

City of Plainwell



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

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

“The Island City”

AGENDA

Plainwell City Council

Monday, February 13, 2023 - 7:00PM

Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 01/23/2023 Regular Meeting
6. General Public Comments
7. County Commissioner Report
8. Agenda Amendments
9. Mayor’s Report
10. Recommendations and Reports:

A. Rental Rehab Project – Pay Request #1 & #2

Council will consider approving all spending and contracts associated with the CDBG Funds / Rental Rehab Project at 112 North Main Street.

B. Local Government Approval for On-Premises Tasting Room Permit – 119 West Enterprises LLC

Council will consider approving the request for a new On-Premises Tasting Room Permit application for the distillery at 119 W. Bridge Street and 111 W. Chart Street.

C. Resolution 2023-09 – A Resolution Designating the Certifying Officer for the Rental Rehabilitation Project

Council will consider adopting Resolution 2023-09 A Resolution Designating the Certifying Officer for the Rental Rehabilitation Project.

D. DPW – Annual Flower Purchase

Council will consider approving the annual flower purchase from Zeinstra’s Greenhouse in the amount of \$8,473.00.

E. DPW – Well #6 Abandonment

Council will consider approving a contract with Peerless Midwest to abandon well #6 in the amount of \$10,250.00.

F. WR – New Lifting Beam for 12th Street Lift Station Pumps

Council will consider approving a contract with W Soule to replace the existing “I” beam at the 12th Street Lift Station in the amount of \$4,575.00.

G. DPS – Agency Accreditation

Council will consider authorizing the Department of Public Safety to begin the process of Agency Accreditation and approving purchases with the Michigan Association of Chiefs of Police in the amount of \$1,500 and PowerDMS in the amount of \$550 as part of the process.

H. DPS – 2023 Tahoe Purchase

Council will consider approving the purchase of a 2023 Chevrolet Tahoe patrol vehicle through Berger Chevrolet of Grand Rapids using the MiDEAL program in the amount of \$41,000.00 for the vehicle and \$15,000.00 for vehicle upfitting.

I. Plainwell Paper Mill Buildings – Lead Abatement

Council will consider approving the lead abatement project with Young’s Environmental, Analytical Testing & Consulting Services and Nelson Nave in the total amount of \$82,450.00.

J. Administration – Monthly Recycling & Semi-Annual Bulk Trash Pickup Special Assessment

Council will consider adopting Resolution 2023-10 City of Plainwell Special Assessment District No. 23-01 Directing the City Clerk to Cause to be Prepared Preliminary Plans and Specifications Regarding Certain Public Improvements.

K. Budget Amendment – Contribution to OPEB Trust

Council will consider approving a budget amendment of \$5,767.00 into the OPEB Fund and approving a contribution of \$15,528.00 to the OPEB Trust.

11. Communications: The January Investment and Fund Balance reports, and the January DPS report.

12. Accounts Payable - \$719,699.16

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 23, 2023

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. The invocation was given by Terry Steele.
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 01/09/2023 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: Commissioner Dugan thanked the City Council for their time and noted that he appreciated being able to give these reports. He reported on 2 meetings and provided an update on the courthouse/county services building project, the organization meeting and committee/commission assignments for each County Commissioner, and noted that a third judge which would be elected in 2024 had been approved by the governor.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel reported the Planning Commission had held a public hearing regarding the proposed amendments to the sign ordinance on January 18, 2023, and had recommended the proposed ordinance amendment be sent to City Council for approval. She noted that the proposed ordinance amendment would establish more clear guidelines for sandwich signs in front of downtown businesses. She also reported that this was part of the effort to clean up ordinances and make the language more clear.
A motion by Steele, seconded by Overhuel, to set a public hearing for 7:00pm on February 27, 2023 for the purpose of allowing interested parties to comment on proposed sign ordinance amendments. On a voice vote, all voted in favor. Motion passed.
 - B. Community Development Manager Siegel reported that the recreation plan had been approved at the last meeting and the resolution was the final step to be approved before sending the plan in to the Michigan Department of Natural Resources.
A motion by Overhuel, seconded by Steele, to approve Resolution 2023-07 Adoption of Five Year Recreation Plan. On a roll call vote, all voted in favor. Motion passed.

C. Clerk Fenger reported that the City Assessor regularly reviews the poverty exemption guidelines from the federal government and recommended updating the guidelines adopted by the City. She noted that this was mainly a housekeeping item for the Assessor and the poverty exemption applied to a very small number of people, but it was something the City should be updating regularly.

A motion by Wisnaski, seconded by Keeney, to adopt Resolution 2023-08 Guidelines for Poverty Exemptions. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A. **A motion by Steele, seconded by Overhuel, to accept and place on file the December Water Renewal Report, the draft 1/12/2023 Parks & Trees meeting minutes, the draft 1/10/2023 DDA/BRA/TIFA meeting minutes and the draft 1/18/2023 Planning meeting minutes. 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 \$526,666.70 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 reported that Winter Property Taxes are due February 14, 2023. He also reported that Julie Saukas, Utility Billing Clerk, has found another opportunity and her last day will be February 1, 2023, and that they were working on finding a replacement for her role. He noted that he was working on the budget and meeting with department heads regarding their budgets, and monitoring pending legislation for any changes that would affect the City.

Community Development Manager Siegel reported submitting a grant for an outdoor fitness park through Priority Health, which would allow for a 38x39ft outdoor fitness court in one of the parks if selected. She also reported working on upcoming events in February and March, and that a pay request for the rental rehab project would be coming soon.

Superintendent Pond reported that the heat exchanger project was completed and had reduced the gas bill as hoped.

Director Callahan introduced Michael Bruce and reported that he had recently completed a weeklong Field Training Officer program in order to be able to train new officers. He also reported that the Allegan County Tech Center had reached out about participating in their work-based learning program, and he would be working with them to have students participating in the program spend time at DPS.

Clerk Fenger reported working with Julie Saukas on learning some of her job functions related to training. She also noted that she would be attending an Allegan County Clerk's Association meeting this week, and had enrolled in the mentor/mentee program they offered.

Manager Wilson reported that EGLE was petitioning to be able to remove the gas from the Clark Station because LARA had tagged them and no one could touch the tanks until that was resolved. He also reported that he had shown the William Crispe House to another interested party, and had a meeting with the new project manager out of Chicago for the Plainwell Dam Removal project. He also noted that the State of Michigan wants more PFAS sampling which has thrown a curveball in the river clean up project.

15. Council Comments: None.

16. Adjournment:

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

Minutes respectfully
Submitted by,
Margaret Fenger
City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 13, 2023

Margaret Fenger, City Clerk

DRAFT



"The Island City"

MEMORANDUM

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

TO: City Council
FROM: Denise Siegel, Community Development Manager
DATE: February 13, 2023
SUBJECT: CDBG Funds / Rental Rehab

ACTION RECOMMENDED: Asking the City Council to approve all spending and contracts that are associated with the CDBG Funds / Rental Rehab Project at 112 N. Main St.

Total Project Cost: \$357,517

Broken down (see table below) CDBG Funds - \$240,000.00 / Private funds - \$83,382 / Admin cost - \$34,135.00

Contractors to be paid:

- Russell Construction - \$240,000.00
- Builders Unlimited - \$12,735
- AAA Lead Inspection - \$400
- Abonmarche - \$15,000 (we have been reimbursed for a portion of this expense)
- Analytical - \$1,050 (we have already paid them and have been reimbursed)
- TriTerra - \$5,350 (we have already paid them and have been reimbursed)

Payout Request #1 is for the administration cost of the grant which totals \$34,135.00. Our first request was for \$7,110.00. Cost is broken down:

Abonmarche	\$ 710.00
Environmental Consultant (Triterra)	\$5,350
Lead & Asbestos testing (Analytical Testing & Consultants)	\$1,050
Total	\$7,110.00

Payout Request #2 is for \$69,202.50. This covers the following:

Construction (Russell Construction)	\$56,317.50 (paid for from CDBG funds)
Construction (Russell Construction)	\$18,772.50 (paid for from private funds)
Abonmarche (Admin expenses)	\$ 150.00
Builders Unlimited (Admin expenses)	\$12,735.00

*Total reimbursement to Russell Construction is \$75,909.00 with 75% being paid from CDBG funds and 25% being paid from private funds.

Background Information: This project is a renovation of 4 apartments in our downtown, located on the second floor of 112 N. Main St. (Perfect Image). The grant application began back in March of 2021.

6. PROJECT BUDGET						
ACTIVITY COSTS	CDBG	LOCAL	PRIVATE			TOTAL
Planning	\$	\$	\$	\$	\$	\$
Acquisition	\$	\$	\$	\$	\$	\$
Engineering	\$	\$	\$	\$	\$	\$
3 rd Party Environmental	\$5,350	\$	\$	\$	\$	\$5,350
Demolition	\$	\$	\$	\$	\$	\$
Construction (includes contingency and bonding)	\$240,000	\$	\$79,982	\$	\$	\$319,930
Lead & Asbestos Testing	\$1,050	\$	\$	\$	\$	\$1,050
Grant Administrator	\$15,000	\$	\$	\$	\$	\$15,000
Lead Abatement work	\$12,735	\$	\$	\$	\$	\$12,735
Lead Abatement Certification	\$	\$	\$400	\$	\$	\$400
Sub Soil Gas Investigation	\$	\$	\$3,000	\$	\$	\$3,000
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
GRAND TOTAL	\$274,135	\$	\$83,382	\$	\$	\$357,517

Are there other funding sources available to contribute to the proposed project? Provide inquiries made and the

1. Project Title: **Southwright Apartments** 2. Grant No.: **MSC 221019-RR**
 3. Name and Address of Grantee: **City of Plainwell** 4. Federal ID No.: **38-60004724**
 5. Request No.: **Admin 1** **211 N Main Street, Plainwell, MI 49080** 6. Grant Term: From: **8/1/2022** To: **3/31/2023**
 7. Final Request: Yes No 8. Dates Expenditures Incurred (do not cross state fiscal years 9/30)*: From: **12/17/2021** To: **7/31/2022**

9. Total Amount Requested: **7,110.00**

10. Use 1 Column for each Project Activity (from Attachment A-Project Budget; i.e. Construction, address of façade, etc.) *	CGA	Environmental Consultant	Lead Abatement	Lead and Asbestos Testing	TOTAL
a. Approved Grant Budget (CDBG Funds Only)	15,000.00	5,350.00	12,735.00	1,050.00	34,135.00
b. Total CDBG Funds Previously Requested		-			-
c. Max CDBG Funds Available for this Request	15,000.00	5,350.00	12,735.00	1,050.00	34,135.00
d. Request for Reimbursement	710.00	5,350.00		1,050.00	7,110.00
e. Request for Advance					-
f. Balance of funds available after this request	14,290.00	-	12,735.00	-	27,025.00

For State Staff use only

Amount Approved

11. Match	Local Match	Private Match	Other Match	MATCH TOTAL
a. Match this Period		3,000.00		3,000.00
b. Match Previously Reported				-
c. Total Match to Date	-	3,000.00	-	3,000.00

12. Grantee Comments:
Admin expenses. Match for sub slab soil gas testing.

Certification*: I certify by **initialing** all that are applicable below (enter n/a if not applicable):

- NA a. Wages have been paid in accordance with the Federal Labor Standards (Davis Bacon).
- EPW b. Requested funds are for activities within the scope of the approved Environmental Review, Grant Agreement and/or RLF Agreement. Funds requested were incurred after the environmental release of funds if applicable.
- EPW c. Documentation is attached reflecting CDBG eligible expenditures and all required match funds reported on this payment request. These expenditures are based on the CDBG percentage of project costs from the Grant Agreement. *Loan projects attach documentation showing costs meet program requirements and are within permitted date range.*
- NA d. All previously requested CDBG funds have been expended.
- EPW e. For first payments, the items required on the Pre-Disbursement Requirements form have been submitted.

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Signature: Eric J. Wilson Date: 9-6-22
 Typed/Printed Name & Title: Eric J. Wilson, City Manager
 State Agency Approval & Date: _____

For State Staff use only

* See the 'Payment Request Instructions' or 'Payment Request Instructions Loan' tab for directions

DISBURSEMENT REQUEST

1. Project Title	City of Plainwell Southwright Apartments
3. Grantee Name	City of Plainwell
Address	211 North Main Street, Plainwell, MI 49080
5. Request #	1
7. Final Request (Yes or No)	No
9. Amount Requested	\$ 69,202.50

2. Grant #	MSC 221019-RR		
4. FEIN #	38-60004724		

6. Grant Term	FROM	08/01/22	TO	03/30/23
8. Expenditures Incurred (if FROM prior to 9/30 then TO cannot be after State FY 9/30)	FROM	10/01/22	TO	01/23/23

10. PROJECT ACTIVITY	Construction				CDBG TOTAL	Env Review	CGA	Test-Ld Asb Rad	ADMIN TOTAL	TOTAL
a) Grant Budget	240,000.00				240,000.00	5,350.00	15,000.00	13,785.00	34,135.00	274,135.00
b) Previously Requested	0.00				0.00	5,350.00	710.00	1,050.00	7,110.00	7,110.00
c) Available	240,000.00	0.00	0.00	0.00	240,000.00	0.00	14,290.00	12,735.00	27,025.00	267,025.00
d) Amt Requested	56,317.50				56,317.50		150.00	12,735.00	12,885.00	69,202.50
e) Balance Available	183,682.50	0.00	0.00	0.00	183,682.50	0.00	14,140.00	0.00	14,140.00	197,822.50

11. MATCH SUMMARY	Private				TOTAL	TO DATE	Amt	Percentage	Per Grant/Amendment
a) Match Budget	83,382.00				83,382.00	CDBG wo Admin	56,317.50	40.20%	75.00%
b) Previously Reported	2,913.05				2,913.05	Match Expended	83,782.00	59.80%	25.00% MET
c) This Period	80,868.95				80,868.95	TOTAL	140,099.50	100.00%	100.00%
d) Match Needed	-400.00	0.00	0.00	0.00	-400.00				

12. Grantee Comments: 75% of cost are covered by CDBG Funds and 25% are covered by Private Funds

CERTIFICATION: I certify by initialing all that are applicable below (enter n/a if not applicable):

- NA a) Wages have been paid in accordance with the Federal Labor Standards (Davis Bacon).
- EJW* b) Requested funds are for activities within the scope of the approved Environmental Review, Grant Agreement and/or RLF Agreement. Funds requested were incurred after the environmental release of funds if applicable.
- EJW* c) Documentation is attached reflecting CDBG eligible expenditures and all required match funds reported on this payment request. These expenditures are based on the CDBG percentage of project costs from the Grant Agreement. Loan projects attach documentation showing costs meet program requirements and are within permitted date range.
- EJW* d) All previously requested CDBG funds have been expended.
- NIA* e) For first payments, the items required on the Pre-Disbursement Requirements form have been submitted.

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Signature *Eric J. Wilson*
 Print Name & Title ERIC J. WILSON, CITY MANAGER
 State Approval _____

Date 1-27-23

 Date _____

AMOUNT APPROVED

SWORN STATEMENT

Commitment No.: _____ Draw # 1 Date: 1/12/23

Lender: _____ Address: _____ Phone: _____
 Contractor: Russell construction Address: 30600 22nd st kalamazoo mi 49009 Cell: 269 377-5068
 Alt. Contact: _____ Address: _____ Phone: _____
 Owner: Chad Russell Address: _____ Phone: _____
 Deponent _____ State of Michigan, County of _____ being duly sworn, deposes and says that Chad Russell

Is the (owner, contractor or sub-contractor) owner for an improvement to the following described real property situated in the County of Van Beuren, Michigan, described as follows, 30600 22nd st Kalamazoo Mi 49009 of _____
 Property Address: 30600 22nd st Kalamazoo M, 49009

That the following is a complete statement of each contractor, subcontractor, supplier, and laborer, for which laborer the payment of wages or fringe benefits and withholdings is due but unpaid, and for which laborer the payment of fringe benefits and withholdings is earned by unpaid, with whom the (contractor) (subcontractor) has (contracted) (subcontracted) for performance under the contract with the owner or lessee thereof, and that the amount due to the persons as of the date hereof are correctly and fully set forth opposite their names.
 That (he) (she) has not employed or procured material from, contracted or subcontracted with, any person or persons, firm, or corporations other than those below-mentioned, and owes no monies for the construction of said buildings or improvements other than the sums set forth hereinafter.
 That (he) (she) makes the foregoing statements as the (owner) (contractor) (subcontractor) or as of the (owner) (contractor) (subcontractor) for the purpose of representing to the owner or lessee of the aforementioned premises and his or her agents and the mortgagee and Sun Title Agency and its underwriter that the aforementioned property is free from claims of construction liens, or the possibility of construction liens, except as specifically set forth below.

