

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 City Council Monday, February 10, 2020 7:00PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – January 27, 2020 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**
 - A. **Special Event Permit 2020-002**

Council will consider approving a special event permit for a February 29, 2020 Leap of Kindness Day at City Hall and the Bandshell.
 - B. **Special Event Permit 2020-003**

Council will consider approving a special event permit for an April 4, 2020 auction.
 - C. **Resolution 2020-07 – Airport Static Display – Federal Surplus Assistance Program**

Council will consider designating the City Manager as the city's authorized coordinator for the Federal Surplus Assistance Program.
 - D. **Consumers Power Pole Relocation – Mill Property**

Council will consider approving a concept plan for moving the power poles off the river.
 - E. **Mill Demolition Grant Application**

Council will consider approving advertising and schedule for possible demolition grant.
 - F. **Mill Citizen Advisory Committee**

Council will consider creating a citizen advisory committee.
11. **Communications:** The January 2020 Investment and Fund Balance Reports.
12. **Accounts Payable - \$249,299.75**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

MINUTES
Plainwell City Council
January 27, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Councilmember Overhuel and Councilmember Wisnaski. Absent: Mayor Pro Tem Steele and Councilmember Keeney.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Wisnaski, to accept and place on file the Council Minutes and Summary of the 01/13/2020 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comments: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report:
Mayor Keeler distributed a thank you note received from the family of the fallen postal employee – the city had sent a card of sympathy after the last Council Meeting.

Mayor Keeler showed Council a concept map plan for moving the power poles off the river through Pell Park to 75' off Allegan Street to the east side of Island Avenue, then northwest to the north side of Short Street behind Public Works. The city has been in discussions with Consumers about the route, saving the maple trees between Allegan Street and the Public Safety Building. The city is awaiting a quote from Esper Electric to bore electric lines from the new power pole locations to City Hall – it is unclear which pole would be the source of the City Hall lines. Consumers will pay for the tree removal and it is unclear who will pay for the electricity to City Hall. The Mayor asked for a motion to approve the Concept Plan and authorize the City Manager to continue finalizing the plan.

A motion by Wisnaski, seconded by Overhuel, to approve the power pole concept plan as presented and to authorize the City Manager to continue negotiations with Consumers and with Esper Electric. On a voice vote, all in favor. Motion passed.

10. Recommendations and Reports:
 - A. Director Bomar reported that a patrol vehicle has been identified for purchase through the Macomb County State of Michigan Commodities Contract. The purchase was appropriated as part of the 2019/2020 budget and the department recommends purchasing a 2020 Ford Utility patrol vehicle from Signature Ford, to be outfitted with updated electronics upon delivery at additional costs. The existing patrol vehicle will be repurposed as a training vehicle and serve as a department backup.
A motion by Overhuel, seconded by Wisnaski, to approve the purchase of a 2020 Ford Utility Patrol

Vehicle from Signature Ford for \$36,389.00 through the Macomb County State of Michigan Commodities Contract. On a roll call vote, all in favor. Motion passed.

- B.** Mayor Keeler introduced Dan Veldhuizen from Siegfried Crandall PC who presented the audited financial statements as of and for the year ended June 30, 2019. Mr. Veldhuizen presented the city's financial statements received an "unmodified" opinion, meaning no material misstatements were noted, and no audit adjustments were made during the audit. He reported the city's financial position is sound for communities our size and that the audit revealed no deficiencies in internal controls which could be consider a material weakness. He reported that very few of their audit clients have no deficiencies, and that Plainwell is the only municipality that actually prepares their own financials, saving the city about \$5,000 in audit fees. He did note that the Water Fund available "fund balance" was below the threshold of having six (6) months of expenses in reserve and that the city may need to evaluate its rate structure. **A motion by Wisnaski, seconded by Overhuel, to accept and place on file the audited financial statements for the City of Plainwell as of and for the year ended June 30, 2019. On a voice vote, all in favor. Motion passed.**

11. Communications:

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

12. Accounts Payable:

A motion by Wisnaski, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$257,593.38 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Superintendent Nieuwenhuis thanked the Department of Public Safety for timely communicating the need for plowing during the recent snow event.

Community Development Manager Siegel reported that the building at 112 N Main Street had sold and will be the new home of Perfect Image Salon, upon renovation.

Superintendent Pond reported that the annual stormwater plan had been submitted to the State and that several maintenance efforts are underway, including cleaning all seven (7) lift stations.

Director Bomar thanked the Department of Public Works for their timely clearing of the Fire Department apron and for quick response to maintenance issues.

Clerk/Treasurer Kelley reported the Absent Voter Ballots for the March 10, 2020 Presidential Primary are now available and anyone needing a ballot can make application with the Office of the City Clerk during normal business hours.

15. Council Comments:

Councilmember Overhuel thanked Treasurer Kelley for his work on the audit.

Councilmember Wisnaski shared concerns about complaints from the recent BRA/TIFA/DDA Meeting about landscaping and decorating around 140 S. Main Street. Community Development Manager Siegel suggested that she would check the Ordinances for what is allowed and will report back to Council.

16. Adjournment:

A motion by Wisnaski, seconded by Overhuel, to adjourn the meeting at 7:42PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
February 13, 2020

Brian Kelley

SUMMARY
Plainwell City Council
January 27, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Keeler, Overhuel and Wisnaski. Absent: Steele and Keeney.
5. Approved Minutes/Summary of the 01/13/2020 regular meeting.
6. Approved a concept plan for power pole movement and authorized the City Manager to continue negotiations with Consumers Energy and Esper Electric.
7. Approved the purchase of a 2020 Ford Utility Patrol Vehicle from Signature Ford for \$36,389.00 through the Macomb County State of Michigan Commodities Contract.
8. Accepted and placed on file the audited financial statements as of and for the year ended June 30, 2019.
9. Accepted and placed on file the December 2019 Public Safety Report and the December 2019 Water Renewal Report.
10. Approved Accounts Payable for \$257,593.38.
11. Adjourned the meeting at 7:42 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer



PAID
FEB 05 2020
Plainwell Treasury Office

The City of Plainwell
211 N. Main St.
Plainwell, MI 49080
Phone: 269-685-6821
Fax: 269-685-7282

Special Event Permit

This form must be submitted at least **21 days** before the event along with a **\$5.00 fee**.

Today's Date: 2-5-2020 Date(s) of Event: 2-29-2020

of Day(s) 1 Rain Date(s): _____

1. Area(s) requested for use and/or streets to be blocked (use back of form, if needed): _____

Council Room and Bandshell area for

2. Name, description and purpose of the event: help of kindness Day - an

opportunity for area residents to perform community service and
get and enjoy our town.

