DOLLARS DS	50.00
	2022.12	DPW - REIMBURSEMENT FOR ROTO-ROOTER BILL FOR D/	484.44
	2022.12.09	DDA - GOLDEN TICKET/DOWNTOWN DOLLARS DS	10.00
TOTAL FOR: MISC VENDORS			559.44
<hr/>			
AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY		
	2022.12.10	2022 TAX COLLECTIONS W/E 12/10/2022	42,255.33
	2022.12.17	2022 TAX COLLECTIONS W/E 12/17/2022	16,963.28
TOTAL FOR: ALLEGAN AREA EDUCATION SVC AGENCY			59,218.61
<hr/>			
ACACH	ALLEGAN COUNTY TREASURER		
	2022.12.10	2022 TAX COLLECTIONS W/E 12/10/2022	9,378.47
	2022.12.17	2022 TAX COLLECTIONS W/E 12/17/2022	7,354.99
TOTAL FOR: ALLEGAN COUNTY TREASURER			16,733.46
<hr/>			
CBEFT	HUNTINGTON NATIONAL BANK		
	2022.11	NOVEMBER 2022 HUNTINGTON BANK FEES	30.00
TOTAL FOR: HUNTINGTON NATIONAL BANK			30.00
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PCSACH	PLAINWELL COMMUNITY SCHOOLS		
	2022.12.10	2022 TAX COLLECTIONS W/E 12/10/2022	112,906.95
	2022.12.17	2022 TAX COLLECTIONS W/E 12/17/2022	54,324.50
TOTAL FOR: PLAINWELL COMMUNITY SCHOOLS			167,231.45
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RDLACH	RANSOM DISTRICT LIBRARY		
	2022.12.10	2022 TAX COLLECTIONS W/E 12/10/2022	3,852.83
	2022.12.17	2022 TAX COLLECTIONS W/E 12/17/2022	2,785.61
TOTAL FOR: RANSOM DISTRICT LIBRARY			6,638.44
<hr/>			
REFUND TAX	CORELOGIC CENTRALIZED REFUNDS		
	12/14/2022	2022 Sum Tax Refund 55-260-083-00	1,908.27
	12/15/2022	2022 Sum Tax Refund 55-020-056-00	3,121.98
	12/15/2022	2022 Win Tax Refund 55-020-056-00	1,988.93
	12/21/2022	2022 Win Tax Refund 55-260-083-00	1,215.68
	12/21/2022	2022 Win Tax Refund 55-030-132-10	892.59
	12/21/2022	2022 Win Tax Refund 55-030-133-10	1,104.09
TOTAL FOR: CORELOGIC CENTRALIZED REFUNDS			10,231.54
<hr/>			
REFUND UB	PERCEPTIVE INDUSTRIES		
	12/12/2022	UB refund for account: 05-00078307-03	58.91
TOTAL FOR: PERCEPTIVE INDUSTRIES			58.91
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STATE MICH	STATE OF MICHIGAN		
	INTEREST	RETURN OF FUNDS - CDBG PROGRAM	988.76
TOTAL FOR: STATE OF MICHIGAN			988.76
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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:

Digitally signed by Roxanne Branch
Date: 2022.12.21 10:43:31 -05'00'
Roxanne Branch

Brian Kelley, Finance Director/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:

Digitally signed by Brian Kelley
Date: 2022.12.21 14:09:30 -05'00'
Brian Kelley

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:

Digitally signed by Bryan Pond
Date: 2022.12.21 13:15:07 -05'00'
Bryan Pond

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.

Insert Signature:

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:

Digitally signed by Robert Nieuwenhuis
Date: 2022.12.21 14:19:57 -05'00'
Robert Nieuwenhuis

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:

Digitally signed by Erik Wilson
Date: 2022.12.22 12:02:57 -05'00'
Erik Wilson

Reports & Communications:

A. Boards & Commissions Appointment List

Several board members' terms end on December 31, 2022. Clerk Fenger confirmed with each candidate that they are willing to serve for another term. Additionally, a seat opened on the Board of Review, and a new candidate applied for the position. The appointments are Mayoral, subject to confirmation by Council.

Recommended action: Consider confirming the Mayor's appointment of several community members to various boards and commissions.

B. Resolution 2022-20 – City of Plainwell Approved Financial Institutions as Depositories

As required by the City Charter, Treasurer Kelley periodically reviews institutions where city funds can be deposited. The most recent review was conducted in September 2022, however recently Treasurer Kelley has become aware of another Michigan-owned bank which meets the qualifications. After following the due diligence procedures, Treasurer Kelley recommends adding Southern Michigan Bank and Trust to the list of approved depositories for city funds.

