

# City of Plainwell



Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Todd Overhuel, Council Member  
Roger Keeney, 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, July 8, 2019 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – 06/24/2019 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**

**A. DPW – Street Sweeping 3-Year Contract**

Council will consider approving a 3-year contract with Walters Sweeping for up to four (4) street sweepings per year at a cost not to exceed \$18,300.00 per year.

**B. DPW – Emerald Ash Borer Treatment**

Council will be considering approving a one-year contract with Honeytree Nursery to provide Emerald Ash Borer treatments in the Spring of 2020 at a cost of \$3,600.00.

**C. Council Chamber Use Request – DC Strong**

DC Strong is asking permission to use the Council chambers for a gala with the intent to raise money for pediatric cancer. Saturday, September 28<sup>th</sup> 6-9PM.

12. **Communications:** The June 2019 Investment and Fund Balance Reports
13. **Accounts Payable - \$171,004.34**
14. **Public Comments**
15. **Staff Comments**
16. **Council Comments**
17. **Adjournment**

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

The Island City

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

**MINUTES**  
**Plainwell City Council**  
**June 24, 2019**

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Peter Dams from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: Mayor Brooks.  
**A motion by Keeney, seconded by Overhuel, to excuse Mayor Brooks with prior notification. On a voice vote, all in favor. Motion passed.**
5. Approval of Minutes/Summary:  
**A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 06/10/2019 regular meeting and the Council Minutes of the 06/10/2019 Special meeting. On voice vote, all voted in favor. Motion passed.**
6. Treasurer Kelley introduced Amanda Kersten to Council and to the Public as the new Accounts Payable/Finance Clerk, having taken over for Cheryl Pickett who transferred to the Department of Public Works.
7. Public Comment: None
8. County Commissioner Report: None
9. Agenda Amendments:  
**A motion by Keeler, seconded by Overhuel, to add Item I – Appointment of Certifying Officer – Mill Demolition Grant. On a voice vote, all in favor. Motion passed.**
10. Mayor's Report: None
11. Recommendations and Reports:
  - A. Community Development Director Siegel presented applications from Scott Marlett for a zoning change and a special use permit for 720 North Main Street. The zoning change takes the property from C-1, Local Commercial, to SB, Service Business, to allow for a holistic animal clinic. The Planning Commission reviewed the applications and held the required public hearing on June 19, 2019, and recommends approval. Scott Marlett, in attendance, briefed the Council on the business plan and answered questions from Council.  
**A motion by Keeney, seconded by Keeler, to approve Ordinance 382 to amend the Zoning Map to re-zone 720 North Main Street to SB – Service Business District and to approve a special use permit for a holistic animal clinic at that location. On a voice vote, all voted in favor. Motion passed.**
  - B. Superintendent Pond reported higher than expected landfill costs associated with a previously approved storm drain/street sweeping/bio-bid mulch disposal project. The originally approved project cost was not to exceed \$7,000. The hauling costs totaled \$1,950 and the landfill costs totaled \$12,132.12.

**A motion by Keeney, seconded by Keeler, to confirm the purchase with C&C Landfill for \$12,132.12 for tipping fees related to the previously approved storm drain/bio-bed mulch/street sweeping removal project. On a roll-call vote, all voted in favor. Motion passed.**

- C.** City Manager Wilson presented a draft 3-Year Collective Bargaining Agreement with the Service Employees International Union Local 517M (SEIU).  
**A motion by Overhuel, seconded by Keeney, to approve the three-year labor contract with the SEIU. On a roll-call vote, all voted in favor. Motion passed.**
- D.** City Manager Wilson presented a draft 4-Year Collective Bargaining Agreement with the Police Officers Labor Council (POLC). .  
**A motion by Keeney, seconded by Overhuel, to approve a four-year labor contract with the POLC. On a roll-call vote, all voted in favor. Motion passed.**
- E.** Treasurer Kelley presented several budget amendments to account for 2018/2019 projects previously approved but not accounted for in the budget, and for changes to cost distributions.  
**A motion by Overhuel, seconded by Keeler, to approve the 2018/2019 Budget Amendments as presented. On a roll-call vote, all voted in favor. Motion passed.**
- F.** Treasurer Kelley presented a schedule of fines and fees for the upcoming 2019/2020 Budget Year.  
**A motion by Keeler, seconded by Overhuel, to adopt Resolution 19-15 for the 2019/2020 Fines and Fees. On a voice vote, all voted in favor. Motion passed.**
- G.** City Manager Wilson presented, for the second time, a draft Capital Improvement Program for 2019-2024. The Planning Commission has also reviewed this document and recommended approval at its June 19, 2019 meeting.  
**A motion by Keeney, seconded by Keeler, to adopt the 2019-2024 City of Plainwell Capital Improvement Program. On a roll-call vote, all voted in favor. Motion passed.**
- H.** **A motion by Overhuel, seconded by Keeler, to open a Public Hearing at 7:27pm for the 2019/2020 Plainwell City Budget. On a voice vote, all in favor. Motion passed.**

City Manager Wilson presented the 2019/2020 Plainwell City Budget showing the revenues and expenditures for all funds city-wide. The major project, affecting several funds, is the Sherwood Avenue Project, which will leave the Major Streets and Water funds with little leftover resources in the short-term. The Water Fund will issue additional bonds to restore its resources and the city will strive to restore the Major Streets Fund using state funding and different methodologies to repair street sections.