	NAME, ADDRESS AND PHONE NUMBER OF SUBCONTRACTOR SUPPLIER, OR LABORER	TYPE OF IMPROVEMENT FURNISHED	TOTAL CONTRACT PRICE	Change Orders +/-	ADJUSTED CONTRACT AMOUNT	AMOUNT ALREADY PAID	CURRENT REQUEST	TOTAL RETENTION HELD	BALANCE TO COMPLETE	WAIVER
1A										
B	<u>Russell construction</u>	<u>Permits</u>	<u>1,690.00</u>		<u>1,690.00</u>	<u>0.00</u>	<u>1690.00</u>		<u>0.00</u>	
C										
2A										
B	<u>Rusasell construction</u>	<u>Demolition (labor and dumpster fees)</u>	<u>13,310.00</u>		<u>13,310.00</u>	<u>0.00</u>	<u>11000.00</u>		<u>2,310.00</u>	
C										
3A										
B	<u>Russell construction</u>	<u>General construction fees</u>	<u>17,500.00</u>		<u>17,500.00</u>	<u>0.00</u>	<u>5000.00</u>		<u>12,500.00</u>	
C										
4A										
B		<u>windows</u>	<u>9,500.00</u>		<u>9,500.00</u>	<u>0.00</u>	<u>7000.00</u>		<u>2,500.00</u>	
C	<u>Russell construction</u>									
5A										
B	<u>Tipton plumbing</u>	<u>Plumbing</u>	<u>27,500.00</u>		<u>27,500.00</u>	<u>0.00</u>	<u>13000.00</u>		<u>14,500.00</u>	
C										
6A										
B	<u>Pro Duct</u>	<u>HVAC</u>	<u>32,000.00</u>		<u>32,000.00</u>	<u>0.00</u>	<u>19000.00</u>		<u>13,000.00</u>	
C										
7A										
B	<u>Woolsly Electric</u>	<u>Electrical</u>	<u>36,000.00</u>		<u>36,000.00</u>	<u>0.00</u>	<u>1900.00</u>		<u>34,100.00</u>	
C										
8A										
B	<u>Russell construction</u>	<u>Rough Carpentry</u>	<u>5,000.00</u>		<u>5,000.00</u>	<u>0.00</u>	<u>4000.00</u>		<u>1,000.00</u>	
C										
	SUBTOTALS CONTINUED ON NEXT PAGE		142,500.00	0.00	142,500.00	0.00	62,590.00	0.00	79,910.00	

WARNING TO OWNER: An owner or lessee of the above-described property may not rely on this sworn statement to avoid the claim of a subcontractor, supplier, or laborer who has provided a notice of furnishing or a laborer who may provide a notice of furnishing pursuant to section 109 of the construction lien act to the designee or to the owner of lessee if the designee is not named or has died.

	NAME, ADDRESS AND PHONE NUMBER OF SUBCONTRACTOR SUPPLIER, OR LABORER	TYPE OF IMPROVEMENT FURNISHED	TOTAL CONTRACT PRICE	Change Orders +/-	ADJUSTED CONTRACT AMOUNT	AMOUNT ALREADY PAID	CURRENT REQUEST	TOTAL RETENTION HELD	BALANCE TO COMPLETE	WAIVER
9A	Russell construction	Finish Carpentry	5,000.00		5,000.00	0.00			5,000.00	
B										
C										
10A	Vandam painting pluss	Painting	20,000.00		20,000.00	0.00			20,000.00	
B										
C										
11A	Wooten Drywall and plastering	drywall labor and materials	20,000.00		20,000.00	0.00			20,000.00	
B										
C										
12A		Trim package including labor	22,000.00		22,000.00	0.00			22,000.00	
B										
C										
13A	Keen kitchen's and bath and labor to	kitchen and bathroom cabinets	35,000.00		35,000.00	0.00			35,000.00	
B										
C										
14A	Pro souce for materials and labor to	Flooring	20,000.00		20,000.00	0.00			20,000.00	
B										
C										
15A	Lowes home inprovement and labor to	appliances	14,500.00		14,500.00	0.00			14,500.00	
B										
C										
16A		performance bond	7,400.00		7,400.00	0.00			7,400.00	
B										
C										
17A		Contingencys	33,530.00		33,530.00	0.00	12,500.00		21,030.00	
B										
C										
18A					0.00	0.00			0.00	
B										
C										
19A					0.00	0.00			0.00	
B										
C										
20A					0.00	0.00			0.00	
B										
C										
21A					0.00	0.00			0.00	
B										
C										
22A					0.00	0.00			0.00	
B										
C										
23A					0.00	0.00			0.00	
B										
C										
24A					0.00	0.00			0.00	
B										
C										
25A					0.00	0.00			0.00	
B										
C										
SUBTOTALS CONTINUED ON NEXT PAGE			319,930.00	0.00	319,930.00	0.00	75,090.00	0.00	244,840.00	
	NAME, ADDRESS AND PHONE NUMBER OF SUBCONTRACTOR SUPPLIER, OR LABORER	TYPE OF IMPROVEMENT FURNISHED	TOTAL CONTRACT PRICE	Change Orders +/-	ADJUSTED CONTRACT AMOUNT	AMOUNT ALREADY PAID	CURRENT REQUEST	TOTAL RETENTION HELD	BALANCE TO COMPLETE	WAIVER
26A					0.00	0.00			0.00	
B										
C										
27A					0.00	0.00			0.00	
B										
C										
28A					0.00	0.00			0.00	
B										
C										
29A					0.00	0.00			0.00	
B										
C										
30A					0.00	0.00			0.00	
B										
C										
31A					0.00	0.00			0.00	
B										
C										
32A					0.00	0.00			0.00	
B										
C										
33A					0.00	0.00			0.00	
B										
C										
34A					0.00	0.00			0.00	
B										
C										
35A					0.00	0.00			0.00	
B										
C										
36A					0.00	0.00			0.00	
B										
C										
37A					0.00	0.00			0.00	
B										
C										
38A					0.00	0.00			0.00	
B										
C										
39A					0.00	0.00			0.00	
B										
C										
40A					0.00	0.00			0.00	
B										
C										
41A					0.00	0.00			0.00	
B										
C										
42A					0.00	0.00			0.00	
B										
C										
SUBTOTALS CONTINUED ON NEXT PAGE			319,930.00	0.00	319,930.00	0.00	75,090.00	0.00	244,840.00	

	NAME, ADDRESS AND PHONE NUMBER OF SUBCONTRACTOR SUPPLIER, OR LABORER	TYPE OF IMPROVEMENT FURNISHED	TOTAL CONTRACT PRICE	Change Orders + / -	ADJUSTED CONTRACT AMOUNT	AMOUNT ALREADY PAID	CURRENT REQUEST	TOTAL RETENTION HELD	BALANCE TO COMPLETE	WAIVER
43A					0.00	0.00			0.00	
B										
C										
44A					0.00	0.00			0.00	
B										
C										
45A					0.00	0.00			0.00	
B										
C										
46A					0.00	0.00			0.00	
B										
C										
47A					0.00	0.00			0.00	
B										
C										
48A					0.00	0.00			0.00	
B										
C										
49A					0.00	0.00			0.00	
B										
C										
50A					0.00	0.00			0.00	
B										
C										
51A					0.00	0.00			0.00	
B										
C										
52A					0.00	0.00			0.00	
B										
C										
TOTALS			319,930.00	0.00	319,930.00	0.00	75,090.00	0.00	244,840.00	

WARNING TO DEPONENT: A person, who with intent to defraud, gives a false sworn statement is subject to criminal penalties as provided in section 110 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being section 570.1110 of the Michigan Compiled Laws.

Release of Lien

For a valuable consideration paid to the undersigned deponent, the receipt whereof is hereby confessed and acknowledged, the undersigned hereby waive, release, and relinquish any and all claims or right of lien which the undersigned now have or may have hereafter upon the premises described in the above sworn statement, for labor and material, general supervisions construction, or otherwise.

ON RECEIPT OF THIS SWORN STATEMENT, THE OWNER OR LESSEE, OR THE OWNER'S OR LESSEE'S DESIGNEE, MUST GIVE NOTICE OF ITS RECEIPT, EITHER IN WRITING, BY TELEPHONE, OR PERSONALLY, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING UNDER SECTION 109 OR, IF A NOTICE OF FURNISHING IS EXCUSED UNDER SECTION 108 OR 109A, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER NAMED IN THE SWORN STATEMENT. IF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR WHO IS NAMED IN THE SWORN STATEMENT MAKES A REQUEST, THE OWNER, LESSEE, OR DESIGNEE SHALL PROVIDE THE REQUESTER A COPY OF THE SWORN STATEMENT WITHIN 10 BUSINESS DAYS AFTER RECEIVING THE REQUEST.

Deponent

Date

Subscribed and sworn to before me this _____ Day of _____
by _____

Invoice

January 26, 2023

Attn: Denise Siegel

Job Name: Southwick apartments

Invoice Number: 22081

Description	Labor	Materials	Total
Permit fee		\$1,690	\$1,690
Demolition as per proposal	\$10,400	\$600	\$11,000
General construction fees include contractor admin, billing, coordination with subcontractors	\$5,000		\$5,000
Window materials and shipping and handling		\$7,000	\$7,000
Plumbing materials per receipts and labor to install	\$6,500	\$6,500	\$13,000
HVAC materials per receipts and shipping and handling	\$4,500	\$14,500	\$19,000
Electrical labor	\$1,900		\$1,900
Rough carpentry to frame walls	\$2,000	\$2,000	\$4,000
Contingency – additional structural framing needed due to review by architect		\$12,500	\$12,500
TOTAL	\$30,300	\$44,790	\$75,090

RUSSELL CONSTRUCTION

30600 22nd Street Kalamazoo, MI 49009

CHADRUSSELLCONSTRUCTION@GMAIL.COM

(269)377-5068



RUSSELL CONSTRUCTION
RESIDENTIAL • COMMERCIAL

Thank you

Chad Russell

RUSSELL CONSTRUCTION

30600 22nd Street Kalamazoo, MI 49009

CHADRUSSELLCONSTRUCTION@GMAIL.COM (269)377-5068

MATERIALS RECEIPT

DUMPSTER

SUPPLIER

MULDER'S ADVANCE RECYCLING & DISPOSAL



Invoice

Bill To
 Russell Construction, LLC
 30600 22nd Street
 Kalamazoo, MI 49009

Ship To
 127 E. Bridge St
 Plainwell, MI

Date	Invoice No.	P.O. Number	Terms
01/12/23	19312		Net 30

Date of Service	Unit #	Description	Amount
01/12/23	30-01D	Container Delivery	0.00
01/12/23	30-01S	30 Yd Service/Remove	475.00
01/12/23	Fuel Surcharge	Fuel Surcharge	49.02
Payments/Credits			\$0.00
Balance Due			\$524.02

Please remit payment to:
 Mulder's Advance Recycling
 3333 Ravine Rd
 Kalamazoo, MI 49006

MATERIALS RECEIPT

WINDOWS

SUPPLIER

WOODWORKS SPECIALTIES COMPANY



SOLD BY:
Woodwork Specialties Company
Kalamazoo

SOLD TO:

CREATED DATE
12/14/2022

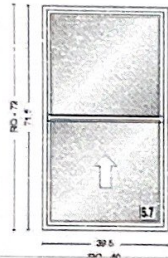
LATEST UPDATE
12/14/2022

OWNER
DAVE VANOOSTEN

Abbreviated Quote Report - Customer Pricing

QUOTE NAME	PROJECT NAME	QUOTE NUMBER	CUSTOMER PO#	TRADE ID
CHAD RUSSELL	PLAINWELL	3350302		

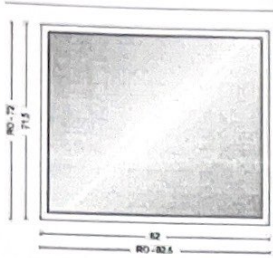
ORDER NOTES:	DELIVERY NOTES:



Item	Qty	Operation	Location	Unit Price	Ext. Price
100	2	Fixed/Active	FRT.	\$552.46	\$1,104.92
RO Size = 40" x 72"		Unit Size = 39 1/2" x 71 1/2"			

100SHS 3' 3 1/2"X5' 11 1/2", Unit, 100 Series Single-Hung-Insert, Equal Sash, No Flange w/Exterior Accessory Kerf (Insert), Black Exterior Frame, Black Exterior Sash/Panel, w/White Interior Frame, w/White Interior Sash/Panel, Fixed/Active, Dual Pane Low-E Standard Argon Fill Stainless Glass / Grille Spacer, Auto Lock, Slim Line, 1 Sash Locks White, Black, Half Screen, Fiberglass

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)	Comments:
A1	0.3	0.31	NO	A1	36.0000	32.0390	8.00980	



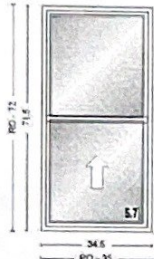
<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>	<u>Unit Price</u>	<u>Ext. Price</u>
200	2	Fixed	FRT.	\$664.28	\$1,328.56

RO Size = 82 1/2" x 72"

Unit Size = 82" x 71 1/2"

100REC 6' 10"X5' 11 1/2", Unit, 100 Series Picture/Transom-SH-Insert, No Flange w/Exterior Accessory Kerf (Insert), Black Exterior Frame, w/White Interior Frame, Fixed, Dual Pane Low-E Standard Argon Fill Stainless Glass / Grille Spacer

<u>Unit #</u>	<u>U-Factor</u>	<u>SHGC</u>	<u>ENERGY STAR</u>	<u>Comments:</u>
A1	0.27	0.32	YES	



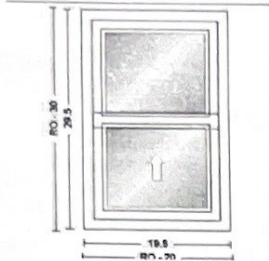
<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>	<u>Unit Price</u>	<u>Ext. Price</u>
300	4	Fixed/Active	BACK	\$455.88	\$1,823.52

RO Size = 35" x 72"

Unit Size = 34 1/2" x 71 1/2"

100SHS 2' 10 1/2"X5' 11 1/2", Unit, 100 Series Single-Hung-Insert, Equal Sash, No Flange w/Exterior Accessory Kerf (Insert), White Exterior Frame, White Exterior Sash/Panel, w/White Interior Frame, w/White Interior Sash/Panel, Fixed/Active, Dual Pane Low-E Standard Argon Fill Stainless Glass / Grille Spacer, Auto Lock, Slim Line, 1 Sash Locks White, White, Half Screen, Fiberglass

<u>Unit #</u>	<u>U-Factor</u>	<u>SHGC</u>	<u>ENERGY STAR</u>	<u>Clear Opening/Unit #</u>	<u>Width</u>	<u>Height</u>	<u>Area (Sq. Ft)</u>	<u>Comments:</u>
A1	0.3	0.31	NO	A1	31.0000	32.0390	6.89730	



<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>	<u>Unit Price</u>	<u>Ext. Price</u>
400	2	Fixed/Active	BACK	\$306.58	\$613.16

RO Size = 20" x 30"

Unit Size = 19 1/2" x 29 1/2"

100SHS 1' 7 1/2"X2' 5 1/2", Unit, 100 Series Single-Hung-Insert, Equal Sash, No Flange w/Exterior Accessory Kerf (Insert), Black Exterior Frame, Black Exterior Sash/Panel, w/White Interior Frame, w/White Interior Sash/Panel, Fixed/Active, Dual Pane Low-E Standard Argon Fill Stainless Glass / Grille Spacer, Auto Lock, Slim Line, 1 Sash Locks White, Black, Half Screen, Fiberglass

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)	Comments:
A1	0.3	0.31	NO	A1	16.0000	11.0390	1.22660	

SUB-TOTAL:	\$4,870.16
FREIGHT:	\$0.00
LABOR:	\$0.00
TAX:	\$292.21
TOTAL:	\$5,162.37

CUSTOMER SIGNATURE ON FR. ^{\$} SAVE 190.70 if you do WHITE/WHITE DATE _____

* All graphics as viewed from the exterior. ** Rough opening dimensions are minimums and may need to be increased to allow for use of building wraps or flashings or sill panning or brackets or fasteners or other items.

Thank you for choosing Andersen Windows & Doors

MATERIALS RECEIPTS

PLUMBING

SUBCONTRACTOR

TIPTON PLUMBING



FEL- KALAMAZOO #1474
 409 E. KALAMAZOO AVENUE
 KALAMAZOO, MI 49007-0000

Phone: 269-349-6608
 Fax: 269-349-7050

Deliver To: CRAIG From: Shannon Hickman Comments:

16:49:28 JAN 20 2023

FERGUSON ENTERPRISES #2000
 Order Confirmation
 Phone: 269-349-6608
 Fax: 269-349-7050

Order No: 6738361
 Order Date: 01/20/23
 Writer: SJH

Req Date: 01/25/23

Ship Via: COUNTER PICK-UP
 Terms: NET 10TH PROX

Sold To: TIPTON PLUMBING LLC
 876 11TH ST
 PLAINWELL, MI 49080

Ship To: CUSTOMER PICK-UP

Cust PO#: PLAINWELL APRT

Job Name: .

