

# 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, June 25, 2018 – 7:00PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – 06/11/18 Regular Meeting & 06/14/18 Budget Workshop
6. **General Public Comments**
7. **Presentations**
  - A. **State Representative Mary Whiteford** – *Presentation and Legislative Update*
  - B. **Judge William A. Baillargeon** – *State of Allegan County Courts*
8. **County Commissioner Report**
9. **Agenda Amendments**
10. **Mayor's Report**
11. **Recommendations and Reports:**
  - A. **Board & Commission Member Re-appointments**  
Council will consider confirming the Mayor's appointments to various boards and commissions.
  - B. **Resolution 18-19 – Plainwell Days Festival**  
Council will consider adopting Resolution 18-19 to recognize the Plainwell Days Festival as a non-profit so they can obtain a gaming license.
  - C. **WR – Emergency Purchase of SCADA Radios**  
Council will consider confirming the emergency purchase of two (2) SCADA radios from Kendall Electric for \$3,766.66.
  - D. **Metro Act Right of Way Permit Extension – AT&T**  
Council will consider an agreement to extend the ROW permit with AT&T under the Metro Act.
  - E. **2017/2018 Budget Amendments**  
Council will consider approving 2017/2018 budget amendments as presented.
  - F. **Resolution 18-16 – Fines and Fees**  
Council will consider adopting Resolution 18-16 for general fines and fees as of July 1, 2018.
  - G. **Public Hearing – 2018/2019 City Budget Adoption**  
Council will consider adopting Resolutions 18-17 General Appropriations and 18-18 Special & Operating Funds Appropriations for the 2018/2018 Plainwell City Budget adoption
12. **Communications:** The May 2018 Water Renewal Report.
13. **Accounts Payable - \$119,421.28**
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 11, 2018**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Brooks, Councilman Keeler, Councilman Overhuel, and Councilman Keeney. Absent: Mayor Pro-tem Steele.
4. Approval of Minutes/Summary:  
**A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 05/29/2018 regular meeting. On voice vote, all voted in favor. Motion passed.**
5. General Public Comments: None.
6. County Commissioner Report: None.
7. Agenda Amendments: None.
8. Mayor's Report: None
9. Recommendations and Reports:
  - A. City Manager Wilson Nancy Morehouse who talked about the current plans for the Plainwell Days Festival and reported that with no carnival planned for Sunday, most of the events would be geared toward children and everything except the pancake breakfast would be free! She confirmed most activities, aside from the Carnival, would be held at Pell Park and along North Main Street. Staff has reviewed the planned event and recommends approval.  
**A motion by Keeler, seconded by Keeney, to approve the Special Event Permit for the Plainwell Days Festival July 6 through July 8, 2018. On a voice vote, all in favor. Motion passed.**
  - B. Superintendent Pond reported the failure of a mixer that needed immediate replacement.  
**A motion by Keeler, seconded by Overhuel, to confirm the emergency replacement of polymer mixer from SPX Flow US LLC for \$4,303.00. On a roll-call vote, all in favor. Motion passed.**
  - C. Superintendent Nieuwenhuis reported necessary repairs to the bucket truck. Council had previously authorized repairs, but the company that was to do that work went out of the business and the work was never done. The new company identified additional repairs that would be needed prior to a 2019 inspection, so staff recommends amending the bucket truck repair project to reflect the new vendor and to include the additional repairs to avoid a second trip to the Grand Rapids area.  
**A motion by Keeney, seconded by Keeler, to amend the project to repair the budget truck with Aerial Hydraulic Repair, Inc. as the new vendor with an amended project cost of \$7,771.05. On a roll-call vote, all in favor. Motion passed.**
  - D. City Manager Wilson introduced Phil Doorlag from Wightman & Associates who reported that the Prince Street Extension project is now complete and that all inspections had been completed. The project came in under budget and the work did allow for future expansion.  
**A motion by Keeler, seconded by Keeney, to approve Change Order #3 reducing the project cost by \$10,747.35 and Pay Order #3 for a final payment of \$46,920.53. On a roll-call vote, all in favor. Motion passed.**
  - E. City Manager Wilson introduced the draft BRA, TIFA and DDA budgets that had been considered by its Boards at earlier budget meetings. The BRA budgeted funds for roof repairs that may or may not be used. The TIFA has applied for a grant to help offset costs for an Acorn Street Project in a future budget. The DDA will work to move the Dumpster corral to a new location with minimal impact. The BRA/TIFA/DDA

budgets will again be reviewed by the Board for later consideration at Council.

**A motion by Keeney, seconded by Keeler, to approve the draft BRA/TIFA/DDA budgets as presented. On a voice vote, all in favor. Motion passed.**

**F. A motion by Keeler, seconded by Keeney, to set a Public Hearing for Monday June 25, 2018 at 8:00pm for consideration and adoption of the 2018/2019 Plainwell City Budget. On a voice vote, all in favor. Motion passed.**

10. Communications:

**A. A motion by Keeney, seconded by Overhuel, to accept and place on file the May 2018 Investment and Fund Balance Reports and the Draft May 8, 2018 BRA/TIFA/DDA Minutes. On a voice vote, all in favor. Motion passed.**

11. Accounts Payable:

**A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$59,298.50 for payment of same. On a roll call vote, all in favor. Motion passed.**

12. Public Comments None.

13. Staff Comments

Superintendent Pond reported a recent possible lightning strike that has caused electric issues that need to be repaired soon.

Superintendent Nieuwenhuis reported the dog park was hydroseeded last week before the rains and that the growth would be monitored as it heats up this week. There may need to be more hydroseeding. He thanks Superintendent Bryan Pond for support and guidance during his first month here at Plainwell.

Community Development Manager Siegel reported having received donations from Ace Hardware for Movies in the Park and from Clearwater Financial for the Sesquicentennial Celebration. She reminded Council of the upcoming fireworks celebration. She reported the signage is up at the Dog Park.

Public Safety Director Bomar reported a successful site inspection of the public safety building by the USDA and that his department is busy with event planning around the community.

Clerk/Treasurer Kelley reported working on elections, budget and year-end.

City Manager Wilson noted that Sherwood Street planning is underway as the city looks for financing sources. He also reported having worked with Plainwell Community Schools to get a School Resource Officer in the school and that the Gun Plain Township Board recently voted to not participate financially in the partnership. Options are being looked at to provide adequate funding for this officer.

14. Council Comments: None.

15. Adjournment:

**A motion by Overhuel, seconded by Keeler, to adjourn the meeting at 7:28 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**SUMMARY**  
**Plainwell City Council**  
**June 11, 2018**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Brooks, Keeler, Overhuel and Keeney. Absent: Steele.
4. Approved Minutes/Summary of the 05/29/2018 regular meeting.
5. Approved Special Event Permit 2018-05 for the Plainwell Days Festival July 6-8, 2018.
6. Confirmed emergency purchase of a polymer mixer from SPX Flow US LLC for \$4,303.00.
7. Approved amendments to the bucket truck repair project with a new vendor, Aerial Hydraulics Repair, Inc. with an amended total project cost of \$7,771.05.
8. Approved Change Order #3 reducing the project cost by \$10,747.35 and Pay Request #3 for \$46,920.53 with Kalin Construction for the Prince Street Extension project.
9. Approved the draft BRA/TIFA/DDA Budgets.
10. Set a Public Hearing for Monday June 25, 2018 at 7:00pm for consideration and adoption of the 2018/2019 Plainwell City Budget.
11. Accepted and placed on file the May 2018 Investment and Fund Balance Reports and the draft May 8, 2018 BRA/TIFA/DDA Minutes.
12. Approved Accounts Payable for \$59,298.50.
13. Adjourned the meeting at 7:28 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**MINUTES**  
**Plainwell City Council**  
**Special Meeting/ Budget workshop**  
**June 14, 2018**  
**6:45PM**

Meeting was called to order at 7:00 pm by Mayor Brooks

Present: Mayor Brooks, Mayor Pro-Tem Steele and Councilman Overhuel. Absent: Councilman Keeler and Councilman Keeney.