*No public comment.*

**A motion by Keeler, seconded by Keeney, to close the Public Hearing at 7:39pm. On a voice vote, all in favor. Motion passed.**

**A motion by Keeler, seconded by Overhuel, to adopt Resolution 19-16 for the General Fund Appropriations and Resolution 19-17 for the Special and Operating Funds Appropriations for the 2019/2020 Plainwell City Budget. On a roll-call vote, all voted in favor. Motion passed.**

- I. City Manager Wilson reported as part of the application process for a Mill Demolition Grant, the local unit must designate a Certifying Officer as it relates to the environmental review requirements and all other submissions.

**A motion by Keeler, seconded by Keeney, to designate the City Manager as the Certifying Officer for the Mill Demolition Grant. On a voice vote, all voted in favor. Motion passed.**

12. Communications:

- A. **A motion by Overhuel, seconded by Keeler, to accept and place on file the May 2019 Public Safety Report, the May 2019 Water Renewal Report and the Draft June 19, 2019 Planning Commission Minutes. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

**A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$101,571.91 for payment of same. On a roll call vote, all in favor. Motion passed.**

14. Public Comments: None

15. Staff Comments

Community Development Manager Siegel updated the Council on community events and the Sherwood Park Restroom.

Superintendent Nieuwenhuis reported on the water main break at Hill & Brigham.

Superintendent Pond reported near capacity flow due to the high river level after the recent rains and that he's added a tank to the process to help slow the flow.

Director Bomar reported a change in the city's attorney from Robert Champion to David Kiel at Orton Tooman PC in Allegan.

Clerk/Treasurer Kelley reports 2019 Summer Property Tax Statements will be mailed on Friday June 28 and will be due on Thursday August 15, 2019, and that he is preparing for year-end.

16. Council Comments:

None.

17. Adjournment:

**A motion by Keeler, seconded by Overhuel, to adjourn the meeting at 8:47 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**SUMMARY**  
**Plainwell City Council**  
**June 24, 2019**

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Peter Dams from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Steele, Keeler, Overhuel and Keeney. Absent (excused): Brooks.
5. Approved Minutes/Summary of the 06/10/2019 regular meeting and the Minutes of the 06/10/2019 special meeting.
6. Amended the Agenda to include Item I – Designation of Certifying Official.
7. Approved Ordinance 382 to amend the Zoning Map to re-zone 720 North Main Street to SB-Service Business, and approved a Special Use Permit for a holistic animal clinic.
8. Confirmed a purchase with C&C Landfill for \$12,132.12 for tipping fees for disposed street sweepings.
9. Approved a three-year labor contract with the Service Employees International Union Local 517M.
10. Approved a four-year labor contract with the Police Officers Labor Council.
11. Approved 2018/2019 Budget Amendments.
12. Adopted Resolution 19-15 for 2019/2020 Fines and Fees.
13. Adopted the 2019-2024 Plainwell Capital Improvement Program.
14. Held a Public Hearing and adopted Resolutions 19-16 and 19-17 adopting the 2019/2020 Plainwell City Budget.
15. Appointed the City Manager as Certifying Officer for the Mill Demolition Grant Application process.
16. Accepted and placed on file the May 2019 Public Safety and Water Renewal Reports and the draft June 19, 2019 Planning Commission Minutes.
17. Approved Accounts Payable for \$101,571.91.
18. Adjourned the meeting at 7:47 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer

# City of Plainwell



“The Island City”

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

Department of Public Works  
126 Fairlane Street  
Plainwell, Michigan 49080  
Phone: 269-685-93631  
Fax: 269-685-7278  
[www.plainwell.org](http://www.plainwell.org)

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To: Erik J. Wilson, City Manager  
Plainwell City Council

From: Sheryl Gluchowski, Administrative Assistant DPW/WR

Subject: Street Sweeping 3-Year Agreement

Date: July 2, 2019

The City hired Walters Sweeping to sweep our city streets this past fiscal year. Under our agreement with them, the City was able to sweep more frequently and with more control over the scheduling than in previous years. The quality of the work was excellent, with compliments from many of our residents over the clean appearance of their City, and they came in under budget.