Item	Description	Quantity	Net Price	UM	Total
BRE340T61NCWW264	CCY 40G 240V 4500W ELEC TALL WHTR	2	709.570	EA	1419.14
BRE250T61NCWW264	CCY 50G 4.5KW RES ELEC WHTR 6YR	1	771.730	EA	771.73
L301104PNL	LF 3/4 FNPT X PRESS DIELEC UNION	6	16.944	EA	101.66
Net Total:					\$2292.53
Tax:					\$137.55
Freight:					\$0.00
Total:					\$2430.08

WARRANTY PROVISIONS

The purchaser's sole and exclusive warranty is that provided by the manufacturer, if any. Seller makes no express or implied warranties. SELLER DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT WILL SELLER BE LIABLE FOR ANY INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES ARISING DIRECTLY OR INDIRECTLY FROM THE OPERATION OR USE OF THE PRODUCT. SELLER'S LIABILITY, IF ANY, SHALL BE LIMITED TO THE NET SALES PRICE RECEIVED BY SELLER. Complete Terms and Conditions are available upon request or can be viewed on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with "NP" in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.
COVID-19 ORDER: ANY REFERENCE TO OR INCORPORATION OF EXECUTIVE ORDER 14042 AND/OR THE EO-IMPLEMENTING FEDERAL CLAUSES (FAR 52.223-99 AND/OR DFARS 252.223-7999) IS EXPRESSLY REJECTED BY SELLER AND SHALL NOT APPLY AS SELLER IS A MATERIALS SUPPLIER AND THEREFORE EXEMPT UNDER THE EXECUTIVE ORDER.
 Buyer shall accept delivery of products within 60 days of Seller receiving the products at Seller's warehouse. If Buyer causes or requests a delay in delivery of the products, Buyer may be subject to storage fees and additional costs caused by such delay. Seller reserves the right to requote the products and reschedule the delivery date, subject to manufacturer's lead times and price increases, if Buyer is unable to accept delivery within 60 days.

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to complete a survey about your orders:

<https://survey.medallia.com/?bidsorder&fc=1474&on=27869>





FEL- KALAMAZOO #1474
 409 E. KALAMAZOO AVENUE
 KALAMAZOO, MI 49007-0000

Phone: 269-349-6608
 Fax: 269-349-7050

Deliver To: CRAIG
 From: Shannon Hickman
 Comments:

11:18:35 JAN 17 2023

Page 1 of 2

FERGUSON ENTERPRISES #2000

Order Confirmation
 Phone: 269-349-6608
 Fax: 269-349-7050

Order No: 6733327
 Order Date: 01/17/23
 Writer: SJH

Req Date: 01/19/23

Ship Via: COUNTER PICK-UP
 Terms: NET 10TH PROX

Sold To: TIPTON PLUMBING LLC
 876 11TH ST
 PLAINWELL, MI 49080

Ship To: CUSTOMER PICK-UP

Cust PO#: PLAINWELL APRT

Job Name:

Item	Description	Quantity	Net Price	UM	Total
OTS6032LABFWH	60X32 LH FRP T&S WHIT	2	495.700	EA	991.40
OTS6032RABFWH	60X32 RH FRP T&S WHIT	1	495.700	EA	495.70
DR10000PFTMF	UNIV T&S ROUGH VLV BDY COLD EXP	3	52.980	EA	158.94
W901PPPVCPC	PP PVC S40 W&O CP	3	30.659	EA	91.98
DR10000PFSMF	UNIV SHWR ROUGH VLV BDY COLD EXP	1	49.200	EA	49.20
PDWVSTJ	1-1/2 PVC DWV SAN TEE	3	2.331	EA	6.99
PDWVRKJ	2X1-1/2 PVC DWV RED COUP	3	1.910	EA	5.73
U163841	50 # STRUCTOLITE GYPSUM PLASTER	2	20.642	EA	41.28
PDWVCK	2 PVC DWV COUP	10	0.861	EA	8.61
PDWVSTKJ	2X2X1-1/2 PVC DWV SAN TEE	8	3.035	EA	24.28
P40FCPK10	2X10 PVC S40 FOAM CORE PIPE	80	109.200	C	87.36
S5537W	2 WHIT ABS J HOOK W/ NAIL	50	0.792	EA	39.60
UF4930500	1/2X20 AQUAPEX STRT LGTH BLUE PRINT	100	0.520	FT	52.00
UF4920500	1/2X20 AQUAPEX STRT LGTH RED PRINT	100	0.520	FT	52.00
PEXLFBDE9D	LF 1/2 BRS FEM DE 90 ELL F1960	4	12.023	EA	48.09
O39128	LF IMOB QT F1960 PEX HAMM	4	49.736	EA	198.94
O38543	WMOB 1/4 TURN HAMM VLV PROPEX	4	68.917	EA	275.67
PDWVPTK	2 PVC DWV P TRAP	5	6.035	EA	30.18
PDWVPTJ	1-1/2 PVC DWV P TRAP	3	4.953	EA	14.86
PDWVSTK	2 PVC DWV SAN TEE	8	3.435	EA	27.48
PFAAVBX	AAV WALL BOX W GRILLE	4	18.645	EA	74.58
P40FCPJ10	1-1/2X10 PVC S40 FOAM CORE PIPE	20	82.132	C	16.43
PDWV4K	2 PVC DWV 45 ELL	6	1.953	EA	11.72
PDWVS4K	2 PVC DWV ST 45 ELL	6	1.992	EA	11.95
PDWV9K	2 PVC DWV 90 ELL	12	2.108	EA	25.30
PDWV30RCMK	3X2 PVC DWV S30 RED COUP	2	6.749	EA	13.50
PF536JU	1-1/2X6 16 GA STUD GUARD	35	0.668	EA	23.38
PF957	5X8 16GA SELF NAILING BOCA PLT	25	2.271	EA	56.78
UQ4690512	LF 1/2 PROPEX RNG W/ ST BLAC PRINT	100	0.230	EA	23.00
S525162PB	STRONG ARM W/2 PLAS PEX BENDS	6	6.113	EA	36.68
S525161PB	STRONG ARM W/1 PLAS PEX BEND	4	5.102	EA	20.41
PEXPPD	LF 1/2 EP F1960 PLUG	50	1.224	EA	61.20
O31020	32 OZ PVC MED CLR CMNT	1	13.132	EA	13.13



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<https://survey.medallia.com/?bidsorder&fc=1474&on=27869>

FERGUSON ENTERPRISES #2000
Order Confirmation

Fax: 269-349-7050

11:18:35 JAN 17 2023

Reference No: 6733327

O30758	32 OZ PURP PRMR - NSF LISTED	1	16.588	EA	16.59	
					Net Total:	\$3104.94
					Tax:	\$186.31
					Freight:	\$0.00
					Total:	\$3291.25

WARRANTY PROVISIONS

The purchaser's sole and exclusive warranty is that provided by the manufacturer, if any. Seller makes no express or implied warranties. SELLER DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT WILL SELLER BE LIABLE FOR ANY INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES ARISING DIRECTLY OR INDIRECTLY FROM THE OPERATION OR USE OF THE PRODUCT. SELLER'S LIABILITY, IF ANY, SHALL BE LIMITED TO THE NET SALES PRICE RECEIVED BY SELLER. Complete Terms and Conditions are available upon request or can be viewed on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>

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<https://survey.medallia.com/?bidsorder&fc=1474&on=27869>

MATERIALS RECEIPTS

HVAC

SUPPLIER PRO-DUCT

QUOTE






3323 Lousma Dr Se
 Grand Rapids MI 49548
 (616) 452-8741
 www.michigantemperaturesupply.com

Valid Thru	Quote Date	Quote #
01/20/23	12/21/22	4287399-00
Job Name		Page #
MINI SPIT 2 UNITS		1
Sales Rep		
Adam S		
Instructions		

Bill To: 401640	Pro-Duct 27033 Lake Dr Lawton, MI 49065
---------------------------	------------------------------------------------------

Ship To:	Pro-Duct 27033 Lake Dr Lawton, MI 49065
-----------------	------------------------------------------------------

Terms 10TH PROX B	Ship Via Cust Pickup
-----------------------------	--------------------------------

Line #	Product And Description	Quantity	Qty U/M	Unit Price	Ext. Price
1	A-VMH36QV-1 Mini-Split Outdoor Unit 230V 12.5SEER Multi-Head	2	ea	3658.21	7316.42
2	B-VMH18SV-1 Mini-Split Indoor Unit 18K Btu Wall Mount	4	ea	768.68	3074.72
3	04080850FW Line Set 50' 1/4X1/2 Mini split	4	ea	224.92	899.68
					
4	7603-902 Wire Control 250' 14/4 Heatcontrl	1	ea	479.22	479.22
					
7	MA-HP6-2P Heatpump Stand 6"	8	ea	4.26	34.08
					
8	7800-206 Thermostat Wired VMH SD Mini Split	4	ea	35.90	143.60

6 Lines Total	Sub-total	11947.72
	Taxes	716.86
	Total	12664.58

Backordered items will be shipped when in stock. Claims must be made within 15 days of invoicing. No returns on electrical items or items that have been installed. Returned merchandise subject to inspection and restock fees will apply. Orders less than \$50 will be subject to a \$5 handling charge.

MATERIALS RECEIPTS

ROUGH CARPENTRY

SUPPLIER

WOODWORK SPECIALTIES COMPANY

CONTRACTOR - CHAD RUSSELL CONSTRUCTION

CUSTOMER COPY



INVOICE

2301-865913 PAGE 1 OF 1

SOLD TO
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009

SHIP TO
CHAD RUSSELL Perfect Image Plainwell MI 49009 269-377-5068

CODY

ACCOUNT	JOB
RUS10	0
SOLD ON	1/13/2023 7:50:57 AM
DELIVER ON	1/12/2023
BRANCH	1000
CUSTOMER PO#	
STATION	WK02
CASHIER	SCOTTM
SALESPERSON	HOUSE
ORDER ENTRY	SHERI

Quantity	UM	Item	Description	D	T	Price	Per	Amount
Order: 2301-C65800								
50	EA	2414S	2X4X14 SPF		Y	11.8300	EA	591.50
30	EA	2412S	2X4X12 SPF		Y	10.1400	EA	304.20
60	EA	2410S	2X4X10 SPF		Y	4.7900	EA	287.40

Payment Method(s)

Charge to Acct 1,254.09

MI 6.00%	SubTotal	1,183.10
	Sales Tax	70.99
	Deposit	
Please Pay This Amount		1,254.09

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

CUSTOMER COPY



INVOICE

2301-866207 PAGE 1 OF 1

SOLD TO
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009

SHIP TO
PERFECT IMAGE KALAMAZOO MI 49009 269-377-5068

ASAP

ACCOUNT	JOB
RUS10	0
SOLD ON	1/18/2023 11:48:39 AM
DELIVER ON	1/18/2023
BRANCH	1000
CUSTOMER PO#	
STATION	WK02
CASHIER	SCOTTM
SALESPERSON	HOUSE
ORDER ENTRY	SCOTTM

Quantity	UM	Item	Description	D	T	Price	Per	Amount
130	EA	2410S	2X4X10 SPF		Y	5.1400	EA	668.20
Order: 2301-C66178								

Payment Method(s)

Charge to Acct 708.29

MI 6.00%	SubTotal	668.20
	Sales Tax	40.09
	Deposit	
Please Pay This Amount		708.29

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

MATERIALS RECEIPTS

ADDITIONAL STRUCTURAL FRAMING – CONTINGENCY COSTS

CONTRACTOR CHAD RUSSELL CONSTRUCTIONS

CUSTOMER COPY



INVOICE

2212-864415 PAGE 1 OF 1

SOLD TO	JOB ADDRESS
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009	CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009 269-377-5068

ACCOUNT	JOB
RUS10	0
SOLD ON	12/19/2022 1:42:02 PM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	
STATION	WK02
CASHIER	SCOTTM
SALESPERSON	HOUSE
ORDER ENTRY	SCOTTM

Quantity	UM	Item	Description	D	T	Price	Per	Amount
Order: 2212-C63833								
12	EA	3448SB	3/4X4X8 SHOP GRADE BIRCH/ *D3 MAPLE**		Y	82.8900	EA	994.68
12	EA	2410S	2X4X10 SPF		Y	6.2300	EA	74.76

Payment Method(s)

Charge to Acct 1,133.61

MI 6.00%	SubTotal	1,069.44
	Sales Tax	64.17
	Deposit	
Please Pay This Amount		1,133.61

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

CUSTOMER COPY



INVOICE

2212-864436 PAGE 1 OF 1

SOLD TO
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009

SHIP TO
CHAD RUSSELL 112 MAIN ST PLAINWELL MI 49080 269-377-5068

CALL 1HR BEFORE/ PARKING LOT
BEHIND JOES PIZZA

ACCOUNT	JOB
RUS10	0
SOLD ON	12/19/2022 3:37:52 PM
DELIVER ON	12/19/2022
BRANCH	1000
CUSTOMER PO#	
STATION	WK02
CASHIER	SCOTTM
SALESPERSON	HOUSE
ORDER ENTRY	SCOTTM

Quantity	UM	Item	Description	D	T	Price	Per	Amount
Order: 2212-C64316								
200	EA	2410S	2X4X10 SPF		Y	6.2300	EA	1,246.00
50	EA	2416S	2X4X16 SPF		Y	10.6300	EA	531.50

Payment Method(s)

Charge to Acct 1,884.15

MI 6.00%	SubTotal	1,777.50
	Sales Tax	106.65
	Deposit	
Please Pay This Amount		1,884.15

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

CUSTOMER COPY



INVOICE

2212-864566 PAGE 1 OF 1

SOLD TO	SHIP TO
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009	CHAD RUSSELL PLAINWELL MI 49009 269-377-5068

BEHIND JOES PIZZA

ACCOUNT	JOB
RUS10	0
SOLD ON	12/21/2022 9:02:53 AM
DELIVER ON	12/21/2022
BRANCH	1000
CUSTOMER PO#	
STATION	WK02
CASHIER	SCOTTM
SALESPERSON	HOUSE
ORDER ENTRY	SCOTTM

Quantity	UM	Item	Description	D	T	Price	Per	Amount
Order: 2212-C64526								
40	EA	9LVL	1-3/4" X 9-1/2"LVL 4 - 10'		Y	9.5300	EA	381.20
432	EA	12LVL	1-3/4" X 11-7/8" LVL 8 - 14', 16 - 20'		Y	12.1000	EA	5,227.20
12	EA	HHUS410	HHUS410 3-1/2"X9" FACE MOUNT HANGER DOUBLE LVL		Y	14.1322	EA	169.59

Payment Method(s)

Charge to Acct 6,124.67

MI 6.00%	SubTotal	5,777.99
	Sales Tax	346.68
	Deposit	
Please Pay This Amount		6,124.67

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

CUSTOMER COPY



INVOICE

2212-864630 PAGE 1 OF 1

SOLD TO	JOB ADDRESS
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009	CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009 269-377-5068

ACCOUNT	JOB
RUS10	0
SOLD ON	12/22/2022 7:14:56 AM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	PLAINWELL APTS
STATION	WK03
CASHIER	DUANEB
SALESPERSON	HOUSE
ORDER ENTRY	

Quantity	UM	Item	Description	D	T	Price	Per	Amount
400	EA	7269110225	5/16 X 4 GRK SCREW 1PC		Y	0.7497	EA	299.88
2	EA	7269112221	5/16X3-1/8 STRUCTURAL 100 count		Y	54.7400	EA	109.48
2	EA	7269112231	5/16X5-1/8 STRUCTURAL		Y	54.1000	EA	108.20

Payment Method(s)

Charge to Acct 548.61

	SubTotal	517.56
	Sales Tax	31.05
	MI 6.00%	
	Deposit	
Please Pay This Amount		548.61

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

CUSTOMER COPY



INVOICE

2301-865054

PAGE 1 OF 1

SOLD TO
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009

JOB ADDRESS
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009 269-377-5068

ACCOUNT	JOB
RUS10	0
SOLD ON	1/3/2023 7:07:04 AM
CUST PICKUP	
BRANCH	1000
CUSTOMER PO#	PERFECT IMAGE
STATION	WK12
CASHIER	DUANEB
SALESPERSON	HOUSE
ORDER ENTRY	

Quantity	UM	Item	Description	D	T	Price	Per	Amount
56	EA	12LVL	1-3/4" X 11-7/8" LVL 4 - 14'		Y	12.1000	EA	677.60

Payment Method(s)

Charge to Acct 718.26

	SubTotal	677.60
MI 6.00%	Sales Tax	40.66
	Deposit	
Please Pay This Amount		718.26

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

CUSTOMER COPY



INVOICE

2301-865186 PAGE 1 OF 1

SOLD TO	SHIP TO
CHAD RUSSELL 30600 22nd Street KALAMAZOO MI 49009	CHAD RUSSELL PERFECT IMAGE KALAMAZOO MI 49009 269-377-5068

ACCOUNT	JOB
RUS10	0
SOLD ON	1/4/2023 9:45:03 AM
DELIVER ON	1/4/2023
BRANCH	1000
CUSTOMER PO#	PERFECT IMAGE
STATION	WK04
CASHIER	ADAM
SALESPERSON	HOUSE
ORDER ENTRY	DUANEB

Quantity	UM	Item	Description	D	T	Price	Per	Amount
200	EA	2410S	2X4X10 SPF		Y	6.2300	EA	1,246.00
			Order: 2301-C65121					

Payment Method(s)

Charge to Acct 1,320.76

	SubTotal	1,246.00
MI 6.00%	Sales Tax	74.76
	Deposit	
Please Pay This Amount		1,320.76

20% HANDLING CHARGE ON ALL RETURNED ITEMS. SPECIALTY ITEMS ARE NOT RETURNABLE. ALL CLAIMS FOR RETURNED GOODS MUST BE ACCOMPANIED BY THIS BILL AND MADE WITHIN 30 DAYS. THERE IS A 1-1/2 % PER MONTH SERVICE CHARGE ON ALL PAST DUE BALANCES.