Also, Present: City Manager Wilson and Clerk/Treasurer Kelley.

Mayor Brooks started the meeting by stating that this is a special meeting\budget workshop set by Council to review the proposed 2018-2019 City Budget.

Manager Wilson and Clerk/Treasurer Kelley reviewed the draft Fund Summary and budget.

**Items of note:**

The General Fund budget includes increases in property tax revenue and health insurance costs. One of the main points of focus in a school resource officer, which is being debated with Plainwell Community Schools and the townships. The city cannot bear the cost of an officer, yet recognizes the priority of having an officer in the school. Negotiations continue, but there is nothing in the budget for this officer at this time.

In the Street Funds, funding is provided for East Chart and Wedgewood. There is concern about a 2019 project on Sherwood and how it would be funded. There is \$32,000 in this budget for engineering for Sherwood, but it is unclear how the \$131,000 necessary in FY2020 will be achieved. There was discussion about other streets in Plainwell regarding pothole repair and the allocation of \$10,000 for those repairs. Council noted that repairs to a section of Starr Road were a priority.

Other challenges for this or future budgets include upgrades to the salt storage facility, which is leaking into the River, and ongoing leaf pickup concerns.

Workshop was adjourned at 8:18pm.

**Submitted by**  
**Brian Kelley**  
**City Clerk/Treasurer**

# Allegan County Board of Commissioners



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269-673-0203 Main Office  
269-686-5331 Main Fax  
<http://www.allegancounty.org>

**Dean Kapenga, Chairman**  
**Max Thiele, Vice Chairman**

## BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, June 14, 2018 – 1PM  
Board Room – County Services Building

**DISTRICT 1**  
Dean Kapenga  
616-218-2599  
dkapenga@  
allegancounty.org

9AM

### DISCUSSION ITEMS:

1. Non-Gaming Tribal Land Presentation (*Presentation and discussion. Approved letter to Jason D. Oberle Bureau of Indian Affairs; passed 6-1 Thiele. Enclosed letter for respective Clerk.*)
2. Board Planning (*Talk about successes, opportunities, tangent spending over lunch with Administrator Rob Sarro. Rob provided a 3” document with policies, rules, documents, etc. set by the Board of Commissioners over the past 15-20 years.*)
3. Administrative Update (*Written report from Rob Sarro and soon his Bi-Monthly Report will be distributed to all employees and eventually to all municipalities.*)

**DISTRICT 2**  
Jim Storey  
616-848-9767  
jstorey@  
allegancounty.org

**DISTRICT 3**  
Max R. Thiele  
269-673-4514  
mthiele@  
allegancounty.org

1PM

### CALL TO ORDER:

**OPENING PRAYER:** Commissioner Don Black

### PLEDGE OF ALLEGIANCE:

### PUBLIC PARTICIPATION:

### ADDITIONAL AGENDA ITEMS:

### INFORMATIONAL SESSION:

Erin Stender—Circuit Court/Friend of the Court (*48<sup>th</sup> Circuit Court annual report*)

### ADMINISTRATIVE REPORTS:

### CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (5/18/18 & 5/25/18 & 6/1/18 & 6/8/18 & 6/15/18) (*\$421,230.39, \$990,678.12; \$1,476,533.61, \$686,128.64; passed unanimously*)

**DISTRICT 4**  
Mark DeYoung  
616-681-9413  
mdeyoung@  
allegancounty.org

**DISTRICT 5**  
Tom Jessup  
269-637-3374  
tjessup@  
allegancounty.org

**DISTRICT 6**  
Gale Dugan  
269-694-5276  
gdugan@  
allegancounty.org

### ACTION ITEMS:

1. 2018 Millage Levy—set County Millage Rates (169-168) (*Message to local municipality treasurers so they can collect 2018 county taxes. Operating Tax 4.5578 and .0200 Veterans Relief Fund-Total County Operating 4.5778; passed unanimously*)
2. Public Health—appoint Board of Appeals/Septic Permit Denial (169-133) (*Support of Board of Appeals finding. Denial of septic system permit based not meeting Health Dept. qualifiers; passed unanimously*)

**DISTRICT 7**  
Don Black  
269-792-6446  
dblack@  
allegancounty.org

### Mission Statement

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”

3. Request for Emergency Air Conditioning Replacement (*County Service, Youth Home in need of old equipment repaired or replaced-air conditioner. Motion for Administrator to pursue action replacing equipment from turn-back capital 2017 budget ; passed unanimously*)

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**DISCUSSION ITEMS:**

1. Public Health—Recycling Surcharge Assessment Household Unit Definition (169-189) (*Consistent language applications for those municipalities voted \$36.00 and \$25 volunteer participators. Moved to public hearing for input and collection of fees; passed unanimously*)
2. Board of Commissioners—revised Animal Control Ordinance 1008.01 (169-505) (*Moved to July 12, 2018 Public Hearing; passed unanimously*)
3. Parks—approve West Side Park Drive Extension (169-501) (*Propose drive way to “U” shape. Continue with the project in the 2019 DNR Grant Round; passed 5-2 Jessup, Thiele*)

**PUBLIC PARTICIPATION:**

**FUTURE AGENDA ITEMS:**

**REQUEST FOR PER DIEM/MILEAGE:**

**BOARDS AND COMMISSIONS REPORTS:**

**ROUND TABLE:**

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(Ask BoC evaluate Health Dept. applications and inspects performance. Request their update in their Annual Report on June 28, 2018. “Replace me on the Parks Committee. Will be absent July 26, 2018.”)*
- District-4-Mark DeYoung-*(Dorr during to construction a mess)*
- District-5-Tom Jessup-*(Water over 114<sup>th</sup>, what is to happen?)*
- District-6-Gale Dugan-*(June 26, 2018 meeting Otsego City Hall about Rock Tenn 12:00-3:00pm with EPA to dispose of the property.)*
- District-7-Don Black-*(Will attend a meeting 6/26/18 at Gun Plain with Road and Drain Commission about water over road on 110<sup>th</sup> east of 10<sup>th</sup> street)*

District #7 Commissioner (616) 920-2875 Don Black Synopsis-June 14, 2018  
*(Comments in italics are my opinions and interpretation of the Commission meeting and actions)*

***Character***

*“In matters of style, swim with the current; in matters of principle, stand like a rock.”*  
*Thomas Jefferson*

**ADJOURNMENT:** Next Meeting – Thursday, June 28, 2018, 1PM @ **BOARD ROOM**  
– **COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

**Appointment List**  
**Terms Expiring June 30, 2018**

**Board of Review**                      **3-year term**

Ted Lowis                                      06/2021

**DDA/BRA/TIFA Board**                **4-year term**

Tracee Dunlop                                06/2022

**Planning Commission**                **3-year term**

Chris Haas                                      06/2021



**LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING  
LICENSES**

(Required by MCL.432.103(k)(ii))

**RESOLUTION 18-19**

At a regular meeting of the City of Plainwell Council called to order by \_\_\_\_\_ on June 25, 2018 at 7 p.m., the following resolution was offered:

Moved by Council Member \_\_\_\_\_ and supported by Council Member \_\_\_\_\_ that the request from the Plainwell Days Festival, based in the City of Plainwell, County of Allegan, asking that they be recognized as a non-profit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for approval.

Approval :

Denial:

Yeas:

Yeas:

Nays:

Nays:

Absent:

Absent:

I hereby certify that the foregoing is a true and complete copy of a resolution offered and \_\_\_\_\_ by the City of Plainwell Council at a regular meeting held on June 25, 2018.