Based on this, we opened discussion with Walters and have the opportunity to lock in this service for three years at the same cost per year.

With this in mind, we recommend that Council approve a three (3) year agreement with Walters Sweeping at a cost not to exceed \$18300 per year.

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To: Erik J. Wilson, City Manager  
Plainwell City Council

From: Sheryl Gluchowski, Administrative Assistant DPW/WR

Subject: Emerald Ash Borer Treatment

Date: July 2, 2019

In 2009 the City hired Mike Connor of Honeytree Nursery to conduct a study on ash trees on City property to judge the impact of Emerald Ash Borer (EAB) infestation. Based on the results of the study the City and with Council approval, the City entered into an agreement with Honeytree to treat the best of those trees. Honeytree has treated our trees annually since 2009.

The City originally treated 91 trees and cut 62. Most of the 91 trees originally treated remain in relatively good condition. The City currently treats half of the trees one year and half the next at a cost of \$3600 per year.

In discussion, Mike has agreed to enter into a three-year agreement with the City at the same cost per year as we are now paying. By doing this, we not only lock in the price but we can are on the Honeytree schedule for optimum timing for EAB treatment each year.

Therefore, we ask that Council approve entering into a three (3) year agreement with Honeytree Nursery to treat our ash trees at the cost of \$3600 per year.

## Investment Activity Report



"The Island City"

### City of Plainwell

Investment Portfolio Detail - Unaudited

at: 06/30/2019

**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: 2019.07.01 12:13:05 -04'00'

	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	\$132,939	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		2.46%	
2	270-Day CD	N/A	\$102,966	Chemical Bank	Aimee Kornowicz - 269.324.7096	02/20/2019	11/17/2019	2.15%	140
3	365-Day CD	N/A	\$152,060	Flagstar Bank	Patti Dueweke - 248.312.2468	07/27/2018	07/29/2019	2.15%	29
4	18-Month CD	N/A	\$154,782	Northstar Bank	Julie Smith - 810.329.7104	02/13/2019	08/12/2020	2.45%	409
5	365-Day CD	N/A	\$103,435	Grand River Bank	Christy Vierzen - 616.259.1322	06/11/2019	04/06/2020	2.75%	281
6	120-Day CD	N/A	\$76,176	United Bank	Laree Waanders - 616.681.9290	05/15/2019	09/12/2019	2.25%	74
7									
8									
9									
10									
11									
12									
13									
14									
15									

Total Investments: \$722,357.47

Average Yield: 2.37%

### Cash Activity for the Month

Cash, beginning of month: \$1,264,758.06

Cash, end of month: \$1,366,146.07

**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  
DN: c=US, st=Michigan, In=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  
Date: 2019.07.05 12:46:33 -04'00'

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



CITY OF PLAINWELL

**ESTIMATED CASH BALANCE/FUND BALANCE REPORT**

MONTH ENDED: **6/30/2019**

% OF FISCAL YEAR: **100.00%**

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	2,045,191	2,096,694	372,967	357,158	2,208,880	94.92%
Major Streets	72,892	134,679	323,221	347,209	110,691	134,513	381,683	90.97%
Local Streets	72,349	38,223	237,319	231,053	44,490	85,946	259,900	88.90%
Solid Waste	30,692	17,613	170,602	177,848	10,368	26,368	196,126	90.68%
Fire Reserve	66,773	71,834	86,376	91,664	66,546	66,545	91,664	100.00%
Airport	24,153	26,993	54,266	53,972	27,287	23,694	54,609	98.83%
Revolving Loan	25,184	61,782	11,960	30	73,712	37,114	10,000	0.30%
Capital Improvement	42,343	47,785	85,736	75,097	58,424	58,424	105,097	71.45%
Brownfield BRA	314	26,159	94,620	89,319	31,461	31,460	110,971	80.49%
Tax Increment TIFA	66,056	65,524	60,456	55,745	70,235	70,236	59,710	93.36%
Downtown DDA	12,711	10,247	55,469	42,729	22,986	24,424	60,098	71.10%
Sewer	810,000	792,920	1,740,228	1,732,795	800,353	816,042	1,903,249	91.04%
Water	192,725	136,619	507,728	547,217	97,130	144,104	553,900	98.79%
Equipment	150,797	125,912	264,361	242,769	147,504	148,654	246,850	98.35%
OPEB**	43,685	60,915	6,146	5,730	61,331	63,821	13,056	43.89%
	<u>1,908,645</u>	<u>2,041,675</u>	<u>5,743,678</u>	<u>5,789,869</u>	<u>1,995,484</u>	<u>2,088,504</u>	<u>6,255,793</u>	<u>92.55%</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