3. Is the event open to the public? Yes No If no, who is participating? _____

4. Starting time for the event (include prep time): 8:00 a.m. Ending time: 12:00 noon

5. Number of people expected to attend: 50

6. Is music involved? Yes No If yes, manner of sound amplification? _____

7. Describe any props or structures to be used for this event: _____

8. Please give a detailed listing of all planned activities: Free coffee for seniors 9-11:00 * * *

9. Will alcoholic beverages be served? Yes No

10. Is this a fund raising project? Yes No If yes, what nonprofit sponsors? _____

11. Will food be sold? Yes No 12. Is security required? Yes No

13. Event Representative Name: Nancy Morehouse

Address: 615 E Bridge St., Plainwell, MI

Phone & Email: 269-685-2115 n4927@aol.com

We agree to remove all props and items brought into the public areas and clean up all litter and debris that result from our event the same day as the event. I understand that a permit is required before this event can be held.

- * opp. to meet & talk to some of our area elected officials and meet reps from non-profits to volunteer if wanted.
- ** 10:30 a.m. - 11:00 - Have Mayor & Council members judge the "most unique marriage proposal!" with the chance to have mayor preside over the marriage in the near future. Details to be established by winning couple, i.e. where (in the city limits) & when during the next 10 months.

Signature of Event Representative: Nancy Morehouse Date: 2-5-2020

Organization/Group: _____

HOLD HARMLESS AGREEMENT

Title of Event: Heap of Kindness Day Date of Event: 2-5-2020

Name of Applicant: Nancy Morehouse Nancy's Kitchen

Address: 1615 E Bridge St Phone: 269-685-2115

Name of Event Sponsor: Nancy Morehouse

Address: 877 N 10th St Plainwell, Mi Phone: 269-242-9326

HOLD HARMLESS AGREEMENT

This special event applicant or designee of the sponsoring organization(s) (hereafter called "permittee") agrees to reimburse the City of Plainwell (hereafter called "City") for all loss incurred by it in repairing or replacing damage to City property proximately caused by the permittee, its officers, employee, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the permittee's control. Persons who merely attend or join in a special event are not considered by that reason alone to be "under the control" of the permittee.

The permittee further agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted event, which was proximately caused by the actions of the permittee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been under the control of the permittee. Persons who merely attend or join in an event are not considered by that reason alone to be "under the control" of the permittee.

I understand and agree to comply with all the terms of the above Hold Harmless Agreement if my application has been approved and all special conditions and required advance payment have been met.

Signature of Permittee(s) Nancy Morehouse Date: 2-5-2020

Date: _____

Signature of Officer of Sponsoring Organizations: _____ Date: _____

Title: _____

I declare under penalty of perjury that the information provided in this application is correct.

Signature of Applicant: Nancy Morehouse Date: 2-5-2020

AFFIDAVIT OF APPLICANT (TO BE COMPLETED BY ALL APPLICANTS)

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief and I have read, understand, and agree to abide by the rules and regulations and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager



2020-03

The City of Plainwell
211 N. Main St.
Plainwell, MI 49080
Phone: 269-685-6821
Fax: 269-685-7282

Special Event Permit

This form must be submitted at least **21 days** before the event along with a **\$5.00 fee**.

Today's Date: 2/5/20 Date(s) of Event: 4/4/20

of Day(s) _____ Rain Date(s): _____

1. Area(s) requested for use and/or streets to be blocked (use back of form, if needed): _____

W. Bridge Street from Park Street east to end and adjoining alley

2. Name, description and purpose of the event: To conduct an auction

3. Is the event open to the public? Yes No If no, who is participating? _____

4. Starting time for the event (include prep time): 6:00 a.m. Ending time: 6:00 p.m.

5. Number of people expected to attend: 100+/-

6. Is music involved? Yes No If yes, manner of sound amplification? No

7. Describe any props or structures to be used for this event: None

8. Please give a detailed listing of all planned activities: Conducting an auction

9. Will alcoholic beverages be served? Yes No

10. Is this a fund raising project? Yes No If yes, what nonprofit sponsors? _____

11. Will food be sold? Yes No 12. Is security required? Yes No

13. Event Representative Name: Steven E. Stanton

Address: 144 S. Main, P.O. Box 146, Vermontville, MI 49096

Phone & Email: 517/726-0181 or 517/331-8150. stantonsauctions@sbcglobal.net

We agree to remove all props and items brought into the public areas and clean up all litter and debris that result from our event the same day as the event. I understand that a permit is required before this event can be held.

Plainwell is an equal opportunity provider and employer

Signature of Event Representative: Steven E. Stanton Date: 2/5/20
Organization/Group: Stanton's Auctioneers

HOLD HARMLESS AGREEMENT

Title of Event: Auction Date of Event: 4/4/20

Name of Applicant: Steven E. Stanton

Address: 144 S. Main, Vermontville, MI Phone: 517/726-0181

Name of Event Sponsor: _____

Address: _____ Phone: _____

HOLD HARMLESS AGREEMENT

This special event applicant or designee of the sponsoring organization(s) (hereafter called "permittee") agrees to reimburse the City of Plainwell (hereafter called "City") for all loss incurred by it in repairing or replacing damage to City property proximately caused by the permittee, its officers, employee, agents, monitors, or any other persons attending or forming the special event who were, or should have been, under the permittee's control. Persons who merely attend or join in a special event are not considered by that reason alone to be "under the control" of the permittee.

The permittee further agrees to defend without costs, indemnify, and hold harmless the City, its officers, agents, and employees from any liability to any persons, damages, losses, or injuries arising out of or alleged to arise out of the permitted event, which was proximately caused by the actions of the permittee, its officers, employees, agents, including monitors, or any other persons attending or joining in the event who were, or reasonably should have been under the control of the permittee. Persons who merely attend or join in an event are not considered by that reason alone to be "under the control" of the permittee.

I understand and agree to comply with all the terms of the above Hold Harmless Agreement if my application has been approved and all special conditions and required advance payment have been met.

Signature of Permittee(s) Steven E. Stanton Date: 2/5/20

Date: _____

Signature of Officer of Sponsoring Organizations: _____ Date: _____

Title: _____

I declare under penalty of perjury that the information provided in this application is correct.

Signature of Applicant: Steven E. Stanton Date: 2/5/20

AFFIDAVIT OF APPLICANT (TO BE COMPLETED BY ALL APPLICANTS)

I certify that the information contained in the foregoing application is true and correct to the best of my knowledge and belief and I have read, understand, and agree to abide by the rules and regulations and I understand that this application is made subject to the rules and regulations established by the City Council and/or the City Manager

Plainwell is an equal opportunity provider and employer



TO: City of Plainwell

FROM: Steven E. Stanton

DATE: February 5, 2020

Sending the Special Event Permit for an auction we are conducting on Saturday, April 4, 2020.

Please let me know if you need any additional information.

144 SOUTH MAIN STREET
VERMONTVILLE, MICHIGAN 49096
(517) 726-0181 • FAX (517) 726-0060
e-mail: stantonsauctions@sbcglobal.net
www.stantons-auctions.com



ALSO LICENSED IN INDIANA AND OHIO

STATE OF MICHIGAN
BOARD RESOLUTION
FEDERAL SURPLUS ASSISTANCE PROGRAM

WHEREAS, THE , State of Michigan has met all
(Agency)
other State and Federal requirements for participation in the Federal Property Assistance Program under
Public Law 94-519.

