

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

Department of Administration Services
211 N. Main Street
Plainwell, Michigan 49080
Phone: 269-685-6821 Fax: 269-685-7282
Web Page Address: www.plainwell.org

“The Island City”

AGENDA

Plainwell City Council

Tuesday, May 28, 2024 - 7:00PM

Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – 05/13/2024 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Approval**
9. **Mayor’s Report**
10. **Recommendations and Reports:**
 - A. **Draft BRA/DDA/TIFA Budget for Fiscal Year 2024/2025**
Council will consider approving the draft 2024/2025 BRA/DDA/TIFA Budget as presented.
 - B. **Setting a Public Hearing - June 24th, 2024**
Council will consider setting a Public Hearing for June 24, 2024 at 7pm to consider and adopt the 2024/2025 City Budget.
 - C. **PFAS Settlement Claim**
Council will consider approving the City of Plainwell’s participation in the 3M/Dupont PFAS class action settlement and authorizing the City Manager to take all necessary steps to effectuate the settlement.
 - D. **Approval of Change Orders 1 and 2 for the Old Orchard Neighborhood Sanitary Sewer and Water Main Upgrade Project**
Council will consider approving the change orders 1 and 2 for Old Orchard Neighborhood Sanitary Sewer Extension and Water Main Upgrades.
11. **Communications:** The April Department of Public Safety report, the draft 5/14/24 DDA/BRA/TIFA meeting minutes, the draft 5/15/24 Planning Commission meeting minutes and the draft 5/16/24 Parks & Trees meeting minutes.
12. **Accounts Payable - \$302,935.40**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

Agenda Subject to Change

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

Plainwell is an equal opportunity provider and employer

MINUTES
Plainwell City Council
May 13, 2024

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Peter Dams of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 04/22/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda approval:
A motion by Steele, seconded by Overhuel, to approve the Agenda for the May 13, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: Mayor Keeler offered condolences to the family of Jim Higgs, saying Jim will be sorely missed.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel introduced Larry Gonzalez, who discussed events and activities planned for the 2024 Island City Festival.
A motion by Overhuel, seconded by Steele, to approve Special Event Permit 24-13 as presented. On a roll call vote, all voted in favor. Motion passed.
 - B. Community Development Manager Siegel discussed a Special Event Permit 24-05 for the Memorial Day Parade.
A motion by Keeney, seconded by Wisnaski, to approve Special Event Permit 24-05 as presented. On a roll call vote, all voted in favor. Motion passed.
 - C. **A motion by Steele, seconded by Overhuel, to open a Public Hearing at 7:12pm to allow comment on Old Orchard Special Assessment District 2024-01. On a voice vote, all in favor. Motion passed.**

City Manager Justin Lakamper and City Attorney Blake Conklin discussed Old Orchard Special Assessment District 24-01. A presentation was given with information on the \$7,500 proposed assessment amount, including how to object to the assessment, the annual payment amount, due date, interest rate and terms of repayment.

 1. Bob Munch of 114 Russet- Thanked Utility Billing Specialist Penny Soper for noticing a change in his water usage for the month and calling to let him know. He asked about redundant sewer lines, and how the plans had been reviewed, stating that 1.1 million seemed high for service to 57 homes. He asked if anyone had looked at the prints, and knew the per foot cost of sewer line installation.

2. Gary Harris of 130 Glenview- Stated that he understands it's an improvement. He asked why funds weren't raised prior to the project to cover more of the cost, as opposed to making Old Orchard residents cover it. He stated that planning and foresight are lacking, and asked Council if they had experience running a project of this size. He asked about the 10% assessment change, and if that would require a Public Hearing. He asked if the public right of way began 35ft from the center of the street, and if his septic system or drain field would incur damage during construction. He asked if his driveway would be repaired. He objected to the assessment, preserving his right to appeal.
3. Linda Carribino of 115 Russet- Asked if she will be notified of when digging will begin on Russet Drive.
4. Marla Curtiss of 729 Glenview- Asked if she could work with the contractor and discuss placement of the lateral in her right of way. She shared that connection to city sewer from Cherrywood may be a more cost-effective option for her property.
5. Jim Bowers of 727 Glenview- Stated there is a manhole cover in front of his driveway, and asked if the system dead-ended there.
6. Cris Macklin of 808 Thomas St.- Asked if he could work with the contractor on lateral placement for his property.
7. Lauren Wilgenhof of 721 Thomas- Asked if she could move her lateral placement.
8. George Austin of 834 Thomas St- Asked why the project is happening now, and where tax money has gone. He stated he is an engineer who works on capital projects, and would like improved communication. He is concerned about the safety of kids and pets in the construction area. He objected to the assessment, preserving his right to appeal.
9. Bonnie Fowler of 710 Glenview- Asked if the City had applied for any grants and if so, which ones. She asked if lawns will be reseeded and repaired. She asked if a payment schedule will be mailed out, and if the interest rate is fixed. She asked where money for the new water lines was coming from.
10. Lori Steele of 324 S. Sherwood- Shared that she is a bus driver, and understands that construction is an inconvenience for everyone in the neighborhood.
11. Kyle Vankammen of 774 Glenview- Asked if Thurl Cook park will remain closed during construction. He asked if routine septic system maintenance and repair was permitted, and who, buyer or seller, would be responsible for the assessment fee if he were to sell his home.

City Manager Justin Lakamper, City Attorney Blake Conklin, Fleis & Vandenbrink Engineer Jeff Wingard, and Superintendent Bob Nieuwenhuis discussed Special Assessment District 24-01, answering property owners' questions when possible.

A motion by Steele, seconded by Overhuel, to close the Public Hearing at 8:18pm. On a voice vote, all in favor. Motion passed.

A motion by Steele, seconded by Overhuel, to adopt Resolution 2024-12 (Resolution No. 5), to confirm the special assessment roll; specify that the Special Assessment constitutes a lien; and provide for the payment and collection of Special Assessments for the Old Orchard Special Assessment District 24-01. On a roll call vote, all voted in favor. Motion passed.

D. City Manager Lakamper discussed USA Earthworks LLC Pay Application #1 for work done on the Old Orchard Project.

A motion by Wisnaski, seconded by Keeney, approving USA Earthworks Pay Application #1 in the amount of \$173,898.72. On a roll call vote, all voted in favor. Motion passed.

E. Director Callahan discussed necessary repairs to the generator and electrical and lighting systems on the 1997 HME Fire Apparatus.

A motion by Keeney, seconded by Wisnaski, to approve repairs to the 1997 HME Fire Apparatus in an amount not to exceed \$9,000.00. On a roll call vote, all voted in favor. Motion passed.

The City of Plainwell is an equal opportunity employer and provider

11. Communications:

A motion by Steele, seconded by Overhuel, to accept and place on file the April 2024 Investment and Fund Balance reports and the April Water Renewal report. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$321,405.46 for payment of same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Treasurer/Finance Director Kelley stated that he is working on the budget.

Personnel Coordinator Kersten had nothing to report.

Superintendent Nieuwenhuis said that City flowers and hanging baskets were being put out over the next week.

Community Development Manager Siegel talked about the Farmer's Market and shared that Taplin was doing a great job on the lead abatement project on the Old Mill buildings.

Director Callahan stated that Public Safety had made the transition from Sig Saur pistols to Glocks.

Clerk Leonard shared that the May school election went well, stating that it wouldn't have been possible without the support of the Election Staff and the community as a whole.

Manager Lakamper provided an update on the closing of the sale of the William Crispe House. He shared that the City had hired a Wastewater Deputy who will start soon and train with Superintendent Pond.

15. Council Comments:

Mayor Pro Tem Steele offered condolences to the Higgs family, sharing that Jim was a wealth of historical information. She reminded everyone about the PHS pictures that currently are hanging in the Council Chambers.

Council member Overhuel offered condolences to the Higgs family, sharing a personal story about how Jim inspired him to work in radio by giving him his first radio job, and stating that he will be missed. He also shared that he feels for the residents in the Old Orchard during construction.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:34 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
May 28, 2024

JoAnn Leonard, City Clerk



"The Island City"

MEMORANDUM

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

TO: City Council / Justin Lakamper, City Manager
FROM: Brian Kelley, Finance Director / City Treasurer
DATE: May 23, 2024
SUBJECT: Draft BRA-DDA-TIFA Budget for Fiscal Year 2024/2025

SUGGESTED MOTION: I motion to approve the draft 2024-2025 BRA/DDA/TIFA Budget as presented.

BACKGROUND INFORMATION: For the normal budget cycle, the BRA/DDA/TIFA Boards review the draft budget at the May meeting, then sends it on to Council, which then approves the draft and sends it back to the BRA/DDA/TIFA Boards for finalization at the June meeting each year. The finalized budget is then included in the city-wide budget considered by Council annually at the 2nd meeting in June.

For the 2024/2025 draft budget, the BRA/DDA/TIFA Board approved this draft at its May 14, 2024 meeting as presented.

ANALYSIS: Some highlights of the 2024/2025 Draft Budget include:

- The Brownfield Budget (BRA) a bit of an unknown pending possible land development, so the budget is bare-bones at the moment and could change.
 - It currently includes subsidies from the General Fund (\$25,000) and Capital Improvement (\$80,000) to fund operations.
 - There are no capital improvement projects planned at this time.
 - There is very little fund balance available in this fund.
- The Downtown Development Budget (DDA) shows a modest increase in property tax revenue, with increases to operational costs.
 - The costs of downtown snowplowing, flower plantings and tree replacement are being shifted into the DDA from the General and Street Funds
 - The Capital Outline item in this budget is for a refurbishment or a replacement of the downtown clock, which is part of the city's logo.

- The Tax Increment Financing Budget (TIFA) focuses on the James R. Higgs Industrial Park and continues to accumulate funds for road replacement.
 - Certain administrative costs are being shifted out of this fund to account for staff time being used in other areas of the city.
 - The City is actively seeking funding to upgrade the streets in the Park using reserves from the TIFA Budget and possibly street fund reserves.

BUDGET IMPACT: The process is part of creating the upcoming fiscal year budget.

Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
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ESTIMATED REVENUES

Dept 002 - TAX REVENUES

243-000-404.040	Captured Tax - AdVal Real - City	6,253	6,074	6,197	6,507	6,507	6,507	6,833
243-000-404.041	Captured Tax - AdVal Real - Library	1,130	1,103	1,123	1,179	1,169	1,169	1,227
243-000-404.042	Captured Tax - AdVal Real - Capital Impr	500	488	504	529	529	529	556
243-000-404.043	Captured Tax - AdVal Real - Fire Reserve	500	488	504	529	529	529	556
243-000-404.044	Captured Tax - AdVal Real - Solid Waste	649	635	656	688	688	688	723
243-000-404.047	Captured DDA-SCHOOL	12,443	20,670	19,098	16,242	16,242	16,242	16,611
243-000-404.048	Captured Tax - AdVal Real - County (All)	3,114	3,084	3,504	3,679	3,687	3,687	3,871
243-000-413.060	Captured Tax - AdVal Pers - City	473	9,283	7,163	3,619	3,619	3,619	3,346
243-000-413.061	Captured Tax - AdVal Pers - Library	86	1,685	1,298	656	650	650	601
243-000-413.062	Captured Tax - AdVal Pers - Capital Impr	38	746	583	295	295	295	272
243-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	38	746	583	295	295	295	272
243-000-413.064	Captured Tax - AdVal Pers - Solid Waste	49	970	758	383	383	383	354
243-000-413.065	Captured Tax - AdVal Pers - County (All)	236	4,711	4,050	2,046	2,051	2,051	1,896
243-000-504.000	Federal Grant	3,047,183	1,377,691	0	0	0	0	0
243-000-665.000	Interest Earned - Investments	0	222	5,311	1,207	3,910	3,915	500
243-000-684.000	Miscellaneous Revenue	0	9,599	144,000	0	0	0	0
243-000-696.010	Loan Proceeds	0	559,236	40,764	0	0	80,000	0
243-000-699.101	Interfund Transfer In - General Fund	150,000	0	0	0	0	50,000	25,000
243-000-699.401	Interfund Transfer In - Capital Improve	80,000	80,000	60,000	80,000	66,667	80,000	80,000
Totals for dept 000 - OPERATIONS		3,302,692	2,077,431	296,096	117,854	107,221	250,559	142,618

TOTAL ESTIMATED REVENUES

3,302,692	2,077,431	296,096	117,854	107,221	250,559	142,618
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APPROPRIATIONS

Dept 443 - PUBLIC WORKS

243-443-703.000	Salaries/Wages - Full Time Employees	35,180	38,128	38,378	43,424	38,113	46,591	46,316
243-443-704.001	Wages - Part Time Employees	487	1,460	4,887	2,440	2,723	3,200	2,485
243-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	2,530	2,830	3,346	3,380	3,155	3,855	3,798
243-443-712.001	Medical Insurance Opt Out	204	166	533	360	1,341	1,634	1,680
243-443-713.001	Overtime Pay	0	0	1,748	0	0	0	0
243-443-716.000	Retirement Benefits	3,013	3,095	2,946	3,969	1,955	2,729	3,681