Signed:

\_\_\_\_\_  
Brian Kelley, City Clerk  
\_\_\_\_\_  
211 N. Main St.  
\_\_\_\_\_  
Plainwell, MI 49080  
\_\_\_\_\_

Rick Brooks, Mayor  
Lori Steele Mayor Pro-Tem  
Roger Kenney, Council Member  
Brad Keeler, Council Member  
Todd Overhuel, Council Member  
[www.plainwell.org](http://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](mailto:BPond@plainwell.org)

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6/15/182018

To: Erik Wilson, City Administrator  
From: Bryan Pond, Superintendent WR  
Cc: Brian Kelley City Treasurer  
RE: Emergency Purchase of SCADA Radios

We use spread spectrum radios to monitor and control the sewage pump stations remotely, they also provide the means to send alarms should something fail at the station.

The main radio or "master" at the plant is starting to fail causing frequent communication failures, making the communication not reliable.

Six radios were budgeted in this fiscal year however I was trying to hold off these purchases until next fiscal year.

The radios are \$1883.33 each and I am requesting one to replace and one to serve as backup until I can purchase an additional four radios next fiscal year

I have placed the equipment on order for \$3,766.66 and I am requesting council's approval of the expenditure from budget line item 590-540-775.



AT&T Michigan  
Lynn Dutton  
METRO Act Administrator  
54 N. Mill Street  
Mailbox #30  
Pontiac, MI 48342

June 1, 2018

Plainwell City Clerk  
211 N Main St  
Plainwell, MI 49080

**METRO ACT RIGHT OF WAY PERMIT EXTENSION**

Dear Plainwell City Clerk,

This is a letter agreement which extends the existing METRO Act Permit issued by the Plainwell City /Allegan County to Michigan Bell Telephone Company d/b/a AT&T Michigan ("AT&T") which expired on December 31, 2018. This extension is for a term to end on December 31, 2023.

If this is agreeable, please sign both copies of the extension letter agreement in the place provided below and return to AT&T Michigan at the address on this letterhead. Upon receipt AT&T will acknowledge and return one copy for your files.

Additional information regarding this renewal request may be found at <http://www.michigan.gov/mpsc>. Please click on Telecommunications, METRO Act/Right of Way, and AT&T 5 Year permit extension.

We would appreciate return of the signed copies within 30 days of receiving this request. Your cooperation is appreciated.

If you have any questions feel free to contact Ms. Lynn Dutton via e-mail, [LD1432@att.com](mailto:LD1432@att.com) or 248-424-0124.

Agreed to by and on behalf of the  
**City of Plainwell**

**Michigan Bell Telephone Company d/b/a  
AT&T** acknowledges receipt of this  
Permit Extension granted by the municipality.

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Lynn Dutton

Its: \_\_\_\_\_

Its: METRO Act Administrator

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## "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 Clerk/Treasurer  
DATE: June 22, 2018  
SUBJECT: Budget Amendment – Fiscal Year 2017/2018

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**ACTION RECOMMENDED:** The City Council approve a budget amendments for the 2017/2018 budget to recognize several known projects affecting use of fund balance and shifted appropriations.

In reviewing the financial records for this current fiscal year, there have been several projects undertaken (or forsaken) requiring budget amendments to recognize either the use of fund balance or re-allocated appropriations. The budget amendments proposed that impact fund balance are summarized below:

General Fund – There is a net reduction of \$26,330 to the General Fund to account for State reimbursement of personal property taxes lost that ended up being allocated to a different fund. As a result, certain projects were delayed or trimmed to account for the loss of anticipated revenues. Additionally, the revenues and expenditures for the Dog Park were not reflected in the original budget.

The remaining proposed budget amendments have no impact on the budgeted fund balance in the affected funds and represent reallocation of project priorities during the year.

It is recommended that the amendments on the attached listing be approved for inclusion in the 2017/2018 Amended Budget.

Attachment: Budget Amendment Listing

CITY OF PLAINWELL  
 2017/2018 YEAR-END BUDGET AMENDMENTS  
 JUNE 2018

GL NUMBER	ACCOUNT DESCRIPTION	2017 - 2018 AMENDED BUDGET	PROPOSED INCREASE / DECREASE	EFFECT ON FUND BALANCE
101-002-441.000	Local Community Stabilization Share Tax	41,573.00	41,573.00	
101-003-452.000	Permits - PCI	23,500.00	(2,000.00)	
101-003-452.001	Permits - Other	3,000.00	(1,550.00)	
101-004-505.000	Federal Grant	0.00	(347.00)	
101-004-545.000	State Grant	45,000.00	45,000.00	
101-005-545.000	State Grant	0.00	(19,972.00)	
101-005-574.000	State Shared Revenue - CVTRS/EVIP	83,268.00	(3,000.00)	
101-005-574.010	State Shared Revenue - Constitutional	308,134.00	(2,000.00)	
101-009-664.020	Interest Earned - Investments	1,000.00	(5,300.00)	
101-009-668.010	Cable TV Franchise Fees	47,000.00	(1,300.00)	
101-010-545.010	Liquor Licenses	4,100.00	(100.00)	
101-010-667.020	Rents - Pell Park Facility	0.00	(1,100.00)	
101-010-674.001	Private Donations - Dog Park	0.00	(17,990.00)	
101-010-694.000	Miscellaneous Revenue	5,000.00	(5,800.00)	
101-010-694.010	Forfeiture Revenue	0.00	(668.00)	
101-010-694.013	Kenyon Park Softball Maintenance	1,800.00	(2,000.00)	
101-010-694.030	PA 302 - Public Safety Training Funds	800.00	(632.00)	
101-010-694.031	Ordinance Violations - Cost Recovery	3,250.00	(2,900.00)	
101-010-694.032	Ordinance Violations - Accident Cost Rec	0.00	(3,900.00)	
101-010-696.001	Other Finance Source - Workers' Comp Ins	0.00	(4,800.00)	
101-010-696.002	Other Financing Source - Liability Ins	0.00	(655.00)	
101-101-801.030	Professional Services - Audit	6,178.00	(1,700.00)	
101-101-930.000	Repairs and Maintenance-Land & Building	150.00	(150.00)	
101-101-956.000	Miscellaneous	200.00	(200.00)	
101-101-960.000	Education & Training - Professional	300.00	(300.00)	
101-191-712.000	Wages - Council, Boards & Commissions	2,000.00	(2,000.00)	
101-191-900.000	Printing and Publishing	1,200.00	(1,000.00)	
101-191-930.000	Repairs and Maintenance-Land & Building	1,200.00	(1,200.00)	
101-191-960.000	Education & Training - Professional	3,000.00	(1,300.00)	
101-209-930.000	Repairs and Maintenance-Land & Building	900.00	1,200.00	
101-691-703.000	Salaries/Wages - Full Time Employees	30,946.00	4,032.00	
101-691-918.000	Utilities - Water/Sewer	0.00	6,000.00	
101-691-967.010	Project Costs - Cook Park	2,500.00	37,962.00	
101-774-940.000	Rentals - Equipment	10,000.00	4,000.00	
101-775-880.150	Special Event - Sesquicentennial 2019	0.00	715.00	
101-779-930.000	Repairs and Maintenance-Land & Building	5,100.00	(4,000.00)	
101-801-801.701	Professional Services - Planning	0.00	4,000.00	
101-801-803.000	Permits - Protective Inspections	23,500.00	2,000.00	
101-801-930.000	Repairs and Maintenance-Land & Building	1,800.00	1,300.00	
101-801-960.000	Education & Training - Professional	1,000.00	1,000.00	
101-890-900.000	Printing and Publishing	0.00	1,300.00	
101-890-925.000	Utilities - Street Lights	34,400.00	2,000.00	
101-908-992.002	Principal - DPW Copier 2016	1,357.00	112.00	
101-970-971.000	Capital Purchase	48,000.00	(38,000.00)	26,330.00
202-463-775.000	Supplies - Repairs and Maintenance	5,500.00	5,000.00	
202-463-970.023	Project Costs - Major Street Non-Constr	5,000.00	3,300.00	
202-473-930.000	Repairs and Maintenance-Land & Building	0.00	200.00	
202-474-775.000	Supplies - Repairs and Maintenance	5,000.00	(3,500.00)	
202-478-940.000	Rentals - Equipment	16,000.00	(5,000.00)	0.00