WHEREAS, it is a requirement that a resolution be adopted by the governing body specifically
designating a coordinator as Surplus Property Donee and Custodian, to be responsible for the acceptance
and accountability and authorized to sign for surplus property.

NOW THEREFORE, BE IT RESOLVED:

1. That the Governing Body for the
(Agency)

the of the State of Michigan, hereby designates
(Name)

who is the authorized coordinator as the person responsible for accepting Federal
Surplus Property, with the power and full authority to sign for such surplus property.

- 2. The coordinator named above is to be held responsible for the accountability and will
maintain the necessary records for all surplus property obtained for public purposes
until relieved from accountability by State and/or Federal authorities.
- 3. That money is available to pay service charges for surplus property obtained.
- 4. That the coordinator is further hereby authorized to direct payment of service charges
for surplus property to complete all transactions.

I do hereby certify that the foregoing resolution was adopted by the favorable vote of a majority of the
member of said
(Agency)

Signature, Chairman of the Board

Signature, Secretary/Clerk/Treasurer

Agency Mailing Address

Return form to: **State of Michigan, DMB
Federal Surplus Program
P.O. Box 30026
Lansing, MI, 48909**

**APPLICATION FOR ELIGIBILITY TO RECEIVE FEDERAL SURPLUS PROPERTY
(41 CFR 101-44.207)**

Michigan Department of Technology, Management and Budget

DTMB-0292 Revised 10/1/2019

New Update

SECTION 1. APPLICANT ORGANIZATION INFORMATION

<p>1. Legal Name of Organization <u>City of Plainwell</u></p> <p>2. Physical Address (Street, City, State, Zip) <u>624 N. Main St., Plainwell, MI 49080</u></p> <p>3. County <u>Allegan</u></p> <p>4. Mailing Address (PO Box, City, State, Zip--leave blank if same) <u>211 N. Main St., Plainwell, MI 49080-1370</u></p>	<p>5. Authorized Representative Name <u>Bradley Keeler</u></p> <p>6. Authorized Representative Title <u>Mayor</u></p> <p>7. Telephone Number <u>269-685-6821</u></p> <p>8. Fax Number <u>269-685-7282</u></p> <p>9. Email Address <u>ewilson@plainwell.org & bkelley@plainwell.org</u></p> <p>10. Federal Employer's ID <u>38-6004724</u></p>
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SECTION 2. STATUS (CHECK ONE)

- Public Agency (Complete all sections EXCEPT 4 and 5)
- Nonprofit, tax exempt (Complete all sections EXCEPT 3 and 5)
- Veterans Organization (Complete all sections EXCEPT 3 and 4)
- Service Educational Activity (Complete all sections EXCEPT 3 and 4)

SECTION 3. PUBLIC AGENCY

- A. Type (Check One).
- | | | | | |
|---------------------------------|---|--|--------------------------------|----------------------|
| <input type="checkbox"/> State | <input checked="" type="checkbox"/> City/Town | <input type="checkbox"/> College / University | <input type="checkbox"/> Other | Specify Other: _____ |
| <input type="checkbox"/> County | <input type="checkbox"/> School District | <input type="checkbox"/> Volunteer Fire Department | | |
- B. Attach a copy of the law, ordinance, agreement, etc. creating the agency.
- Volunteer Fire Departments and Rescue Squads MUST attach a letter from their county commission stating what type of funding is received to assist with the operation of the organization on an annual basis.

SECTION 4. NON-PROFIT, TAX EXEMPT

- A. Type (Check all that apply).
- | | | |
|--|---|---|
| <input type="checkbox"/> Assistance to Homeless | <input type="checkbox"/> Educational Radio / Television | <input type="checkbox"/> Museum |
| <input type="checkbox"/> Assistance to Impoverished | <input type="checkbox"/> Health Center / Clinic | <input type="checkbox"/> School |
| <input type="checkbox"/> Assistance to Older Individuals | <input type="checkbox"/> Hospital | <input type="checkbox"/> School for Mentally Disabled |
| <input type="checkbox"/> Child Care Center | <input type="checkbox"/> Library | <input type="checkbox"/> School for Physically Disabled |
| <input type="checkbox"/> College / University | <input type="checkbox"/> Medical Institution | |
- B. Attach a copy of the Articles of Incorporation and By-Laws for the organization.
- C. Attach a copy of the IRS ruling letter declaring applicant to be a non-profit, tax exempt organization under Section 501 (c) (3) of the U.S. Internal Revenue Code of 1954.
- D. Attach a narrative describing the functions and services provided by the organization to include the mission statement, hours of operation, number of staff and their qualifications, number of individuals served daily / weekly, etc. You may include a brochure, pamphlet or a web address to the organization.
- E. Attach evidence of funding.
- | | | |
|---------------------------------|--|--------------------------------|
| <input type="checkbox"/> Grants | <input type="checkbox"/> Contributions | <input type="checkbox"/> Other |
|---------------------------------|--|--------------------------------|
- Expiration date of Funding: _____
- F. License / Accreditation Agency:
- Include a copy of the current license, accreditation certificate, charter document, etc.

SECTION 5. VETERANS ORGANIZATION OR SERVICE EDUCATIONAL ACTIVITY

- A. Attach a copy of the Articles of Incorporation and By-Laws for the organization.
- B. Attach a narrative describing the functions and services provided by the organization to include the mission statement, hours of operation, number of staff and their qualifications, number of individuals served daily / weekly, etc. You may include a brochure, pamphlet or a web address to the organization.
- C. Attach evidence of funding.
- Grants Contributions Other
- Expiration date of Funding:
- D. Charter Agency / Council
- Include a copy of the current charter document, official service determination letter or other documentation letter or other documentation recognizing the organization / activity as the member of a nationally recognized organization.

SECTION 6. NONDISCRIMINATION ASSURANCE

1. Name of Organization

City of Plainwell

hereinafter called the donee, agrees that the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with all requirements imposed by or pursuant to the General Services Administration (41 CFR 101-6.2 and 101-8) issued under the provisions of Title VI of the Civil Rights Act of 1964, as amended, section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987, to the end that no person in the United States shall on the ground of race, color, national origin, sex or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and hereby gives assurance that it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees (1) that this agreement shall be subject in all respects to the provisions of said Federal statutes and regulations, (2) that this agreement obligates the donee for the period during which it retains ownership or possession of the property, (3) that the United States shall have the right to seek judicial enforcement of this agreement, and (4) that this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

SECTION 7. CERTIFICATIONS AND AGREEMENTS (INCLUDING TERMS, CONDITIONS, RESERVATIONS, RESTRICTIONS AND CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS – PRIMARY RECOVERED TRANSACTIONS)

A. THE DONEE CERTIFIES THAT:

1. It is a public agency, or a nonprofit institution or organization exempt from taxation under section 501 of the Internal Revenue Code of 1954 within the meaning of section 203 (j) of the Federal Property and Administrative Services Act of 1949, as amended, and/or the regulations of the General Services Administration (GSA).
2. If a public agency, the property is needed and will be used by the recipient for carrying out or promoting for the residents of a given political area one or more public purposes, or, if a nonprofit, tax exempt institution or organization, the property is needed for and will be used by the recipient for educational or public health purposes, including research for any such purpose, or for programs for older individuals. The property is not being acquired for any other use or purpose, or for sale or other distribution, or for permanent use outside the State, except with prior written approval of the State agency.
3. Funds are available to pay all costs and charges incident to donation.