Fund 243 - **BROWNFIELD REDEVELOPMENT AUTHORITY - BRA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
243-443-718.001	Health Insurance Premiums	6,689	6,628	4,480	6,020	1,419	1,718	2,602
243-443-718.013	Health Insurance - HSA - Employer Paid	1,722	1,908	1,137	2,160	651	765	744
243-443-723.001	Other Post Employment Benefits	313	283	123	29	24	37	31
243-443-725.001	Life Insurance	43	44	34	42	36	43	46
243-443-725.010	Workers Comp Insurance	324	230	155	217	148	148	238
243-443-767.000	Uniforms	21	23	4	99	0	0	99
243-443-775.000	Supplies - Repairs and Maintenance	1,051	379	7,445	0	144	144	500
243-443-801.000	Engineering Services	0	0	0	8,000	0	0	0
243-443-801.013	Professional Services - Attorney	1,890	5,004	1,270	1,000	28,625	48,625	10,000
243-443-801.030	Professional Services - Audit	353	339	374	374	392	392	400
243-443-830.000	Contractual Reimbursement CRA Activities	19,131	38,013	34,516	27,486	17,439	27,484	27,839
243-443-851.000	Postage	0	16	40	0	0	0	0
243-443-931.000	Repairs and Maintenance - Equipment	4,027	668	114,037	20,310	53,065	150,065	10,000
243-443-935.001	Liability Insurance	5,683	5,624	6,050	6,958	6,428	6,428	7,392
243-443-940.000	Rentals - Equipment	1,814	3,464	7,172	3,600	5,426	6,630	6,800
243-443-948.000	Computer Services	418	10	7	0	8	8	0
243-443-955.000	Miscellaneous	68	0	0	0	7	7	0
243-443-968.000	Depreciation Expense	0	3,401	0	0	0	0	0
Totals for dept 443 - PUBLIC WORKS		84,961	111,713	228,682	129,868	161,099	300,503	124,651
Dept 900 - CAPITAL OUTLAY								
243-900-972.000	Contracted Services	4,000,815	724,932	11,207	0	0	0	0
Totals for dept 900 - CAPITAL OUTLAY		4,000,815	724,932	11,207	0	0	0	0
Dept 905 - DEBT SERVICE								
243-905-991.001	Principal Payment - Interfund Loans	15,079	15,230	15,382	15,536	12,947	15,536	15,691
243-905-993.001	Interest Payment - Interfund Loans	1,546	1,395	1,242	1,089	907	1,089	933
Totals for dept 905 - DEBT SERVICE		16,625	16,625	16,624	16,625	13,854	16,625	16,624
Dept 965 - TRANSFERS TO OTHER FUNDS								
243-965-965.101	Interfund Transfer Out - General Fund	0	150,000	45,000	0	0	0	0
Totals for dept 965 - TRANSFERS TO OTHER FUNDS		0	150,000	45,000	0	0	0	0
TOTAL APPROPRIATIONS		4,102,401	1,003,270	301,513	146,493	174,953	317,128	141,275

Fund 243 - **BROWNFIELD REDEVELOPMENT AUTHORITY - BRA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
NET OF REVENUES/APPROPRIATIONS - FUND 244		(799,709)	1,074,161	(5,417)	(28,639)	(67,732)	(66,569)	1,343

Estimated Cash **beginning of year:**

2,266

Estimated Cash **end of year:**

2,266 3,609

Fund 248 - **DOWNTOWN DEVELOPMENT AUTHORITY - DDA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024
Original Draft considered by Council 05/28/2024
Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 000 - OPERATIONS								
248-000-404.030	Captured Tax - AdVal Real - City	26,174	26,636	29,290	34,222	34,222	34,222	42,201
248-000-404.031	Captured Tax - AdVal Real - Library	4,731	4,835	5,307	6,200	6,145	6,145	7,682
248-000-404.032	Captured Tax - AdVal Real - Capital Impr	2,091	2,140	2,383	2,784	2,784	2,784	3,434
248-000-404.033	Captured Tax - AdVal Real - Fire Reserve	2,091	2,140	2,383	2,784	2,784	2,784	3,434
248-000-404.034	Captured Tax - AdVal Real - Solid Waste	13,035	2,783	3,098	3,620	3,620	3,620	4,464
248-000-404.045	Captured Tax - AdVal Real - County (All)	2,718	13,519	16,559	19,347	19,388	19,388	24,164
248-000-413.060	Captured Tax - AdVal Pers - City	2,044	1,831	1,974	1,838	1,838	1,838	1,734
248-000-413.061	Captured Tax - AdVal Pers - Library	369	332	358	333	330	330	207
248-000-413.062	Captured Tax - AdVal Pers - Capital Impr	163	147	161	150	150	150	141
248-000-413.063	Captured Tax - AdVal Pers - Fire Reserve	163	147	161	150	150	150	141
248-000-413.064	Captured Tax - AdVal Pers - Solid Waste	212	191	209	194	194	194	183
248-000-413.065	Captured Tax - AdVal Pers - County (All)	1,018	929	1,116	1,038	1,041	1,041	729
248-000-583.000	Local Grants	6,828	7,236	7,195	7,752	7,447	7,447	7,536
248-000-583.001	Local Donations	1,075	0	0	0	0	0	0
248-000-642.001	DDA - Sale of Merchandise	63	1,340	76	0	18	18	0
248-000-654.001	DDA - Farmers Market Entry Fee	1,790	4,811	4,958	4,225	3,911	5,364	4,660
248-000-654.001	DDA - Special Event Revenues	0	2,140	1,625	1,625	1,525	1,525	1,625
248-000-654.103	DDA Donations - Movies in the Park	0	0	1,650	0	0	0	0
248-000-665.000	Interest Earned - Investments	438	166	2,120	1,484	3,888	4,500	2,000
248-000-684.000	Private Donations -Sponsorship Farmers	0	0	0	0	600	600	600
248-000-684.000	Miscellaneous Revenue	315	222	160	0	0	0	0
Totals for dept 010 - OPERATIONS		65,318	71,545	80,783	87,746	90,035	92,100	104,935
TOTAL ESTIMATED REVENUES		65,318	71,545	80,783	87,746	90,035	92,100	104,935

APPROPRIATIONS

Dept 443 - **PUBLIC WORKS**

248-443-703.000	Salaries/Wages - Full Time Employees	16,455	17,565	17,852	18,163	14,670	18,455	33,406
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Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY - DDA

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024
 Original Draft considered by Council 05/28/2024
 Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
248-443-704.001	Wages - Part Time Employees	0	0	0	0	0	0	355
248-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	1,127	1,182	1,211	1,312	1,005	1,282	2,577
248-443-712.001	Medical Insurance Opt Out	48	22	78	0	0	0	660
248-443-713.001	Overtime Pay	0	0	0	0	0	0	513
248-443-716.000	Retirement Benefits	51	35	14	0	0	0	1,419
248-443-718.001	Health Insurance Premiums	3,154	2,902	3,156	3,264	2,695	3,239	4,022
248-443-718.013	Health Insurance - HSA - Employer Paid	820	852	742	792	573	705	960
248-443-723.001	Retiree Health Care - OPEB	0	9	79	0	0	0	13
248-443-725.001	Life Insurance	2	2	1	0	0	0	18
248-443-725.010	Workers Comp Insurance	155	56	47	41	27	27	134
248-443-767.000	Uniforms	0	0	0	0	0	0	57
248-443-774.000	Flowers - Downtown Baskets	0	0	0	0	0	0	2,700
248-443-775.000	Supplies - Repairs and Maintenance	20	16	60	100	140	140	4,100
248-443-801.013	Professional Services - Attorney	0	56	0	0	0	0	0
248-443-801.030	Professional Services - Audit	67	64	71	71	74	74	74
248-443-851.000	Postage	55	1	44	100	6	100	100
248-443-900.000	Printing and Publishing	799	1,496	1,637	1,800	723	1,800	1,800
248-443-920.000	Electricity - Downtown Street Lights	0	0	0	0	0	0	1,000
248-443-931.000	Outside Services	1,035	1,215	862	1,498	1,956	3,017	6,000
248-443-935.001	Liability Insurance	581	608	196	225	208	208	239
248-443-948.000	Computer Services	6	10	13	50	8	8	50
248-443-955.000	Miscellaneous	174	451	451	400	114	114	200
248-443-960.000	Education & Training - Professional	75	175	18	200	45	45	200
248-443-962.000	Memberships & Dues	3,180	690	600	700	767	700	700
Totals for dept 443 - PUBLIC WORKS		27,804	27,407	27,132	28,716	23,011	29,914	61,297

Dept 775 - SPECIAL EVENTS

248-775-880.021	Special Events	316	1,042	3,220	4,250	3,544	4,250	4,950
248-775-881.022	DDA Farmers Market Expense	368	774	1,242	1,010	1,416	1,616	3,100
248-775-881.025	DDA Christmas Ornament Costs	0	797	0	0	0	0	0
248-775-881.036	DDA Movies in the Park	0	1,770	0	0	0	0	0
Totals for dept 775 - SPECIAL EVENTS		684	4,383	4,462	5,260	4,960	5,866	8,050

Fund 248 - **DOWNTOWN DEVELOPMENT AUTHORITY - DDA**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024
Original Draft considered by Council 05/28/2024
Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET	
Dept 900 - CAPITAL OUTLAY									
248-900-971.000	Capital Purchase	0	8,793	12,014	7,500	6,550	6,550	18,000	
Totals for dept 900 - CAPITAL OUTLAY		0	8,793	12,014	7,500	6,550	6,550	18,000	
Dept 905 - DEBT SERVICE									
248-905-991.000	Principal Payment - Interfund Loans	11,783	11,900	24,159	0	0	0	0	
248-905-992.050	Interest Payment - Interfund Loans	478	361	242	0	0	0	0	
Totals for dept 905 - DEBT SERVICE		12,261	12,261	24,401	0	0	0	0	
TOTAL APPROPRIATIONS		40,749	52,844	68,009	41,476	34,521	42,330	87,347	
NET OF REVENUES/APPROPRIATIONS - FUND 249		24,569	18,701	12,774	46,270	55,514	49,770	17,588	
Estimated Cash beginning of year:									151,682
Estimated Cash end of year:								151,682	169,270

Fund 247 (450) - **TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)**

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024

Original Draft considered by Council 05/28/2024

Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
ESTIMATED REVENUES								
Dept 002 - TAX REVENUES								
247-000-402.040	Captured Tax - AdVal Real - City	0	0	0	8,132	8,132	8,132	15,689
247-000-402.041	Captured Tax - AdVal Real - Library	0	0	0	1,472	1,459	1,459	2,816
247-000-402.042	Captured Tax - AdVal Real - Capital Impr	0	0	0	661	661	661	1,276
247-000-402.043	Captured Tax - AdVal Real - Fire Reserve	0	0	0	661	661	661	1,276
247-000-402.044	Captured Tax - AdVal Real - Solid Waste	0	0	0	860	860	860	1,659
247-000-402.048	Captured Tax - AdVal Real - County (All)	0	0	0	4,595	4,605	4,605	8,887
Totals for dept 002 - TAX REVENUES		0	0	0	16,381	16,378	16,378	31,603
Dept 006 - INTEGGOVERNMENTAL REVENUE - LOCAL								
247-000-583.000	Local Grants	79,912	85,615	86,683	104,593	95,454	95,454	89,257
Totals for dept 005 - INTERGOVERNMENTAL REVENUE - STATE		79,912	85,615	86,683	104,593	95,454	95,454	89,257
Dept 009 - INTEREST AND RENTS								
247-000-665.000	Interest Earned - Investments	456	198	2,362	3,330	6,710	8,410	3,330
Totals for dept 009 - INTEREST AND RENTS		456	198	2,362	3,330	6,710	8,410	3,330
TOTAL ESTIMATED REVENUES		80,368	85,813	89,045	124,304	118,542	120,242	124,190

APPROPRIATIONS

Dept 443 - PUBLIC WORKS

247-443-703.000	Salaries/Wages - Full Time Employees	42,504	47,183	47,129	50,485	41,540	51,646	33,549
247-443-704.001	Wages - Part Time Employees	396	358	444	469	350	428	483
247-443-709.000	Payroll Tax - FICA/Medicare (Social Sec)	3,048	3,363	3,438	3,791	3,104	3,879	2,619
247-443-712.001	Medical Insurance Opt Out	388	388	856	855	1,003	1,228	1,155
247-443-716.000	Retirement Benefits	2,197	2,286	2,285	2,732	1,727	2,258	1,879
247-443-718.001	Health Insurance Premiums	5,903	6,375	5,763	6,847	3,574	4,427	3,071
247-443-718.013	Health Insurance - HSA - Employer Paid	1,823	1,916	1,498	2,160	1,090	1,332	744
247-443-723.001	Other Post Employment Benefits	19	30	0	0	0	0	0
247-443-725.001	Life Insurance	18	20	16	21	18	21	22
247-443-725.010	Workers Comp Insurance	354	187	168	247	171	171	225
247-443-775.000	Supplies - Repairs and Maintenance	0	0	0	3,600	6	6	7,000

Fund 247 (450) - TAX INCREMENT FINANCING AUTHORITY - TIFA (INDUSTRIAL PARK)

05/09/2024

Draft considered by BRA/TIFA/DDA Board 05/14/2024
 Original Draft considered by Council 05/28/2024
 Updated revenue/expenditures considered 06/11/2024

2024-2025 Budget

NEW GL NUMBER	DESCRIPTION	20-21 ACTUAL AMOUNTS	21-22 ACTUAL AMOUNTS	22-23 ACTUAL AMOUNTS	23-24 AMENDED BUDGET	23-24 ACTUAL TO 04/30	23-24 PROJECTED TOTALS	2024-2025 REQUESTED BUDGET
247-443-801.013	Professional Services - Attorney	3,234	0	1,045	1,000	0	0	0
247-443-801.030	Professional Services - Audit	67	64	71	71	74	74	74
247-443-931.000	Repairs and Maintenance - Equipment	83	715	830	500	0	500	0
247-443-935.001	Liability Insurance	455	395	127	146	135	135	152
247-443-940.000	Rentals - Equipment	1,262	842	1,013	1,500	957	1,100	1,500
247-443-948.000	Computer Services	6	10	7	0	8	8	0
247-443-955.000	Miscellaneous	5,000	0	0	0	0	0	0
247-443-962.000	Memberships & Dues	0	0	0	0	0	0	0
Totals for dept 443 - PUBLIC WORKS		66,757	64,132	64,690	74,424	53,757	67,213	52,473

NET OF REVENUES/APPROPRIATIONS - FUND 247

13,611	21,681	24,355	49,880	64,785	53,029	71,717
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Estimated Cash **beginning of year:**

200,612

Estimated Cash **end of year:**

200,612 272,329



“The Island City”

MEMORANDUM

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

TO: City Council / Justin Lakamper, City Manager
FROM: Brian Kelley, Finance Director / City Treasurer
DATE: May 23, 2024
SUBJECT: Setting a Public Hearing for the Budget for Fiscal Year 2024/2025

SUGGESTED MOTION: I motion to set a Public Hearing for the June 24, 2024 at 7pm to discuss and adopt the 2024/2025 City Budget.