<b>Erik J. Wilson, City Manager</b>	<b>Brian Kelley, City Treasurer</b>
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                      DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org                      Date: 2019.07.05 12:46:54 -04'00'</small>	Insert Signature: <b>Brian Kelley</b> <small>Digitally signed by Brian Kelley                      Date: 2019.07.01 12:12:24 -04'00'</small>

07/03/2019

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 07/08/2019 - 07/08/2019  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	2019.06	JUNE 2019 SUPPLIES PURCHASES	304.64
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			304.64
000009	CONSUMERS ENERGY		
	201539747445	WR PLANT ELECTRICITY THROUGH 06/19/2019	6,725.38
	204120529956	ELECTRICITY THROUGH 06/26/2019	67.81
	205010454784	ELECTRICITY THROUGH 06/26/2019 - 355 S 12TH ST	274.62
TOTAL FOR: CONSUMERS ENERGY			7,067.81
000011	SHOPPERS GUIDE INC		
	2019.06	JUNE 2019 ADVERTISING	123.96
TOTAL FOR: SHOPPERS GUIDE INC			123.96
000017	MASTERCARD		
	2019.06	JUNE 2019 MASTERCARD CHARGE - QUILL	62.76
TOTAL FOR: MASTERCARD			62.76
000034	VERIZON		
	9832748220	CELL PHONE SERVICE THROUGH JUNE 23, 2019	1,071.32
TOTAL FOR: VERIZON			1,071.32
000079	ALLEGAN COUNTY NEWS		
	1010	JUNE 2019 SUMMARIES/NOTICES IN UE	359.60
TOTAL FOR: ALLEGAN COUNTY NEWS			359.60
000087	BILL G BOMAR		
	2019-06	OFFICE CHAIR DPS	84.79
TOTAL FOR: BILL G BOMAR			84.79
000095	ONE WAY PRODUCTS INC		
	713731	C-FOLD TOWELS, BATH TISSUE FOR DPW	84.56
	713779	C-FOLD TOWELS DPS	68.40
TOTAL FOR: ONE WAY PRODUCTS INC			152.96
000096	NYE UNIFORM CO INC		
	702569	PANTS DPS	37.50
TOTAL FOR: NYE UNIFORM CO INC			37.50
000133	KALAMAZOO VALLEY COMMUNITY COLLEGE		
	S0208256	OPERATOR TRAINING	400.00
	S0211476	LOCK OUT TAG OUT TRAINING	400.00
TOTAL FOR: KALAMAZOO VALLEY COMMUNITY COLLEGE			800.00
000134	HAROLD ZEIGLER INC		
	290761	OIL & FILTER CHANGE '18 FORD EXPLORER	43.57
TOTAL FOR: HAROLD ZEIGLER INC			43.57

000138	AMERICAN OFFICE SOLUTIONS		
	IN203975	BASE & USAGE 5/22/19 -6/21/19 DPS COPIER	122.18
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			122.18
000139	REEVES COMPANY INC		
	389578	ENGRAVED NAME PIN FARRIS	27.95
TOTAL FOR: REEVES COMPANY INC			27.95
000149	SPARTAN DISTRIBUTORS		
	11790749	PARTS FOR TORO MOWERS #75/77	58.53
TOTAL FOR: SPARTAN DISTRIBUTORS			58.53
000153	FLEIS & VANDENBRINK INC		
	52585	IPP ASSISTANCE FROM 3/02/19 - 05/31/19	938.24
TOTAL FOR: FLEIS & VANDENBRINK INC			938.24
000157	DAVID RANTZ		
	2019.06	18/19 SHOE ALLOWANCE & MEAL REIMBURSEMENT	106.95
TOTAL FOR: DAVID RANTZ			106.95
000164	ETNA SUPPLY CO INC		
	S103123554.001	PARTS - COUPLINGS	178.00
	S103126425.001	WATER COUPLING	121.00
TOTAL FOR: ETNA SUPPLY CO INC			299.00
000166	FISHER SCIENTIFIC		
	7954571	FILTERS FOR PHOS TEST	473.10
TOTAL FOR: FISHER SCIENTIFIC			473.10
000203	HONEYTREE ARBORIST SERVICES		
	743	JUNE 2019 EMERALD ASH BORER TREATMENT	3,600.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES			3,600.00
000461	BOB'S HARDWARE		
	61592	SERVICE REPAIR ON TRASH PUMP	63.75
TOTAL FOR: BOB'S HARDWARE			63.75
000513	SCOTT CIVIL ENGINEERING CO INC		
	6779	BRIDGE FUNDING APPLICATIONS	510.00
TOTAL FOR: SCOTT CIVIL ENGINEERING CO INC			510.00
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	201905	MAY 2019 DEBT CREW	328.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			328.00
000947	WYOMING ASPHALT & PAVING INC.		
	2019-209	YARD SALE MATERIALS 6/15/2019	3,129.26
TOTAL FOR: WYOMING ASPHALT & PAVING INC.			3,129.26
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM		
	904055244	CALCIUM NITRATE CHEMICAL	3,372.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM			3,372.00
000995	HIGH GRADE MATERIALS INC		
	712763	SUN LOT GRAVEL	50.09
	713522	SUN LOT STONES	227.05