4. This transaction shall be subject to the nondiscrimination regulations governing the donation of surplus personal property issued under title VI of the Federal Property and Administrative Services Act of 1949, as amended, section 504 of the Rehabilitation Act of 1973, as amended, title IX of the Education Amendments of 1972, as amended, and section 303 of the Age Discrimination Act of 1975.

B. THE DONEE AGREES TO THE FOLLOWING FEDERAL CONDITIONS:

1. All items of property shall be placed in use for the purpose(s) for which acquired within 1 year of receipt and shall be continued in use for such purpose(s) for 1 year from the date the property was placed in use, or continued in use, the donee shall immediately notify the State agency and, at the donee's expense, return such property to the State agency.
2. Such special handling or use limitations as are imposed by GSA on any item(s) of property listed hereon.
3. In the event the property is not so used or handled as required by B.1. and 2., title and right to the possession of such property shall at the option of GSA revert to the United States of America and, upon demand, the donee shall release such property to such person as GSA or its designee shall direct.

C. THE DONEE AGREES TO THE FOLLOWING CONDITIONS IMPOSED BY THE STATE AGENCY, APPLICABLE TO ITEMS WITH A UNIT ACQUISITION COST OF \$5,000 OR MORE AND PASSENGER MOTOR VEHICLES, REGARDLESS OF ACQUISITION COST, EXCEPT VESSELS 50 FEET OR MORE IN LENGTH AND AIRCRAFT, FOREIGN GIFTS, OR OTHER ITEMS OF PROPERTY REQUIRING SPECIAL HANDLING OR USE LIMITATIONS, REGARDLESS OF THE ACQUISITION COST OR PURPOSE FOR WHICH ACQUIRED:

1. The property shall be used only for the purpose(s) for which acquired and for no other purpose(s).
2. There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which acquired for a period of (to be in accordance with provisions of the State Plan of Operation).
3. In the event the property is not so used as required by C.1. and 2., and Federal restrictions B.1. B.2. and F. have expired, right to the possession of such property shall at the option of the State agency revert to the State of Michigan and the donee shall release such property to such person as the State agency shall direct.

D. THE DONEE AGREES TO THE FOLLOWING TERMS, RESERVATIONS, AND RESTRICTIONS:

1. From the date it receives the property and through the period(s) of time the conditions imposed by B., C. and F. remain in effect, the donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently for use outside the State, without the prior approval of GSA under B. and F., or the State agency under C. and F. The proceeds from any sale, trade, lease, loan, bailment, encumbrance, or other disposal of the property, when such action is authorized by GSA or by the State agency, shall be remitted promptly by the donee to GSA or the State agency, as the case may be.
2. In the event any of the property is sold, traded, leased, loaned, bailed, cannibalized, encumbered, or otherwise disposed of by the donee from the date it receives the property through the period(s) of time the conditions imposed by B., C. and F. remain in effect, without the prior approval of GSA or the State agency, the donee, at the option of GSA or the State agency shall pay to GSA or the State agency, as the case may be, the proceeds of the disposal or the fair market value or the fair rental value of the property at the time of such disposal, as determined by GSA or the State agency.
3. If at any time, from the date it receives the property through the period(s) of time the conditions imposed by B., C., and F. remain in effect any of the property listed hereon is no longer suitable, usable, or further needed by the donee for the purpose(s) for which acquired, the donee shall promptly notify the State agency, and shall, as directed by the State agency, return the property to the State agency, release the property to another donee or another State agency or to a department or agency of the United States, sell or otherwise dispose of the property. The proceeds from any sale shall be remitted promptly by the donee to the State agency.

4. The donee shall make reports to the State agency on the use, condition, and location of the property listed here on and on other pertinent matters as may be required from time to time by the State agency.
5. At the option of the State agency, the donee may abrogate the State conditions set forth in C. and the State terms, reservations, and restrictions pertinent thereto in D. by payment of an amount as determined by the State agency.

E. THE DONEE AGREES TO THE FOLLOWING CONDITIONS, APPLICABLE TO ALL ITEMS OF PROPERTY LISTED HEREON:

1. The property acquired by the donee is on an "as is, where is" basis, without warranty of any kind, and the Government of the United States of America will be held harmless from any or all debts, liabilities, judgments, costs, demands, suits, actions, or claims of any nature arising from or incident to the donation of the property, its use, or final disposition.
2. Where a donee carries insurance against damages to or loss of property due to fire or other hazards and where loss of or damage to donated property with unexpired terms, conditions, reservations, or restrictions occurs, GSA or the State agency, as the case may be, will be entitled to reimbursement from the donee out of the insurance proceeds of an amount equal to the unamortized portion of the fair market value of the damaged or destroyed donated items.

F. THE DONEE AGREES TO THE FOLLOWING ADDITIONAL SPECIAL TERMS AND CONDITIONS APPLICABLE TO THE DONATION OF AIRCRAFT AND VESSELS (50 FEET OR MORE IN LENGTH) HAVING AN ACQUISITION COST OF \$5,000 OR MORE AND FOREIGN GIFTS OR OTHER ITEMS OF PROPERTY REQUIRING SPECIAL HANDLING OR USE LIMITATIONS, REGARDLESS OF THE ACQUISITION COST OR PURPOSE FOR WHICH ACQUIRED:

1. The donation shall be subject to the additional special terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document or other agreements executed by the authorized donee representative.

G. ALL PROPERTY ACQUIRED THROUGH THE FEDERAL SURPLUS PROPERTY PROGRAM IS CONSIDERED FEDERAL GRANT-IN-AID AND MAY REQUIRE COMPLIANCE UNDER THE SINGLE AUDIT ACT OF 1984 AND THE PROVISIONS OF OMB CIRCULAR A-133.

H. THE PROSPECTIVE PRIMARY PARTICIPANT CERTIFIES TO THE BEST OF ITS KNOWLEDGE AND BELIEF, THAT IT AND ITS PRINCIPALS:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
2. Have not within a 3-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by Governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
4. Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, state, or local) terminated for cause of default.
5. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

SECTION 8. AUTHORIZED REPRESENTATIVE AND APPROVED SELECTORS CERTIFICATION AND AGREEMENTS

I hereby certify that I am the Authorized Representative for: City of Plainwell
and have the authority to approve and certify purchases for this agency / organization. I agree to be responsible for all Surplus Property acquired by this agency / organization through the State of Michigan, Department of Technology, Management and Budget and hereby give assurance that the property will be utilized in accordance with the terms and conditions printed on this eligibility application.