BACKGROUND INFORMATION: Section 7.4 of the City Charter states that a public hearing on the proposed budget. Section 7.5 of the City Charter states that not later than the second regular meeting in June, Council shall adopt the budget for the ensuing fiscal year.

ANALYSIS: The overall draft 2024/2025 budget is still being prepared. The Administration would like to set up a special meeting for a budget workshop with Council at its convenience in early June.

BUDGET IMPACT: There is no budget impact to set this Public Hearing.

**CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN
NOTICE OF PUBLIC HEARING ON THE
PROPOSED FISCAL YEAR 2024-2025 CITY BUDGET**

NOTICE IS HEREBY GIVEN, pursuant to Section 7.4 of the City of Plainwell Charter, that a public hearing on the proposed budget for the City of Plainwell for fiscal year 2024-2025 will be held at 7:00p.m. on **Monday, June 24, 2024**, in the Council Room of City Hall at 211 North Main Street, Plainwell, Michigan 49080.

The City Council may not adopt the proposed fiscal year 2024-2025 budget until after the public hearing. All interested parties will be given an opportunity to be heard at the public hearing regarding the proposed budget. A copy of the proposed fiscal year 2024-2025 budget shall be on file and available to the public during normal office hours at the Office of the City Clerk, City Hall, 211 North Main Street, Plainwell, MI, for a period of not less than one (1) week prior to such public hearing.

THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET WILL BE A SUBJECT OF THIS HEARING.

This notice is given by order of the City of Plainwell Council.

The City of Plainwell is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or the facilities are requested to contact JoAnn Leonard, City Clerk, at 269-685-6821 promptly to allow the City of Plainwell to make reasonable accommodations for those persons.

Dated: June 1, 2024

JoAnn Leonard
City of Plainwell Clerk



“The Island City”

MEMORANDUM

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

to: Mayor and City Council
FROM: Justin Lakamper, City Manager
DATE: May 28th, 2024
SUBJECT: Approval to Submit PFAS Settlement Claim

SUGGESTED MOTION: I motion to authorize the City of Plainwell’s participation in the 3M-DuPont PFAS class action settlement, and to authorize the City Manager to take all necessary steps to effectuate the settlement.

BACKGROUND INFORMATION: 3-M and DuPont have settled class action law suits for their production of PFAS chemicals. The City is eligible to receive a portion of this settlement due to the fact that PFAS was found in well 5 and was subsequently decommissioned. In order to submit our application for settlement funds, the Council must approve our participation.

ANALYSIS: It is unclear how much the City will receive if we participate in this settlement, however the attorneys believe it to be in the tens of thousands. The only reason why the City would not want to participate in the class action settlement is that by doing the City will be waiving the right to file its own suit in the future. However, since it is very unlikely that the City would do so I advise that participation in the class action settlements is approved.

BUDGET IMPACT: All settlement proceeds would be revenue to the Water Fund

ATTACHMENTS: None



"The Island City"

MEMORANDUM

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

TO: Mayor and City Council
FROM: Justin Lakamper, City Manager
DATE: May 28th, 2024
SUBJECT: Approval of Old Orchard Change Orders 1 and 2

SUGGESTED MOTION: I motion to approve change orders 1 and 2 for Old Orchard Neighborhood Sanitary Sewer Extension and Water Main Upgrades

BACKGROUND INFORMATION: After the project was started it was discovered that there were four homes which had sewer available to them, however they were not connected to the system. Three of the homes simply required a lateral be placed in their yard. For the fourth additional main needs to be run to create the most logical connection to the system. These four homes encompass the work outlined in change order 1. Change order 2 is to have the sewer main that connects the Old and New Orchards dug in from the surface, rather than bored. The original plans had this sewer main being bored from one neighborhood to the other. The boring company attempted to make this connection for 5 days, before informing that there was too much cobble stone in the ground to successfully bore for a gravity sewer. They then chose to leave after making it 40 of the needed 300 feet. Once they left we pivoted to having the contractor open cut and dig in the pipe.

ANALYSIS: Change order 1 increases the price of the project by \$39,033.00. Change order 2 is an overall decrease of \$8,058.64 from the original cost of boring the line in which brings the total cost of the project after the two change orders to \$3,161,332.36 which is an overall increase of \$30,974 from the original bid. All of the costs are based on the unit pricing provided in the original bid and have been vetted by Flies and Vandenbrink who recommend approval of the changes as do I. The costs cannot exceed these amounts, however, should any of these quantities be less than proposed here, the cost of the change order would be lowered by that amount.

BUDGET IMPACT: This will increase total project costs by \$30,974 which will be covered by the Sewer Fund.

ATTACHMENTS: Change order 1 and 2

CHANGE ORDER NO.: 1

Owner: City of Plainwell

Owner's Project No.:

Engineer: Fleis & VandenBrink

Engineer's Project No.: 852650

Contractor: USA Earthworks

Contractor's Project No.:

Project: Old Orchard Neighborhood Sanitary Sewer Extension and Water Main Upgrades

Contract Name:

Date Issued: May 20, 2024

Effective Date of Change Order: May 20, 2024

The Contract is modified as follows upon execution of this Change Order:

Description: Additional sanitary work to be performed.

CO1-1: Wye, 8 Inch x 6 inch, cut in – Add 2 EA

Install cut in wyes as shown on sheet C-113 Plan & Profile for sanitary lateral. Each wye shall be paid for individually by size including the wye, 45-degree bend, and contractor supplied witness measurements. No payment will be made for non-witnessed or improperly witnessed installations. At \$2,200.00 per wye, **Add \$4,400.00**

CO1-2: Item 53, San Sewer, 8 inch – Add 112 FT

Install sanitary sewer as shown on sheet C-109 Plan & Profile. Measured and paid by the foot per SP 00 01 22 Measurement and Payment. At \$94.00 per foot, **ADD \$10,528.00**

CO1-2: Item 56- Sanitary Lateral, 6 inch – Add 286 FT

Install sanitary lateral, 6 Inch as shown on plan sheet C-109 Plan & Profile and C-113 Plan & Profile. Measured and paid by the foot per SP 00 01 22 Measurement and Payment. Payment additionally includes cost, material, and labor to cap/plug existing lateral located at 615 Thomas Street. At \$61.00 per foot, **ADD \$17,446.00**

CO1-3: Item 57 – Dr Structure Tap, Sanitary, 8 Inch – Add 1 EA

Connect sanitary sewer into existing sanitary manhole located at Sta. 36+02.4 as show on sheet C-109 Plan & Profile. Measured and paid by the each per SP 00 01 22 Measurement and Payment. **ADD \$1,000.00**

CO1-4: Item 59 - San MH, 48 INCH DIA – Add 1 EA

Install sanitary manhole as shown on plan sheet C-109 Plan & Profile. Measured and paid by the each per the SP 00 01 22 Measurement and Payment. **ADD \$4,715.00**

CO1-5: Item 60 – Wye, 8 Inch x 6 inch – Add 2 EA

Install wyes as specified on sheet C-109. Measured and paid by the foot per SP 00 01 22 Measurement and Payment. at \$472.00 per, **ADD \$944.00**

Attachments:

C-109 Plan & Profile

C-113 Plan & Profile

Change in Contract Price

Change in Contract Times

Original Contract Price: \$ 3,130,358.00	Original Contract Times: Substantial Completion: 180 Days Ready for final payment: 195 days
No Change from previously approved Change Orders No. 0 to No. 0: \$ 0.00	No change from previously approved Change Orders No.0 to No. 0 Substantial Completion: 0 Days Ready for final payment: 0 Days
Contract Price prior to this Change Order: \$ 3,130,358.00	Contract Times prior to this Change Order: Substantial Completion: 180 Days Ready for final payment: 195 Days
Increase this Change Order: \$ 39,033.00	No Change from this Change Order: Substantial Completion: 0 Days Ready for final payment: 0 Days
Contract Price incorporating this Change Order: \$ 3,169,391.00	Contract Times with all approved Change Orders: Substantial Completion: 180 Days Ready for final payment: 195 Days

Recommended by Engineer (if required)

Authorized by Contractor

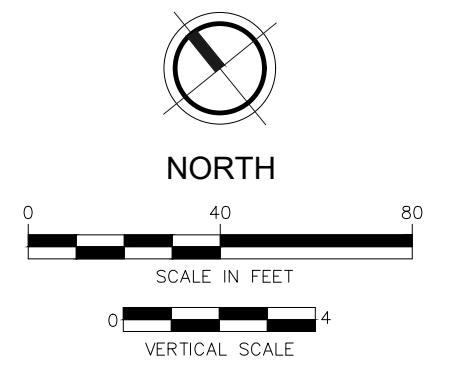
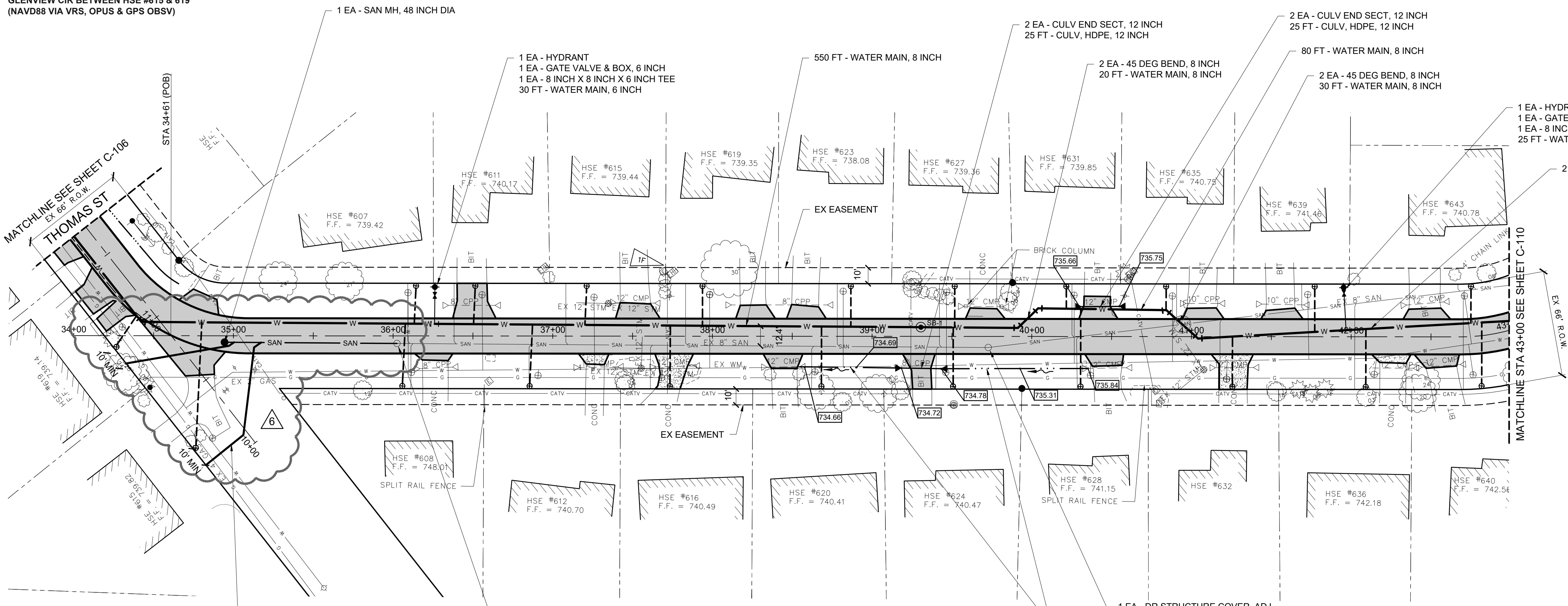
By: Jeff Wingard
 Title: Project Manager
 Date: 05-21-24

Authorized by Owner

Approved by Funding Agency (if applicable)

By: _____
 Title: _____
 Date: _____

BM #1F EL. 737.53'
 NE COR CONC TRANSFORMER PAD, N SIDE
 GLENVIEW CIR BETWEEN HSE #615 & 619
 (NAVD88 VIA VRS, OPUS & GPS OBSV)