203-000-547.000	State Shared Revenue - Act 51 MTF & LRP	98,667.00	(2,000.00)	
203-000-694.000	Miscellaneous Revenue	0.00	(3,000.00)	
203-000-694.019	Shared Revenue - County METRO	6,000.00	(800.00)	
203-452-703.000	Salaries/Wages - Full Time Employees	4,846.00	(400.00)	
203-452-940.000	Rentals - Equipment	2,500.00	(600.00)	
203-452-967.075	Project Costs - Non-Motorized Transport	5,000.00	(3,500.00)	
203-463-703.000	Salaries/Wages - Full Time Employees	28,945.00	2,000.00	
203-463-775.000	Supplies - Repairs and Maintenance	5,000.00	1,500.00	
203-463-780.000	Supplies - Storm Sewer	4,000.00	7,000.00	
203-463-970.028	Project Costs - Local Streets Non-Constr	102,425.00	7,500.00	
203-474-775.000	Supplies - Repairs and Maintenance	500.00	800.00	
203-474-940.000	Rentals - Equipment	500.00	500.00	
203-478-775.000	Supplies - Repairs and Maintenance	13,600.00	(9,000.00)	0.00
297-000-610.000	Loan Principal - Business	13,317.00	(10,000.00)	
297-000-800.000	Loan Payments - Business	10,000.00	10,000.00	0.00
443-000-664.020	Interest Earned - Investments	0.00	(500.00)	
443-000-694.000	Miscellaneous Revenue	0.00	(650.00)	
443-000-801.013	Professional Services - Attorney	5,000.00	1,150.00	0.00
450-000-569.000	Local Grants	54,600.00	(179.00)	
450-000-664.020	Interest Earned - Investments	50.00	(100.00)	
450-000-706.000	Wages - Part Time Employees	0.00	279.00	0.00
590-560-727.000	Office Supplies	3,700.00	(360.00)	
590-908-995.012	Interest SRF	57,071.00	360.00	0.00
591-540-801.050	Professional Services - Well/Pump Maint	19,950.00	4,000.00	
591-540-920.000	Utilities - Electric	19,000.00	7,000.00	
591-540-932.000	Repair & Maintenance - Buildings	1,000.00	5,000.00	
591-545-775.000	Supplies - Repairs and Maintenance	15,000.00	8,000.00	
591-560-727.010	GIS Mapping Costs	4,000.00	9,225.00	
591-970-971.000	Capital Purchase	119,721.00	(33,225.00)	0.00
661-000-696.002	Other Financing Source - Liability Ins	0.00	(5,600.00)	
661-000-775.000	Supplies - Repairs and Maintenance	25,000.00	5,600.00	0.00

## City of Plainwell Resolution 18-16

**WHEREAS**, the Plainwell City Council has reviewed the various fees and fines currently levied by the City; **IT IS, HEREBY, RESOLVED THAT effective July 1, 2018 the following fees and fines shall be in effect:**

Basic Reports (UD10) (NFRS 1)	\$5.00 per request
Other Reports	Based on Search and Copy Time
Pre-liminary Alcohol Breath Test	\$10.00 per request
Bail / Bond Administration Fee	\$10.00 per request
Fingerprints ( <b>Ink only</b> )	\$10.00 per request
Sex Offender Registration Fee	\$50.00 per year
Car wash turn on fee	\$15.00 per request
Street Opening Permit	\$15.00 per request
Parking Permit	\$25.00 per request

**Subpoena and/or Witness Compensation:**

½ Day	\$12.50
Full Day	\$25.00

**Parking Fines:**

Lots	\$10.00 per violation
Prohibited	\$10.00 per violation
Wrong Side	\$10.00 per violation
Double	\$10.00 per violation
30' Stop Sign	\$10.00 per violation
15' Hydrant	\$15.00 per violation
On Street - 2 - 5 am	\$10.00 per violation
Other:	\$10.00 per violation

**Parking Fines shall triple if fine not paid within ten (10) calendar days.**

**Door-Door Sales:**

less than 1 month	\$20.00 per week
one month	\$50.00 per application
three months	\$100.00 per application
six months	\$175.00 per application
annual	\$350.00 per application

**Returned Payment Fee (check/ACH/credit card)**      \$20.00 per payment

**Notary**

Residents	No charge
Non-residents	\$5.00 per stamp/seal

**Copies**

	\$.25 per page
CD's or DVD's	\$40.00
Digital Photos	\$5.00 (3 x 5)
	\$10.00 (8 x 10)

**Faxed/Mailed Information Request** \$1.00 per page

**Vehicle Mileage Reimbursement** per current IRS issued rate

**Marriages:** \$25.00

**Applications:**

Zoning Permit Application	\$5.00 per application
Act 198 Applications	\$300.00 per application
Re-zoning Application	\$200.00 per application
Variance Application	\$100.00 per application
Special Use Application	\$100.00 per application

**Site Plan Review:**

Change of Use	\$20.00 per review
Minor Review	\$50.00 per review
Major Review	\$50.00 plus cost of staff and consults per review
ZBA Appeals	\$100.00 per application

**Meter Fees**

	Based on meter size plus setup
¾"	per vendor pricing at time of purchase
1"	per vendor pricing at time of purchase
1 ½"	per vendor pricing at time of purchase
2"	per vendor pricing at time of purchase

**IPP Fees**

Permit Fees	As Set by Ordinance #274 to be charged annually
	\$700.00 Significant Industrial Users
	\$350.00 Non-significant Users

All other fees and costs will be handled in accordance with the Freedom of Information Act Policy as adopted by the City of Plainwell.

YES:  
NO:  
ABSENT:

Resolution Declared Adopted – June 25, 2018

\_\_\_\_\_  
**Brian Kelley, City Clerk/Treasurer**

**CERTIFICATE:**

I the undersigned being the duly qualified Deputy Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify that the foregoing is a 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 held on the 25<sup>th</sup> day of June 2018.

\_\_\_\_\_  
**Brian Kelley, City Clerk/Treasurer**



**Resolution 18-17  
City of Plainwell  
General Appropriations Act  
Fiscal Year 2018-2019**

**WHEREAS**, Public Act 621 of 1978 mandates a provision for expenditures of appropriations and disposition of revenues, and

**WHEREAS**, it is necessary to provide for a tax levy to fund the various appropriations, and

**WHEREAS**, it is necessary to provide for the implementation, operation and periodic amendment of this act,

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Plainwell having reviewed the proposed budget document finds that the total revenues and transfers necessary for operation of the General Fund in fiscal year 2018/2019 are as follows:

Property Taxes .....	\$1,105,304
License and Permits.....	\$26,000
Intergovernmental Revenue – Federal.....	\$325
Intergovernmental Revenue – State.....	\$404,628
Fines and Fees .....	\$429,762
Interest and Rents .....	\$56,402
Other Revenue .....	\$31,700
Transfers from Other Funds.....	<u>\$44,932</u>
<b>TOTAL:.....</b>	<b>\$2,099,053</b>

**BE IT FURTHER RESOLVED THAT** the City Council having reviewed the proposed budget hereby establishes Budget Control Activities and appropriates in the amount and for the purposes set forth as follows:

Transfers to Other Funds .....	\$0
Legislative .....	\$25,231
Elections .....	\$28,514
Administrative .....	\$339,242
Assessor/Board of Review .....	\$20,310
Buildings & Grounds .....	\$164,543
Public Safety / Police.....	\$1,032,808
Public Safety / Fire.....	\$158,309
Parks .....	\$144,098
Flowers/Beautification .....	\$58,308
Special Events.....	\$23,155
Forestry .....	\$8,616
Planning/Community Development .....	\$46,490
Community Promotion.....	\$37,450
Debt Service .....	\$3,121
Contributions to Other Agencies .....	<u>\$8,459</u>
<b>TOTAL:.....</b>	<b>\$2,098,654</b>

**BE IT FURTHER RESOLVED THAT** the City Council, having reviewed the above revenues and expenditures and being advised that the City Assessor has certified the taxable value of all real and personal property in the City to be **84,687,212** (Renaissance zone not included) and the value of the property subject to the Industrial and Commercial Facilities tax to be **2,312,650**, hereby directs that the tax levy for 2018/2019 be set at 15.8250 which includes 14.5250 mills of the city's total authorized amount of 16.0000 mills for general operations and 1.3000 mills of the city's total authorized amount of 3.0000 mills for solid waste removal and further directs that the Treasurer prepare a tax roll and levy said taxes to be due and payable on July 1, 2018 for the purposes as shown in the proposed budget document.