The following selectors are approved and certified to acquire and utilize Surplus Property on behalf of the above-named agency / organization (attach supplement if necessary):

<u>Bradley Keeler</u>	<u>Mayor</u>	<u>bkeeler@plainwell.org</u>
Name	Title	Email Address

<u>Erik J Wilson</u>	<u>City Manager</u>	<u>ewilson@plainwell.org</u>
Name	Title	Email Address

<u>Brian Kelley</u>	<u>City Treasurer</u>	<u>bkelley@plainwell.org</u>
Name	Title	Email Address

_____	_____	_____
Name	Title	Email Address

_____	_____	_____
Name	Title	Email Address

SECTION 9. SIGNATURE OF APPROVAL BY PROSPECTIVE DONEE

_____	<u>Bradley Keeler</u>	<u>Mayor</u>	<u>2/10/2020</u>
Authorized Representative Signature	Printed Name	Title	Date

SECTION 10. FOR STATE AGENCY USE ONLY

1. The applicant has been determined as: <input type="checkbox"/> Eligible <input type="checkbox"/> Ineligible	3. Eligibility Expires: _____
2. Reasoning if Ineligible _____	4. Agreement # _____
	5. User ID _____

_____	_____	_____	_____
Director's Signature	Printed Name	Title	Date

Send the completed eligibility application and attachments:

1. Electronically to Stephanie Boehmer (boehmers@michigan.gov) or Camie Miller (miller56@michigan.gov),
2. Or by mail to: State of Michigan, Department of Technology, Management, and Budget
Federal Surplus Program
3111 W. St. Joseph Street, Building 600
Lansing, MI 48917
FAX: 517-335-8262



“The Island City”

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Consumers Power Poles – Plainwell Paper Property
Date: February 2, 2020

For the past year, the City has been working with Consumers Energy regarding the relocation of the power poles that reside along the river bank. The issue is at the forefront due to the clean-up schedule.

This summer/fall Weyerhaeuser (the responsible party) will need to remediate soil around several power poles along the riverbank. They will spend approximately \$200,000 to temporarily remove the poles, conduct the clean-up and move the poles back in the same location.

The poles in their current location are a problem for two main reasons, future residential development and the expansion of our Riverwalk to the mill parcel. We have had several stakeholders over the years (developers, planners, etc.) state that the current pole location takes away from the site since the poles will be located between potential condominiums and the river.

Additionally, Council has spoken many times over the years about our goal to give the community an expanded Riverwalk; these poles are sitting directly in the pathway of that future expansion. Also, Consumers will need to maintain the poles, so if our Riverwalk was expanded to the mill parcel, trucks (potentially driving on walk) and other maintenance activities could have a negative impact.

Consumers provided the City with an estimate to move the poles to the southern portion of the mill property at \$350,000. It is Consumers policy that they do not pay for the movement of poles, the party asking for the removal would pay the cost.

Since Weyerhaeuser is already committed to \$200,000 for temporarily moving the poles, staff has been working on a way for Consumers to fund the rest. In exchange for new easement language, Consumers has agreed to fund the remaining shortfall. If the City does not facilitate the movement of the poles now, any future movement cost would fall upon either the City or a developer.

Below is a concept plan of a possible route the poles could be placed. Currently the plan would include a new route on the southern portion of the mill property and co-locating the existing poles that sit on the north side of M-89 with the new route. At this time, we do not know if all the poles could be co-located or not.

A final design is not done but it should be completed shortly. This new route will necessitate the removal of some trees and staff is trying to keep these to minimum.

The City has sent letters to the adjacent homeowners in addition to the two public meetings we had to discuss this topic.

Proposed Route:





“The Island City”

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Mill Demolition Grant – Advertisement/Schedule
Date: February 2, 2020

Moving the project forward we need to advertise for bids. Below is a schedule and the advertisement.

Bid Documents Available – February 10

Mandatory Site Inspection – February 11

Bids Due – February 24, 2:00PM

ADVERTISEMENT:

The City of Plainwell intends to award a single contract for the asbestos abatement, decommissioning, select demolition and restoration at the former Plainwell Paper, Inc. Site located at 200 Allegan Street, Plainwell, Michigan.

A mandatory Site inspection/pre-bid meeting is scheduled for February 11, 2020 at 1 PM. Contractors are to meet at City Hall (City Chambers located on the 2nd floor) at 211 North Main Street, Plainwell, Michigan 49080 at 1 pm EST on that date. Site inspection will require steel-toe boots, disposable boot covers, hardhat, safety glasses, disposable outer gloves and a flashlight. Anyone entering the Site will be required to sign a Release/Waiver available the day of the meeting. Entry into certain portions of the building will not be permitted without respiratory protection.

Bid documents including a qualification questionnaire will be available on CD February 10, 2020 at 3 pm EST. Bid documents will be provided electronically. Bid documents can be obtained from City Hall (on CD) or contact Brian Kelley at 269-685-6821 or bkelly@plainwell.org. Bids will be due February 24, 2020 at 2:00 PM at Plainwell City Hall and will be publicly opened and read. Bids should be submitted in sealed envelopes plainly marked “Plainwell Mill Demolition Project.”

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Sub-Title A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to

this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The City of Plainwell reserves the right to reject any or all bids and to accept any bid, or portion thereof, which in its opinion is most advantageous to the City.

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 01/31/2020

Brian Kelley, City Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2020.02.04 10:26:09 -05'00'

	Investment Type	CUSIP	Principal Purchase	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment*	N/A	\$209,220	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		1.77%	
2	18-Month CD	N/A	\$157,050	Northstar Bank	Julie Smith - 810.329.7104	02/13/2019	08/12/2020	2.45%	194
3	365-Day CD	N/A	\$105,096	Grand River Bank	Christy Vierzen - 616.259.1322	06/11/2019	04/06/2020	2.75%	66
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15	* Trust Funds in Pool		-\$46,902		Non-City Funds included in MIClass				

Total Investments: \$424,463.83

Average Yield: 2.32%

Cash Activity for the Month

Cash, beginning of month: \$1,782,025.14

Cash, end of month: \$1,670,369.17

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
Date: 2020.02.07 14:33:17 -05'00'

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **1/31/2020**

% OF FISCAL YEAR: **58.74%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH AND INVESTED FUNDS BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	358,228	406,559	1,601,820	1,213,732	794,647	740,187	2,213,084	54.84%
Major Streets	134,537	160,432	137,978	459,081	(160,671)	(144,752)	843,278	54.44%
Local Streets	86,069	63,279	49,356	88,651	23,984	59,681	172,896	51.27%
Solid Waste	26,368	897	166,178	116,663	50,412	71,606	198,493	58.77%
Fire Reserve	66,545	66,545	84,793	71,851	79,488	120,990	78,101	92.00%
Airport	23,694	26,902	38,407	41,556	23,753	20,425	52,305	79.45%
Revolving Loan	37,114	62,517	5,900	10,000	58,417	33,014	10,000	100.00%
Capital Improvement	58,423	59,044	129,332	115,860	72,516	72,516	184,947	62.65%
Brownfield BRA	31,460	30,633	60,233	98,985	(8,119)	(7,564)	109,101	90.73%
Tax Increment TIFA	70,235	69,678	76,441	32,359	113,760	111,874	59,830	54.08%
Downtown DDA	24,623	22,625	64,031	27,067	59,589	60,256	54,413	49.74%
Sewer	816,042	724,580	908,765	857,944	775,401	768,579	1,806,972	47.48%
Water	144,104	90,348	315,263	523,854	(118,243)	(65,361)	848,451	61.74%
Equipment	148,654	143,866	135,223	92,456	186,633	187,222	240,398	38.46%
OPEB**	63,821	64,502	12,982	11,325	66,159	66,159	21,127	53.60%
	<u>2,089,917</u>	<u>1,992,407</u>	<u>3,786,702</u>	<u>3,761,384</u>	<u>2,017,725</u>	<u>2,094,833</u>	<u>6,893,397</u>	<u>54.57%</u>