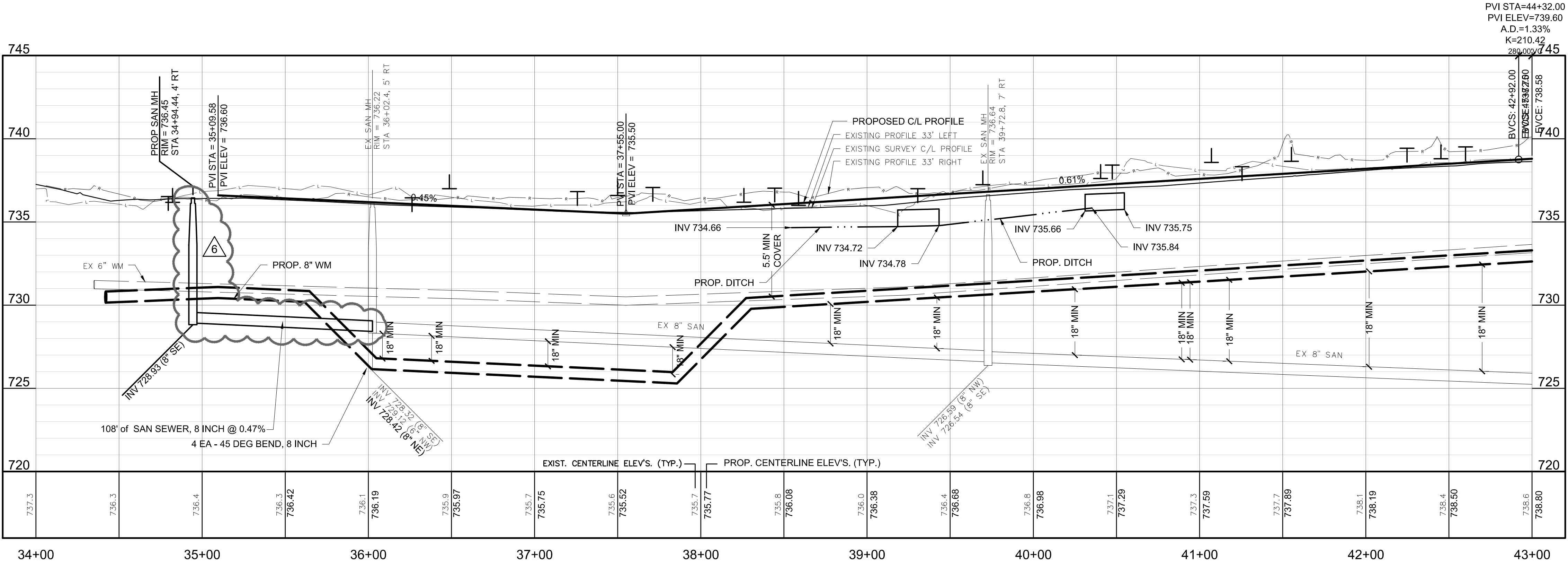
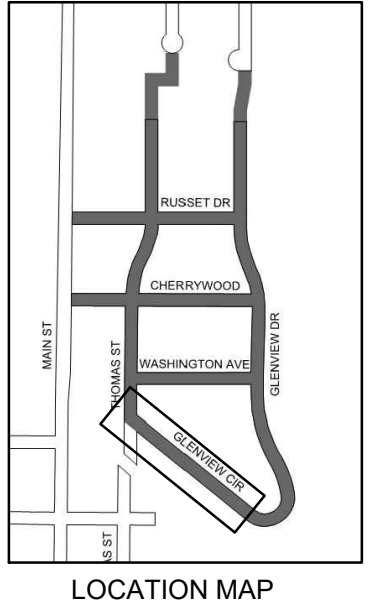


MISCELLANEOUS QUANTITIES (THIS SHEET)		
QUANTITY	UNIT	DESCRIPTION
8.4	STA	ROADWAY GRADING
720	CYD	SUBBASE, CIP
2150	SYD	AGGREGATE BASE, 8 INCH
375	TON	HMA, 5EL
400	SYD	SURFACE RESTORATION

WATER MAIN QUANTITIES (THIS SHEET)		
QUANTITY	UNIT	DESCRIPTION
19	EA	CORP STOP, CURB STOP & BOX, 1 INCH
19	EA	WATER SERVICE, CONNECT
550	FT	WATER SERVICE, 1 INCH

DRIVE QUANTITIES (THIS SHEET)				
STA	HSE #	APPROACH CL I, 6 INCH	HMA APPROACH	DRIVEWAY, NONREINF, 6 INCH
		SYD	TON	SYD
36+26 RT	608	10	5	
36+50 LT	611	55	10	
37+26 RT	612	15		15
37+50 LT	615	25	5	
37+71 RT	616	45		45
38+25 LT	619	20	5	
38+50 RT	620	25	5	
38+58 LT	623	20	5	
39+30 RT	624	35	10	
39+69 LT	627	20	5	
40+42 RT	628	20	5	
40+42 LT	631	30	5	
41+25 RT	632	50		50
41+08 LT	635	20	5	
42+25 RT	636	15		15
41+50 LT	639	20	5	
42+50 RT	640	25	5	
42+50 LT	643	20	5	
TOTAL		470	80	125

- NOTES:
- 1) ANY UNEXPECTED ACTIVE STORM SEWER OR SANITARY SEWER ENCOUNTERED DURING PLACEMENT OF THE WATER MAIN THAT IS NOT DEPICTED ON PLANS SHOULD STILL MAINTAIN A 10' OFFSET BETWEEN THE EDGE OF WATER MAIN PIPE AND THE EDGE OF THE STORM SEWER AND/OR SANITARY SEWER PIPE. COORDINATE WITH ENGINEER TO DETERMINE WATER MAIN LOCATION AND PROVIDE ADDITIONAL FITTINGS AND PIPE AS NECESSARY. APPLIES TO ENTIRE PROJECT.
 - 2) LOCATION OF PROPOSED LATERALS IS APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY LOCATION OF LATERALS WITH OWNER AND ENGINEER PRIOR TO CONSTRUCTION.
 - 3) LOCATIONS OF EX. SEPTIC SYSTEMS ARE APPROXIMATE, BASED OFF HEALTH DEPARTMENT RECORDS, AND PROVIDED FOR REFERENCE ONLY.



CIVIL LEGEND	
	PROP. WATER MAIN
	HYDRANT
	WATER MAIN VALVE
	CURB STOP BOX
	PLACE HMA PAVEMENT
	PLACE APPROACH, CL II
	PLACE CONCRETE DRIVES
	PROP. SANITARY MANHOLE
	PROP. SANITARY SEWER
	PROP. SANITARY LATERAL
	HMA VALLEY GUTTER
	INSTALL WATERMAIN BELOW EXISTING SEWER TO PROVIDE 18\"/>
	PROP. WATER SERVICE
	DRIVEWAY CENTERLINE

FLEISCHMANN
 DESIGN, BUILD, OPERATE

4798 Campus Drive
 Kalamazoo, MI 49008
 P: 269.385.0011
 F: 269.382.6972

CHANGE ORDER NO. 1 04/19/2024 JSW
 Confirmed to Contract 04/08/2024 JSW
 Issued For Bidding 10/16/2023 JSW
 Issued For Part 41 Permit 08/29/2023 BPK
 Issued For Act 399 Permit 11/13/2022 BPK
 80% QAOCC 12/09/2022 SMB

CITY OF PLAINWELL
 ALLEGAN COUNTY
 OLD ORCHARD NEIGHBORHOOD UPGRADES
 PLAN & PROFILE

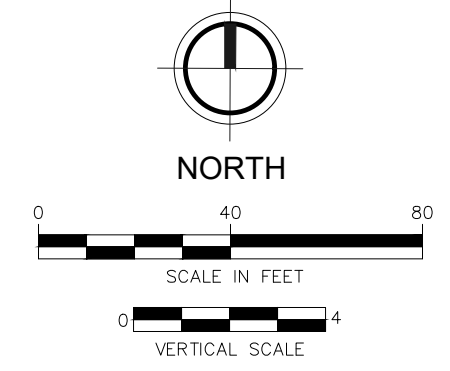
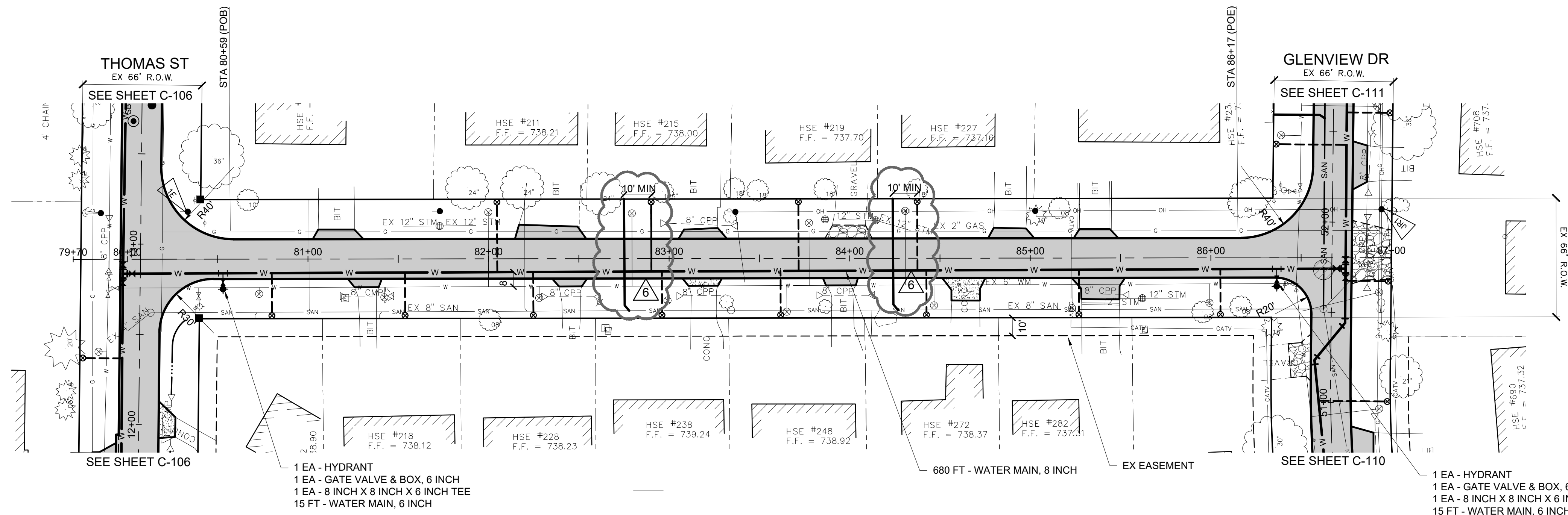
DESIGN TEAM: PROJ MGR: JSW
 DESIGNED BY: BPK
 DRAWN BY: JMT
 CHECK BY:

DRAWING INFORMATION:
 852650_C109
 043024 jacob.ioelbig

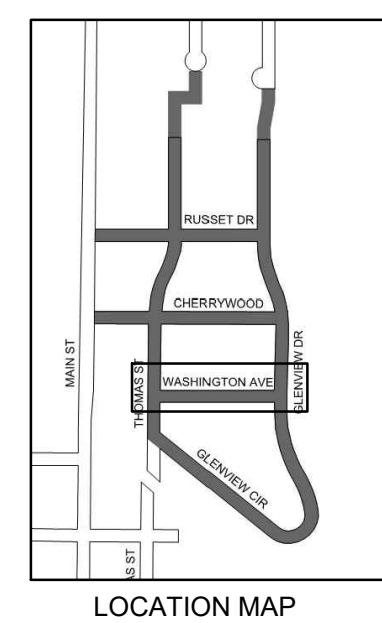
OCTOBER 2023
 FAY PROJECT NO.
 852650

BM #JR1 EL. 735.75'
RR SPIKE IN W FACE PP, NE SIDE WASHINGTON
& GLENVIEW
(NAVD88 VIA VRS, OPUS & GPS OBSV)

BM #1E EL. 735.87'
MAG SPIKE SW FACE PP @ NE CORNER THOMAS
& WASHINGTON
(NAVD88 VIA VRS, OPUS & GPS OBSV)



WASHINGTON AVENUE
EX. BIT PAVEMENT



- NOTES:**
- 1) ANY UNEXPECTED ACTIVE STORM SEWER OR SANITARY SEWER ENCOUNTERED DURING PLACEMENT OF THE WATER MAIN THAT IS NOT DEPICTED ON PLANS SHOULD STILL MAINTAIN A 10' OFFSET BETWEEN THE EDGE OF WATER MAIN PIPE AND THE EDGE OF THE STORM SEWER AND/OR SANITARY SEWER PIPE. COORDINATE WITH ENGINEER TO DETERMINE WATER MAIN LOCATION AND PROVIDE ADDITIONAL FITTINGS AND PIPE AS NECESSARY. APPLIES TO ENTIRE PROJECT.
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 - 3) LOCATIONS OF EX. SEPTIC SYSTEMS ARE APPROXIMATE, BASED OFF HEALTH DEPARTMENT RECORDS, AND PROVIDED FOR REFERENCE ONLY.