TOTAL FOR: HIGH GRADE MATERIALS INC			277.14
001081	MIKE BRUCE		
	2019-06	TRAINING MEAL	12.72
TOTAL FOR: MIKE BRUCE			12.72
001215	FLIER'S		
	121724	WR TANK FILTERS	511.00
TOTAL FOR: FLIER'S			511.00
001413	NORTH CENTRAL NCL OF WISCONSIN INC		
	424944	WR LAB SUPPLIES	132.54
TOTAL FOR: NORTH CENTRAL NCL OF WISCONSIN INC			132.54
001448	PROFESSIONAL CODE INSPECTIONS		
	6057	JUNE 2019 PERMITS	373.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			373.00
001455	MODERNISTIC CARPET CLEANING CO		
	0041213	CLEANING DRAFT TUBE ON HEAT EXCHANGER DIGESTI	350.00
TOTAL FOR: MODERNISTIC CARPET CLEANING CO			350.00
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL 10021993	CYLINDER DEPOSIT REFUNDS WR INVOICE 10073141	(700.00)
	SCL 10022510	CYLINDER DEPOSIT REFUND - INVOICE 10075087	(100.00)
	SLS 10081818	CHLORINE / SULFUR DIOXIDE RECEIVED JULY 1, 2019	1,561.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			761.00
001669	DR HOOKS SIGNS INC		
	140305	NAME PLATE A KERSTEN	18.00
TOTAL FOR: DR HOOKS SIGNS INC			18.00
001748	REPUBLIC WASTE SERVICES		
	0249-006415560	JULY 2019 GARBAGE/RECYCLING DPW FACILITY	279.00
	0249-006416005	JULY 2019 GARBAGE SERVICE WR	296.00
TOTAL FOR: REPUBLIC WASTE SERVICES			575.00
001854	MODEL FIRST AID,SAFETY & TRAINING		
	00000123260	GLOVES FOR SUMMER HELP	61.16
TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING			61.16
001873	SCHANZ TIRE & AUTO SUPPLY INC.		
	146260	TURF TIRES (2)	60.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC.			60.00
001993	KERKSTRA PORTABLE RESTROOMS INC		
	141294	PORTABLE RESTROOM RENTAL	125.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOMS INC			125.00
002002	USA BLUEBOOK-HD SUPPLY FACILITIES M		
	928719	WR RAIN GAGUE, TUBE ASS'Y, JACKET AND PANTS	362.20
	934959	WR TUBE ASSEMBLY	132.55
TOTAL FOR: USA BLUEBOOK-HD SUPPLY FACILITIES M			494.75
002018	CDW-G		
	SRV5140	DENISE BATTERY	90.01

	SRW4630	J VARLEY PD SAMSUNG 860	80.99
TOTAL FOR: CDW-G			171.00
002123	H & H AUTO BODY LLC		
	2019.06.27	BATTERY FOR DPS VEHICLE	100.00
TOTAL FOR: H & H AUTO BODY LLC			100.00
002219	CLARK TECHNICAL SERVICES		
	202-2019	JUNE 2019 COMPUTER SUPPORT	1,540.00
TOTAL FOR: CLARK TECHNICAL SERVICES			1,540.00
002402	STEENSMA LAWN & POWER EQUIPMENT		
	616009	WHEEL KITS FOR TORO MOWERS #75/77	201.65
	618751	SAW TYPE MS461	41.95
	620292	OIL FOR SHOP	66.42
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			310.02
002458	CHAMPION LAW OFFICES		
	2019.06	MARCH/APRIL 2019 LEGAL SERVICES	623.00
TOTAL FOR: CHAMPION LAW OFFICES			623.00
002591	WADE KEYZER		
	2019.07.03	2019/2020 SHOE ALLOWANCE	200.00
TOTAL FOR: WADE KEYZER			200.00
002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	57850	DPS FUEL THROUGH JUNE 30, 2019	628.88
TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID			628.88
002668	ASCENSION BORGESS FOUNDATION		
	2019-2020	2019/2020 AMBULANCE SERVICE PER AGREEMENT	8,611.00
TOTAL FOR: ASCENSION BORGESS FOUNDATION			8,611.00
004190	WATER SOLVE LLC		
	8108	WR POLYMER SOLVE 137	975.00
TOTAL FOR: WATER SOLVE LLC			975.00
004206	MADISON NATIONAL LIFE INSURANCE CO		
	1350329	JULY 2019 LIFE INSURANCE	102.43
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			102.43
004220	US BANK EQUIPMENT FINANCE (COPIER)		
	387159064	JULY 2019 DPW COPIER LEASE	113.00
	388157907	CH COPIER LEASE PAYMENT JULY 2019	147.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)			260.00
004223	WIN-911 SOFTWARE		
	135XT199-2019825	SOFTWARE SUPPORT 08/25/2019 - 08/24/2020	495.00
TOTAL FOR: WIN-911 SOFTWARE			495.00
004808	GARY'S LAWN AND GARDEN		
	842125	BELT FOR CUT OFF CONCRETE SAW	36.99
TOTAL FOR: GARY'S LAWN AND GARDEN			36.99
004814	WILLIAMS & WORKS		
	87984	PLANNING/ZONING ASSISTANCE VET & DOGGY DAY CA	55.50