* - Amounts taken from audited financial statements as of June 30, 2019

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

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

Erik J. Wilson, City Manager	Brian Kelley, City Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature: Erik Wilson <small>Digitally signed by Erik Wilson Date: 2020.02.07 14:33:49 -05'00'</small>	Insert Signature: Brian Kelley <small>Digitally signed by Brian Kelley Date: 2020.02.04 10:26:51 -05'00'</small>

02/06/2020

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 02/10/2020 - 02/10/2020
JOURNALIZED
OPEN - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	2020.01	JANUARY 2020 PARTS/SUPPLIES	754.30
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			754.30
000010	RIDDERMAN & SONS OIL CO INC		
	131496	DPW DIESEL FUEL 01/23/2020	650.15
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			650.15
000017	MASTERCARD		
	2020.01	AIRPORT - ORANGE WINDSOCK	152.96
TOTAL FOR: MASTERCARD			152.96
000079	ALLEGAN COUNTY NEWS		
	2844	12/09/19 COUNCIL SUMMARY	132.86
TOTAL FOR: ALLEGAN COUNTY NEWS			132.86
000095	ONE WAY PRODUCTS INC		
	723381	CH - BATH TISSUE & KLEENEX	132.26
	723382	CH - C FOLD TOWELS	37.41
	723674	DPS - MULTIFOLD & PAPER TOWEL	110.73
TOTAL FOR: ONE WAY PRODUCTS INC			280.40
000134	HAROLD ZIEGLER FORD		
	297323	CAR #4 - HEAT REPAIR, WATER PUMP REPLACEMENT	2,049.89
	297914	CAR #5 - FILTER & OIL CHANGE	42.43
	298182	CAR #1 - OIL & FILTER CHANGE	48.61
TOTAL FOR: HAROLD ZIEGLER FORD			2,140.93
000138	AMERICAN OFFICE SOLUTIONS		
	IN225985	DPS COPIER BASE & USAGE THROUGH 1/21/20	99.45
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			99.45
000153	FLEIS & VANDENBRINK INC		
	54799	SHERWOOD AVE IMPROVEMENTS - PROJECT 836390	5,223.35
TOTAL FOR: FLEIS & VANDENBRINK INC			5,223.35
000233	PEERLESS-MIDWEST INC		
	499032	WELL #5 - REMOVAL OF PUMP & MOTOR	6,951.50
TOTAL FOR: PEERLESS-MIDWEST INC			6,951.50
000254	ROOT'S CANVAS SHOP INC		
	663	FIRE TRUCK TARP	350.00
TOTAL FOR: ROOT'S CANVAS SHOP INC			350.00

000714	WEBB CHEMICAL SERVICE CORP		
	502318	WR - FERRIC CHLORIDE	4,146.07
TOTAL FOR: WEBB CHEMICAL SERVICE CORP			4,146.07

000843	B & C TROPHY		
	14602	SHIRTS (4) - B. NIEUWENHUIS	34.00
TOTAL FOR: B & C TROPHY			34.00

001043	BS&A SOFTWARE		
	127649	2/01/20 - 2/01/21 ANNUAL SUPPORT W/ ASSESSING	3,282.00
TOTAL FOR: BS&A SOFTWARE			3,282.00

001218	KERR PUMP INC		
	INV198603	REPLACEMENT OF SPARE CL2 PUMP DISINFECTION PROC	4,555.00
TOTAL FOR: KERR PUMP INC			4,555.00

001448	PROFESSIONAL CODE INSPECTIONS		
	6249	JANUARY 2020 PERMITS	2,510.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			2,510.00

001468	ALLIED MECHANICAL		
	19586	REPLACE LEAKING PIPE ON W. FINAL CLARIFIER	2,835.00
TOTAL FOR: ALLIED MECHANICAL			2,835.00

001748	REPUBLIC WASTE SERVICES		
	0249-006635533	DPW/CITY GARBAGE/RECYCLE FEBRUARY 2020	608.04
	0249-006635950	WR GARBAGE SERVICE FEBRUARY 2020	350.75
TOTAL FOR: REPUBLIC WASTE SERVICES			958.79

001829	PERCEPTIVE CONTROLS INC		
	14310	LOG ME IN ANNUAL SUBSCRIPTION 2/01/20 - 1/31/21	250.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			250.00

002002	USA BLUEBOOK		
	113469	WR - LAB SUPPLIES	581.30
	113850	WR - LAB SUPPLIES	230.85
TOTAL FOR: USA BLUEBOOK			812.15

002286	MICHIGAN ELECTION RESOURCES LLC		
	11162	PRESIDENTIAL PRIMARY SUPPLIES	88.17
TOTAL FOR: MICHIGAN ELECTION RESOURCES LLC			88.17

002325	SEVERANCE ELECTRIC CO INC		
	9814	HIGH SCHOOL/STARR RD LIGHT - SERVICE & BULB	138.00
TOTAL FOR: SEVERANCE ELECTRIC CO INC			138.00