MISCELLANEOUS QUANTITIES (THIS SHEET)

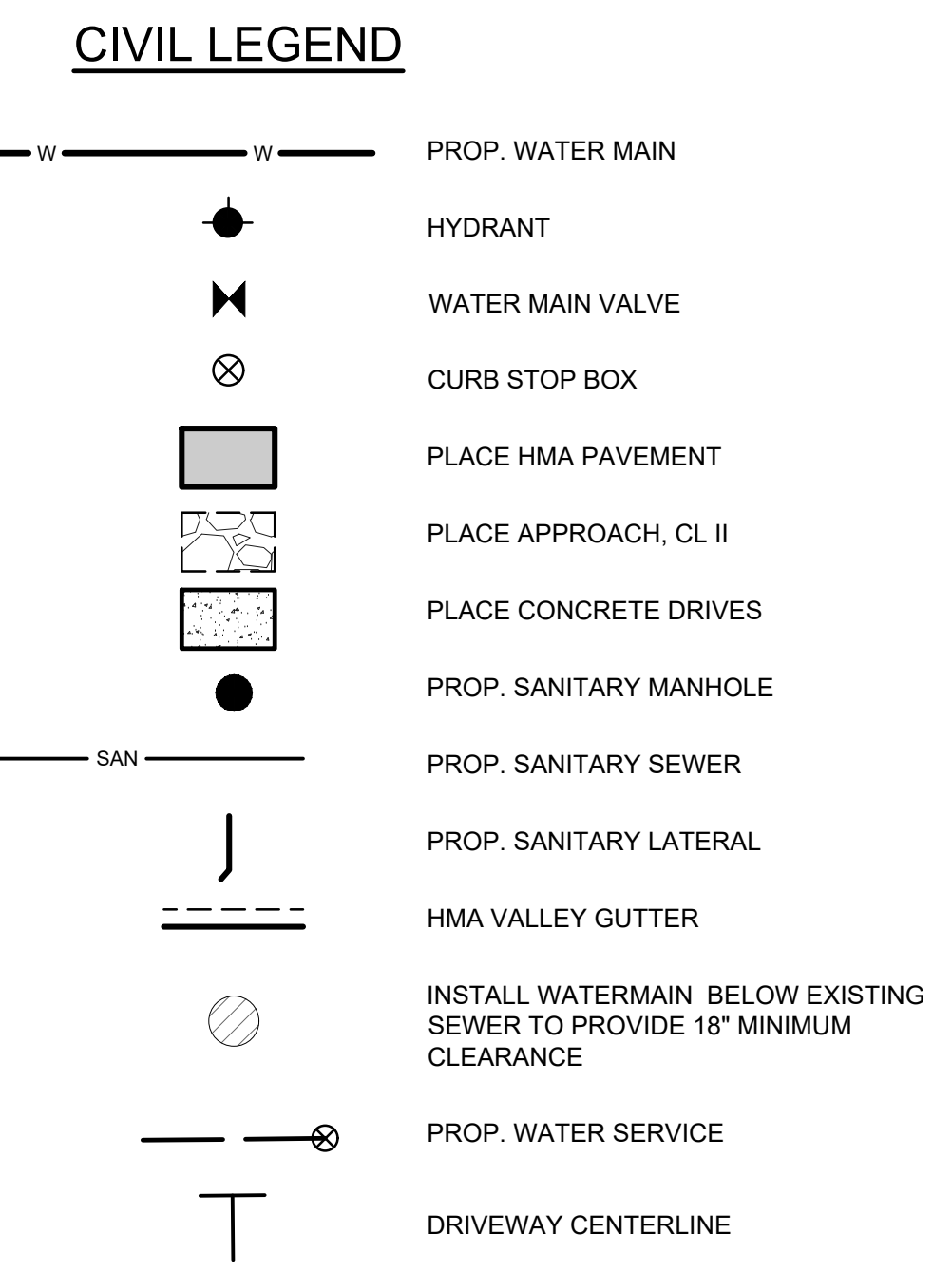
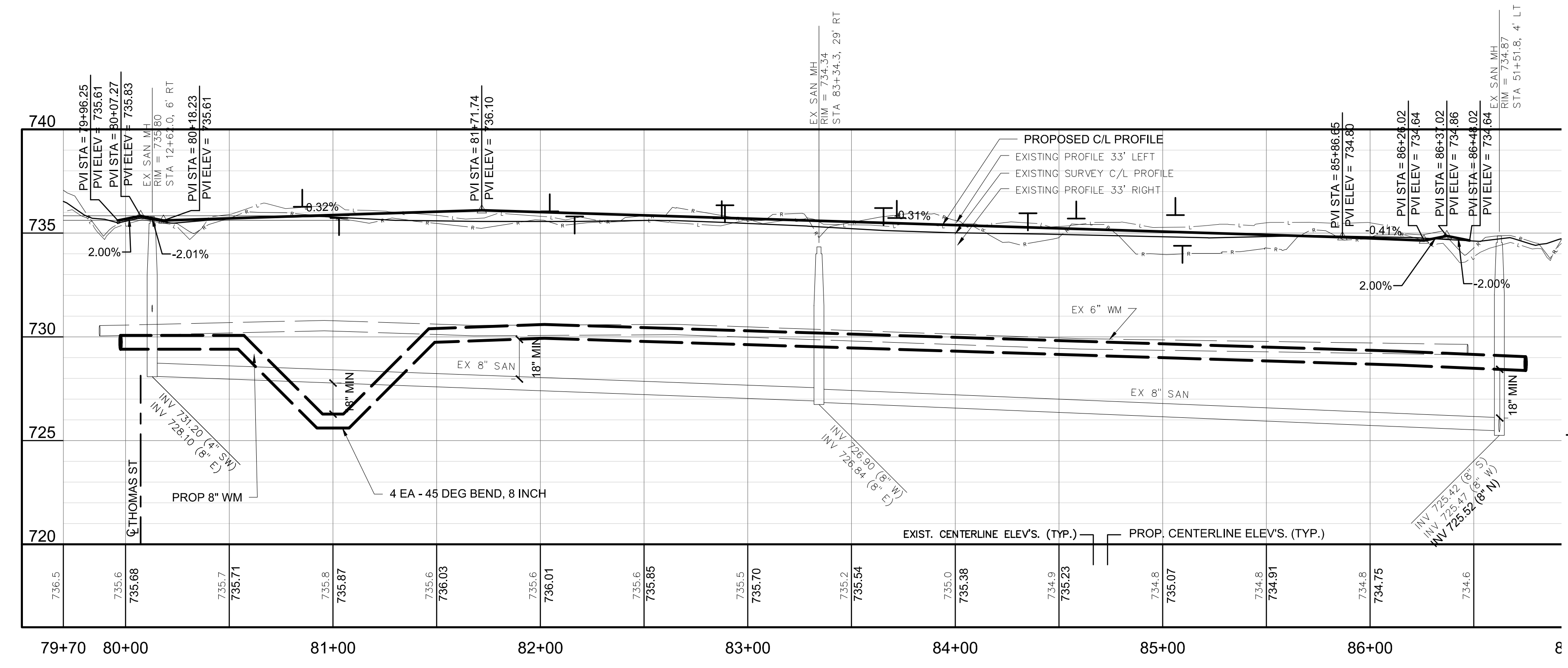
QUANTITY	UNIT	DESCRIPTION
5.5	STA	ROADWAY GRADING
580	CYD	SUBBASE, CIP
1730	SYD	AGGREGATE BASE, 8 INCH
305	TON	HMA, 5EL
1700	SYD	SURFACE RESTORATION

WATER MAIN QUANTITIES (THIS SHEET)

QUANTITY	UNIT	DESCRIPTION
12	EA	CORB STOP, CURB STOP & BOX, 1 INCH
12	EA	WATER SERVICE, CONNECT
340	FT	WATER SERVICE, 1 INCH

DRIVE QUANTITIES (THIS SHEET)

STA	HSE #	APPROACH CL I, 6 INCH		HMA APPROACH	DRIVEWAY, NONREINF CONC, 6 INCH
		SYD	TON		
81+17 LT	203	15	5		
82+46 LT	211	30	5		
81+33 RT	218	10	5		
83+20 LT	215	15	5		
82+46 RT	228	10	5		
83+97 LT	219		20		
84+89 LT	227	15	5		
85+36 LT	233	15	5		
83+20 RT	238	10			10
83+97 RT	248	10		5	
84+65 RT	272	25			25
85+36 RT	282	30		5	
TOTAL		185	20	45	35



M:\Proj\81001-852650-03\Drawings\852650-C113.dwg - plotted on 4/20/2024 1:46 PM

FLEISCHMANN
DESIGN, BUILD, OPERATE.

4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.5972

CHANGE ORDER NO. 1 04/19/2024 JSW
Confirmed to Contract 04/09/2024 JSW
Issued For Bidding 10/16/2023 JSW
Issued For Part 41 Permit 08/29/2023 BPK
Issued For Act 399 Permit 11/13/2022 BPK
80% QA/QC 12/09/2022 SMB

CITY OF PLAINWELL
ALLEGAN COUNTY
OLD ORCHARD NEIGHBORHOOD UPGRADES
PLAN & PROFILE

DESIGN TEAM: PROJ MGR: JSW
DESIGNED BY: BPK
DRAWN BY: PNE
CHECK BY:

DRAWING INFORMATION:
852650_C113
043024 jacob.ioelbig

OCTOBER 2023
F&V PROJECT NO. 852650

C-113

852650852CHANGE ORDER NO.: 2

Owner: City of Plainwell

Owner's Project No.:

Engineer: Fleis & VandenBrink

Engineer's Project No.: 852650

Contractor: USA Earthworks LLC

Contractor's Project No.:

Project: Old Orchard Neighborhood Sanitary Sewer Extension and Water Main Upgrades

Contract Name:

Date Issued: May 20, 2024

Effective Date of Change Order: May 20, 2024

The Contract is modified as follows upon execution of this Change Order:

Description: Additional Sanitary work to be performed.

CO2-1: Mobilization for direction drill – Add 1 Lsum

To be paid for the mobilization of the directional drill. Measured and paid as Lump sum. **Add 15,818.94**

CO2-2: Haul / handle soils, Loose Measure (LM) – Not to exceed 4,883 CYD

Remove and dispose of unsuitable soils. Measured and paid by the cubic yard not to exceed 4,883 CYD. At \$11.25 per CYD, **ADD \$54,884.92**

CO2-3: Manhole, base, 48 inch – Add 3 EA

Install Manhole Base, 48-inch Dia per specifications. At \$1,924.00 per foot, **ADD \$5,772.00**

CO2-4: Item 3, Clearing – Add .30 ACRE

Additional area will need to be cleared in order to open cut for the sanitary sewer installation. At \$18,150.00 Per Acre **ADD \$5,445.00**

CO2-5: Item 27, Surface Restoration– Add 1338 SYD

Additional area will need to be restored due to the open cut for the sanitary sewer installation. At \$7.25 Per SYD **ADD \$9,700.50**

CO2-6: Item 53, San Sewer, 8 inch – Add 280 FT

Install sanitary sewer as shown on sheet C-112 Plan & Profile. Measured and paid by the foot per SP 00 01 22 Measurement and Payment. At \$94.00 per foot, **ADD \$26,320.00**

CO2-7: Item 55 – San Sewer Horizontal Directional Drill, 10 inch – Subtract 280 Ft

Sanitary sewer from Station 65+23.59 to Sta. 67+98.69 to be installed through open cut and trench method. Sanitary sewer is not to be installed using the directional drill method. At \$450.00 per foot, **SUBTRACT \$126,000.00**

Attachments:

C-112 Plan & Profile

Change in Contract Price

Change in Contract Times

Original Contract Price: \$ 3,130,358.00	Original Contract Times: Substantial Completion: 180 Days Ready for final payment: 195 days
Increase from previously approved Change Orders No. 0 to No. 1: \$ 39,033.00	Increase from previously approved Change Orders No.0 to No. 1 Substantial Completion: 0 Days Ready for final payment: 0 Days
Contract Price prior to this Change Order: \$ 3,169,391.00	Contract Times prior to this Change Order: Substantial Completion: 180 Days Ready for final payment: 195 Days
Decrease this Change Order: \$ 8,058.64	No Change this Change Order: Substantial Completion: Ready for final payment:
Contract Price incorporating this Change Order: \$ 3,177,449.64	Contract Times with all approved Change Orders: Substantial Completion: 180 Days Ready for final payment: 195 Days

Recommended by Engineer (if required)

Authorized by Contractor

By: Jeff Wingard
 Title: Project Manager
 Date: 05-21-24

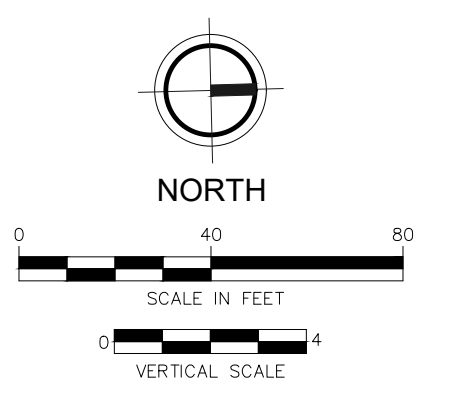
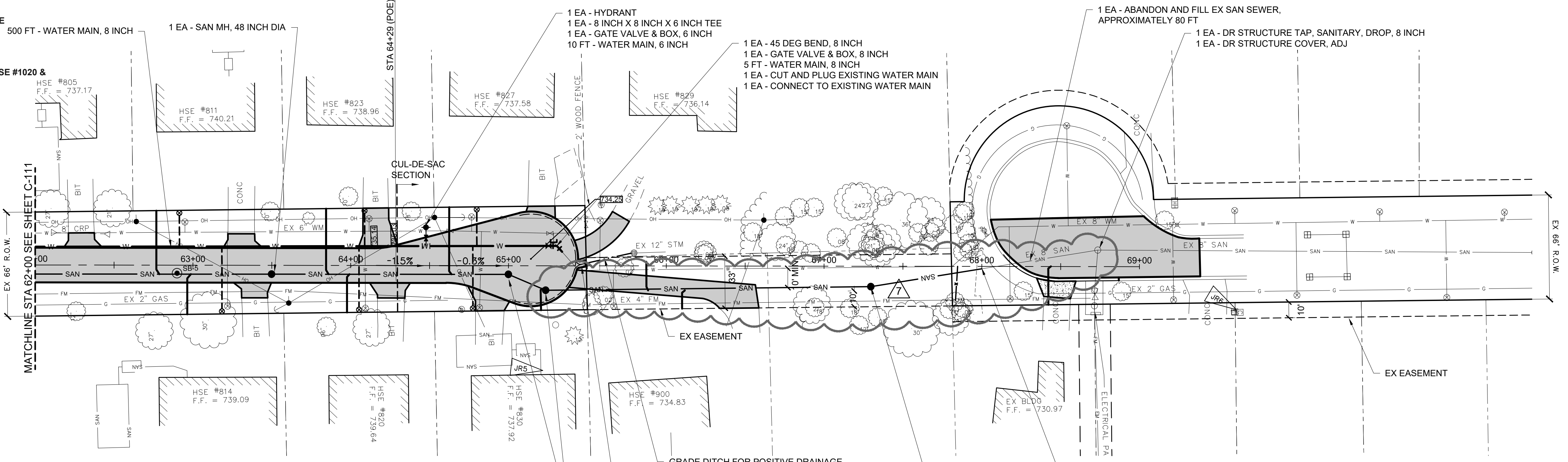
Authorized by Owner

Approved by Funding Agency (if applicable)