Recommended action: Consider adopting Resolution 2022-20 as presented.

C. DPW – SCADA Upgrade

Verizon is cancelling all 3G service in January 2023, and the SCADA system would stop operating correctly. The entire water system relies on the SCADA system to send alarms in the event of an issue. Upgrading the software and modems to 4G would allow the SCADA system to continue working as required.

Recommended action: Consider approving a contract with Perceptive Controls for installation of new Win 911 software and modem in an amount not to exceed \$7,500.00.

D. WR – Installation of Boiler Tubes and Digester Tank Valves

Last year, the boiler started requiring more natural gas to heat the hot water bath due to extreme calcium build up on the exterior of the boiler sludge tubes. This causes loss of heat transfer which increases the natural gas needed, and approximately doubles the cost of the natural gas bills. Superintendent Pond requested two quotes but one company wouldn't be able to complete the job in a timely manner.

Recommended action: Consider approving a contract with RW LaPine for installation of the boiler tubes and valves in the amount of \$6,996.00.

E. Mill Buildings 3, 12 & 16 – Roof Work

Division 7 has completed the previous roof work on Buildings 2 & 3, and holds the warranty for the work. Buildings 3, 12 & 16 need various minor repairs to sections of the roof, and Division 7 is able to complete the work. City Manager Wilson recommends signing a 1 year contract with Division 7 for any future roof work needed during that time, with future projects still being brought before City Council for approval before any work is done.

Recommended action: Consider approving a 1 year contract with Division 7 and authorizing Division 7 to complete roof repair work on Buildings 3, 12 & 16 in the amount of \$11,411.05.

F. Paper Mill Property – Electric Work

Council previously approved the heat tape and lighting project in an amount not to exceed \$10,000.00, which would be a partial scope of the project. The full scope project cost would be \$16,305.00, and the additional \$6,305.00 would need to be approved separately. The historic noon whistle project that was discussed previously would be an additional \$5,900.00. The final project would complete a connection for a portable back up generator for City Hall to remain open with limited operations in the event of a power outage, in the amount of \$8,510.00.

Recommended action: Consider approving a project with Esper Electric for various electric projects in the mill buildings for the total amount of \$20,715.00.

G. Paper Mill Property – Lead Paint Abatement

The mill buildings have existing lead paint that must be removed to prevent visitors to the site from coming into contact with the lead paint before the fence surrounding the mill can be safely removed. Analytical Testing & Consulting Services would manage the abatement work, and Nelson Nave is a historic architect that would provide oversight to ensure the bricks are not damaged during the abatement process. The City Manager would continue to work with EGLE to identify a contractor to carry out the lead paint removal.

Recommended action: Consider approving a contract for a lead paint abatement project with Nelson Breech Nave, AIA, Architect in the amount of \$1,800.00 and Analytical Testing & Consulting Services, Inc. in the amount of \$11,650.00.

H. Paper Mill Property – Building 2 & 3 Assessment

The State of Michigan Historic Preservation Office (SHPO) requires an assessment of the areas left to be restored in Buildings 2 and 3 following completion of the demolition of parts of the mill property. Nelson Breech Nave, AIA, Architect, will produce a report detailing the assessment including photographs and descriptions of any further work needed as well as explanations of the demolition of each area affected and work done to stabilize and protect the Historic aspects.

Recommended action: Consider approving a contract with Nelson Breech Nave, AIA, Architect for an assessment of Buildings 2 and 3 in an amount not to exceed \$6,400.00.

I. Resolutions 2023-01 through 2023-05

At the end of each year, the City Council adopts 5 resolutions that set various dates and designate various employees for certain duties for the upcoming year. Resolutions 2023-01 through 2023-05 designate Ordinance Enforcement Officers, Council meeting dates, Employee Holiday dates, Street Flag dates, and Street closures for the year 2023.

Recommended action: Consider adopting Resolutions 2023-01 through 2023-05 as presented.

Reminder of Upcoming Meetings

- January 4, 2023 – Plainwell Planning – 6:30pm
- **January 9, 2023 – Plainwell City Council – 7:00pm**
- January 10, 2023 – Plainwell DDA/BRA/TIFA – 7:30am
- January 12, 2023 – Plainwell Parks & Trees – 5:00pm

Non-Agenda Items / Materials Transmitted

- None