Signature _____

BUILDING PERMIT FEE

Joelle Regovich

Subject: FW: Receipts for Southwick apartments.

From: Chad Russell <chadrussellconstruction@gmail.com>

Sent: Monday, January 23, 2023 11:39 AM

To: Joelle Regovich <jregovich@abonmarche.com>

Cc: Denise Siegel <DSiegel@plainwell.org>

Subject: Re: Receipts for Southwick apartments.

Hello

Your permit is ready for 112 N MAIN ST. The fee is \$ 1690.00. Payable to the municipality the job is located in . We accept Cash, Check, or Money Order. Please bring the payment to Professional Code Inspections, 1575 142nd Ave. Dorr, MI 49323

Thank you,
The Building Department

Professional Code Inspections of Michigan

1575 142nd Ave

Dorr, MI 49323

Hours: M-F 8:00 am-12:00 pm and 12:30 pm-4:30 pm

616-877-2000


Chad Russell

chadrussellconstruction@gmail.com

269 377 5068

MATCH

CONTRACT

Triterra 1305 S. Washington Avenue, Suite 102 Lansing, Michigan 48910 (517) 702-0470	
Grant Southwick 112 N. Main Street Plainwell, Michigan 49080 269-491-7547	Proposal No.: P22-2677 Date: May 5, 2022
1. Scope of Work: <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 80%;"> Sub-Slab Soil Gas Investigation Property: 112 N. Main Street (Parcel ID #55-160-066-00) Plainwell, Michigan 49080 </div> <div style="width: 15%; text-align: right;"> \$3,000.00 </div> </div> 2. Attachments: NA 3. Documents Incorporated by Reference: N/A	Price (Check Appropriate Box) <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="width: 80%;"> <input type="checkbox"/> Fixed Price \$ _____ <input checked="" type="checkbox"/> Time and Materials \$ <u>3,000.00</u> </div> </div>
Authorization and acceptance of this Contract includes acceptance of the terms above, including all attachments, the Terms and Conditions appearing on the reverse side hereof, and all documents incorporated by reference above. Terms of Payment: <u>0</u> % upon execution of Contract; subsequent invoices due on receipt. This Contract is subject to and governed by the Terms and Conditions appearing on the reverse side hereof, including provisions limiting remedies and disclaiming warranties.	
Authorized by Client: Grant Southwick By: _____ Date: _____ (Signature) Name: _____ Title: _____	Accepted by Consultant: Triterra <div style="text-align: center;">  </div> By: _____ Date: <u>05/05/2022</u> Name: <u>Meredeth Crane</u> Title: <u>Senior Project Scientist</u>

TRANSACTIONS FROM 01/01/2020 TO 01/18/2023

Date	GL Number	JNL	Type	DESC	Reference #	Debits	Credits	Activity DR(CR)
Grant Rehab112 Rental Rehab Grant 112 N Main Street								
101-005-540.000 State Grant								
09/29/2022	101-005-540.000	CR	RCPT	RENTAL REHAB PAY APP 1	300022		7,110.00	
Total 101-005-540.000:							7,110.00	(7,110.00)
101-010-674.112 Private Donations - Rental Rehab Grant								
10/26/2022	101-010-674.112	CR	RCPT	LOCAL GRANT PROCEEDS 10/26/2022			80,468.95	
Total 101-010-674.112:							80,468.95	(80,468.95)
101-701-801.013 Professional Services - Attorney								
10/12/2022	101-701-801.013	AP	INV	BLOOM SLUGGETT PC/LEGAL SERVICES SEPTE	23117	1,392.00		
11/14/2022	101-701-801.013	AP	INV	BLOOM SLUGGETT PC/PROFESSIONAL SERVICE	23226	737.00		
Total 101-701-801.013:						2,129.00		2,129.00
101-701-801.701 Professional Services - Planning								
10/17/2022	101-701-801.701	AP	INV	BUILDERS UNLIMITED INC/ADMIN - LEAD &	B2231	12,735.00		
10/26/2022	101-701-801.701	AP	INV	AAA LEAD INSPECTIONS, INC/LEAD CLEARAN	9539	400.00		
Total 101-701-801.701:						13,135.00		13,135.00
TOTAL FOR GRANT Rehab112 Rental Rehab Grant 112 N Main Street						15,264.00	87,578.95	(72,314.95)



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ City of Plainwell _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)
Moved by _____ and supported by _____
that the application from 119 West Enterprises, LLC
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: 119 W. Bridge Street and 111 W. Chart Street, Plainwell, MI 49080

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____
Nays: _____
Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____ (township, city, village)
(regular or special) (date)

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

Resolution 2023-09
City of Plainwell

A RESOLUTION DESIGNATING THE CERTIFYING OFFICER FOR THE RENTAL REHABILITATION PROJECT:

Present:

Absent:

The following resolution was offered by Councilperson ____ and supported by Councilperson ____.

WHEREAS, the Michigan Strategic Fund providing grants to communities through its Michigan Economic Development Corporation Community Development Block Grant program; and

Whereas, the application for the CDBG funds for the proposed project has been submitted and approved and work has begun; and

Whereas, the City Manager was originally designated as the Certifying Officer, however the City Manager would like to have the Community Development Manager take the lead on the project; and

Whereas, the Community Development Manager has been working closely with the owner of Southwright Properties, LLC and the CDBG grant manager on the project; and

NOW, THEREFORE, BE IT RESOLVED THAT the Plainwell City Council hereby designates the Community Development Manager as the Certifying Officer, the person authorized to certify the Michigan CDBG pre-agreement documents, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

YES:

NO:

ABSENT:

Adopted: February 13, 2023

Margaret Fenger, City Clerk



"The Island City"

MEMORANDUM

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

To: City Council
From: Robert Nieuwenhuis
Subject: Flowers
Date: 2/9/2023

I am looking for approval to purchase flowers from Zeinstra's Greenhouse for the City flower program.

Zeinstra's has provided the flowers for the City of Plainwell for the past few years. The flowers they have provided have been a huge success each year. They take the time to go over what flowers should work better at each location.

Zeinstra Greenhouse - \$8473.00

I recommend we approve Zeinstra's to provide us with the flowers for the upcoming season.

Robert Nieuwenhuis

From: [Robert Nieuwenhuis](#)
To: [Maggie Fenger](#); [Erik Wilson](#); [Brian Kelley](#)
Subject: Memo for flower purchase
Date: Thursday, February 09, 2023 8:44:00 AM
Attachments: [Memo for DPW office upgrade..doc.doc](#)

Here is the quote with the flowers broken down into individual prices.

Bridge Planters 38 @ \$45.00/per with Lantana = \$1,710.00. With flower from seed \$38.00/per = \$1,444.00

Street Pots 24 @\$60.00/ per. assorted petunias = \$1440.00

Hanging Baskets 32 @ \$58.00/per. Petunia combo = \$1856.00

37 flats @ \$12.50/flat = \$462.50

556 4.5" pots @ \$2.75/pot = \$1534.50

80 6" pots @ \$6.50/pot = \$520.00

30 Illumination Begonia Baskets \$19.00/basket = \$570.00

20 Boston Fern Baskets \$19.00/basket = \$380.00



"The Island City"

MEMORANDUM

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

To: City Council
From: Robert Nieuwenhuis
Subject: Water
Date: 2/9/2023

I am looking for approval to allow Peerless Midwest to abandon well #6.

Well #6 was a test well casing installed by well #5. The City decommissioned well #5 and abandoned the well casing a few years ago due to possible PFAS. With this potential PFAS issue the recommendation is to abandon this well casing also. Peerless is a sole source provider for the City. Peerless has done a great job for the City and has always followed through with all the requirements.

Peerless Midwest - \$10,250

I recommend we approve Peerless Midwest to abandon well #6 for the City.

Robert Nieuwenhuis



Mishawaka, IN / 574.254.9050
Westfield, IN / 317.896.2987
Ionia, MI / 616.527.0050
Fenton, MI / 810.215.1295
Lombard, IL / 630.708.3212
Boulder, CO / 574-286-0765
Littleton, CO / 303-968-7920

January 10, 2023

City of Plainwell
Department of Public Works
126 Fairlane St
Plainwell, MI 49080

Attn: Mr. Bob Nieuwenhuis

RE: Well #6 Abandonment

Dear Bob:

In response to your request to abandon the City of Plainwell Well #6, we are pleased to offer the following information.

- Abandonment of one (1) 16" well approximately 132' in accordance with EGLE "drilled wells in sand or gravel formations" specifications.
- Well to be abandoned with neat cement and the casing cut 2' below grade.
- Abandonment well log to be prepared by a Peerless Midwest hydrogeologist and submitted to the state.

Our estimate to complete the project as described above will be \$10,250.

We look forward to the opportunity to provide you with this estimate. Please let us know if you should have any questions or if we can assist you in any way.

Very truly yours,

PEERLESS-MIDWEST, INC.

Frank T. Williams



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

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

TO: Erik J. Wilson, City Manager
FROM: Bryan Pond, Superintendent
DATE: 2/3/2023
SUBJECT: Approval of new lifting beam for pumps 12th St. Lift Station

Due to the position and previous alterations of the existing "I" beam. The beam must be replaced to accommodate the height, weight and lifting, of the new pumps previously approved and purchased for 12th street lift station.

Two mechanical contractors reviewed the work and have submitted proposals for the work.

W Soule	\$4,575
La Pine	\$5,736

The expense will be funded from line item 590-540-931-000. With council's approval I am recommending W Soule to complete the work.

This change was not anticipated and is a new expenditure for Otsego Township as they pay ninety percent of the invoices for operation and maintenance of the station. The City would also like to gain the support of Otsego Township for this new expenditure at their next available meeting and will be forwarded to them.

Attached is a copy of the proposals.



Process Solutions • Fabrication Innovation

February 3, 2023

Bryan Pond
City of Plainwell Water Renewal
129 Fairlane St
Plainwell, MI 49080

Re: Lift Station Beam Fabrication

Dear Bryan,

We are pleased to provide a quote for the fabrication and installation of steel I-Beams per the below:

Scope of Work:

- Shorten two stainless lift pump handles
- Demo existing current I beam back to brick wall
- Fabricate self standing steel for pump removal
 - 4" box tube legs
 - 4" I beam crossover
- Blast and paint black
- Installation

Total Cost \$4575.00

Exclusions:

- Overtime
- Electrical

Thank you for the opportunity to quote this project. If you should have any questions and/or comments, please contact me at your convenience.

Sincerely

A handwritten signature in black ink, appearing to read 'Justin Hoikka', is written over a white background.

Justin Hoikka
W. Soule & Company

CORPORATE OFFICE

P.O. Box 2169 (49003) | 7125 S. Sprinkle Road | Portage, MI 49002
(269) 324-7001 | Fax (269) 324-7950
www.wsoule.com



5140 East ML Avenue, Kalamazoo, MI 49048

Phone: (269) 388-2045

E-mail: rob@rwlservice.net

Fax: (269) 388-4523

January 20, 2023

**City of Plainwell
Water Renewal**

Attn: Bryan Pond

Project: 12th Street Pump House

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

Provide Labor and Material to remove existing I beam, install W-4 I beam and supports.

Includes: Shortening pump handles.

Total Net Price, as described above: \$ 5,736.00

Proposal valid for 30 days.

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

Sincerely,
R.W. LaPine

Rob Loftis

Rob Loftis
Its: Project Manager

City of Plainwell



“The Island City”

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

To: Erik Wilson, City Manager
From: Kevin Callahan, Public Safety Director
Date: February 3, 2023

Subject: Agency Accreditation

The Plainwell Department of Public Safety is requesting permission to start the process of Agency Accreditation. Accreditation is being tied to a newer Executive Order. In May 2022 Executive Order 14074 was enacted which is the Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety. In the middle of the Executive Order was the following;

Sec. 19. Establishing Accreditation Standards. (a) The Attorney General shall develop and implement methods to promote State, Tribal, local, and territorial LEAs seeking accreditation by an authorized, independent credentialing body, including by determining what discretionary grants shall require that the LEA be accredited or be in the process of obtaining accreditation.

(b) Within 240 days of the date of this order, the Attorney General shall develop and publish standards for determining whether an entity is an authorized, independent credentialing body, including that the entity requires policies that further the policies in sections 3, 4, and 7 through 10 of this order, and encourages participation in comprehensive collection and use of police misconduct and use-of-force-data, such as through the databases provided for in sections 5 and 6 of this order. In developing such standards, the Attorney General shall also consider the recommendations of the Final Report of the President's Task Force on 21st Century Policing issued in May 2015. Pending the development of such standards, the Attorney General shall maintain the current requirements related to accreditation.

(c) The Attorney General, in formulating standards for accrediting bodies, shall consult with professional accreditation organizations, law enforcement organizations, civil rights and community-based organizations, civilian oversight and accountability groups, and other appropriate stakeholders. The Attorney General's standards shall ensure that, in order to qualify as an authorized, independent credentialing body, the accrediting entity

must conduct independent assessments of an LEA's compliance with applicable standards as part of the accreditation process and not rely on the LEA's self-certification alone.

Sec. 20. Supporting Safe and Effective Policing Through Grantmaking. (a) Within 180 days of the date of this order, the Attorney General, the Secretary of HHS, and the Secretary of Homeland Security shall promptly review and exercise their authority, as appropriate and consistent with applicable law, to award Federal discretionary grants in a manner that supports and promotes the adoption of policies of this order by State, Tribal, local, and territorial governments and LEAs. The Attorney General, the Secretary of HHS, and the Secretary of Homeland Security shall also use other incentives outside of grantmaking, such as training and technical assistance, as appropriate and consistent with applicable law, to support State, Tribal, local, and territorial governments and LEAs in adopting the policies in this order.

This executive order as written essentially states that in order to be eligible for any federal grants that implementation of an accreditation process is needed. Currently Plainwell Public Safety takes part in the Patrick Leahy Bulletproof Vest Partnership which provides funds in order to purchase vests for our personnel in a rotational basis with very minimal budget impact.

Accreditation also offers other positive side effects. Agency Accreditation establishes and maintains standards that represent current professional law enforcement practices. It also reduces liability for the agency and its members. The process of accreditation involves putting standards in place and being evaluated by peers with proofs that the standards have been successfully implemented. Once the evaluation is conducted by peers in a mock evaluation the real evaluation occurs by the Michigan Law Enforcement Accreditation Commission (MLEAC). The goals of accreditation are to recognize excellence, formalize procedures for greater accountability, establish fair and non-discriminatory personnel practices, improve services, and improve staff confidence.

The process of accreditation will work hand in hand with our Lexipol policy standards. The cost to enter into the accreditation process is \$1500 for the initial fee and \$600 per year each year after. Once the agency is given accreditation status there will be maintaining compliance and reaccreditation every three years.

There is also a fee of \$550 through PowerDMS. PowerDMS allows agencies to create folders for 108 standards that are to be met as part of the accreditation process. It allows for tracking and compiling of proofs that are used in the mock assessments and the true assessments.

We are respectfully requesting funds in the amount of \$2050 with \$1500 going to Michigan Association of Chiefs of Police and \$550 going to PowerDMS to start the process of accreditation.

City of Plainwell



“The Island City”

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

To: Erik Wilson, City Manager
From: Kevin Callahan, Public Safety Director
Date: February 3, 2023

Subject: Patrol Vehicle Purchase Request

The Plainwell Department of Public Safety is requesting the purchase of a new patrol vehicle. This vehicle will be a 2023 Chevrolet Tahoe Police Service Package. This purchase will take place the next budget cycle in the 2023-2024 fiscal year. The early request is due to current supply chain issues and long lead times that all law enforcement agencies are currently facing that are causing vehicle orders to be significantly delayed.

The expense to the city will come from the “Capital Outlay” line item #661-970-971-000. The “Equipment Fund” will also be needed to fund additional patrol car equipment to make it a functional police service vehicle. This will include:

- Changeover cost for radio, siren and other electronic equipment installation from old to new patrol vehicle.
- Due to different model style, some new equipment purchases will be necessary to make this vehicle functional for patrol duty.

The purchase of the 2023 Chevrolet Tahoe will replace a 2018 Ford Interceptor SUV, which is projected to have 100,000 odometer miles on it by the time the new car is put into service with already close to 13000 engine hours. It is common knowledge that patrol car mileage is not a good representation of the condition and service life of a patrol vehicle.

The 2023 Chevrolet Tahoe is a four-wheel-drive vehicle. The engine is a 5.3-liter V-8, which has a combined 15 mpg city/20 mpg highway fuel rating. The real world fuel mileage of the new Chevrolet Tahoe is comparable to the Ford Police Interceptors. Recent price adjustments and supply chain issues have caused the Ford Interceptors to become scarce and has caused the prices to be above that of the new Chevrolet police services vehicles. Many Public Safety agencies throughout the state are making use of the police Chevrolet Tahoe due to the fact it complements the public safety concept for equipment storage.

The estimated delivery time of this vehicle will be shortly after July 1, 2023, plus approximately two weeks for vehicle up-fitting through a private vendor.