**BE IT FURTHER RESOLVED THAT** no member of the City Council or employees of the City shall expend any funds or obligate the expenditure of any funds except pursuant to the appropriations act adopted by the City Council. Changes in the amount of any appropriation shall require approval of the City Council.

**BE IT FURTHER RESOLVED THAT** the City Manager is charged with the supervision and execution of the budget adopted under this general appropriations act and shall be responsible for the performance of the programs within the amounts appropriated by the City Council unless such amounts appropriated are amended.

**BE IT FURTHER RESOLVED THAT this resolution is effective July 1, 2018.**

This resolution is hereby adopted on this 25<sup>th</sup> day of June 2018 by the City Council of the City of Plainwell with the following YES and NO vote:

YES:

NO:

ABSENT:

ATTEST:

CITY OF PLAINWELL:

\_\_\_\_\_  
Brian Kelley, Clerk/Treasurer

\_\_\_\_\_  
Richard Brooks, Mayor

**CERTIFICATION:**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council, County of Allegan, State of Michigan, at a meeting held on June 25, 2018, the original of which is on file in the City Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976 including in the case of a special or rescheduled meeting, notice by posting at least eight (18) hours prior to the time set for said meeting.

\_\_\_\_\_  
Brian Kelley, Deputy City Clerk

**Resolution 18-18**  
**City of Plainwell**  
**Special and Operating Funds Appropriations Act**  
**Fiscal Year 2018-2019**

**WHEREAS**, it is necessary to provide for the expenditure of appropriations and the disposition of revenues, and

**WHEREAS**, it is necessary to provide for tax levies and other charges to fund the various appropriations;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

- That the City Council of the City of Plainwell having reviewed the proposed revenues, expenditures and unappropriated fund balances of the various special and operating funds hereby establishes Budget Control Activities and appropriates in the amounts and for the purposes set forth as follows:

Major Street Fund.....	\$337,673
Local Street Fund.....	\$259,900
Solid Waste Fund.....	\$173,626
Fire Reserve Fund.....	\$81,413
Airport Fund .....	\$54,609
Revolving Loan Fund.....	\$10,000
Capital Improvement Fund .....	\$105,097
Brownfield Redevelopment Authority Fund .....	\$110,971
Tax Increment Finance Authority .....	\$59,710
Downtown Development Authority Fund .....	\$57,398
Sewer Fund .....	\$1,494,998
Water Fund .....	\$532,141
Motor Pool Fund.....	\$233,155
Other Post Employment Benefit Fund.....	\$13,056

**BE IT FURTHER RESOLVED THAT** the Solid Waste Fund revenue includes special assessments to individual property owners for recycling and bulk pickup, and that the rates for this budget year are **\$29.50 for recycling** and **\$19.50 for bulk pickup**.

**BE IT FURTHER RESOLVED THAT** no member of the City Council or employee of the City shall expend any funds or obligate the expenditure of any funds except pursuant to the special and operating funds appropriations act adopted by the City Council. Changes in the amount of any appropriations shall require Council approval.

**BE IT FURTHER RESOLVED THAT** the City Manager is charged with the supervision of the budget adopted under the special and operating funds appropriations act and shall be responsible for the performance of the programs within the amounts appropriated by the City Council unless so amended.

**BE IT FURTHER RESOLVED THAT** this resolution is effective **July 1, 2018**.

This resolution is hereby adopted on this 25<sup>th</sup> day of June 2018 by the City Council of the City of Plainwell with the following YES and NO vote:

YES:

NO:

ABSENT:

**ATTEST: CITY OF PLAINWELL:**

\_\_\_\_\_  
**Brian Kelley, City Clerk/Treasurer**

\_\_\_\_\_  
**Richard Brooks, Mayor**

**CERTIFICATION:**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council, Allegan County, State of Michigan, at a meeting held on June 25, 2018, the original of which is on file in the City Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

\_\_\_\_\_  
Brian Kelley, City Clerk/Treasurer

# Water Renewal

Superintendent: Bryan Pond

May 2018



## Significant Department Actions and Results

I sampled the collection system for PFOS as required by the DEQ, results are being processed.

We attended a SAW Grant meeting with F&V to introduce Bob and status of projects upcoming.

I was requested by a local business owner to record a U-Tube video on where does our water go when it leaves the home, they recorded and posted the video. Overnight it had 1,600 views , who knew!

## Pending Items (including CIP)

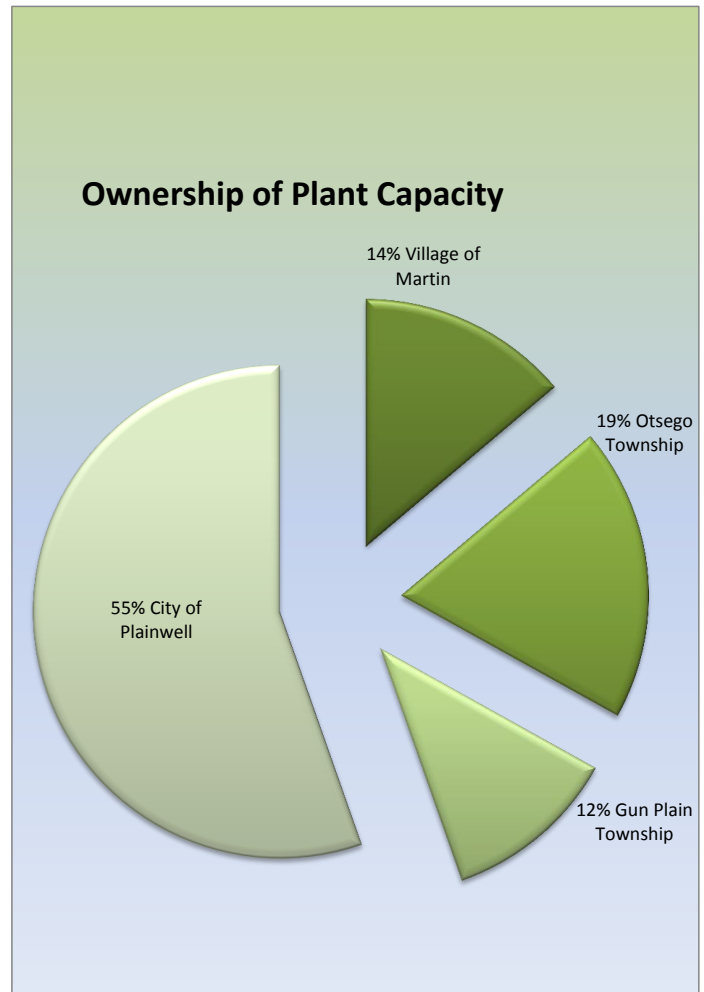
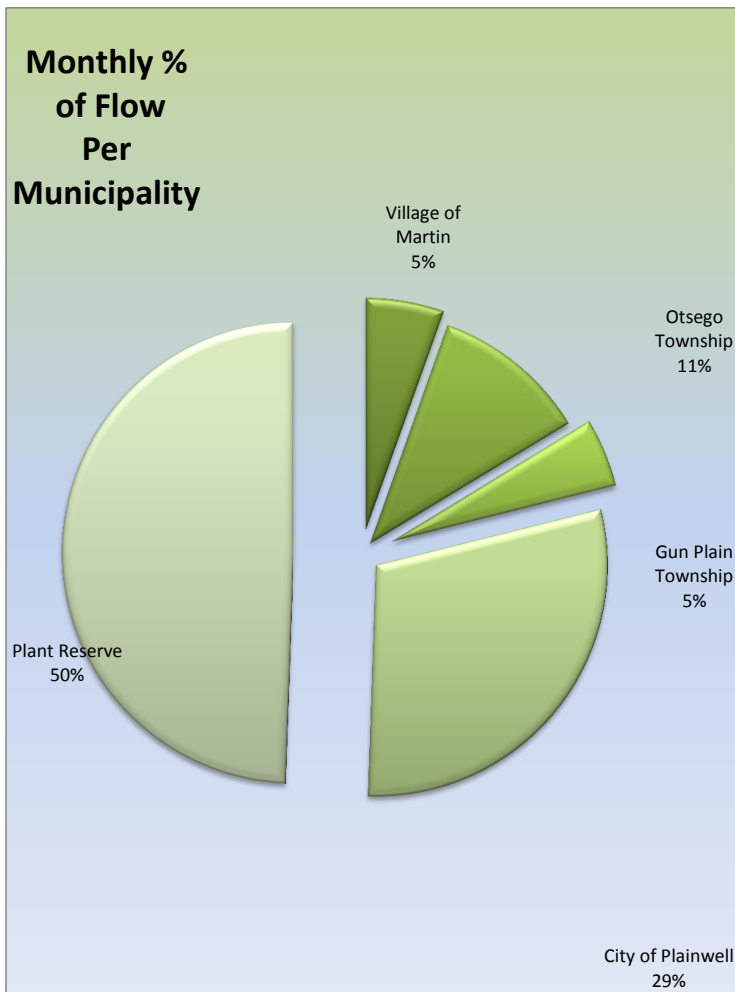
## Expenditure Summary/Issues