002347	ALRO STEEL CORPORTATION		
	JLL7213KZ	TRUCK #18	20.00
TOTAL FOR: ALRO STEEL CORPORTATION			20.00

002365	C-COMM		
	19001	REPAIR & INSTALL SPOTLIGHT HANDLE	104.00

TOTAL FOR: C-COMM			104.00
002371	RENEWED EARTH INC		
	27946	YARD WASTE CONTRACT FEBRUARY 2020	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00
002536	NORMAN BUILDERS		
	2020.01	AIRPORT - SNOW PLOWING JANUARY 2020	390.00
TOTAL FOR: NORMAN BUILDERS			390.00
002644	RIETH-RILEY CONSTRUCTION CO INC		
	71803014	COLD PATCH 01/14/20	244.00
	7180320	COLD PATCH 01/31/20	650.00
TOTAL FOR: RIETH-RILEY CONSTRUCTION CO INC			894.00
002703	CONTINENTAL LINEN SERVICES INC		
	2020.01CH	JANUARY 2020 CH RUGS	45.20
	2020.01DPS	JANUARY 2020 DPS RUGS	41.84
	2020.01WR	JANUARY 2020 WR UNIFORMS/RUGS	63.88
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			150.92
002723	OMEGA RAIL MANAGEMENT		
	20-133072	PIPELINE LEASE 3/25/20 - 3/24/20	800.00
TOTAL FOR: OMEGA RAIL MANAGEMENT			800.00
002780	BORGESS LIFE SUPPORT MEDICAL CENTER		
	2020	2020 LIFE SUPPORT CARDS - DPS 16 PARTICIPANTS	80.00
TOTAL FOR: BORGESS LIFE SUPPORT MEDICAL CENTER			80.00
004182	PITNEY BOWES/PURCHASE POWER		
	2020-01	POSTAGE ON METER 12/23/19 & 01/02/20	655.00
TOTAL FOR: PITNEY BOWES/PURCHASE POWER			655.00
004190	WATERSOLVE LLC		
	8414	WR - POLYMER 465 LB DRUM	975.00
TOTAL FOR: WATERSOLVE LLC			975.00
004241	GHD SERVICES INC		
	1041417	UTILITIES/Common Area MAINT DECEMBER '19	2,169.63
	1041704	PHASE III MILL DEMO - ENGINEERING SERVICES THROUG	1,820.81
TOTAL FOR: GHD SERVICES INC			3,990.44
004263	SUPERIOR ASPHALT INC		
	62113	HOT MIX TO FILL POTHOLES - MAJOR/LOCAL STREETS	560.00
TOTAL FOR: SUPERIOR ASPHALT INC			560.00
004768	GRAND ELK RAILROAD INC (WATCO)		
	91126011	2019 SIGNAL MAINTENANCE	1,271.00
TOTAL FOR: GRAND ELK RAILROAD INC (WATCO)			1,271.00
004812	FISH WINDOW CLEANING		
	2647-79484	WR - WINDOW CLEANING	22.00

TOTAL FOR: FISH WINDOW CLEANING 22.00

004855	PLAINWELL ACE HARDWARE		
	4364	SHOP - WOOD SCREW, ROPE	65.49
	4444	PARTS FOR TRAILER REPAIR #82	74.48
	4449	BANNER ARMS/GENERAL USE	14.97
	4454	DPW BREAKROOM	24.99
	4458	GARMENT HOOK - DPS	4.59
	4459	#82 TRAILER REPAIR	16.59
	4462	#17 - PARTS	6.77
	4470	DPW BREAKROOM	4.59
	4478	DPW BREAKROOM - PAINT & DRYWALL TOOLS	27.58
	4482	CITY HALL - NEW OFFICE	63.09
	4485	CITY HALL - NEW OFFICE	20.97
	4491	PELL PARK - TOILET	263.63
	4495	PELL PARK - RESTROOM TOILET	23.17
	4498	PELL PARK BATHROOM	47.91
	4506	DPW BREAKROOM & CITY HALL NEW OFFICE	41.95
	4507	PELL PARK TOILET	77.96
	4508	PELL PARK TOILET	7.99
	4509	DPW BREAKROOM	23.25
	4510	PELL PARK TOILET	61.69
	4511	PELL PARK TOILET	11.99
	4516	CITY HALL - NEW OFFICE	8.98
	4519	CLEANING SUPPLIES & ELECTRICAL TAPE	61.27
	4521	CITY HALL - NEW OFFICE	3.59
	4525	RETURN (ITEM ON INVOICE 4521)	(3.59)
	4526	DPW BREAKROOM	3.45
	4527	CITY HALL - NEW OFFICE	23.35
	4532	DPS - COFFEE FILTERS	2.79

TOTAL FOR: PLAINWELL ACE HARDWARE 983.49

005021	ROBERT DARVAS ASSOCIATES PC		
	15447	STRUCTURAL ENGINEERING - MILL DEMO	1,225.00
	15533	STRUCTURAL ENGINEERING - MILL DEMO	4,691.62

TOTAL FOR: ROBERT DARVAS ASSOCIATES PC 5,916.62

005028	THE BRASS HOLE LLC		
	570	GUN PARTS & TRAINING AMMO	980.00

TOTAL FOR: THE BRASS HOLE LLC 980.00

005029	SPECTRUM PRINTERS		
	61826	AV APPS/ENVELOPES PRESIDENTIAL PRIMARY	88.89
	61894	AV SECRECY & DUAL WINDOW ENVELOPES	89.25

TOTAL FOR: SPECTRUM PRINTERS 178.14

999999	JEFFREY LYONS		
	2020.02LYONS	REIMBURSEMENT FOR SEWER BACKUP	634.25

TOTAL FOR: JEFFREY LYONS 634.25

INVOICE AUTHORIZATION

Person Compiling Report

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

Insert Signature:
Amanda Kersten
Digitally signed by Amanda Kersten
DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall, email=akersten@plainwell.org, c=US
Date: 2020.02.06 11:33:49 -05'00'

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:
Brian Kelley
Digitally signed by Brian Kelley
Date: 2020.02.07 11:21:56 -05'00'

Bryan Pond, Water Renewal Plant Supt.

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

Insert Signature:
Bryan Pond
Digitally signed by Bryan Pond
Date: 2020.02.07 10:15:59 -05'00'

Bill Bomar, Public Safety Director

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

Insert Signature:
Bill Bomar
Digitally signed by Bill Bomar
Date: 2020.02.06 20:02:11 -05'00'

Bob Nieuwenhuis, Public Works Supt.

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

Insert Signature:
Robert Nieuwenhuis
Digitally signed by Robert Nieuwenhuis
Date: 2020.02.06 13:05:00 -05'00'

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
Date: 2020.02.07 14:32:44 -05'00'

02/07/2020

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 01/31/2020 - 02/17/2020

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction - Property Tax Distributions					
01/31/2020	CBGEN	1707(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2019 TAX COLLECTIONS W/E 01/25/2020	6,615.64
01/31/2020	CBGEN	1708(A)	ALLEGAN COUNTY TREASURER	2019 TAX COLLECTIONS W/E 01/25/2020	2,035.41
01/31/2020	CBGEN	1709(A)	PLAINWELL COMMUNITY SCHOOLS	2019 TAX COLLECTIONS W/E 01/25/2020	12,287.08
01/31/2020	CBGEN	1710(A)	RANSOM DISTRICT LIBRARY	2019 TAX COLLECTIONS W/E 01/25/2020	1,031.73
02/07/2020	CBGEN	1711(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2019 TAX COLLECTIONS W/E 02/01/2020	23,414.35
02/07/2020	CBGEN	1712(A)	ALLEGAN COUNTY TREASURER	2019 TAX COLLECTIONS W/E 02/01/2020	8,010.67
02/07/2020	CBGEN	1713(A)	PLAINWELL COMMUNITY SCHOOLS	2019 TAX COLLECTIONS W/E 02/01/2020	91,208.59
02/07/2020	CBGEN	1714(A)	RANSOM DISTRICT LIBRARY	2019 TAX COLLECTIONS W/E 02/01/2020	3,771.00
Total ACH Transaction:					<u>148,374.47</u>
Check Type: EFT Transfer - Automatic Payments					
02/05/2020	CBGEN	1715(E)	UNITED HEALTHCARE INSURANCE COMPAN'	RETIREE HEALTH INSURANCE FEBRUARY 2020	215.49
02/07/2020	CBGEN	1716(E)	UNITED HEALTHCARE INSURANCE COMPAN'	RETIREE HEALTH INSURANCE FEBRUARY 2020	208.32
Total EFT Transfer:					<u>423.81</u>
Bank UBAP United Bank - General Checking					
Check Type: EFT Transfer - Automatic Payments					
02/17/2020	UBAP	126(E)	CITY OF PLAINWELL	FEBRUARY 2020 UTILITY BILLS	577.79
02/04/2020	UBAP	127(E)	STATE OF MICHIGAN	JANUARY 2020 SALES TAX	39.82
02/10/2020	UBAP	128(E)	CENTURYLINK	JANUARY 2020 LONG DISTANCE	0.50
Total EFT Transfer:					<u>618.11</u>