It is requested that the “bidding process” be forgone as the vehicle will be purchased through the MiDEAL program which is the State of Michigan's extended purchasing program that allows Michigan cities, townships, villages, counties, school districts, universities, colleges and nonprofit hospitals to buy goods and services from state contracts. The Vehicle Purchasing Program of MiDEAL is a pre-qualification program for all 2023 Model Vehicles and contracts are subject to a second-tier competitive bid process. The list of pre-qualified dealers for the 2023 Model Year shows that Berger Chevrolet in Grand Rapids, Michigan is pre-qualified with MiDEAL pricing.

The budgeted cost for the 2023 Chevrolet Tahoe is expected to be \$41,000. The budgeted cost for the upfitting of the 2023 Chevrolet Tahoe is expected to be \$15,000.





"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Lead Abatement – Plainwell Paper Mill Buildings
Date: February 6, 2023

Contained in your packet is a summary of the lead abatement project we would like to start on the former Plainwell Paper Mill. I have included pictures of the lead paint on various mill buildings. Additionally, I have included three proposals to complete the work, which breaks down as follows:

Abatement Work:

BlasTek Option 1 - \$131,850
BlasTek Option 2 - \$192,100
Young's Environmental - \$69,000

Professional Services (Oversight):

BDN - \$32,280
Fleis and Vandenbrink – "Not Cost Effective"
Analytical Testing & Consulting Services - \$11,650

Historic Architect:

Nelson Breech Nave - \$1,800 (not part of EGLE Loan Proceeds)

EGLE has approved the work to be done. I am recommending we approve Young's Environmental (\$69,000), and Analytical Testing and Consulting Services (\$11,650) funded by the loan proceeds.

Additionally, I recommend we approve architect Nelson Nave's proposal of \$1,800 for oversight.

This work will exhaust all of the EGLE loan proceeds (\$600,000) and could be short a small amount that would need to be covered by BRA cash balance.



YOUNG'S ENVIRONMENTAL CLEANUP INC.

Corporate Headquarters
G-5305 N Dort Hwy
Flint, MI 48505
P: (810) 789-7155
F: (810) 789-3606

PROPOSAL

Proposal No: 00002121
Date: 02-09-2023
Expiration Date: 06-01-2023

WWW.YOUNGSENVIRONMENTAL.COM

West Michigan Operations
3376 Three Mile Rd. NW
Grand Rapids, MI 49534
P: (616) 785-3374
F: (616) 785-3401

Dry Ice Blasting Paint Removal

City of Plainwell
Attn: Erik Wilson
211 North Main Street
Plainwell, MI 49080
United States
Contact Email: ewilson@plainwell.org
Contact Phone: 269-685-6821

Scope of Work:

Upon receipt of a signed proposal/agreement or purchase order, Young's will provide labor and equipment to perform the following scope of work:

- Mobilize to site in Plainwell, MI
- Dry Ice Blast the brick face to remove lead paint (estimated 14 working days)
- All Areas identified in pictures attached. Bld 2 west wall, Bld 2 north wall, Bld 10 West wall and south end, Bld 11 North End, Bld 15 south wall, Bld 16 South wall. areas are identified by red arrows on the pictures.
- Utilize articulating boom lift with containment built around it
- Containerize all wastes generated into 55gallon Drum
- Cleanup and Demobilize from site

Services as stated will be invoiced in accordance with the following fee schedule:

• Estimated Labor and Equipment	\$57,000.00
• Estimated Dry ice @ \$0.50/lb	\$10,500.00
• Lead Paint chip disposal	\$ 750.00

750.00
TOTAL: \$ 69,000

Qualifications

- Proposal is valid for one (1) event in 2023
- All work will be performed under the direction of City of Plainwell
- Blasting will be done with a triple pass of the blasting media. Remaining paints will be left on surface
- All waste to be containerized into Drums
- Disposal of more than three drums of waste will be charged at \$250.00.drum
- Project estimated to be complete in 14 days
- 14 days is estimated based on test done by Young's on the removal of the paint from the brick. Actual times may vary depending on type of brick and adherence of paints
- Young's is not responsible for any damage to brick.
- Project site has clear and easy access for Young's personnel and equipment
- Young's will have uninterrupted access to the work area for the duration of the project
- Work will be conducted Monday through Friday during normal business hours (7AM – 5:30PM)
- Proposal costs do not include add-ons or disposal

If you have any questions or need additional information, please do not hesitate to contact me at 616-785-3374 or email at ebeckman@yecj.us.

The scope of work authorized by this proposal is subject to Young's Standard Terms and Conditions effective on the date of this proposal, which are incorporated here by reference and made an integral part hereof and can be found online at bit.ly/YECJterms15 or you may request a copy by calling us at (800) 496-8647.

Executed on behalf of Young's by:

Accepted and agreed to by:

Eric Beckman

Signature Date



ANALYTICAL TESTING & CONSULTING SERVICES, INC.

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

October 28, 2022

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

Re: Plainwell Mill

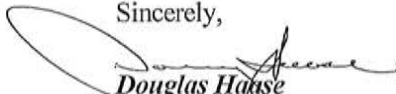
Quote: 2022-169

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

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

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

Sincerely,


Douglas Hause
Director of Laboratory Services

NELSON BREECH NAVE, AIA, ARCHITECT

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

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

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

12-6-2022

To: Erik Wilson, City Manager of Plainwell, Michigan

From: N B Nave

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

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

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

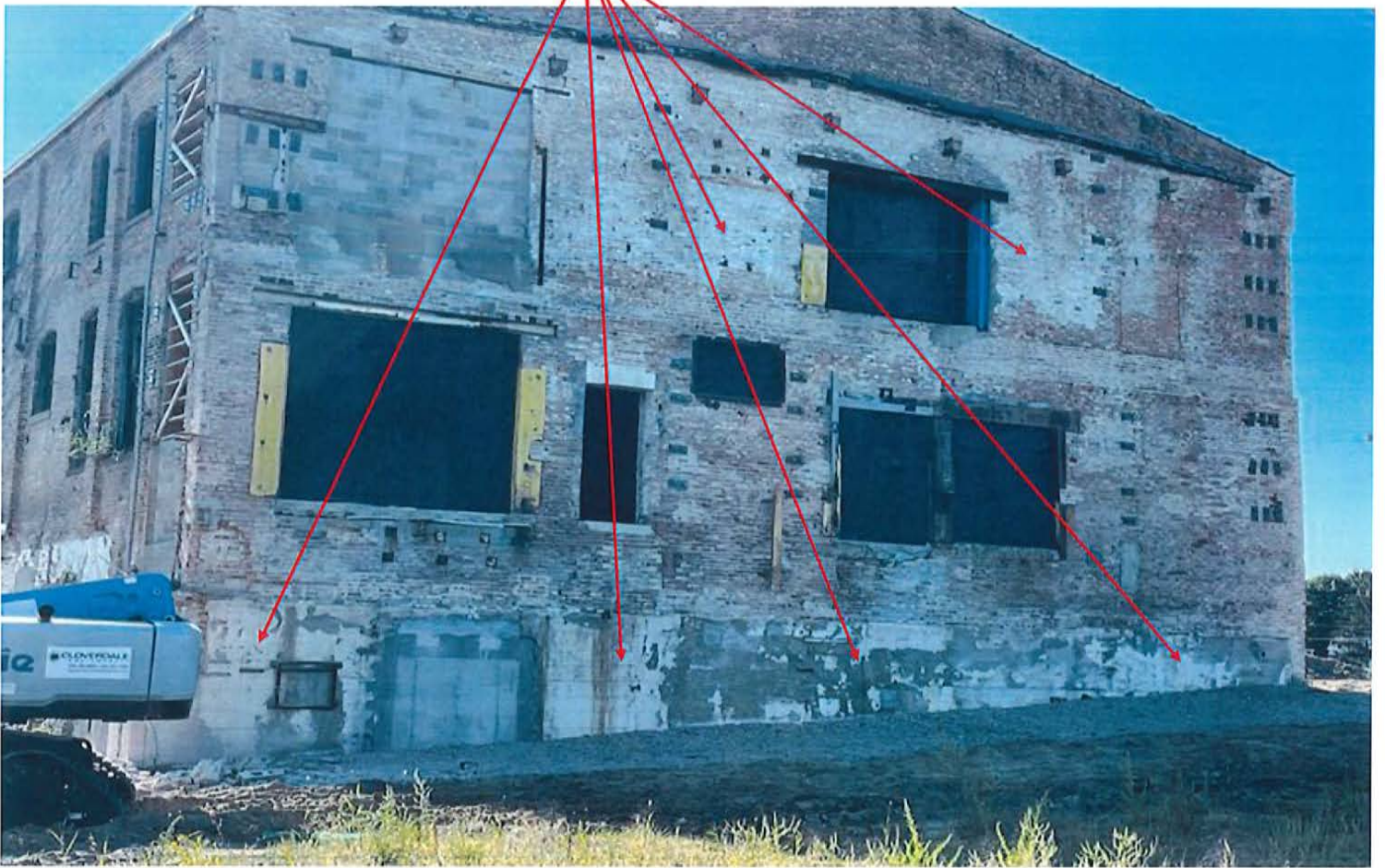
Preparation work	1	Hr.	= 1.0 Hrs
1-2 visits to review the sample of the work	1.5	Hrs. each	= 3.0 Hrs.
3 visits during the work (14-21 days)	1.5	Hrs. each	= 4.5 Hrs.
3 Field Reports	.5	Hrs. each	= 1.5 Hrs.
1 Final Report with Pictures	2.5	Hrs.	= <u>2.5 Hrs.</u>

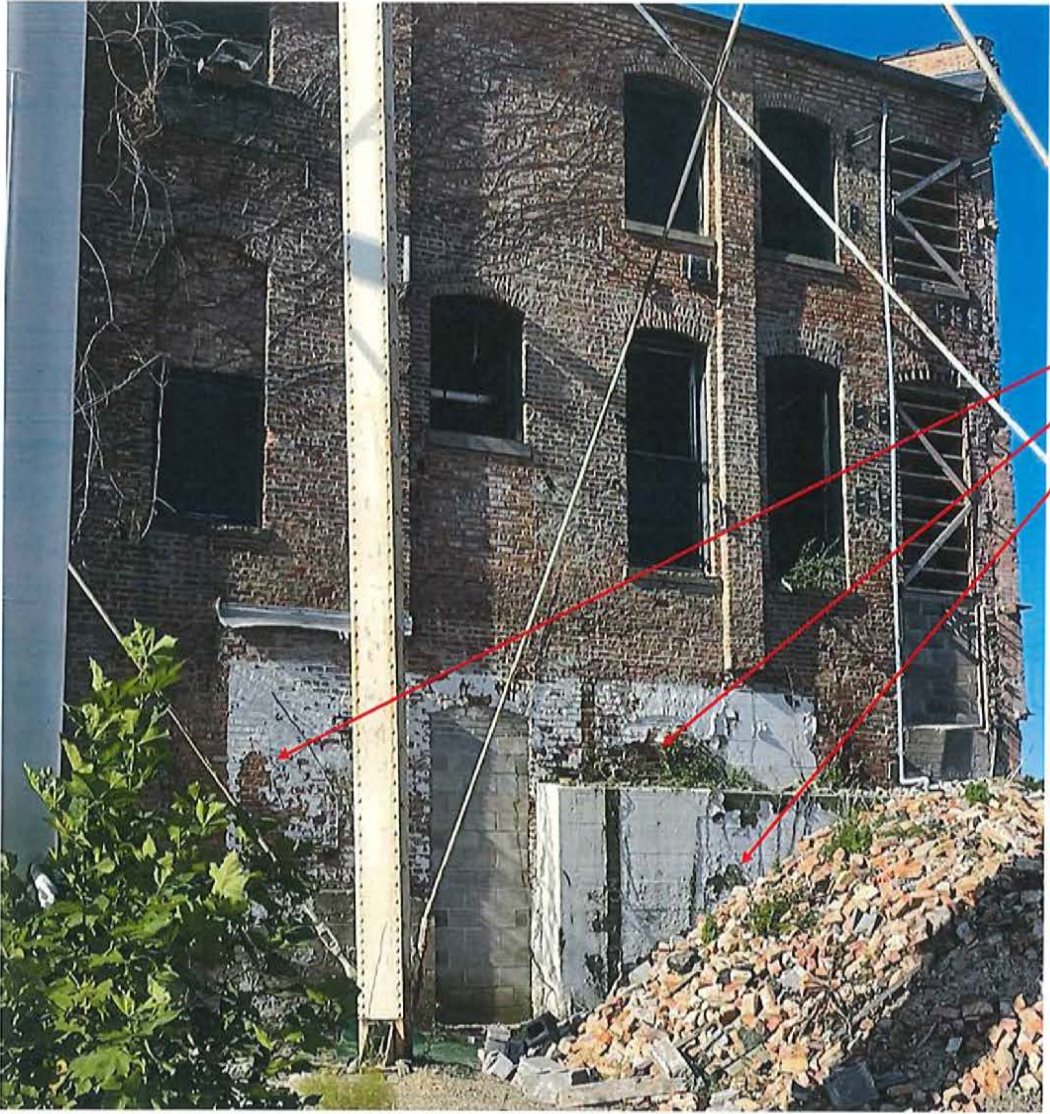
Maximum price (by the hour at \$150/Hour) = 12 Hrs. x \$150/Hour = \$1,800.

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

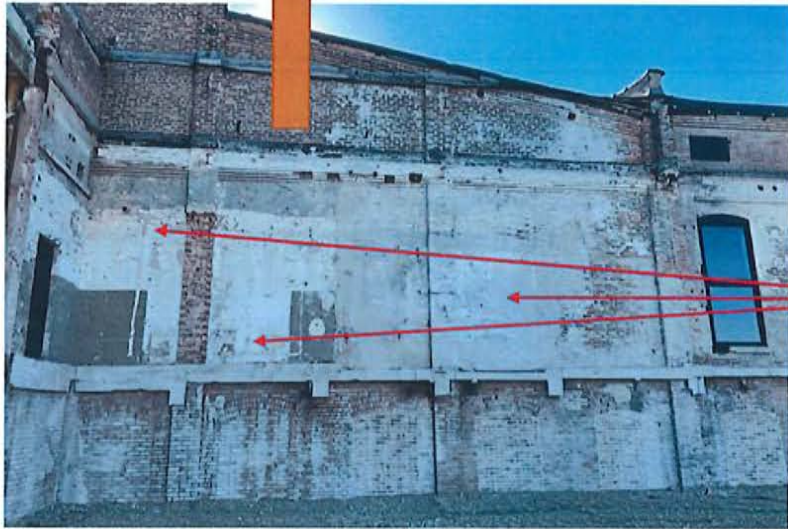
NELSON BREECH NAVE, AIA, ARCHITECT

Bld. 2 – West Wall





Bld. 2 -North Wall



Bld. 10/11 – West Wall, North End

Cement?

Bld. 10 – West Wall, South End



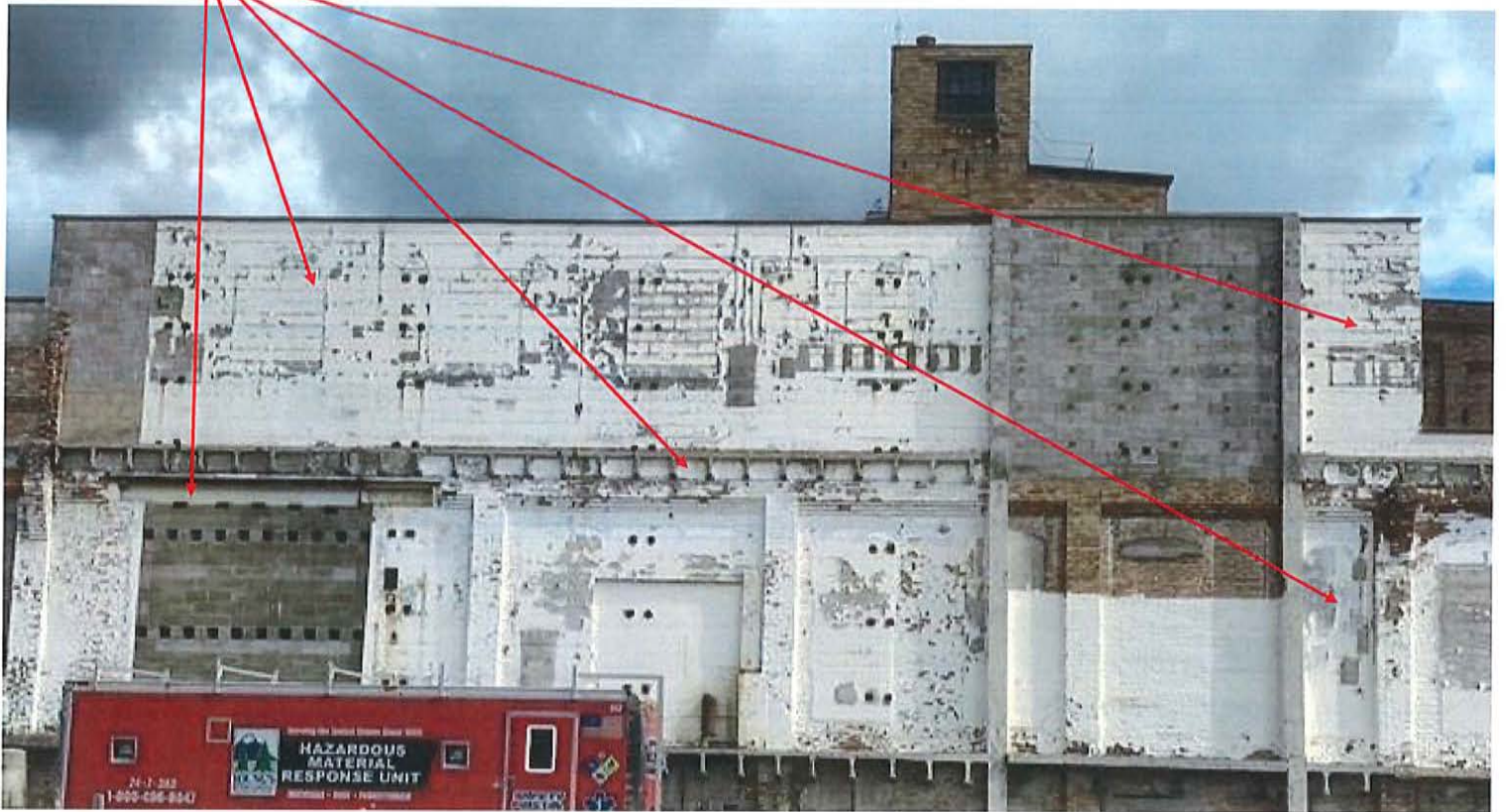
I assume this is lead paint?