		<u>(budgeted)</u>	(completed)	
Replace Bio -Filter Media		\$30,000	100%	\$23,189
Replace Hill St lift Station	completion 6/28/2018	\$90,000	100%	\$83,805
Engineering to replace Srew Pumps		\$37,114	100%	\$23,715
Paint back Room and Chemical Room		\$28,000	100%	\$19,690
Six new Radios SRM 6230		<u>\$13,000</u>	0%	<u>\$0</u>
		\$198,114		\$150,399

## 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
<b>Village of Martin</b>	1,190,600			
Gun River MH Park	759,000			
US 131 Motor Sports Park	237,680			
<b>Total:</b>	2,187,280			
<b>AVG. DAILY:</b>	60,758	180,000	66%	14%
<b>Otsego Township</b>	<b>Total:</b> 4,390,000			
	<b>AVG. DAILY:</b> 121,944	250,000	51%	19%
<b>Gun Plain Township</b>	<b>Total:</b> 1,311,000			
North 10th Street	365,580			
Gores Addition	253,000			
<b>AVG. DAILY</b>	53,599	150,000	64%	12%
<b>City of Plainwell</b>	<b>Total:</b> 11866363			
	<b>AVG. DAILY:</b> 382785.92	720,000	47%	55%
<b>Avg. Daily Plant Flow from entire service district</b>	0.64			



## 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	13.29
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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	15
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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):

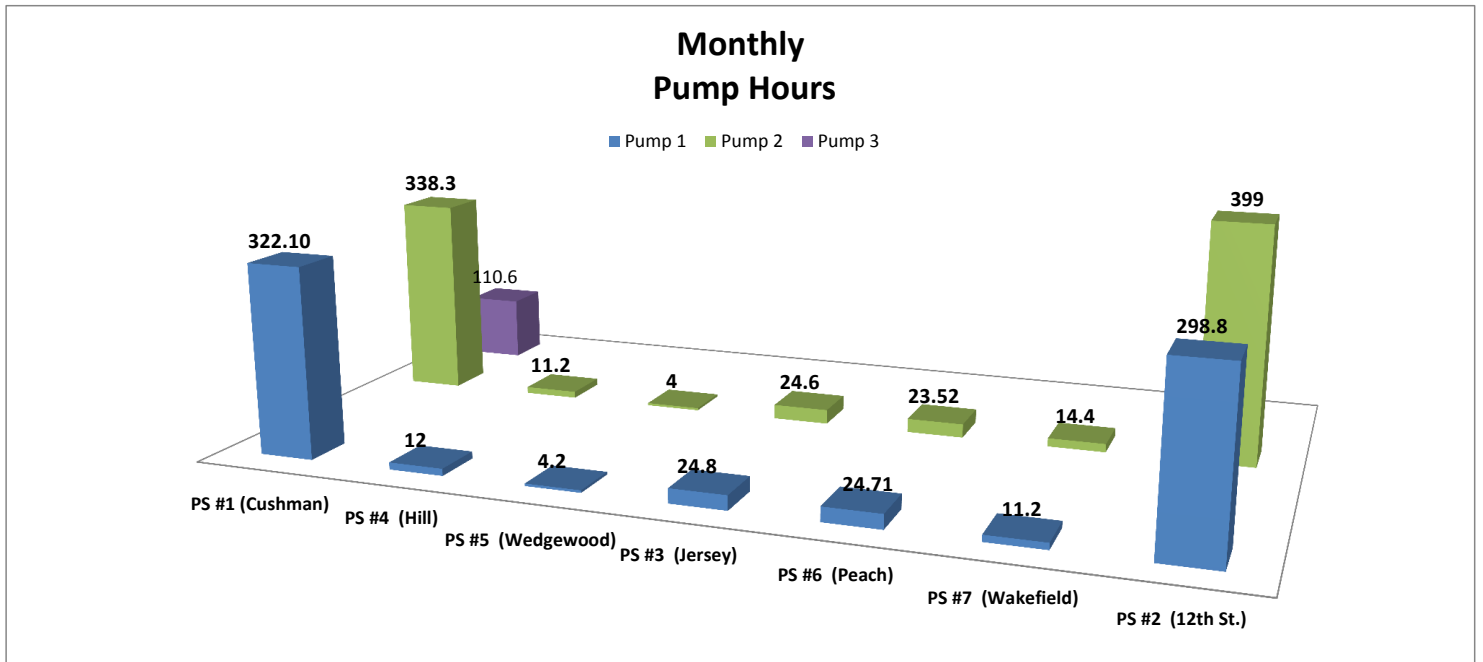
1.0 mg/l	0.45	0.34
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*Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to 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	5
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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.