Check Type: Paper Check - Manual Checks

02/01/2020	UBAP	15610	C.O.P.S. TRUST INSURANCE	FEBRUARY 2020 DENTAL & VISION INSURANCE	1,455.21
02/01/2020	UBAP	15611	MADISON NATIONAL LIFE INSURANCE CO	FEBRUARY 2020 LIFE INSURANCE COVERAGE	100.77
02/01/2020	UBAP	15612	PRIORITY HEALTH	FEBRUARY 2020 HEALTH INSURANCE PREMIUM	24,721.79
01/31/2020	UBAP	15613	POSTMASTER	TO MAIL UTILITY BILLS	600.50
01/31/2020	UBAP	15614	VERIZON	DPW/WR DESK PHONES 12/18/19 - 01/17/20	1,047.45
01/31/2020	UBAP	15615	CHARTER COMMUNICATIONS (SPECTRUM)	DPS PHONES/INTERNET/TV THROUGH 2/18/20	347.88
01/31/2020	UBAP	15616	US BANK EQUIPMENT FINANCE (COPIER)	CH COPIER LEASE PAYMENT FEBRUARY 2020	147.00
01/31/2020	UBAP	15617	MLIVE MEDIA GROUP	MILL DEMO GRANT - PUBLIC HEARING NOTICE	46.04
02/05/2020	UBAP	15620	CONSUMERS ENERGY	ELECTRICITY THROUGH 01/22/2020	15,216.78
					15,216.78
Total Paper Check:					43,683.42

REPORT TOTALS:	
Total of 22 Checks:	193,099.81
Less 0 Void Checks:	0.00
Total of 22 Disbursements:	193,099.81

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: 2020.02.07 09:57:49 -05'00'

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson
Digitally signed by Erik Wilson
 Date: 2020.02.07 14:32:11 -05'00'

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
MICHIGAN GAS UTILITIES CORPORATION
CASE NO. U-20545

Received

JAN 27 2020

City of Plainwell
Clerk/Treasurer's Office

- Michigan Gas Utilities Corporation requests Michigan Public Service Commission's approval of a Gas Cost Recovery plan and authorization of Gas Cost Recovery factors for the 12-month period April 1, 2020 through March 31, 2021.
- The information below describes how a person may participate in this case.
- You may call or write Michigan Gas Utilities Corporation, 899 S. Telegraph Rd., Monroe, MI 48161, 734-457-6120 for a free copy of its application. Any person may review the documents at the offices of Michigan Gas Utilities Corporation.
- A pre-hearing will be held:

DATE/TIME: Wednesday, February 26, 2020 at 9:30 AM

BEFORE: Administrative Law Judge Dennis Mack

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

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

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Michigan Gas Utilities Corporation's (MGUC) December 27, 2019 application requesting Commission approval to: 1) implement a 12-month Gas Cost Recovery (GCR) plan and GCR factor of \$3.1699 per Mcf and Contingency Factor Matrix for the period from April 1, 2020 through March 31, 2021; 2) implement a Reservation Charge of \$0.5936 per Mcf to both GCR and Gas Cost Choice customers; 3) approve the five-year forecast and indicate any cost items in the five-year forecast that cannot be recovered from MGUC customers in rates, rate schedules, or GCR factors established in the future; and 4) treat incurred premiums on financial instruments as part of its booked cost of gas for the purpose of GCR.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: michigan.gov/mpscedockets. Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: mpscedockets@michigan.gov. If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: mpscedockets@michigan.gov.

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 19, 2020. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Michigan Gas Utilities Corporation's attorney, Paul M. Collins, Miller Canfield Paddock & Stone PLC, One E. Michigan Ave., Ste. 900 Lansing, MI 48933.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Michigan Gas Utilities Corporation's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Michigan Gas Utilities Corporation. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; 1982 PA 304, as amended, MCL 460.6h et seq.; and Parts 1 & 4 of the Michigan Office of Administrative Hearings and Rules, Mich. Admin Code, R 792.10106 and R 792.10401 through R 792.10448.

Reports & Communications:

A. Special Event Permit 2020-002

A Special Event Permit application has been received from Nancy Morehouse to hold a Leap of Kindness Day on Saturday February 29, 2020. The event is described as “an opportunity for area residents to perform community service and get out and enjoy our town.” The event is planned from 8am to 12noon at City Hall Council Chambers and the Bandshell.

Recommended action: Consider approving Special Event Permit 2020-002 for a February 29, 2020 Leap of Kindness Day at City Hall and the Bandshell.

B. Special Event Permit 2020-003

A Special Event Permit application has been received from Steven E Stanton to conduct an auction on April 4, 2020 on West Bridge Street from Park Street east to the end.

Recommended action: Consider approving Special Event Permit 2020-003 for a April 4, 2020 auction.

C. Resolution 2020-07 – Airport Static Display – Federal Surplus Assistance Program:

A retired T-38 aircraft is on permanent display at the Municipal Airport. This was acquired through the Federal Surplus Assistance Program, which requires periodic updates of the city’s eligibility to participate in the program. The current update requires the Council to designate an “authorized coordinator” by Resolution.

Recommended action: Consider adopting Resolution 2020-07 designating the City Manager to be an Authorized Coordinator for the Federal Surplus Assistance Program.

D. Consumers Power Pole Relocation – Mill Property

City Manager Wilson will present a draft plan for relocating power poles off the river onto the Mill property along Allegan Street.

Recommended action: Consider approving and/or discussing a final plan for moving the power poles off the river.

E. Mill Demolition Grant Application

City Manager Wilson will present a schedule for demolition bid proposals related to the Grant Application.

Recommended action: Consider approving the demolition bid advertising schedule.

F. Mill Citizen Advisory Committee

Council will consider creating an advisory committee. During our public meeting for the demolition grant, there was some residents who were interested in serving on a committee. The committee would be advisory only.

Recommended action: Consider creating an advisory committee.

Reminder of Upcoming Meetings

- February 27, 2020 – Allegan County Board of Commissioners – 1:00pm
- February 11, 2020 – Plainwell DDA/BRA/TIFA Board – 7.30am
- February 19, 2020 – Plainwell Planning Commission – 7:00pm
- February 24, 2020 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- Notice of Public Hearing – Michigan Gas Utilities – February 26, 2020 9:30am