Bld. 10 – South Wall

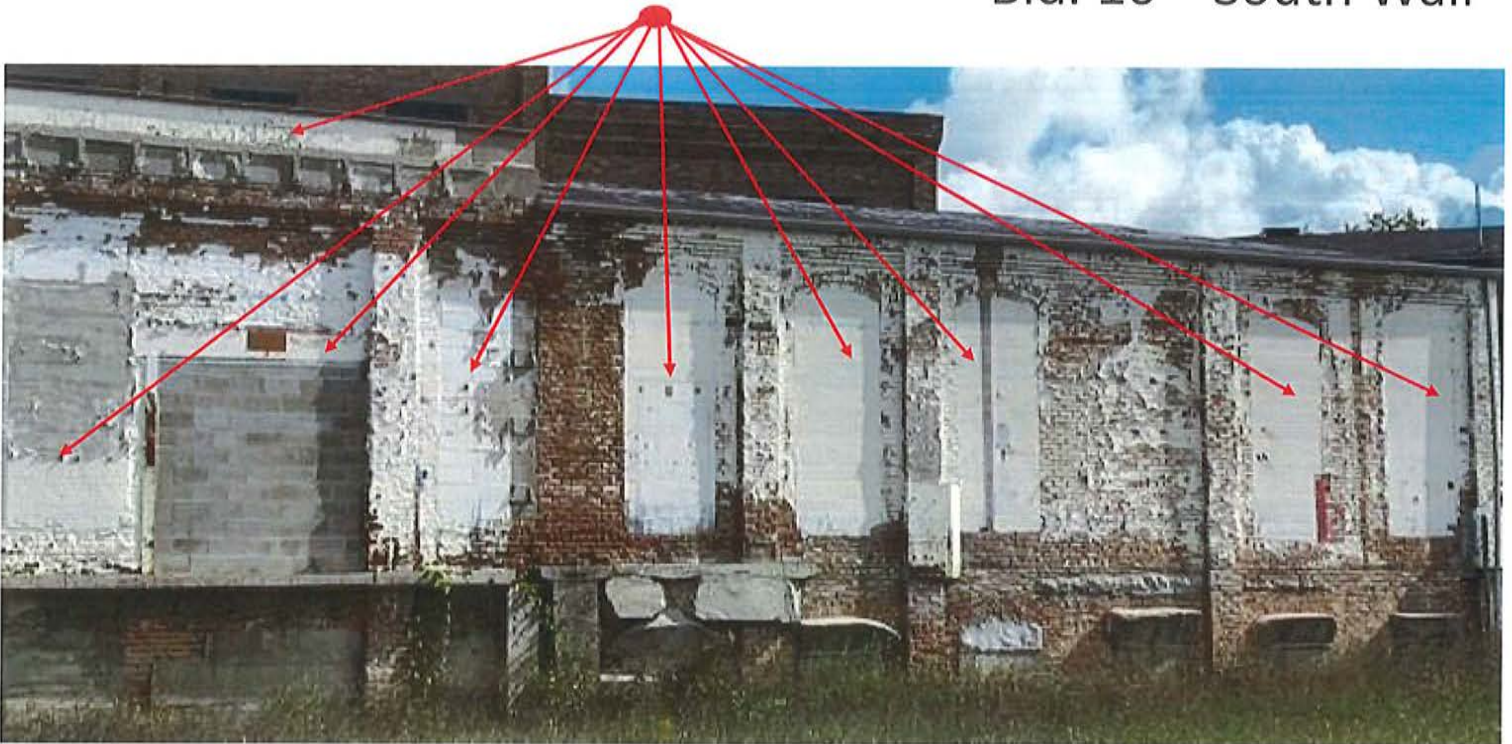


Was this (CMU) excluded in sq. footage cost?

Bld. 15 – South Wall



Bld. 16 – South Wall





"The Island City"

MEMORANDUM

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

TO: Erik J. Wilson, City Manager
FROM: Brian Kelley, Finance Director/Treasurer
DATE: February 10, 2023
SUBJECT: Monthly Recycling & Semi-Annual Bulk Trash Pickup Special Assessment

ACTION RECOMMENDED: To adopt Resolution 2023-10 (Resolution No. 1) regarding the Monthly Recycling & Semi-Annual Bulk Trash Pickup Special Assessment District No. 23-01

For many years, the City has offered a monthly recycling and semi-annual bulk trash pickup service for its residential property owners. The City's contract for services expired on June 30, 2022, but was extended for one month by mutual agreement. On July 25, 2022, City Council awarded a new contract with Republic Services for this program into 2027 at a cost increase. The amounts previously assessed to residential property owners would not cover the costs of the new contract.

The collection of recyclable materials and the removal of certain bulk items constitute a public improvement. The cost of such public improvement may be defrayed by special assessment against the properties especially benefited. The attached resolution is the first step in establishing the special assessment district.

It is recommended that City Council initiate the project by adopting Resolution 2023-10 (Resolution No. 1).

**CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

RESOLUTION NO. 2023-10

CITY OF PLAINWELL SPECIAL ASSESSMENT DISTRICT NO. 23-01

**DIRECTING THE CITY CLERK TO CAUSE TO BE PREPARED
PRELIMINARY PLANS AND SPECIFICATIONS REGARDING CERTAIN
PUBLIC IMPROVEMENTS.**

Minutes of a regular meeting of the City Council of the City of Plainwell, Allegan County, Michigan, held at City Hall, 211 N. Main Street, Plainwell, Michigan 49080 on February 13, 2023, at 7:00 p.m., local time.

PRESENT: Members _____

ABSENT: Members _____

The following Resolution was offered for adoption by City Council Member _____ and was supported by City Council Member _____:

WHEREAS,

- A. Section 4d of the Home Rule Cities Act PA 279 of 1909 (MCL 117.1 *et seq.*) as amended, Chapter X of the City Charter, and Chapter 16 of the City Code of Ordinances authorize the City to defray the costs of public improvements via special assessment upon the properties especially benefited by the public improvements;
- B. Section 16-3 of the City Code provides that the City Council may proceed with the making of public improvements and special assessment on its own initiative;
- C. The City Council tentatively desires to proceed with certain public improvements, to wit: the monthly collection, removal, and disposal of recyclable material from designated residential units within the City and semi-annual City-wide solid waste collection, removal, and disposal (the "Public Improvements").
- D. If the nature of the Public Improvements is such that a periodic redetermination of costs may be necessary without a change in the special assessment district boundaries and, if at any time during the term of the special assessment district an actual incremental costs equals or exceeds the estimate or the prior year's costs by 10% or more, notice shall be given and a hearing afforded to the property owners and interested parties of record in the special assessment district.

NOW, THEREFORE, BE IT HEREBY RESOLVED:

1. The City Council tentatively desires to proceed with the Public Improvements.
2. The City Council tentatively desires to defray the costs of the Public Improvements via a special assessment upon the properties especially benefited by the Public Improvements.
3. The City Clerk shall cause to be prepared preliminary plans and specifications describing the Public Improvements, the location of the Public Improvement, and an estimate of the cost of the Public Improvements on a fixed or periodic basis, as appropriate.
4. If the nature of the Public Improvements to be made is such that a periodic redetermination of costs will be necessary without a change in the special assessment district boundaries, the estimate of cost shall include any projected incremental increases.
5. Upon receipt of the Public Improvement plans, specifications, and cost estimate, the City Clerk shall report the same to the City Council.
6. That all actions heretofore taken by City officials, employees, and agents with respect to the Public Improvements are hereby ratified and confirmed.
7. The above recitals are incorporated as if fully restated herein.
8. That all resolutions or parts of resolutions in conflict with this Resolution are hereby rescinded.
9. This Resolution is effective immediately.

YEAS: Members _____

NAYS: Members _____

ABSENT: Members _____

RESOLUTION DECLARED ADOPTED.

Brad Keeler
Mayor

Margaret Fenger
City Clerk

STATE OF MICHIGAN)
) ss.
COUNTY OF ALLEGAN)

I, Margaret Fenger, City of Plainwell Clerk, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council at a regular meeting held on February 13, 2023, and that public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including, in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have affixed my official signature this ____ day of _____, 2023.

Margaret Fenger
City Clerk



“The Island City”

MEMORANDUM

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

TO: Erik J. Wilson, City Manager
FROM: Brian Kelley, Finance Director/Treasurer
DATE: February 10, 2023
SUBJECT: Budget Amendment – Contribution to OPEB Trust

ACTION RECOMMENDED: To approve a budget amendment of \$5,767.00 into the OPEB Fund and to approve a contribution of \$15,528.00 to the OPEB Trust.

The city offers certain other post-employment benefits (OPEB) to certain collective bargaining unit participants. The cost of these benefits is actuarially determined annually during the audit cycle. Current accounting standards require that the city make contributions to a trust account annually to fund a portion of these costs. Included in the 2022/2023 budget is an OPEB Trust contribution of \$9,761, which was based on amounts reported in prior actuarial reports.

During the Fiscal Year 2022 audit, recently completed, the actuaries updated the city’s OPEB liabilities and required trust contributions. It was then determined that the amount included in the current year budget should have been contributed in the year recently completed instead of the budget year. In order to “catch up” the OPEB required contribution for the fiscal year ending June 30, 2023, the city needs to contribute \$15,528 to the OPEB Trust, instead of the \$9,761 budgeted.

The difference needed would come from the General Fund Police/Fire budgets, as these additional OPEB costs are associated with POLC union members.

It is recommended that City Council approve a budget amendment of \$5,767.00 in the General Fund and the OPEB Fund, and to approve a contribution to the OPEB Trust in the amount of \$15,528.00.

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 01/31/2023

Brian Kelley, Finance Director/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: 2023.02.02 19:41:22 -05'00'

	Investment Type	CUSIP	Principal Purchase	Monthly Interest Earned	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment*	N/A	\$571,802	\$2,372.42	Michigan Class	Jeff Anderson - 616.244.9376	03/28/2016		4.58%	
2	730-Day CD	N/A	\$251,642	\$579.99	Grand River Bank	Christy Vierzen - 616.259.1322	06/10/2022	06/09/2024	2.75%	495
3	365-Day CD	N/A	\$84,696	\$0.00	First National Bank	Doug Johnson - 616.538.6040	11/16/2022	11/16/2023	3.89%	289
4	435-Day CD	N/A	\$63,438	\$103.76	First National Bank	Doug Johnson - 616.538.6040	01/25/2022	04/05/2023	0.65%	64
5	365-Day CD	N/A	\$200,547	\$0.00	First National Bank	Doug Johnson - 616.538.6040	09/27/2022	09/27/2023	3.21%	239
6	365-Day CD	N/A	\$250,000	\$0.00	Flagstar Bank	Lisa Powell - 616.285.2263	09/29/2022	09/29/2023	3.50%	241
7	365-Day CD	N/A	\$244,982	\$1,672.74	Northstar Bank	Julie Smith - 810.329.7104	10/03/2022	10/03/2023	2.75%	245
8	90-Day CD	N/A	\$21,086	\$42.96	Northstar Bank	Julie Smith - 810.329.7104	11/17/2022	02/15/2023	2.45%	15
9	6-month CD	N/A	\$50,341	\$173.54	Consumers Credit Union	Christopher Rusche - 616.208.1166	11/22/2022	05/22/2023	4.15%	111
10	6-month CD	N/A	\$50,341	\$173.54	Consumers Credit Union	Christopher Rusche - 616.208.1166	11/22/2022	05/22/2023	4.15%	111
11	9-month CD	N/A	\$162,976	\$559.60	Southern Michigan Bank & Trust	Aimee Kornowicz 269.279.3568	01/03/2023	10/03/2023	4.00%	245
12	9-month CD	N/A	\$40,452	\$0.00	Southern Michigan Bank & Trust	Aimee Kornowicz 269.279.3568	01/03/2023	10/03/2023	4.00%	245
13	9-month CD	N/A	\$5,845	\$20.07	Southern Michigan Bank & Trust	Aimee Kornowicz 269.279.3568	01/03/2023	10/03/2023	4.00%	245
14	365-Day CD	N/A	\$25,000	\$0.00	Hoirzon Bank	Tammy Kerr 616.214.3754	01/09/2023	01/09/2024	4.43%	343
15										

Total Investments: \$2,023,147.46 \$5,698.62 = Monthly investment interest

Average Yield: 3.46%

Cash Activity for the Month

Cash, beginning of month: \$2,431,227.35

\$1,584.90 = Monthly bank account interest

Cash, end of month: \$2,115,195.95

Cash and Investments, end of month: \$4,138,343.41 \$7,283.52 = Total monthly interest earned

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: 2023.02.10 13:02:00 -05'00'

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **1/31/2023**

% OF FISCAL YEAR: **58.90%**

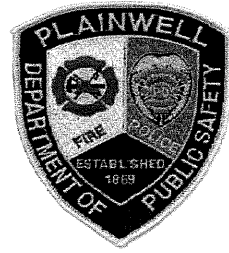
FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH AND INVESTED FUNDS BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	512,074	518,562	1,782,817	1,476,131	825,248	841,327	3,252,436	45.39%
Major Streets	200,745	243,284	154,403	178,129	219,558	230,422	967,238	18.42%
Local Streets	334,175	321,899	112,954	213,828	221,025	249,145	544,615	39.26%
Solid Waste	37,501	31,091	189,925	137,621	83,395	83,832	226,638	60.72%
Brownfield BRA	92,521	74,253	227,468	98,131	203,590	206,468	189,884	51.68%
Tax Increment TIFA	125,410	123,227	87,522	38,039	172,710	172,929	69,005	55.12%
Downtown DDA	90,322	87,380	77,420	41,357	123,443	124,319	74,395	55.59%
Stimulus Fund ARPA	397,887	967	5,640	-	6,607	403,527	398,591	0.00%
Revolving Loan	11,563	62,083	11,362	-	73,445	22,924	10,000	0.00%
Capital Improvement	49,405	49,405	93,763	56,331	86,837	89,337	110,869	50.81%
Fire Reserve	100,962	100,962	93,984	71,569	123,377	165,735	120,765	59.26%
Airport	40,059	47,892	51,385	55,482	43,795	38,089	80,749	68.71%
Sewer	1,082,130	1,075,055	938,394	931,203	1,082,245	1,099,949	1,608,797	57.88%
Water	326,364	264,009	561,472	595,553	229,929	263,533	1,366,641	43.58%
Motor Pool / Equipment	47,571	37,311	184,910	161,510	60,711	52,271	297,887	54.22%
OPEB**	76,460	76,460	26,022	21,348	81,134	94,535	48,725	43.81%
	3,525,149	3,113,840	4,599,439	4,076,230	3,637,049	4,138,343	9,367,235	43.52%

* - Amounts taken from audited financial statements as of June 30, 2022

** - 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: 2023.02.10 13:02:16 -05'00'</small>	Insert Signature:	Brian Kelley <small>Digitally signed by Brian Kelley Date: 2023.02.02 19:48:14 -05'00'</small>



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

January 2023

Prepared by Director Kevin Callahan

Plainwell Department of Public Safety

Scheduled Hours By Activity for January 2023

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 Hours
964

Percentage of Total Hours

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.