By: _____
 Title: _____
 Date: _____

BM #JR5 EL. 737.11'
NW COR CONC STOOP HSE #830, E SIDE
GLENVIEW
(NAVD88 VIA VRS, OPUS & GPS OBSV)

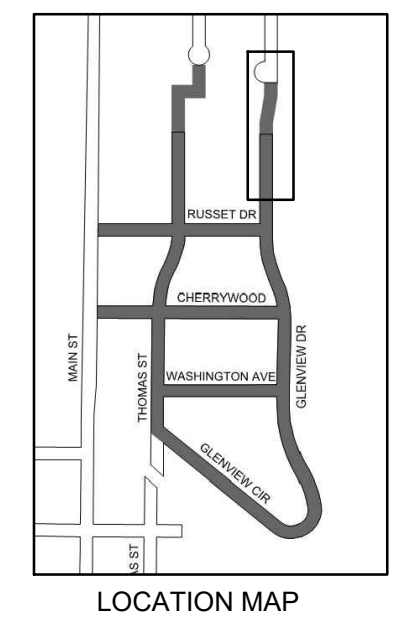
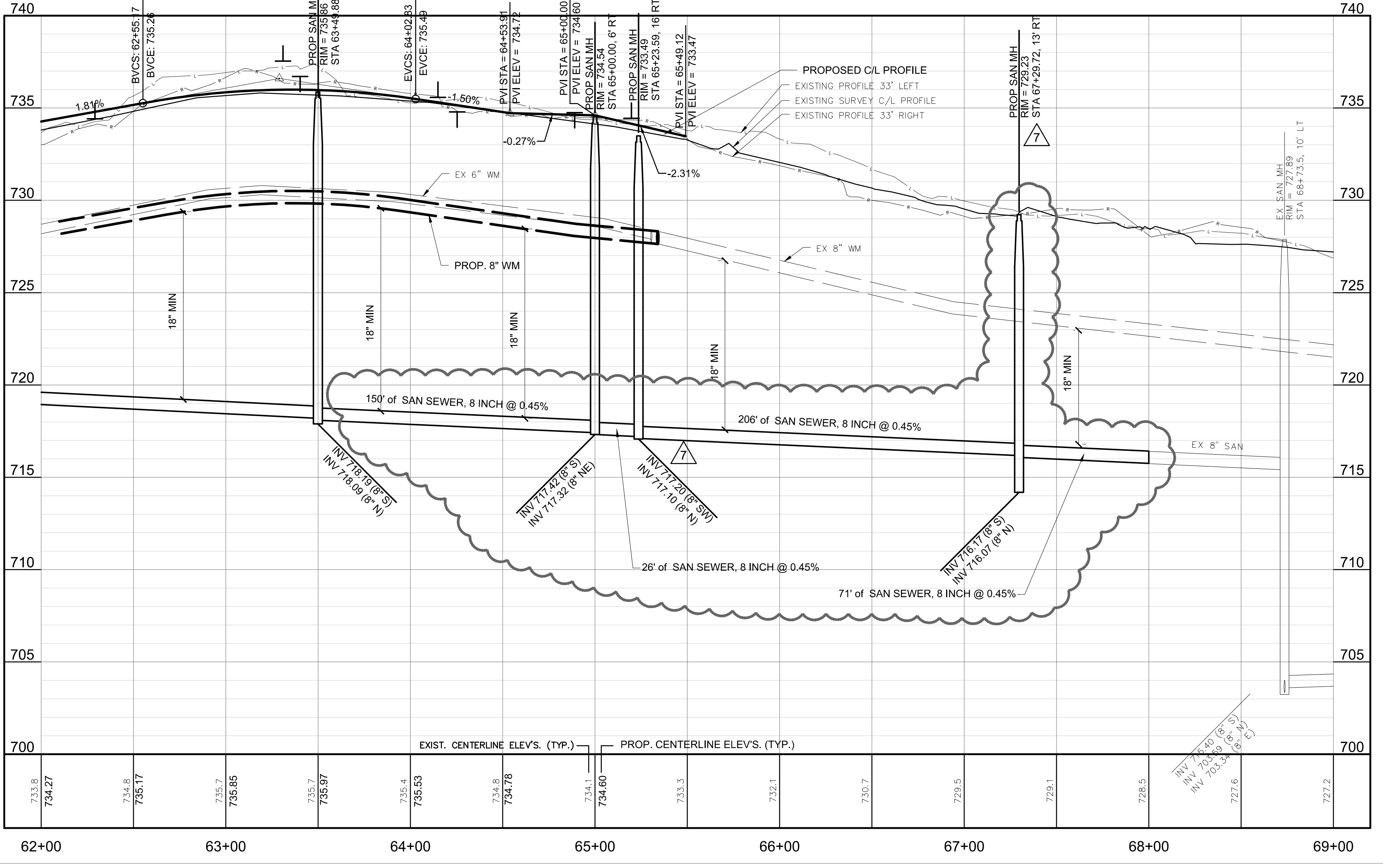
BM #JR6 EL. 727.86'
NW COR CONC EBOX PAD BETWEEN HSE #1020 &
1032, E SIDE PEACH CT
(NAVD88 VIA VRS, OPUS & GPS OBSV)



NOTES:

- 1) ANY UNEXPECTED ACTIVE STORM SEWER OR SANITARY SEWER ENCOUNTERED DURING PLACEMENT OF THE WATER MAIN THAT IS NOT DEPICTED ON PLANS SHOULD STILL MAINTAIN A 10' OFFSET BETWEEN THE EDGE OF WATER MAIN PIPE AND THE EDGE OF THE STORM SEWER AND/OR SANITARY SEWER PIPE. COORDINATE WITH ENGINEER TO DETERMINE WATER MAIN LOCATION AND PROVIDE ADDITIONAL FITTINGS AND PIPE AS NECESSARY. APPLIES TO ENTIRE PROJECT.
- 2) LOCATION OF PROPOSED LATERALS IS APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY LOCATION OF LATERALS WITH OWNER AND ENGINEER PRIOR TO CONSTRUCTION.
- 3) LOCATIONS OF EX. SEPTIC SYSTEMS ARE APPROXIMATE, BASED OFF HEALTH DEPARTMENT RECORDS, AND PROVIDED FOR REFERENCE ONLY.

HIGH PT STA=63+35.85
HIGH PT ELEV=735.99
PVI STA=63+29.00
PVI ELEV=736.60
A.D.=3.31%
K=44.59
147.66'VC



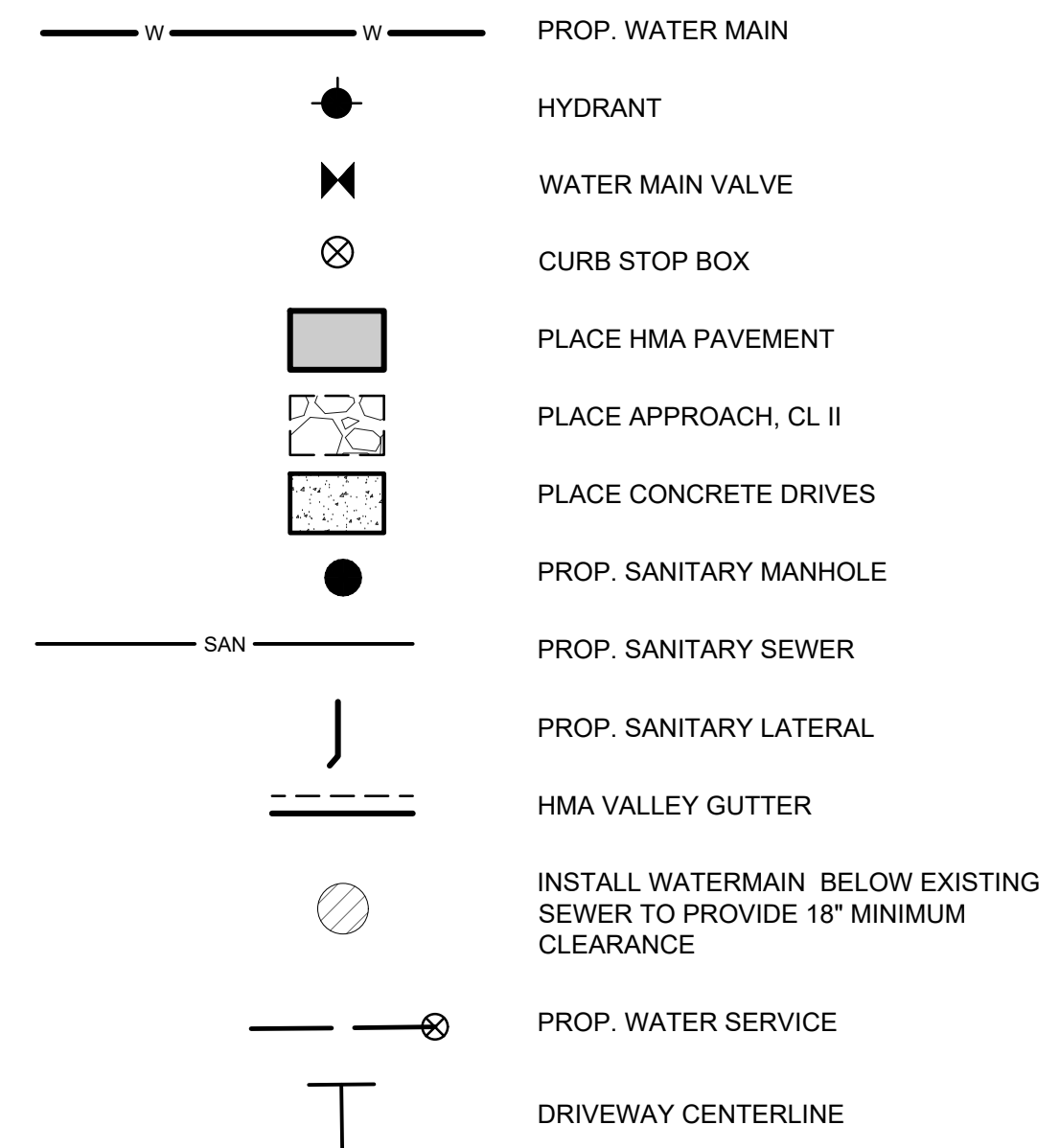
SANITARY QUANTITIES (THIS SHEET)		
QUANTITY	UNIT	DESCRIPTION
8	EA	WYE, 8 INCH X 6 INCH
250	FT	SANITARY LATERAL, 6 INCH

WATER MAIN QUANTITIES (THIS SHEET)		
QUANTITY	UNIT	DESCRIPTION
6	EA	CORP STOP, CURB STOP & BOX, 1 INCH
6	EA	WATER SERVICE, CONNECT
180	FT	WATER SERVICE, 1 INCH

MISCELLANEOUS QUANTITIES (THIS SHEET)		
QUANTITY	UNIT	DESCRIPTION
3.5	STA	ROADWAY GRADING
525	CYD	SUBBASE, CIP
1570	SYD	AGGREGATE BASE, 8 INCH
275	TON	HMA, 5EL
80	FT	CURB AND GUTTER, CONC, DET F4
100	FT	HMA VALLEY GUTTER
1600	SYD	SURFACE RESTORATION

DRIVE QUANTITIES (THIS SHEET)				
STA	HSE #	APPROACH CL I, 6 INCH	HMA APPROACH	DRIVEWAY, NONREINF CONC, 6 INCH
62+31 LT	805	SYD	TON	SYD
63+33 LT	811	20	5	
63+40 RT	814	20	5	
64+26 RT	820	25	5	
64+18 LT	823	55	10	
65+22 LT	827	10	5	
65+65 LT	829	50	10	
64+91 RT	830	25	5	
65+65 RT	900	165	30	
68+48 RT	1008	220		220
	TOTAL	610	80	220

CIVIL LEGEND



FLEISCHMANN & WANDENBRINK
DESIGN, BUILD, OPERATE.

4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6372

CHANGE ORDER NO. 2 04/30/2024 JSW
Confirmed to Contract 04/09/2024 JSW
Issued For Bidding 10/16/2023 JSW
Issued For Part 4.1 Permit 08/29/2022 BPK
Issued For Act 399 Permit 11/13/2022 BPK
50% QA/QC 12/09/2022 SMB

CITY OF PLAINWELL
ALLEGAN COUNTY
OLD ORCHARD NEIGHBORHOOD UPGRADES
PLAN & PROFILE

DESIGN TEAM: PROJ MNGR: JSW
DESIGNED BY: BPK
DRAWN BY: PNT
CHECK BY:

DRAWING INFORMATION:
852650_C112
100923 bob.dowbeck

OCTOBER 2023
FAV PROJECT NO.
852650

1

kk



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

April 2024

Prepared by Director Kevin Callahan

Plainwell Department of Public Safety

Scheduled Hours By Activity for April 2024

The categories listed below are based on law enforcement related activities and the hours that scheduled road patrol personnel spend in the 4 major areas.

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

The Hours officers are scheduled for road patrol or other uniformed functions. These are fixed shifts which generally carry assigned duties.

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

The Hours Scheduled for criminal investigations of complaints that are in violation of a criminal law that an individual could be arrested and jailed for.

Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.

TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

Examples include: General Preventive Patrol, Building Security Checks, Etc.

Note: This also includes any break time the officers take during their shift.

TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.