06/21/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 06/26/2018 - 06/26/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001645	ALEXANDER CHEMICAL CORPORATION		
	SLS 10071939	FY17-18 ANNUAL PURCHASE OF CHLORINE & SULFUR DI	1,534.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			1,534.00
000035	APPLIED IMAGING		
	1147918	6/13/18 - 7/12/18 CITY HALL COPIER	111.56
TOTAL FOR: APPLIED IMAGING			111.56
000843	B & C TROPHY		
	43770	NEW NAME PLATE FOR SHIRLEY	22.00
TOTAL FOR: B & C TROPHY			22.00
001423	BORGESS MEDICAL CENTER		
	186290C10634	SEASONAL DPW/DPS DRUG SCREEN	279.00
TOTAL FOR: BORGESS MEDICAL CENTER			279.00
000155	BRAVE INDUST FASTENERS		
	141232	KENYON PK IRRIGATION	341.92
TOTAL FOR: BRAVE INDUST FASTENERS			341.92
002527	C.O.P.S. TRUST INSURANCE		
	2018-07	JULY 2018 INSURANCE	1,608.39
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,608.39
002365	C-COMM		
	17831	EMERGENCY LIGHTING SERVICE TRUCK 62	1,250.00
TOTAL FOR: C-COMM			1,250.00
002458	CHAMPION LAW OFFICES		
	2018-03/04	ATTORNEY FEES MARCH/APRIL 2018	106.00
TOTAL FOR: CHAMPION LAW OFFICES			106.00
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	2018-	6/19/18 - 7/18/18 DPS/FIRE INERNET/PHONE	530.64
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			530.64
002219	CLARK TECHNICAL SERVICES		
	150-2018	MAY 2018 SUPPORT	1,282.48
TOTAL FOR: CLARK TECHNICAL SERVICES			1,282.48
000115	CMP DISTRUBUTORS INC		
	55357	BULLET PROOF VEST	2,445.00
TOTAL FOR: CMP DISTRUBUTORS INC			2,445.00
000411	CONCRETE CUTTING & BREAKING		
	CDSM18668	CONCRETE SLAB CORE DRILLING	600.00
TOTAL FOR: CONCRETE CUTTING & BREAKING			600.00
001610	DALE W. HUBBARD, INC (CLEAN EARTH)		
	2-11100	TANK CLEANING LIFT STATIONS AND PLANT	1,588.00
	2-12010	TANK CLEANING LIFT STATIONS AND PLANT	3,596.00
	2-12011	TANK CLEANING LIFT STATIONS AND PLANT	1,311.00
TOTAL FOR: DALE W. HUBBARD, INC (CLEAN EARTH)			6,495.00
004881	DEYOUNG LANDSCAPE SERVICE INC		
	2018 - DOG PARK	HYDROSEEDING LAWN FOR DOG PARK	625.00



TOTAL FOR: DEYOUNG LANDSCAPE SERVICE INC		625.00
000269	DINGES FIRE COMPANY 47919 (2) SETS OF FIRE TURN OUT GEAR (PANT & COAT)	4,271.00
TOTAL FOR: DINGES FIRE COMPANY		4,271.00
001331	DON REEVES 17/18 SHOW ALLOWANC 17/18 SHOE ALLOWANCE	200.00
TOTAL FOR: DON REEVES		200.00
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM 903570826 FY 17-18 ANNUAL PURCHASE OF BIOXIDE REIMBURSABL	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM		300.00
000153	FLEIS & VANDENBRINK INC 49421 GIS WATER MAPPING 2018 49488 UPDATE PLAINWELL WHP PROGRAM - CITY'S HALF	12,500.00 540.70
TOTAL FOR: FLEIS & VANDENBRINK INC		13,040.70
001215	FLIER'S 117228 WR	74.00
TOTAL FOR: FLIER'S		74.00
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID 17620 PD/FIRE 6/15/18	640.66
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID		640.66
004241	GHD SERVICES INC 931185 2017/2018 COMMON AREA/CITY HALL UTILITIES/MAINTI	1,903.84
TOTAL FOR: GHD SERVICES INC		1,903.84
000059	GOIN POSTAL LLC 105623 RETURNED SHIRT TO NYE	10.51
TOTAL FOR: GOIN POSTAL LLC		10.51
000910	GRAINGER DIV OF W W 9811261008 WR SAFETY SUPPLIES	44.18
TOTAL FOR: GRAINGER DIV OF W W		44.18
REFUND UB	GRIFFIOEN, MINDY 06/21/2018 UB refund for account: 01-00012600-08	13.17
TOTAL FOR: GRIFFIOEN, MINDY		13.17
000140	HACH CO 10986899 WR	187.95
TOTAL FOR: HACH CO		187.95
001815	JEFF GILLILAND 17/18 A SHOE ALLOWAN 17/18 BALANCE OF SHOE ALLOWANCE	64.04
TOTAL FOR: JEFF GILLILAND		64.04
000309	JOHN VARLEY 17/18 A CLOTHING ALL 17/18 CLOTHING ALLOWANCE (BADGE)	119.50
TOTAL FOR: JOHN VARLEY		119.50
002301	JOYFUL CLEANING - LINDA TUBBS 998 JUNE 2018 CLEANING	964.00
TOTAL FOR: JOYFUL CLEANING - LINDA TUBBS		964.00
000079	KAECHELE PUBLICATIONS INC 39488 MAY 2018 FLOWER PLANTING, 2 SUMMARIES 39489 MAY 2018 FARMERS MARKET	198.40 70.00
TOTAL FOR: KAECHELE PUBLICATIONS INC		268.40

000356	LOCK MASTER SECURITY LLC		
	8590	EXTRA KEY FOBS	140.00
TOTAL FOR: LOCK MASTER SECURITY LLC			140.00
-----			
000682	MAIN-TECH SERVICES INC		
	80602	12TH ST LIFT STATION REPAIR	253.00
TOTAL FOR: MAIN-TECH SERVICES INC			253.00
-----			
002286	MICHIGAN ELECTION RESOURCES LLC		
	39986	AUGUST 2018 ELECTOIN SUPPLIES	198.05
	40005	AUGUST 2018 ELECTOIN SUPPLIES	39.77
TOTAL FOR: MICHIGAN ELECTION RESOURCES LLC			237.82
-----			
000014	MICHIGAN GAS UTILITIES CORP.		
	2018-05	5/10/18 - 6/11/18 GAS BILLS	1,230.23
TOTAL FOR: MICHIGAN GAS UTILITIES CORP.			1,230.23
-----			
000609	MIDWAY CHEVROLET		
	117048	HEADLIGHT	116.55
TOTAL FOR: MIDWAY CHEVROLET			116.55
-----			
001854	MODEL FIRST AID,SAFETY & TRAINING		
	120396	FIRE DEPT SAFETY SUPPLIES	142.25
TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING			142.25
-----			
002708	MORGAN BIRGE' & ASSOCIATES		
	35837	JUNE 2018 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
-----			
004837	MUNICIPAL WEB SERVICES		
	53056	JUNE 2018 WEBSITE HOSTING	200.00
TOTAL FOR: MUNICIPAL WEB SERVICES			200.00
-----			
REFUND UB	NEDERVELD, BRIAN		
	06/21/2018	UB refund for account: 04-00060600-02	43.52
TOTAL FOR: NEDERVELD, BRIAN			43.52
-----			
004871	NORTHERN LAKE SERVICE INC		
	335258	4 PFAS TESTS WITH BLANKS AS REQUIRED BY DEQ	1,925.00
TOTAL FOR: NORTHERN LAKE SERVICE INC			1,925.00
-----			
003074	OIK INDUSTRIES		
	53564	CHRISTMAS BUILDING SKYLINE LIGHT CLIPS	2,710.00
TOTAL FOR: OIK INDUSTRIES			2,710.00
-----			
000095	ONE WAY PRODUCTS INC		
	641606	BATH TISSUE/KLEENEX/C-FOLD TOWELS/ROLLED TOWEL	221.03
TOTAL FOR: ONE WAY PRODUCTS INC			221.03
-----			
000282	OUDBIER INSTRUMENT CO INC		
	000282	12ST / GUN PLAIN TWP TRAILER PARK WR	388.00
TOTAL FOR: OUDBIER INSTRUMENT CO INC			388.00
-----			
002065	OUTDOOR SOLUTIONS GROUP		
	4012	MOWING 182 W 1ST, 203 ROBERTS, 645 MELROSE	755.66
TOTAL FOR: OUTDOOR SOLUTIONS GROUP			755.66
-----			
004855	PLAINWELL ACE HARDWARE		
	897	KENYON IRRIGATION	2.98
	899	FLOWER BEDS	57.57
	901	DOG PARK	2.88
	909	HOT WATER HEATER REPAIR FOR WR	50.97
	921	DPW	11.16
	945	PELL PARK FENCE	169.66
			-----