72 7.44%

164 17.01%

335 34.78%

393 40.77%

571 59.23%

Plainwell Department of Public Safety

Complaints/Activities for January 2023

ARRESTS

CUSTODIAL ARRESTS	2	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	5	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	2	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	6	<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	6	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	4	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	18	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	195	<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	36	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	231	

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	8	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	1,327	<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>
FOOT PATROL	108	

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	January	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	1	1
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	10	10
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	1	1
2300	Larceny	4	4
2400	Motor Vehicle Theft	0	0
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	0	0
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	1	1
3500	Violation of Controlled Substances Act	2	2
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	0
3800	Family Offenses	1	1
4100	Liquor Violations	1	1
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	0
5000	Obstructing Justice	7	7
5200	Weapons Offenses	0	0
5300	Public Peace	2	2
5400	Traffic Investigations - Any Criminal Traffic Complaints	3	3
5500	Health and Safety	5	5
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	0
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	1	1
9200	Civil Custody	0	0
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	0	0
9400	False Alarm Activation	6	6
9500	Fires (Other than Arson)	0	0
9700	Accidents, All Other	16	16
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	66	66
9911 & 9912	General Assistance (Other Police Agencies)	73	73
FIRS	Medical First Responder	31	31



January Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 73 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
01/23/2023	14:13	14:17	320 Brigham	Assist EMS	Lift Assist	C6	2	5
01/24/2023	21:01	21:08	513 Morrell St. Apt. D	Assist EMS	Lift Assist	C5	1	6
01/28/2023	10:47	10:51	720 Brigham	Fire Alarm	Investigate	C2, C6, E11	2	5

Calls for Service at Plainwell Schools

Plainwell High School: 5
684 Starr Road

Gilkey School: 2
707 S. Woodhams Street

Plainwell Middle School: 3
720 Brigham Street

Starr Elementary:
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

On January 3rd, 9th, and 10th Ordinance Officer had attempted to make contact with owner at 120 N. Sherwood regarding his previous notice and to see if any progress was made. The owner did not answer the door on any of the attempted contacts. Photos were taken on 1/12/2023, and it appeared no progress was made. Citation C0080 was issued to owner on 1/12/2023. Ordinance Officer Doster contacted the 57th District Court to request a formal hearing to expedite progress. Hearing is set for 2/9/2023 at 10:45 a.m.

02/09/2023

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
INVOICE ENTRY DATES 01/20/2023 - 02/09/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000002	AT&T		
	2696851957011	AIRPORT PHONE SERVICE 12/14/22 - 1/13/2023	60.38
	2696856824011	DPS LANDLINE PHONES 12/14/2022 - 1/13/2023	60.38
TOTAL FOR: AT&T			120.76

000004	PLAINWELL AUTO SUPPLY INC		
	679393	DPW - HOSE AND FITTINGS FOR #61 LOADER	70.65
	679416	DPW - STICTION ELIMINT & OIL FILTER #16 AB	139.35
	679443	DPW - BATTERY FOR #16 AB	324.18
	679612	DPW - OIL CHANGE #20, WRENCH & PLIERS FOR SHOP AI	106.10
	679613	DPW - HOOK PICK SET FOR SHOP AS	17.99
	679672	DPW - OIL, O-RINGS, HOSE, GLOVES FOR PULL PAVER AB	61.09
	679719	DPW - OIL DRY FOR SHOP AS	45.16
	679728	DPW - MISC TOOLING FOR SHOP AS	63.53
	679876	DPW - 4 OILS SEALS FOR PULL PAVER AB	43.95
	679905	DPW - BOXED CAPSULES TRUCK #5 AB	16.49
	680131	DPW - FITTING TRUCK #15 AB	9.58
	680137	DPW - AIR & OIL FILTERS FOR #62 JF	70.28
	680207	DPW - BOXED CAPSULES FOR #5 WK	16.49
	680314	DPW - TRANS COOLER HOSE FOR #17 AB	32.94
	680349	DPW - RED AND YELLOW PAINT MARKERS #152	10.58
	680419	DPW - ADAPTERS FOR PULL PAVER #152	60.36
	680446	DPW - MALE/FEMALE WIRE TERMINALS FOR SHOP	9.80
	680475	DPW - BRAKECLEAN FOR SHOP AB	51.48
	680534	DPW - OIL FILTERS FOR JETTER #21	18.17
	680553	DPW - HYDRAULIC FILTER AND SWAP #21 OIL FILTER AS	3.68
	680582	DPW - ANTIFREEZE FOR JETTER #21	13.29
	680636	DPW - FUEL FILTER #21	16.02
	680637	DPW - ADAPTERS FOR #152	(10.42)
	680643	DPW - PREM START FLUID FOR SHOP	5.59
	680650	DPW - BATTERY FOR JETTER #21	155.49
	680686	DPS - TAIL LIGHT BULB E11 JW	3.29
	680691	DPS - TAIL LIGHT BULB E11 JW	6.58
	680719	DPW - HOSE FOR #152 AB	93.54
	680759	DPW - ADAPTERS & FITTINGS #152	26.66
	680780	DPS - SYNTHETIC OIL FOR 2021 TAHOE RANTZ	29.99
	680820	DPW - MUFFLER FOR #152	25.58
	680950	DPW - LENS FOR TRUCK #19 AS	16.49
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			1,553.95

000009	CONSUMERS ENERGY		
	01/06/2023	December 2022 Energy Bill	9,584.42
	201452728660	STREET LIGHT ELECTRIC SERVICE JANUARY 2023	121.47
	204923377012	INDUSTRIAL PARK ELECTRIC SERVICE JANUARY 2023	2.12
	204923377041	TRAFFIC LIGHT ELECTRIC SERVICE JANUARY 2023	57.90
	204923377042	STREET LIGHT ELECTRIC SERVICE JANUARY 2023	2,317.25
	206169102905	612 ALLEGAN - ELECTRIC USE 12/15/2022 - 1/13/2023	7,552.76
	207058414036	CUSHMAN ELECTRIC SERVICE 12/22/2022 - 1/24/2023	744.28
TOTAL FOR: CONSUMERS ENERGY			20,380.20
000010	RIDDERMAN & SONS OIL CO INC		
	161860	DPW - 612 GL DIESEL 30-#2 DYED	2,140.56
	161861	DPW - 229GL GASOLINE 5-87 REG 10%	610.16
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			2,750.72
000014	MICHIGAN GAS UTILIITIES CORP		
	4435830201	WR CHEM ROOM GAS SERVICE 12/14/2022 - 1/16/2023	261.85
TOTAL FOR: MICHIGAN GAS UTILIITIES CORP			261.85
000027	MICH ASSOC OF CHIEFS OF POLICE		
	200011132	DPS - AMT MORNING SESSION TRAINING KC	25.00
	200011137	DPS - AMT MORNING SESSION TRAINING AD	25.00
TOTAL FOR: MICH ASSOC OF CHIEFS OF POLICE			50.00
000034	VERIZON		
	9924945055	DPW/WR ALARM SERVICE 12/11/22 - 1/10/2023	50.36
	9925558799	DPW/WR VERIZON ONE TALK 12/18/22 - 1/17/23	171.79
	9926073241	CITY WIDE CELL PHONES 12/24/2022 - 1/23/2023	816.80
	9926073242	EOC/DPS PHONE SERVICE 12/24/2022 - 1/23/2023	152.04
TOTAL FOR: VERIZON			1,190.99
000044	ALL-PHASE ELECTRIC		
	3505-1094932	WR - 120 LIGHT BULBS BP	268.80
TOTAL FOR: ALL-PHASE ELECTRIC			268.80
000077	MCMASTER-CARR SUPPLY		
	91656642	WR - STAINLESS STEEL TOOLING BP	83.43
	91663066	WR - BELTS FOR BLOWER BP	811.17
TOTAL FOR: MCMASTER-CARR SUPPLY			894.60
000087	BILL G BOMAR		
	2023.2	RETIREE HEALTH PREMIUMS FEBRUARY 2023	500.00
TOTAL FOR: BILL G BOMAR			500.00
000114	COLUMBIA PIPE & SUPPLY CO. INC		
	4045277	WR - HEAT EXCHANGER GASKET BP	145.50

TOTAL FOR: COLUMBIA PIPE & SUPPLY CO. INC			145.50
000131	KEVIN CHRISTENSEN		
	2023.2	RETIREE PREMIUMS FEBRUARY 2023 CHRISTENSEN	193.10
TOTAL FOR: KEVIN CHRISTENSEN			193.10
000134	HAROLD ZIEGLER FORD		
	328134	DPS - OIL CHANGE & INSPECTION CAR #6	55.69
	328181	DPS - OIL CHANGE & INSPECTION CAR #1	55.69
TOTAL FOR: HAROLD ZIEGLER FORD			111.38
000138	AMERICAN OFFICE SOLUTIONS		
	33208894	DPE COPIER LEASE & USAGE DECEMBER 2023	143.59
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			143.59
000153	FLEIS & VANDENBRINK INC		
	64439	DWAM GRANT PROFESSIONAL SERVICES 10/30 - 11/26/2	330.00
	64685	WMAC SURVEY/PROFESSIONAL SERVICES 11/27 - 12/31/2	165.00
	64691	DWAM GRANT/PROFESSIONAL SERVICES 11/27 - 12/31/2	2,335.25
	64697	OLD ORCHARD PROJECT - PRELIMINARY DESIGN EW	11,635.10
	64796	PROF SERVICES JANUARY 2023 BRIDGE IMPROVEMENTS	2,400.00
TOTAL FOR: FLEIS & VANDENBRINK INC			16,865.35
000155	BRAVE INDUSTRIAL FASTENER		
	162339	DPW - 1/2 COUPLER TRUCK #15	25.92
	162462	DPW - MISC NUTS AND BOLTS FOR PLOW TRUCKS	226.01
	162541	DPW - TOOLING FOR PULL PAVER	135.26
TOTAL FOR: BRAVE INDUSTRIAL FASTENER			387.19
000164	ETNA SUPPLY CO INC		
	S104521852.013	DPW - 10 METERS 3/4" SHORT BODY 1 GAL	1,300.00
	S104931254.001	DPW - TOILETS AND SEATS FOR COOK BATHROOM	536.00
TOTAL FOR: ETNA SUPPLY CO INC			1,836.00
000245	KENNEDY INDUSTRIES INC		
	634654	DPW - ANNUAL GENERATOR INSPEC CP	1,265.00
	634691	WR - 7 4" DEZURIK PLUG VALVES FOR DIGESTER TANKS B	11,419.00
TOTAL FOR: KENNEDY INDUSTRIES INC			12,684.00
000276	WEST SHORE FIRE, INC		
	29191	DPS - INTERCEPTOR HOOD KC	164.00
TOTAL FOR: WEST SHORE FIRE, INC			164.00
000365	MISS DIG 811		
	20230663	2023 TRANSMISSION-BASED MEMBERSHIP FEE	1,377.79
TOTAL FOR: MISS DIG 811			1,377.79

000381	LAPHAM HEATING INC		
	994150	DPW - TRANSFORMER FOR SHOP FURNACE RL	72.97
TOTAL FOR: LAPHAM HEATING INC			72.97
000500	TRUCK & TRAILER SPECIALTIES, INC.		
	DSO011902	DPW - SCRAPER BLADES FOR PLOW TRUCKS CP	2,272.17
	DSO077907	DPW - 5/8-11 LOCKNUT 25PCS FOR SHOP JF	14.00
TOTAL FOR: TRUCK & TRAILER SPECIALTIES, INC.			2,286.17
000624	AIS CONSTRUCTION-JOHNDEREER POWERPLN		
	G77627	DPW - LOADER PUSH BOX REPAIR	1,471.84
TOTAL FOR: AIS CONSTRUCTION-JOHNDEREER POWERPLN			1,471.84
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2022.10	DPW - SHERIFF WORK CREW ASSIST OCTOBER 2022	192.00
	2022.8	DPW - SHERIFFS WORK CREW ASSIST AUGUST 2022	294.00
	2022.9	DPW - SHERIFFS CREW ASSIST SEPTEMBER 2022	306.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			792.00
000910	GRAINGER		
	9585464598	DPW - VIBRATION ISOLATOR FOR PULL PAVER AB	47.75
TOTAL FOR: GRAINGER			47.75
000941	WEST MICHIGAN CRIMINAL JUSTICE TC		
	5071	DPS - CRIME SCENE COLLECTION TRAINING ROBERTS	100.00
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE TC			100.00
000951	MICHIGAN RURAL WATER ASSOC		
	01/20/2023	Limited treatment water review	525.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC			525.00
000962	STATE OF MICHIGAN		
	01/23/2023	Training and cert AB	70.00
TOTAL FOR: STATE OF MICHIGAN			70.00
001043	BS&A SOFTWARE		
	145350	BS&A ANNUAL ASSESSING SYSTEM & ONLINE SERVICES 2,	3,710.00
TOTAL FOR: BS&A SOFTWARE			3,710.00
001413	NCL OF WISCONSIN		
	482285	WR - LAB TESTING SUPPLIES	685.14
	482286	WR - LAB TESTING SUPPLIES	348.93
TOTAL FOR: NCL OF WISCONSIN			1,034.07
001448	PROFESSIONAL CODE INSPECTIONS		
	23001	JANUARY 2023 BUILDING PERMITS	5,280.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			5,280.00

001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	3287	DPS - DRY CLEANING NOVEMBER DECEMBER & JANUARY	223.65
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			223.65
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001748	REPUBLIC SERVICES		
	0249-007771082	DPW - TWO CONTAINERS SERVICE 2/1 - 2/28/2023	256.67
	0249-007771427	WR - TWO CONTAINERS SERVICE 2/1 - 2/28/2023	243.36
TOTAL FOR: REPUBLIC SERVICES			500.03
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001829	PERCEPTIVE CONTROLS INC		
	15886	WR - PC PROGRAMMING PER BP	1,215.00
	15887	WR - NEW MODEM & SOFTWARE INSTALL BP	1,300.00
	15888	WR - WIN911 LICENSE UPGRADE BP	1,420.00
	15889	WR - ALARM TAG MODIFICATION AND PROGRAMMING P	1,350.00
	15914	LOG ME IN ANNUAL SUBSCRIPTION 2/1/2023 - 1/31/2024	250.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			5,535.00
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001888	MICHIGAN ASSOC. OF MUNICIPAL CLERKS		
	01/18/2023	Membership 2023	75.00
TOTAL FOR: MICHIGAN ASSOC. OF MUNICIPAL CLERKS			75.00
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002018	CDW-G		
	GD04454	DESKTOP COMPUTERS FOR PD	2,386.08
	GD55491	DPS - HP 3YR REC & RESTORE	113.70
TOTAL FOR: CDW-G			2,499.78
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002070	SIGNWRITER		
	42996	2 REPLACEMENT SIGNS - S MAIN & KENYON PARK	5,678.00
TOTAL FOR: SIGNWRITER			5,678.00
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002084	CONSORT - KALAMAZOO BANNER		
	PS-INV108540	DPW - 25 BANNERS FOR DOWNTOWN	1,407.50
TOTAL FOR: CONSORT - KALAMAZOO BANNER			1,407.50
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002116	CHARTER COMMUNICATIONS		
	0014163011923	DPS - PHONE/INTERNET/TV SERVICE 1/19 - 2/18/2023	299.20
TOTAL FOR: CHARTER COMMUNICATIONS			299.20
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002281	HOME DEPOT		
	2022151	WR - SHOP VAC & FILTERS, 2 - 1/4"EXTENSIONS BP	166.48
	3023011	DPW - DEWALT 20V BLOWER COOK PARK JF	175.42
	3023046	DPW - SHELF UNIT FOR COOK BATHROOM JF	32.32
	3614443	CITY HALL LIGHT BULBS WK	23.45
	6022676	DPW - 4' FELX COUPLINGS FOR SHOP AS	31.40
	8021585	BOTTLED WATER FOR GLADYS RESIDENTS DR/RN	49.80
	8021591	WR - PAINT & SUPPLIES FOR DYSTOR BUILDING BP	381.93

	8112989	DPW - GLASS BLOCK WINDOWS KENYON PARK AB	164.64
	8112991	DPW - LIGHT FIXTURES AB	46.95
	9023385	DPW - PAINT FOR COOK BATHROOM JF	74.44
TOTAL FOR: HOME DEPOT			1,146.83

002299	MWEA		
	01/06/2023	Event registration joint expo	145.00
TOTAL FOR: MWEA			145.00

002371	RENEWED EARTH INC		
	31133	FEBRUARY 2023 COMPOST SITE MANAGEMENT	1,250.00
TOTAL FOR: RENEWED EARTH INC			1,250.00

002402	STEENSMA LAWN & POWER EQUIPMENT		
	1000448	DPW - OIL/FILTER/PLUGS/BLADES FOR MOWERS 73 & 15	643.84
	1000449	DPW - HYDRO FILTER & SERVICE KIT MOWERS 73 & 153	238.40
	997749	DPW - CHAIN SAW CHAIN OIL	86.72
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			968.96

002442	HOPKINS PROPANE COMPANY		
	166780	PROPANE @ AIRPORT - 434.5 GALLONS	1,042.37
TOTAL FOR: HOPKINS PROPANE COMPANY			1,042.37

002478	ENGINEERED PROTECTION SYSTEMS INC		
	A831048	NOTIFIER SYSTEM MONITORING 3/1/23 - 5/31/23	195.72
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC			195.72

002524	WOODWORK SPECIALTIES COMPANY		
	2301-867104	DPW - OFFICE WINDOW/DOOR	1,916.00
TOTAL FOR: WOODWORK SPECIALTIES COMPANY			1,916.00

002527	COPS HEALTH TRUST		
	2023.02	FEBRUARY 2023 DENTAL/VISION INSURANCE PREMIUM	1,728.98
TOTAL FOR: COPS HEALTH TRUST			1,728.98

002562	CITY OF ALLEGAN		
	0000011028	DPW - 4TH QUARTER WATER TESTING 2023	500.00
TOTAL FOR: CITY OF ALLEGAN			500.00

002650	FUEL MANAGEMENT SYSTEM		
	185126	DPS - FUEL FOR POLICE VEHICLES 1/31/2023	952.65
TOTAL FOR: FUEL MANAGEMENT SYSTEM			952.65