Total Hours
1,015

Percentage of Total Hours

48 4.76%

229 22.52%

326 32.10%

412 40.62%

603 59.38%

Plainwell Department of Public Safety

Complaints/Activities for April 2024

ARRESTS

CUSTODIAL ARRESTS	0	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	0	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	7	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	3	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	0	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	0	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	17	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	27	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	207	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	14	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	221	

OTHER ACTIVITIES

MOTORISTS ASSISTS	0	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	0	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	5	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	2,234	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	0	<i>The number of business' found unlocked or unsecured.</i>

Classification of Crimes Reported

File Class		April	Year to Date
CRIMES AGAINST PERSON			
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	2	6
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	1	13
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	1	3
2300	Larceny	3	16
2400	Motor Vehicle Theft	1	1
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	6	16
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	1	2
3500	Violation of Controlled Substances Act	0	2
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	1
3800	Family Offenses	0	2
4100	Liquor Violations	0	0
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	1
5000	Obstructing Justice	0	2
5200	Weapons Offenses	1	2
5300	Public Peace	2	17
5400	Traffic Investigations - Any Criminal Traffic Complaints	0	4
5500	Health and Safety	7	40
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	2
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	3	12
9200	Civil Custody	0	3
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	1	6
9400	False Alarm Activation	4	19
9500	Fires (Other than Arson)	0	2
9700	Accidents, All Other	2	9
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	79	353
9911 & 9912	General Assistance (Other Police Agencies)	80	288
FIRS	Medical First Responder	27	116



April Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to **80** calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
04/06/2024	22:34	22:34	127 E. Bridge St.	Medical	Assist EMS	S62	1	4
04/09/2024	10:34	10:35	320 Brigham St.	Medical	Assist EMS	C1, C6	2	0
04/11/2024	21:02	21:03	1100 N. Main St	Lift Assist	Cancelled En Route	C4	1	2
04/14/2024	16:10	16:22	264 Lesa St	Medical	Assist EMS	S62	0	5
04/14/2024	16:16	16:16	108 Starr Rd	Medical	Accidental Dispatch	0	0	0
04/14/2024	23:09	23:23	691 W. Bridge St	Gas Leak	Investigate	C4, E11	1	4
04/21/2024	03:56	04:00	315 Prairiewood Dr.	Building Fire	Assist OFD, Extinguish	E17, T63	1	6
04/24/2024	23:30	23:40	955 Versailles	Structure Fire	Cancelled En Route	C6, E11	3	5
04/30/2024	20:27	20:32	635 Glenview Cir	Fire Alarm	Investigate	C5, E11	2	5

Calls for Service at Plainwell Schools

Plainwell High School: 3
684 Starr Road

Gilkey School: 1
707 S. Woodhams Street

Plainwell Middle School: 2
720 Brigham Street

Starr Elementary: 3
601 School Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Ordinance Report

There was a total of five new ordinance violations in April. The ordinance violations were for three animal complaints and two fence violations. One of these violation cases remain open and the rest have been resolved and closed.

Minutes
Plainwell DDA, BRA, and TIFA
May 14, 2024

1. Call to Order: Meeting was called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call:
Members Present: Randy Wisnaski, Cathy Green, Jim Turley, Kevin Seckel, Justin Lakamper, Adam Hopkins, Paul Rizzo
A Motion was made by Wisnaski and seconded by Larabel to accept Angela Ridgway's resignation.
4. Approval of Minutes from 03/12/24: Minutes were approved and placed on file.
5. General Public: Lois Heuchert, Plainwell Kayak Company
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable for March of \$5,378.43 and accounts payable for April of \$8,266.93 was made by Green and seconded by Rizzo. All in favor vote. Motion carried.**
 - B. Draft 2024/2025 Budget Presentation was provided by City Treasurer, Brian Kelley. After a short discussion, a **Motion was made by Seckel and seconded by Turley to accept the draft budget as presented. All in favor vote. Motion Passed.**
8. DDA Action Items
 - A. Social District Updates provided to Board by Siegel, Community Development Manager
 - B. Budget updates provided for the new year 2024/2025
 - C. Firepit in Hicks Park discussion regarding the DDA Budget covering some or all of the cost depending on grants.
 - D. **Motion to accept accounts payable for March of \$731.48 was made by Larabel and seconded by Turley. All in favor vote. Motion carried. Motion to accept accounts payable for April of \$1114.81 was made by Larabel and seconded by Wisnaski. All in favor vote. Motion Passed.**
 - E. Draft 2024/2025 Budget Presentation was provided by City Treasurer, Brian Kelley. After a short discussion, a **Motion to accept the budget as presented was made by Green and seconded by Rizzo. All in favor vote. Motion passed.**
9. TIFA Action Items
 - A. Road repair discussion on many different avenues to fund the repair of the roads in the Industrial Park. The city will continue to look for grants
 - B. **Motion to accept accounts payable for March and April payables of \$477.14 for both months, was made by Larabel and seconded by Hopkins. All in favor vote. Motion carried.**
9. Communications: 02/26/2024, 3/11/2024, 3/25/2024, 4/8/2024 Council Minutes and the Financial Report/Summary as of 03/31/2024 and 04/30/2024 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Recap of the BRA Lead Abatement project; DDA business updates, upcoming events, and Social District; TIFA signage improvements and changes to add James R. Higgs Industrial Park to signs.
12. Member Comments: Cathy Green mentioned one of the birds is missing from the stairway at M89 and Riverwalk.
13. Adjournment: **A Motion to adjourn the meeting at 9:03 a.m.**

**CITY OF PLAINWELL
MINUTES
Planning Commission
Wednesday, May 15, 2024**

1. Call to Order at 6:32 pm by Colingsworth
2. Pledge of Allegiance
3. Roll Call:
Present: Rachel Collingsworth, Jay Lawson, Stephen Bennett, Kevin Hammond, Lori Steele, Gary Sausaman
4. Approval of Minutes: 02/21/2024
Motion to approve minutes and place them on file was made by Sausaman and seconded by Lawson. All in favor vote. Motion passed.
5. Chairperson's Report: None
6. New Business:
Discussion regarding a Chicken Ordinance:
Steele had several suggestions for implementing a Chicken Ordinance, including a permit with a fee of \$25-\$50.
Sausaman stated he opposed the idea of chickens in the city limits. Enforcement is not easy. Concern with noise and smell.
Hammond commented that he sees chickens in his neighborhood and public safety can't force the ordinance that currently exists by adding a new ordinance allowing chickens, can and will they be able to enforce that?

A motion was made by Bennett to continue to research and create a draft Chicken Ordinance for the Planning Commission to review. Seconded by Hammond.
Motion Passed on a Roll Call Vote:
Steele – yes Hammond – yes
Collingsworth – yes Bennett – no
Lawson – yes Sausaman - no
7. Old Business: None
8. Reports and Communications: 2/26/24; 3/11/24; 3/25/24; 4/8/24 minutes were reviewed and placed on file.
9. Public Comments: None
10. Staff Comments: Siegel mentioned Island City Festival; update on the Lead Abatement on the Mill; Industrial Park; 2 new businesses breaking ground this summer.
11. Commissioner Comments:
Sausaman – mentioned that the property owner on M89 with the 6 ft fence is taking it down.
Hammond asked if the City had money to improve the Pickleball Courts, as they are in bad shape.
12. Adjournment: Colingsworth adjourned the meeting at 7:30 p.m.

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
May 16, 2024**

1. Matthew Bradley called the meeting to order at 5:06 PM.
2. Roll Call: Present: Matthew Bradley, Marsha Keeler, Bunny LaDuke, Shirley DeYoung, Cory Redder and Public Works Superintendent Bob Nieuwenhuis. Absent: Council Member Todd Overhuel.
3. Approval of Minutes:

Shirley DeYoung moved to accept and place on file the minutes of, April 11, 2024. Bob Nieuwenhuis supported the motion. On voice vote, motion carried unanimously.

4. Parks:
Bob reported that the DPW put new playground mulch at a few of the parks. Upper Cook Park is closed due to construction. We will be painting lines at the basketball courts in Sherwood Park. The timber tie area at Sherwood Park has been taken care of per board's request. As far as Darrow Park we are getting that donated land soon to add to the park. The doors on the park restrooms will be painted over soon. We have started picking up the flowers from the greenhouse this week and they look really good.
Sherwood Park Maintenance Report – Shirley DeYoung
Shirley reported that she was happy about the retaining wall getting fixed. Marsha and Shirley with Don Reeves help got mulch put in and it looks great.

Pell Park Maintenance Report – Marsha Keeler

Marsha reported that the park is in good shape. We still need some more mulch for the beds. The guys will get that soon.

Hicks Park Maintenance Report – Matthew Bradley

Matthew reported that he drove by the park and it looked good. Lois Heuchert was at the meeting and she added some information that she had heard about Hicks Park and a fire pit coming and a book library. The Parks board had not heard about this. Bob explained it as a thought for Brooks Plaza and may go into Hicks Park someday if we get the funding. It wasn't talked about with the board because it's not anything set in stone especially with no funding. The place in Brooks Plaza might not work because that's where we put the Christmas tree.

Cook Park Maintenance Report – Cory Redder

Cory reported that lower cook looks fine. The dog park and pickle ball area are very busy. He noted some concern about pickle ball players parking on the old basketball court so kids couldn't use the court.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Bob/Todd reported that we mowed the park.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny reported that the park looks good and there were lots of birds. She also noted that she was happy the guys brought a new flag and hose to the Blue Star Banner Area. They also want to put a new tree to replace the other tree that died.

River walk, Band Shell & CBD Maintenance Report – Cory Redder

Cory reported that these areas look fine.

5. New Business
 - A. We are getting playground equipment from Cooper Schools and we asked the board to see where they want to put it. It was decided to put it in Upper Cook Park.

6. Open Business

- A. We let the board know that we got the grant money \$6148.80 for the dock area for Darrow Park. We have not ordered anything yet. There was a light discussion about us applying for other grants to stop erosion along the river in Pell Park. Lois and Bunny will get together with Justin and Denise to see about getting this grant applied for soon.
- B. We talked about the concerns about Upper Cook Park getting put back to the way it was after the construction is done. Bob assured the board that it was part of the plan for that to get done.

7. Public Comments
None.

8. Staff Comments

Cheryl apologized to the board for the email not getting sent for the Arbor Day event. We will do better next year. It was suggested that we honor Jim Higgs next year not with a tree but a proclamation and have his family come.

9. Chairman's Report
None.

10. Commissioners' Comments

Shirley DeYoung mentioned that she loved having the flowers come already planted in the baskets.

11. Items For Next Agenda

12. Next Meeting

The next meeting will be Thursday, June 13, 2024 at 5 PM.

13. Adjournment

Matthew Bradley moved to adjourn the meeting. Marsha Keeler supported the motion. On voice vote, motion carried unanimously.

There being no further business, the meeting adjourned at 6:20 PM.

Minutes Respectfully Submitted,
Cheryl Pickett

05/23/2024

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 05/10/2024 - 05/23/2024
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000009	CONSUMERS ENERGY		
	205279989668	WR - MAY 2024 ELECTRIC SERVICE	6,635.70
	9326775380	ADMIN - LAND LEASE/RENT ACORN STREET	100.00
TOTAL FOR: CONSUMERS ENERGY			6,735.70
000014	MICHIGAN GAS UTILIITIES CORP		
	5024264993	CITY HALL GAS SERVICE	39.39
	5024427266	WR PLANT GAS SERVICE	1,388.54
	5024989805	DPS BUILDING GAS SERVICE	176.78
	5025253585	WR - CUSHMAN LIFT STATION	43.11
	5025685742	CRISPE HOUSE GAS SERVICE	141.81
	5025823012	DPW OFFICE BUILDING GAS SERVICE	156.86
	5026402272	WR - 12TH ST LIFT GAS SERVICE	38.33
	5026600865	WATER CHEM ROOM GAS SERVICE	52.60
	5028165351	DPW - BACK BARN GAS SERVICE	96.42
TOTAL FOR: MICHIGAN GAS UTILIITIES CORP			2,133.84
000034	VERIZON		
	9963755134	DPW/WR - ALARM SERVICE APRIL 11 TO MAY 10 2024	43.11
TOTAL FOR: VERIZON			43.11
000035	APPLIED INNOVATION		
	2508840	CITY HALL COPIER CHARGES 4/13 - 5/12/2024	142.70
	2512587	DPW/WR - COPIER CHARGES 4/16 - 5/15/2024	98.16
TOTAL FOR: APPLIED INNOVATION			240.86
000039	A-1 RENT ALL		
	24232-1	DPW - STUMP GRINDER RENTAL	265.00
TOTAL FOR: A-1 RENT ALL			265.00
000046	EMERGENCY VEHICLE PRODUCTS		
	S0018920	DPS - GENERATOR/LIGHT REPAIR ENGINE 17 KC	7,774.00
	S0018921	DPS - DOOR ALARM/CHECK FOAM SYSTEM E-17 KC	940.21
TOTAL FOR: EMERGENCY VEHICLE PRODUCTS			8,714.21
000115	CMP DISTRUBUTORS INC		
	015163	DPS - SAR USA 9MM AMMUNITION (20) KC	359.00
TOTAL FOR: CMP DISTRUBUTORS INC			359.00

000134	HAROLD ZEIGLER FORD		
	341521	DPS - OIL CHANGE/SERVICE 2014 EXPLORER *4482 KC	76.10
TOTAL FOR: HAROLD ZEIGLER FORD			76.10

000138	AMERICAN OFFICE SOLUTIONS		
	36524835	DPS - COPIER LEASE/USAGE MAY 2024	148.34
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			148.34

000153	FLEIS & VANDENBRINK INC		
	69508	APRIL 2024 PROFESSIONAL SERVICES EPA UCMR5 SAMPL	49.25
	69515	APRIL 2024 PROFESSIONAL SERVICES DWAM GRANT	661.75
	69524	APRIL 2024 PROFESSIONAL SERVICES S MAIN ST LAP DES	2,597.75
TOTAL FOR: FLEIS & VANDENBRINK INC			3,308.75

000164	ETNA SUPPLY CO INC		
	S105663893.001	DPW - MTR 3/4" IPERL 1 GAL ECR (2) BN	350.00
TOTAL FOR: ETNA SUPPLY CO INC			350.00

000233	PEERLESS-MIDWEST INC		
	78612	DPW - SERVICE CALL/SETTINGS ON WELL DURING TOWEF	800.00
TOTAL FOR: PEERLESS-MIDWEST INC			800.00