TOTAL FOR: WILLIAMS & WORKS			55.50
004830	RICHMOND, MICHAEL J		
	2019.07	JULY 2019 ASSESSING SERVICES	1,500.00
TOTAL FOR: RICHMOND, MICHAEL J			1,500.00
004852	PACE ANALYTICAL SERVICES LLC		
	1950114889	INFLUENT SAMPLE WR 06/14/2019	170.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			170.00
004855	PLAINWELL ACE HARDWARE		
	2898	ANCHOR	1.39
	3071	PARTS - COOK PARK BATHROOM	12.98
	3073	PARTS - SUN LOT WATER MAIN BREAK	30.34
	3091	SALT SOFTNER PELLETS	75.90
	3094	PREEN WEED PREVENTER	29.99
	3098	DRILL BITS COOK PARK LANDSCAPING	9.58
	3101	VINYL TUBE, PUMP, COUPLHOSE	30.29
	3103	BUCKET 11 QT	5.59
	3104	CABLE FOR #82	7.92
	3106	PART - LIGTH POLER BANNER REPAIR	5.97
	3115	PARK KEY	1.99
	3117	CLAMP FOR SHERWOOD PARK SIGNS	19.12
	3126	KENYON MECH ROOM KEYS	5.97
	3137	PREEN WEED PREV	59.98
	3148	FASTENERS TRUCK 82	1.97
	3149	PAINT SUPPLIES - RESTORATION	68.57
	3160	LUBRICANT SPRAY AND LAWN FOOD WR	29.97
	3164	DPW SHOVEL	25.99
	3175	BUNGEE CORD #75	7.98
	3177	PARKS SUPPLIES	3.59
	3183	WR SUPPLIES SEAFORM MOTOR TREATMENT	22.76
	3184	RESPIRATORS	13.18
TOTAL FOR: PLAINWELL ACE HARDWARE			471.02
004894	BORGESS CORPFIT OCCUPATIONAL HEALTH		
	356312	PHYSICAL EXAMS NEW EMPLOYEES	248.00
TOTAL FOR: BORGESS CORPFIT OCCUPATIONAL HEALTH			248.00
004896	WALTERS SWEEPING		
	5146	STREET SWEEPING JUNE 2019	3,100.00
TOTAL FOR: WALTERS SWEEPING			3,100.00
004910	ON DUTY GEAR LLC		
	20357	BODY ARMOR DPS	630.00
TOTAL FOR: ON DUTY GEAR LLC			630.00
005006	SUE ELLEN NELSON		
	2019-06	PAINT SUPPLIES FOR SESQUICENTENNIAL CUT OUTS	59.83
TOTAL FOR: SUE ELLEN NELSON			59.83
REFUND UB	ALLEN, JEFF		
	06/28/2019	UB refund for account: 05-00080500-01	4.85
TOTAL FOR: ALLEN, JEFF			4.85

**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:

**Brian Kelley**  
Digitally signed by Brian Kelley  
 Date: 2019.07.03 16:34:43 -04'00'

**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: 2019.07.03 16:34:53 -04'00'

**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:

**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:

**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  
 DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  
 Date: 2019.07.05 12:46:02 -04'00'