TOTAL FOR: PLAINWELL ACE HARDWARE		295.22
002582	PLAINWELL REDI MIX - COSGROVE ENTER	
	7666 GRANT/ANDERSON	149.00
	7667 GRANT/ANDERSON ST	268.00
	7680 W GRANT ST/ S MAIN ST	624.75
	7690 W GRANT ST/ MAIN ST	327.50
	7706 W GRANT ST	327.50
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER		1,696.75
000334	PLANNING & ZONING NEWS	
	2018-2019 NOV 2018 - OCT 2019	185.00
TOTAL FOR: PLANNING & ZONING NEWS		185.00
000010	RIDDERMAN & SONS OIL CO INC	
	25042 JUNE 2018 AIRPORT MOWING GAS	101.79
TOTAL FOR: RIDDERMAN & SONS OIL CO INC		101.79
000991	SAFETY SERVICES INC	
	25863 LOCKS	22.76
	25864 WR	74.98
	30764 GLOVES	133.63
TOTAL FOR: SAFETY SERVICES INC		231.37
000149	SPARTAN DISTRIBUTORS	
	11766013 BELT FOR MOWER	85.85
TOTAL FOR: SPARTAN DISTRIBUTORS		85.85
004880	SPX FLOW US LLC LIGHTNIN & PLENTY M	
	92385675 PLAINWELL ECL MIXER	4,319.35
TOTAL FOR: SPX FLOW US LLC LIGHTNIN & PLENTY M		4,319.35
004220	US BANK EQUIPMENT FINANCE (COPIER)	
	359598216 JUNE 2018 DP	113.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)		113.00
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP	
	2075 MAY 2018 DRYCLEANING	40.25
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP		40.25
004814	WILLIAMS & WORKS	
	85094 ZONING ISSUES HOARD CHIROPRACTOR & 225 UNION ST	130.50
TOTAL FOR: WILLIAMS & WORKS		130.50
004765	WOODHAMS EQUIPMENT INC	
	4662 PARTS FOR EQUIP DPW	560.00
TOTAL FOR: WOODHAMS EQUIPMENT INC		560.00
000947	WYOMING ASPHALT & PAVING INC.	
	2018-074 ASPHALT	42.64
TOTAL FOR: WYOMING ASPHALT & PAVING INC.		42.64
TOTAL - ALL VENDORS		55,627.72

## 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:

**Cheryl  
Pickett**

Digitally signed by Cheryl Pickett  
DN: c=US, st=Michigan, l=Plainwell,  
o=City of Plainwell, ou=CoP, cn=Cheryl  
Pickett, email=cpickett@plainwell.org  
Date: 2018.06.21 13:21:30 -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: 2018.06.22  
17:54:07 -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:

**Bryan Pond**

Digitally signed by Bryan  
Pond  
Date: 2018.06.22  
09:59:46 -04'00'

### Bill Bomar, Public Safety Director

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

Insert Signature:

**Bill Bomar**

Digitally signed by Bill  
Bomar  
Date: 2018.06.21  
14:03:24 -04'00'

### Bob Nieuwenhuis, Public Works Supt.

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

Insert Signature:

**Robert  
Nieuwenhuis**

Digitally signed by Robert  
Nieuwenhuis  
Date: 2018.06.21  
15:14:45 -04'00'

### 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: 2018.06.22 11:44:55 -04'00'

06/22/2018

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 06/11/2018 - 06/19/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
<b>Bank CBGEN Chemical Bank - General AP Account</b>					
Check Type: ACH Transaction					
06/19/2018	CBGEN	1320(A)	ALLEGAN COUNTY TREASURER	MOBILE HOME TAX APRIL-JUNE 2018	562.50
Total ACH Transaction:					562.50
Check Type: EFT Transfer					
06/11/2018	CBGEN	1318(E)	SILVERSCRIPT INSURANCE COMPANY	JUNE 2018 RETIREE PRESCRIPTION COVERAGE	29.10
06/11/2018	CBGEN	1319(E)	SILVERSCRIPT INSURANCE COMPANY	JUNE 2018 RETIREE PRESCRIPTION COVERAGE	29.10
06/18/2018	CBGEN	1321(E)	CHEMICAL BANK	MAY 2018 CHEMICAL BANK FEES	308.41
Total EFT Transfer:					366.61
Check Type: Paper Check					
06/11/2018	CBGEN	12475	STATE OF MICHIGAN	PILOT DISTRIBUTION TAX YEAR 2017	12,047.11
06/13/2018	CBGEN	12476	KALIN CONSTRUCTION CO INC	PAY ESTIMATE #3 - PRINCE STREET EXTENSIO	46,920.53
06/18/2018	CBGEN	12477	PETTY CASH	PETTY CASH REIMBURSEMENT	139.85
06/19/2018	CBGEN	12478	CONSUMERS ENERGY	5/1/18 - 5/31/18 ELECTRIC BILLS	3,756.96
Total Paper Check:					62,864.45
<b>CBGEN TOTALS:</b>					
Total of 8 Checks:					63,793.56
Less 0 Void Checks:					0.00
Total of 8 Disbursements:					<u><u>63,793.56</u></u>

# Off Cycle Payment Authorization

**Brian Kelley, City Clerk/Treasurer**

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

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2018.06.22 17:55:53 -04'00'

**Erik J. Wilson, City Manager**

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

Insert Signature:

## **Reports & Communications:**

### **A. Board & Commission Member Re-appointments:**

With terms expiring on June 30, 2018, the Mayor would like to re-appoint Chris Haas to a new 3-year term on the Planning Commission, Ted Lewis to a new 3-year term on the Board of Review and Tracee Dunlop to a new 4-year term on the DDA Board.

**Recommended action:** Consider confirming the Mayor's appointments as presented.

### **B. Resolution 18-19 – Plainwell Days Festival:**

This is a resolution recognizing the Plainwell Days Festival as a non-profit so they can get a charitable gaming license through the State of Michigan.

**Recommended action:** Consider adopting Resolution 18-19 as presented.

### **C. WR – Emergency Purchase of SCADA Radios:**

The spectrum radios monitor and control the sewage pump stations remotely and send alarms as needed. The main radio has failed and replacement radios were ordered to reestablish communications.

**Recommended action:** Consider confirming the emergency purchase of two (2) SCADA radios from Kendall Electric for \$3,776.66.

### **D. Metro Act Right of Way Permit Extension – AT&T:**

In 2003, the city executed a Right-Of-Way Telecommunications Permit under the Metropolitan Extension Telecommunications Right-of-Way Oversight Act (METRO) to grant access to, then Michigan Bell Telephone Company, the city right-of way. The permit was valid for 5 years and allows for extension. AT&T, as successor of the Michigan Bell Telephone Company, has requested a 5-year extension of the permit. The City Council granted similar extensions in 2008 and 2013. The permit nets approximately \$12,000 of revenue annually.

**Recommended action:** Consider authorizing the proposed permit extension and authorizing the City Manager to execute all related documents.

### **E. 2017/2018 Budget Amendments:**

This is a housekeeping item to account for budgetary shifts within the 2017/2018 budget year.

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

### **E. Resolution 18-16 – Fines and Fees:**

Fines and fees charged for services rendered are updated annually by Resolution.

**Recommended action:** Consider adopting Resolution 18-16 as presented.

### **F. Public Hearing – 2018/2019 City Budget:**

This is the annual Public Hearing to consider Resolutions 18-17 for the General Appropriations and 18-18 for the Special & Operating Funds Appropriations, thereby setting the 2018/2019 Plainwell City Budget.

**Recommended action:** Consider adopting Resolution 18-17 General Appropriation and Resolution 18-18 Special & Operating Funds Appropriations to adopt the 2018/2019 Plainwell City Budget.

## **Reminder of Upcoming Meetings**

- June 28, 2018 – Allegan County Board of Commissioners – 1:00pm
- July 10, 2018 – Plainwell DDA/BRA/TIFA Board – 7:30am
- July 18, 2018 – Plainwell Planning Commission – 7:00pm
- July 9, 2018 – Plainwell City Council – 7:00pm

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

- None