000276	WEST SHORE FIRE, INC		
	32233	ADMIN - NOON WHISTLE TIMER JL	25.24
TOTAL FOR: WEST SHORE FIRE, INC			25.24

000370	STATE SYSTEMS RADIO INC		
	160255	DPW - TRUCK #5 1/4" ANTENNA/MISC HARDWARE/REMC	180.00
TOTAL FOR: STATE SYSTEMS RADIO INC			180.00

000734	SAFETY-KLEEN SYSTEMS		
	94240883	DPW - 30GL PARTS WASHER SOL	469.95
TOTAL FOR: SAFETY-KLEEN SYSTEMS			469.95

000910	GRAINGER		
	9121584271	WR - AIR COMPRESSOR FOR DISSOLVED OXYGEN PROBES	560.50
TOTAL FOR: GRAINGER			560.50

000911	MICHIGAN ASSOCIATION OF PLANNING		
	2024.5	DDA - PLANNING MEMBERSHIP DUES 7/1/2024 - 6/30/2C	65.00
TOTAL FOR: MICHIGAN ASSOCIATION OF PLANNING			65.00

001645	ALEXANDER CHEMICAL CORPORATION		
	81156	WR - 150LB CYL CHLORINE (4)/150LB CYL SULFUR DIOXID	1,555.12
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			1,555.12

001925	CENTURYLINK		

	672183534	DPS - LONG DISTANCE SERVICE DECEMBER 2023	0.38
	676207161	DPS - LONG DISTANCE SERVICE JANUARY 2024	0.09
	680235704	DPS - LONG DISTANCE SERVICE FEBRUARY 2024	0.02
	684240438	DPS - LONG DISTANCE SERVICE MARCH 2024	0.01
TOTAL FOR: CENTURYLINK			0.50
002002	USABLUEBOOK		
	INV00365860	WR - REPLACEMENT CONTROLLER/ADAPTER FOR DISCON	5,143.67
TOTAL FOR: USABLUEBOOK			5,143.67
002116	CHARTER COMMUNICATIONS		
	005582801050124	CITY HALL PHONE/INTERNET/TV MAY 2024	392.54
	005583601050124	DPW/WR INTERNET MAY 2024	149.98
	172241901050724	AIRPORT INTERNET MAY 2024	84.70
TOTAL FOR: CHARTER COMMUNICATIONS			627.22
002219	CLARK TECHNICAL SERVICES		
	116.1	MARCH 20234 CITY WIDE IT SERVICES	2,821.25
	116.12	MARCH 2024 CITY WIDE IT SERVICES	2,640.00
	155	APRIL 2024 CITY WIDE IT SERVICES	433.19
TOTAL FOR: CLARK TECHNICAL SERVICES			5,894.44
002246	ELHORN ENGINEERING CO.		
	302001	DPW - CHEMICALS FOR WELL 4 & 7	814.55
TOTAL FOR: ELHORN ENGINEERING CO.			814.55
002247	PLUMBER'S PORTABLE TOILETS		
	404419	DDA - PORTABLE TOILET FARMERS MARKET 5/2/2024 DS	67.50
TOTAL FOR: PLUMBER'S PORTABLE TOILETS			67.50
002283	AXON ENTERPRISE, INC.		
	INUS197514	DPS - BASIC LICENSE BUNDLE KC	207.18
	INUS212200	DPS - BODYCAM LICENSE/ACCESSORY/SIDEARM KITS KC	5,916.45
TOTAL FOR: AXON ENTERPRISE, INC.			6,123.63
002368	ORTON, TOOMAN, HALE, MCKOWN & KIEL		
	2024.4	DPS - APRIL 2024 PROFESSIONAL SERVICES	462.50
TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL			462.50
002371	RENEWED EARTH INC		
	32590	DPW - YARD BLEND (20) BRIDGE ST SIDEWALKS	600.00
	32615	DPW - BROWN MULCH (8) FLOWER BEDS	320.00
TOTAL FOR: RENEWED EARTH INC			920.00
002478	ENGINEERED PROTECTION SYSTEMS INC		
	A856172	DPS - NOTIFIER SYSTEM MONITORING/INSPECTIONS 6/24	201.60
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC			201.60

002776	GUN PLAIN TOWNSHIP		
	2024.5.17	ADMIN - 2023 TAXES PER 2021 425 AGREEMENT - MILLEF	6,075.00
TOTAL FOR: GUN PLAIN TOWNSHIP			6,075.00

002787	ESPER ELECTRIC		
	32565	WR - 12TH ST LIFT DISCONNECT VFD/RUN NEW PIPES BF	265.41
TOTAL FOR: ESPER ELECTRIC			265.41

003061	CRA 200 ALLEGAN STREET LLC		
	2024.5.17	ADMIN - 2023 WINTER TAX CAPTURE - 2013 REIM AGREE	10,044.04
TOTAL FOR: CRA 200 ALLEGAN STREET LLC			10,044.04

004168	SBF ENTERPRISES		
	0139024	ADMIN - UB PAPER TO POSTCARD BILL CONVERSION	425.00
TOTAL FOR: SBF ENTERPRISES			425.00

004221	R.W. LAPINE INC		
	58525	APRIL 2024 CITY HALL PREVENTATIVE MAINTENANCE	520.58
	58709	CITY HALL HVAC PREVENTATIVE MAINTENANCE	479.95
TOTAL FOR: R.W. LAPINE INC			1,000.53

004855	PLAINWELL ACE HARDWARE		
	16680	WR - INSECT REPELLENT/SCH40 COUPLER BP	30.17
	16700	DPW - 6" SANDDISC 40GR (2) SHOP WK	9.18
	16744	DPW - MARKING PAINT MISS DIG WK	19.98
	16784	DPW - SPRINKLER HEAD/MISC PVC FLOWER IRRIGATION	56.39
	16789	DPW - IRRIGATION SUPPLIES FLOWERS WK	32.28
	16790	DPW - MISC IRRIGATION SUPPLIES FLOWERS WK	39.27
	16794	WR - BUCKET (2)/CLEANER BP	43.94
	16795	DPW - POLY INSERT (2) FLOWER IRRIGATION WK	3.18
TOTAL FOR: PLAINWELL ACE HARDWARE			234.39

004857	VIPRE SECURITY		
	1644384	ADMIN - VIPRE SECURITY SERVER SUBSCRIPTION 1 YR (50	1,175.00
TOTAL FOR: VIPRE SECURITY			1,175.00

004858	FERGUSON WATERWORKS		
	0198905	DPW - 4 CLAY X 6 CI PVC COUP ROBERTS ST SEWER RN	76.19
TOTAL FOR: FERGUSON WATERWORKS			76.19

004902	BLOOM SLUGGETT PC		
	25056	APRIL 2024 PROFESSIONAL SERVICES	6,844.25
TOTAL FOR: BLOOM SLUGGETT PC			6,844.25

005012	UNITED BANK		
	2024.05.14	ACH FEES (2) - UB PAYMENTS & USA EARTHWORKS A/P -	14.00

	2024.05.16	RETURN PAYMENT FEE - UB ACH RETURN	7.50
	2024.05.22	ACH FEES (2) - PAYROLL DIRECT DEPOSIT & UNION DUES	14.00
TOTAL FOR: UNITED BANK			35.50

005015	CHECKALT-KLIK		
	216168	ELOCKBOX FEES APRIL 2024	141.55
TOTAL FOR: CHECKALT-KLIK			141.55

005029	SPECTRUM PRINTERS		
	79912	ADMIN - VOTE TEST DECK FOR MAY 2024 ELECTION	45.00
TOTAL FOR: SPECTRUM PRINTERS			45.00

005041	EVOQUA WATER TECHNOLOGIES		
	906475272	WR - 2704GL BIOXIDE BP	10,302.24
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			10,302.24

005047	STAPLES, INC.		
	6000856791	ADMIN - ADDRESS LABELS/LABELWRITER LABELS	73.34
	6002008847	DPW - KLEENEX/TP CP	86.19
	6002217166	ADMIN - MANILA FOLDERS/COPY PAPER/HAND TOWELS/	160.46
	6002335609	DPW - CLEANING SPRAY/HAND TOWELS CP	166.12
TOTAL FOR: STAPLES, INC.			486.11

005069	LEXIS NEXIS		
	808479-20240331	DPS - ECITATION SUPPORT/MAINTENANCE FOR 2 DEVICE	604.15
TOTAL FOR: LEXIS NEXIS			604.15

005124	HEALTHEQUITY INC		
	XEDI91G	ADMIN - FLEX SPENDING ACCOUNT FEES MAY 2024 - AK	10.50
TOTAL FOR: HEALTHEQUITY INC			10.50

005145	COUNTY OF KENT		
	1803552	AIRPORT - HANGAR DEBRIS	55.61
TOTAL FOR: COUNTY OF KENT			55.61

005171	FLYERS ENERGY LLC		
	CFS-3848409	DPS - FUEL FOR POLICE/FIRE VEHICLES 5/15/2024	800.30
TOTAL FOR: FLYERS ENERGY LLC			800.30

005185	SOIL EXPLORATION SERVICES, INC		
	20241161	AIRPORT - FUEL SYSTEM 1/4LY INSPECTION	175.00
TOTAL FOR: SOIL EXPLORATION SERVICES, INC			175.00

005193	USA EARTHWORKS LLC		
	1	OLD ORCHARD PAY APPLICATION #1	173,898.72
TOTAL FOR: USA EARTHWORKS LLC			173,898.72

005194	WAYLAND AREA EMS		
	3361	DPS - BLS CARDS (12) KC	84.00
TOTAL FOR: WAYLAND AREA EMS			84.00

ALLEGAN TR	ALLEGAN COUNTY TREASURER		
	2024.5.15	ADMIN - 610 & 640 JERSEY ST TAX REFUND BK	1,611.95
TOTAL FOR: ALLEGAN COUNTY TREASURER			1,611.95

BOND	63RD DISTRICT COURT		
	24-1077	DPS - BOND PAYMENT ANYIETH NHIAL CHOL	298.00
TOTAL FOR: 63RD DISTRICT COURT			298.00

HBEFT	HORIZON BANK		
	2024.6	2024 DEBT SERVICE - 2022 LTGO BOND - FARM BK	41,665.60
TOTAL FOR: HORIZON BANK			41,665.60

REFUND UB	LUCAS, LOGAN		
	05/22/2024	UB refund for account: 06-00085001-05	295.03
TOTAL FOR: LUCAS, LOGAN			295.03

TOTAL - ALL VENDORS 302,935.40

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:

**Roxanne
Branch**

Digitally signed by
Roxanne Branch
Date: 2024.05.23
09:57:53 -04'00'

Brian Kelley, Finance Director/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian
Kelley
Date: 2024.05.23
15:55:40 -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:

Kevin Callahan, Public Safety Director

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

Insert Signature:

**Kevin A
Callahan**

Digitally signed by Kevin
A Callahan
Date: 2024.05.23
10:24:42 -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:

Justin Lakamper, 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:

**Justin
Lakamper**

Digitally signed by Justin
Lakamper
Date: 2024.05.23
11:02:51 -04'00'

Reports & Communications:

A. Draft BRA/DDA/TIFA Budget for Fiscal Year 2024/2025

For the normal budget cycle, the BRA/DDA/TIFA Board reviews the draft budget in May, then sends it to Council for approval. If approved, the draft budget goes back to the BRA/DDA/TIFA Board for finalization in June. The finalized budget is then included in the annual City budget to be considered by Council at the June 24th Council Meeting.

Recommended action: Consider approving the draft BRA/DDA/TIFA budget for Fiscal Year 2024/2025 as presented.

B. Setting a Public Hearing – June 24th, 2024

Section 7.4 of the City Charter states that prior to its final adoption, a public hearing on the budget proposal shall be held. Section 7.5 of the City Charter states that not later than the second regular meeting in June, Council shall adopt the budget for the ensuing fiscal year.

Recommended action: Consider setting a Public Hearing for June 24, 2024 at 7pm to consider and adopt the 2024/2025 City Budget.

C. PFAS Settlement Agreement

3M and DuPont have settled class action law suits for their production of PFAS chemicals. The City is eligible to receive a portion of this settlement due to the fact that PFAS was found in Well 5, which was subsequently decommissioned. In order to submit our application for settlement funds, the Council must approve our participation. It is unclear how much the City will receive if we participate in this settlement. The attorneys believe it will be in the tens of thousands. The only reason why the City would not want to participate in the class action settlement is that by doing so, the City is waiving the right to file its own law suit in the future.

Recommended action: Consider approving the City's participation in the 3M/Dupont PFAS class action settlement and authorizing the City Manager to take the necessary steps to effectuate the settlement.

D. Change Order 1 and 2 for the Old Orchard Sanitary Sewer Extension and Water Main Upgrade Project

After starting the project, four homes were discovered which had sewer available to them, but were not connected to the system. Three homes require installation of a lateral, and the fourth needs an additional main to be run in order to connect. These four homes encompass the work outlined in Change Order 1.

Change Order 2 allows the sewer main connecting the Old and New Orchards to be dug from the surface, rather than being bored. There is too much cobble stone in the ground to allow successful boring.

Recommended action: Consider approving Change Orders 1 and 2 for the Old Orchard Sanitary Sewer and Water Main Upgrade Project.

Reminder of Upcoming Meetings

- June 05, 2024 – Plainwell Planning – 6:30pm
- **June 10, 2024 – Plainwell City Council – 7:00pm**
- June 11, 2024 – Plainwell DDA/BRA/TIFA – 7:30am
- June 13, 2024 – Plainwell Parks & Trees – 5:00pm
- June 19, 2024 – Plainwell Planning – 6:30pm

Non-Agenda Items / Materials Transmitted

- None

Agenda Subject to Change

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