07/05/2019

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 06/26/2019 - 07/15/2019

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
<b>Check Type: ACH Transaction - Tax Distributions</b>					
06/28/2019	CBGEN	1553(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2018 WINTER TAX/INT COLLECTED THROUGH	492.69
06/28/2019	CBGEN	1554(A)	ALLEGAN COUNTY TREASURER	2018 WINTER TAX/INT COLLECTED THROUGH	150.26
06/28/2019	CBGEN	1555(A)	PLAINWELL COMMUNITY SCHOOLS	2018 WINTER TAX/INT COLLECTED THROUGH	1,336.72
06/28/2019	CBGEN	1556(A)	RANSOM DISTRICT LIBRARY	2018 WINTER TAX/INT COLLECTED THROUGH	85.55
06/28/2019	CBGEN	1557(A)	ALLEGAN COUNTY TREASURER	MOBILE HOME TAX FEB-JUNE 2019	937.50
Total ACH Transaction:					3,002.72
<b>Check Type: EFT Transfer - Automatic Payments</b>					
06/26/2019	CBGEN	1551(E)	FIRST NATIONAL BANK (CREDIT CARD)	Monitor Arm for SL Desk	1,428.11
07/15/2019	CBGEN	1558(E)	CITY OF PLAINWELL	JULY 2019 CITY UTILITY BILLS FOR JUNE US	1,473.14
06/28/2019	CBGEN	1559(E)	CITY OF PLAINWELL	FY2019 PETTY CASH DISBURSEMENTS	233.36
07/02/2019	CBGEN	1560(E)	STATE OF MICHIGAN	JUNE 2019 SALES TAX	207.86
07/01/2019	CBGEN	1561(E)	CITY OF PLAINWELL	WARNEMENTS LOT SUMMER 2018 TAX	83.32
07/03/2019	CBGEN	1562(E)	CENTURYLINK	JUNE 2019 LONG DISTANCE	0.78
07/05/2019	CBGEN	1563(E)	UNITED HEALTHCARE INSURANCE COMPAN	RETIREE HEALTH INSURANCE JULY 2019 - WHI	196.88
07/05/2019	CBGEN	1564(E)	UNITED HEALTHCARE INSURANCE COMPAN	RETIREE HEALTH INSURANCE JULY 2019 - TOV	190.10
Total EFT Transfer:					3,813.55
<b>Check Type: Paper Check - Manual Checks</b>					
06/27/2019	CBGEN	13978	POSTMASTER	TO MAIL UTILITY BILLS	558.60
06/28/2019	CBGEN	13979	POSTMASTER	2019 SUMMER TAX POSTAGE	695.84
06/28/2019	CBGEN	13980	AT&T - SBC	PHONES THRU 06/13/19	1,229.55
06/28/2019	CBGEN	13981	MICHIGAN GAS UTILIITIES CORP.	GAS UTILITY THOUGH 06/11/2019	38.86
06/28/2019	CBGEN	13982	VERIZON	5/11/19 - 06/10/19 UTILITY MACHINE CELL	267.71
06/28/2019	CBGEN	13983	WEBB CHEMICAL SERVICES	WR FERRIC CHLORIDE	3,997.72
06/28/2019	CBGEN	13984	SAFETY SERVICES INC	SENSOR FOR GAS METER	189.57
06/28/2019	CBGEN	13985	JAMES PELL	18/19 SHOE ALLOWANCE	188.14



06/28/2019	CBGEN	13986	CHARTER COMMUNICATIONS (SPECTRUM)	DPS PHONES/TV/INT 06/19/19 - 07/18/19	538.81
07/01/2019	CBGEN	13987	C.O.P.S. TRUST INSURANCE	JULY 2019 DENTAL & VISION INS	1,378.62
07/01/2019	CBGEN	13988	MICHIGAN MUNICIPAL LEAGUE LIA & PRO	19/20 LIABILITY INSURANCE PREMIUM	68,430.00
07/01/2019	CBGEN	13989	PRIORITY HEALTH	JULY 2019 HEALTH INSURANCE PREMIUM	24,841.43
07/01/2019	CBGEN	13990	REPUBLIC SERVICES (RECYCLE)	RECYCLING SERVICE JULY '19	2,519.40
06/28/2019	CBGEN	13991	C&C LANDFILL	LANDFILL FEES	12,132.12

Total Paper Check: 117,006.37

**CBGEN TOTALS:**

Total of 27 Checks:	123,822.64
Less 0 Void Checks:	0.00
Total of 27 Disbursements:	<u><u>123,822.64</u></u>

## Off Cycle Payment Authorization

<b>Brian Kelley, City Clerk/Treasurer</b>
<p>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.</p>
<p>Insert Signature:</p> <div style="text-align: right; margin-top: 20px;"> <p><b>Brian Kelley</b>  <small>Digitally signed by Brian Kelley  Date: 2019.07.05 08:55:24 -04'00'</small></p> </div>

<b>Erik J. Wilson, City Manager</b>
<p>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.</p>
<p>Insert Signature:</p> <div style="text-align: right; margin-top: 20px;"> <p><b>Erik Wilson</b>  <small>Digitally signed by Erik Wilson  DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  Date: 2019.07.05 12:45:31 -04'00'</small></p> </div>

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# Lighthouse Baptist Church *of Plainwell*



Welcomes you to  
“Public Servants Day”  
Sunday, July 21<sup>st</sup> @ 11:00 a.m.



Dear Public Servant,

First we would like to say “THANK YOU” for your service to our community. We at Lighthouse Baptist Church appreciate very much the sacrifice made by you and your family to make this part of the world a great place to live. That is why we have scheduled July 21<sup>st</sup> to be “Public Servants Day”. In our 11:00 a.m. Service. We will have a time in the service to recognize each public servant present and present them with a token of appreciation. If you are able to attend please respond by July 1<sup>st</sup>, by either phone - [\(269\)-664-3229](tel:269-664-3229) or email - [lighthousebaptistchurch12220@gmail.com](mailto:lighthousebaptistchurch12220@gmail.com)

Sincerely,

*Pastor Steve Smail*

Pastor Steve Smail

12220 CRESSEY ROAD  
PLAINWELL, MICHIGAN 49080  
(269) 664-3229 ~ [lbcplainwell.com](http://lbcplainwell.com)



## Community Advisory Group (CAG) Upcoming Meetings

### St. Joseph Parish Gym

930 Lake St., Kalamazoo



**Thursday, June 27, 6-9 PM**

Learn more about the background and status of the Allied Landfill, Willow/A-site Landfill, and 12th Street Landfill.

### Otsego Township Hall

400 N. 16th St., Otsego



**Thursday, August 8, 6-9 PM**

Find out more information about the background and status of all river area sites.

**Thursday, Sept. 26, 6-9 PM**

Understand the roles of the Natural Resource Trustees and the state of Michigan in the cleanup; and learn updates on the new temporary dam at Trowbridge, King Highway Landfill, King Street storm sewer, and GP Former 5 Lagoons.

### Allied Paper/Portage Creek/Kalamazoo River Superfund Site

**Kalamazoo and Allegan Counties, Michigan**

This spring, 16 community members were selected from an application process to form a community advisory group, or CAG. The Kalamazoo River CAG represents the area surrounding the Allied Paper/Portage Creek/Kalamazoo River EPA Superfund site. Superfund is the nation's program to clean up inactive hazardous waste sites and is managed by the U.S. Environmental Protection Agency (EPA). CAGs serve as a public forum for all interested parties to learn about site cleanup, present and discuss their needs and concerns, and develop community-based recommendations.

All CAG meetings will be open to the public. Upcoming meetings will focus on learning about the different projects and areas of the site.

Learn more at [www.epa.gov/superfund/allied-paper-kalamazoo](http://www.epa.gov/superfund/allied-paper-kalamazoo)

*If you have questions or need special accommodations, contact Diane Russell, EPA Community Involvement Coordinator at [russell.diane@epa.gov](mailto:russell.diane@epa.gov) or 989-395-3493, 9:30 a.m. – 5:30 p.m., weekdays.*

## **Reports & Communications:**

### **A. DPW – Street Sweeping 3-Year Contract:**

After a full-year of service from Walters Sweeping with positive results and compliments from citizens, Superintendent Nieuwenhuis solicited an offer to extend a 3-year contract for street sweeping at current rates. The city could have up to four (4) sweepings per year at a cost not to exceed \$18,300.00.

**Recommended action:** Consider approving a 3-year contract with Walters Sweeping for up to four (4) street sweepings per year at a cost not to exceed \$18,300.00 per year.

### **B. DPW – Emerald Ash Borer Treatment:**

For several years, the city has contracted with Honeytree Nursery to provide Emerald Ash Borer treatments throughout the city. The cost has not increased over the years and Superintendent Nieuwenhuis recommends contracting again with Honeytree Nursery for the 2020 Spring Emerald Ash Borer treatment.

**Recommended action:** Consider approving a one-year contract with Honeytree Nursery to provide Emerald Ash Borer treatments in the Spring of 2020 at a cost of \$3,600.00.

### **C. Council Chambers Rental:**

DC Strong is asking permission to use the Council chambers for a gala with the intent to raise money for pediatric cancer. Saturday, September 28<sup>th</sup> 6-9PM.

**Recommended action:** Consider approving the request.

## **Reminder of Upcoming Meetings**

- July 11, 2019 – Allegan County Board of Commissioners – 1:00pm
- July 9, 2019 – Plainwell DDA/BRA/TIFA Board – 7.30am
- July 15, 2019 – Plainwell Planning Commission – 7:00pm
- July 22, 2019 – Plainwell City Council – 7:00pm

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

- Lighthouse Baptist Church – Public Servants Day – July 21, 2019 11:00am
- EPA Community Advisory Group Upcoming Meetings – August 8, 2019 6:00pm – Otsego Township Hall