002674	NELSON BREECH NAVE		
	ONE	ADMIN - ARCHITECTURAL SERVICES 1/20/2023 EW	2,887.50
	THREE	WORK IN PAPER MILL & GROUNDS EW	500.00
	TWO	ARCHITECTURAL SERVICES 9.5HRS EW	1,425.00

TOTAL FOR: NELSON BREECH NAVE			4,812.50
002703	CONTINENTAL LINEN SERVICES INC		
	3486241	WR - RUGS	0.00
	3491926	DPS - RUGS	26.38
	3497631	CITY HALL RUGS	28.62
	3497632	DPW RUGS	29.52
	3497633	WR - RUGS	2.00
	3503427	DPS - RUGS	26.38
	3509298	CITY HALL RUGS	28.62
	3509299	DPW - RUGS	40.26
	3509300	WR - RUGS	18.35
	3515158	DPS - RUGS	26.38
	3520913	CITY HALL RUGS BK	30.88
	3520914	DPW - RUGS	43.02
	3520915	WR - RUGS	19.68
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			320.09
002723	OMEGA RAIL MANAGEMENT		
	23-133072	PIPELINE LEASE 3/25/2023 - 3/24/2024	930.86
TOTAL FOR: OMEGA RAIL MANAGEMENT			930.86
002740	STATE OF MICHIGAN		
	551-610371	DPS - SOR FEES JANUARY 2023	60.00
TOTAL FOR: STATE OF MICHIGAN			60.00
002755	MICHIGAN WATER ENVIRONMENT ASSOCIAT		
	01/20/2023	Event registration WK AB JF	435.00
TOTAL FOR: MICHIGAN WATER ENVIRONMENT ASSOCIAT			435.00
002787	ESPER ELECTRIC		
	29676	DPS - ELECTRIC RAN FOR NEW AIR FILL STATION	2,100.00
TOTAL FOR: ESPER ELECTRIC			2,100.00
002800	AIRNAV.COM LLC		
	01/03/2023	Listing on Airnav.com	50.00
TOTAL FOR: AIRNAV.COM LLC			50.00
004179	MEEKHOF TIRE SALES & SERVICE INC		
	23-0135769-071	DPW - SKID STEER TIRES BN	884.00
TOTAL FOR: MEEKHOF TIRE SALES & SERVICE INC			884.00
004206	MADISON NATIONAL LIFE INSURANCE CO		
	1540705	FEBRUARY 2023 LIFE INSURANCE PREMIUMS	98.60
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			98.60
004221	R.W. LAPINE INC		

	46554	CITY HALL SERVICE CALL	280.00
	50080601	WR - NEW BOILER CONTROLLER BP	4,225.00
TOTAL FOR: R.W. LAPINE INC			4,505.00

004241	GHD SERVICES INC		
	340-0055921	UTILITIES/Common Area Maintenance November 2023	3,096.13
TOTAL FOR: GHD SERVICES INC			3,096.13

004785	PRIORITY HEALTH		
	230160001859	FEBRUARY 2023 HEALTH INSURANCE PREMIUMS	21,271.50
TOTAL FOR: PRIORITY HEALTH			21,271.50

004791	BIO TECH AGRONOMICS INC		
	3291	DISPOSAL OF BIOSOLIDS WWTP	21,879.88
TOTAL FOR: BIO TECH AGRONOMICS INC			21,879.88

004794	UNITED HEALTHCARE INSURANCE COMPANY		
	2023.02TOWN	RETIREE HEALTH INSURANCE FEBRUARY 2023 - TOWN	253.59
	2023.02WHIT	RETIREE HEALTH INSURANCE FEBRUARY 2023 - WHITNEY	261.50
TOTAL FOR: UNITED HEALTHCARE INSURANCE COMPANY			515.09

004803	ARROW ENERGY INC		
	139832	AIRPORT FUEL 1552GAL	7,470.29
TOTAL FOR: ARROW ENERGY INC			7,470.29

004805	LAKELAND ASPHALT		
	41988	DPW - 2.82 TONS COLD PATCH JF	383.52
TOTAL FOR: LAKELAND ASPHALT			383.52

004812	FISH WINDOW CLEANING		
	2647-119931	WR - WINDOW CLEANING BP	29.00
TOTAL FOR: FISH WINDOW CLEANING			29.00

004828	WRIGHT FENCE COMPANY LLC		
	3716	WR - GARAGE GATE REPAIR PLUS EXTRA WHEEL BP	750.00
TOTAL FOR: WRIGHT FENCE COMPANY LLC			750.00

004837	MUNIWEB		
	54960	DDA - WEBSITE HOSTING JANUARY 2023	265.00
TOTAL FOR: MUNIWEB			265.00

004855	PLAINWELL ACE HARDWARE		
	12323	DPW - PUTTY KNIFE/SCOUR PAD FOR PELL PARK RL	5.58
	12325	DPW - TRUCK #16 AS	5.99
	12334	DPW - BAR & CHAIN OIL 1 GAL JF	21.99
	12350	DPW - NO SMOKING SIGN FOR PELL BATHROOM	12.36
	12360	DPW - BUCKETS FOR CITY HALL DR	11.18

12367	DPW - NUTS AND WASHERS FOR STREET SIGNS DR	17.78
12368	DPW - SHERWOOD BATHROOM CLEANING TOOLS & SUPP	67.94
12370	DPW - ANGLE GRINDER GENERAL USE DR	109.00
12380	DPW - DIE GRINDER FOR SHOP & TOOLS/FASTENERS FOR	127.68
12396	DPW - LIGHT BULBS FOR PARKS JF	28.99
12399	DPW - PAINT ROLLERS FOR PARK BATHROOMS AS	9.99
12403	DPW - KEYS FOR PARK BATHROOMS AB	16.14
12411	DPW - STORM DRAIN REPAIR GILKEY ST JF	22.17
12415	DPW - HAMMER DRILL BIT WELL 4 UPGRADE WK	21.99
12420	DPW - LIGHT FIXTURE/BULB/SWITCH/PLATE AND SILICON	113.53
12421	DPW - DRILL BITS FOR WELL 4 UPGRADE WK	22.98
12425	DPW - PARK BATHROOM KEYS AB	16.14
12426	DPW - FASTENERS FOR PARK BATHROOMS AB	2.40
12427	DPW - LIGHT EXCHANGE FOR KENYON PK BATHROOM	(3.00)
12435	DPW - OUTLET CONVER FOR SHOP AB	4.99
12447	DPW - MOPHEADS AND ACE REWARDS DR	0.00
12449	DPW - MISC FASTENERS FOR PULL PAVER AB	5.50
12450	WR - ROLERS/PAINT TAPE/CLEANING SUPPLIES BP	40.55
12459	DPW - ADJUSTABLE RAIN CAP FOR SHOP DR	15.99
12461	DPW - DUCT TAPE WELL 4 WK	5.99
12464	DPW - MISC FASTENERS FOR PULL PAVER AB	4.95
12481	DPS - OFFICE SUPPLIES JP	13.98
12484	DPW - BULB AND UTILITY LIGHT FOR MILL ELEVATOR DR	59.98
12489	DPW - WAX RING EXTENDER COOK BATHROOM AB	17.18
12490	DPW - MISC FASTENERS FOR PULL PAVER AB	15.40
12492	DDA - SIGN REPAIR DS	4.99
12497	DPW - SPRAY PAINT FOR FLOWER BASKETS RL	15.98
12498	WR - BAND SAW BLADES & UTILITY LIGHTER BP	55.16
12499	DPW - MISC ELBOW/NIPPLE/COUPLING FOR #152 AB	33.49
12503	DPW - PRIMER/CEMENT/STRAP AND ELBOW WELL 4 WK	27.93
12505	DPW - COUPLE/ELBOW & CAULK WELL 4 WK	11.16
12535	DPW - STL/STM/SIGNS & TRUCK #7 BOX REPAIR DR	91.44

TOTAL FOR: PLAINWELL ACE HARDWARE 1,055.49

004861	JGM VALVE CORPORATION		
	23-15513	WR - TWO NEW PUMPS FOR 12TH ST LIFT STATION BP	35,698.00

TOTAL FOR: JGM VALVE CORPORATION 35,698.00

004886	REPUBLIC SERVICES		
	0249-007774941	CITY WIDE RECYCLING SERVICE 2/1 - 2/28/2023	4,457.94

TOTAL FOR: REPUBLIC SERVICES 4,457.94

005012	UNITED BANK		
	2023.01.23	ACH FEE - TAX DISTRIBUTION	7.00
	2023.01.24	RETURNED PAYMENT FEES (2)	15.00
	2023.01.27	ACH FEE - PAYABLES UPLOAD	7.00
	2023.01.31	ACH FEE - PROPERTY TAX DISTRIBUTION	7.00

	2023.02.01	ACH FEE - PAYROLL DIRECT DEPOSIT	7.00
	2023.02.07	ACH FEE - TAX DISTRIBUTION UPLOAD	7.00
TOTAL FOR: UNITED BANK			50.00

005015	CHECKALT-KLIK		
	199590	ELOCKBOX FEES FOR JANUARY 2023	132.71
TOTAL FOR: CHECKALT-KLIK			132.71

005038	BARNES & THORNBURG LLP		
	3056124	ADMIN - LEGAL SERVICES DECEMBER 2022	354.00
TOTAL FOR: BARNES & THORNBURG LLP			354.00

005040	US INTERNET		
	3677617	SECURANCE EMAIL FILTERING 2/14 - 3/13/2023	70.00
TOTAL FOR: US INTERNET			70.00

005041	EVOQUA WATER TECHNOLOGIES		
	905706433	WR - MONTHLY LEASE AND MAINTENANCE BP	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES			300.00

005047	STAPLES, INC.		
	3527658048	DPS - OFFICE SUPPLIES AD	60.21
	3527658049	DPS - OFFICE PAPER AND PAPER TOWELS AD	76.46
	3528251426	DPW OFFICE AND BATHROOM SUPPLIES	110.57
	3528251427	WR OFFICE AND CLEANING SUPPLIES BP	88.66
	3529063743	ADMIN - TONER & PAPER CLIPS RB	178.08
TOTAL FOR: STAPLES, INC.			513.98

005049	QUADIENT FINANCE USA		
	2023.1.22	CITY HALL POSTAGE AND INK	1,200.45
TOTAL FOR: QUADIENT FINANCE USA			1,200.45

005064	R & R ASSESSING INC		
	2023.2	FEBRUARY ASSESSING SERVICES	1,550.00
TOTAL FOR: R & R ASSESSING INC			1,550.00

005092	CERTASITE LLC		
	12508310	CRISPE HOUSE SPRINKLER INSPECTION 12/8/2022	250.00
TOTAL FOR: CERTASITE LLC			250.00

005117	MOSS AUDIO CORPORATION		
	INV12742	CITY HALL CONFERENCE ROOM WIRELESS SPEAKER MF	217.00
TOTAL FOR: MOSS AUDIO CORPORATION			217.00

005124	HEALTH EQUITY INC		
	PV55V0D	MONTHLY FSA ACCOUNT FEES JANUARY 2023	14.00
	X6WNUA0	MONTHLY FSA ACCOUNT FEES FEBRUARY 2023	14.00

TOTAL FOR: HEALTHEQUITY INC			28.00
005125	8X8 INC 3719415	CITY WIDE PHONES JANUARY 2023	723.26
TOTAL FOR: 8X8 INC			723.26
005132	KEVIN A CALLAHAN 2023.1	DPS - CLOTHING ALLOWANCE REIMBURSEMENT KC	350.00
TOTAL FOR: KEVIN A CALLAHAN			350.00
005133	UNITED LABORATORIES, INC INV369917	DPW - ODOR ELIMINATOR FOR PARK RESTROOMS	292.56
TOTAL FOR: UNITED LABORATORIES, INC			292.56
999999	ACE HARDWARE 2023.2	REIMBURSEMENT FOR GOLDEN TICKETS DS	95.00
TOTAL FOR: ACE HARDWARE			95.00
AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY 2023.01.23 2023.01.28 2023.02.04	2022 TAX COLLECTIONS W/E 01/21/2023 2022 TAX COLLECTIONS W/E 01/28/2023 2022 TAX COLLECTIONS W/E 02/04/2023	16,630.00 20,963.32 41,316.76
TOTAL FOR: ALLEGAN AREA EDUCATION SVC AGENCY			78,910.08
ACACH	ALLEGAN COUNTY TREASURER 2023.01.21 2023.01.28 2023.02.04	2022 TAX COLLECTIONS W/E 01/21/2023 2022 TAX COLLECTIONS W/E 01/28/2023 2022 TAX COLLECTIONS W/E 02/04/2023	6,218.10 8,311.31 16,764.35
TOTAL FOR: ALLEGAN COUNTY TREASURER			31,293.76
CC MISC VENDOR	01/01/2023	Hard drives for DPS server	653.86
	01/03/2023	Notary seal embosser	21.99
	01/03/2023	Webcam hosting	44.85
	01/03/2023	Picture frame/ethernet adapter CH	99.90
	01/04/2023	Notary stamp OL	21.65
	01/04/2023	Received/date stamps for CH	135.80
	01/04/2023	Tarp for ice rink	837.25
	01/05/2023	Board of review training	196.00
	01/05/2023	Return one DPS hard drive	1.03
	01/05/2023	Fuel filter assembly truck#16	1,069.74
	01/06/2023	Monthly constant contact support	45.00
	01/09/2023	1099 tax envelopes	57.98
	01/12/2023	HDMI cable for conference room	25.10
	01/17/2023	Bucket mouse trap	34.99
	01/17/2023	Dog waste bag rolls	219.47
	01/17/2023	Men working sign x2	530.77

	01/17/2023	Overlimit fee	39.00
	01/19/2023	FCC license for city	120.00
	01/20/2023	Picture frame	14.98
	01/20/2023	Refund overlimit fee	(39.00)
TOTAL FOR: CC MISC VENDOR			<u>4,130.36</u>

COPEFT	CITY OF PLAINWELL		
	2023.02	FEBRUARY 2023 CITY UTILITY BILLS	518.27
TOTAL FOR: CITY OF PLAINWELL			<u>518.27</u>

PCSACH	PLAINWELL COMMUNITY SCHOOLS		
	2023.01.23	2022 TAX COLLECTIONS W/E 01/21/2023	73,442.33
	2023.01.28	2022 TAX COLLECTIONS W/E 01/28/2023	103,760.63
	2023.02.04	2022 TAX COLLECTIONS W/E 02/04/2023	194,519.54
TOTAL FOR: PLAINWELL COMMUNITY SCHOOLS			<u>371,722.50</u>

RDLACH	RANSOM DISTRICT LIBRARY		
	2023.01.23	2022 TAX COLLECTIONS W/E 01/21/2023	2,605.94
	2023.01.28	2022 TAX COLLECTIONS W/E 01/28/2023	3,348.06
	2023.02.04	2022 TAX COLLECTIONS W/E 02/04/2023	6,641.10
TOTAL FOR: RANSOM DISTRICT LIBRARY			<u>12,595.10</u>

TOTAL - ALL VENDORS			719,699.16

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: 2023.02.09 11:53:35 -05'00'

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: 2023.02.09 15:45:33 -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: 2023.02.09 14:12:32 -05'00'

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: 2023.02.09 14:00:59 -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: 2023.02.09 12:33:53 -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: 2023.02.10 13:01:45 -05'00'



January 26, 2023

**Board of Commissioners Update
Administrator's Report**

ENGAGEMENT

Employment (Last Updated on October 19, 2022)
2022 as of Q4:

TURNOVER/RETENTION (Regular FT & PT Only)	Q1	Q2	Q3	Q4
# of Terminations (includes Retirees)	16*	9*	12*	7*
Average length of tenure of terminated REG employees	16.48	9.79	5.36	10.3
Turnover % of new REG employees (<=1 year)	16%	21%**	9%	6.60%
Turnover % of REG employees	4.10%	2.20%	2.98%	1.73%
Total average number of REG Employees	393	401	402	404
Notes	*9 of the terminations were retirements	*1 termination was a retirement. **calculation updated/changed in Q2 for both quarters	*2 of the terminations were retirements	*1 of the terminations was a retirement
RECRUITMENT	Q1	Q2	Q3	Q4
Jobs Posted	10	12	14	15
# of Days to Hire (KPI)	53.6	51.21	38.81	54.5
# of New Hires	25	37	15	19
# of Promotions or Transfers	15	7	7	11

Current Number of Active Regular Full-Time and Regular Part-Time Employees: 410

New Hires: 2

Last Name	First Name	Position	Department
Peterson	Peter	IRPT In-House Corporate Counsel	Administration

Jessen	Scott	Assistant Public Defender	Public Defender
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Left Employment: 2

Last Name	First Name	Position	Department
Lenahan	Linda	District Court Administrator	District Court
Verhage	Cathleen	Administrative Assistant	Sheriff's Office

Promotions/Transfers: 6

Last Name	First Name	New Position	Department
Bywater	Rachel	Animal Control Officer	Sheriff's Office – Animal Control
Coulson	Paul	Bailiff/Magistrate	Sheriff's Office
Giles	Brandon	Corrections Officer	Sheriff's Office – Corrections
Rewa	Ryan	Deputy Sheriff – Sergeant	Sheriff's Office
Santi	Harry	Corrections Sergeant	Sheriff's Office - Corrections
Tackett	Andrea	Irregular Courthouse Security	Sheriff's Office

Current Open Positions: 29

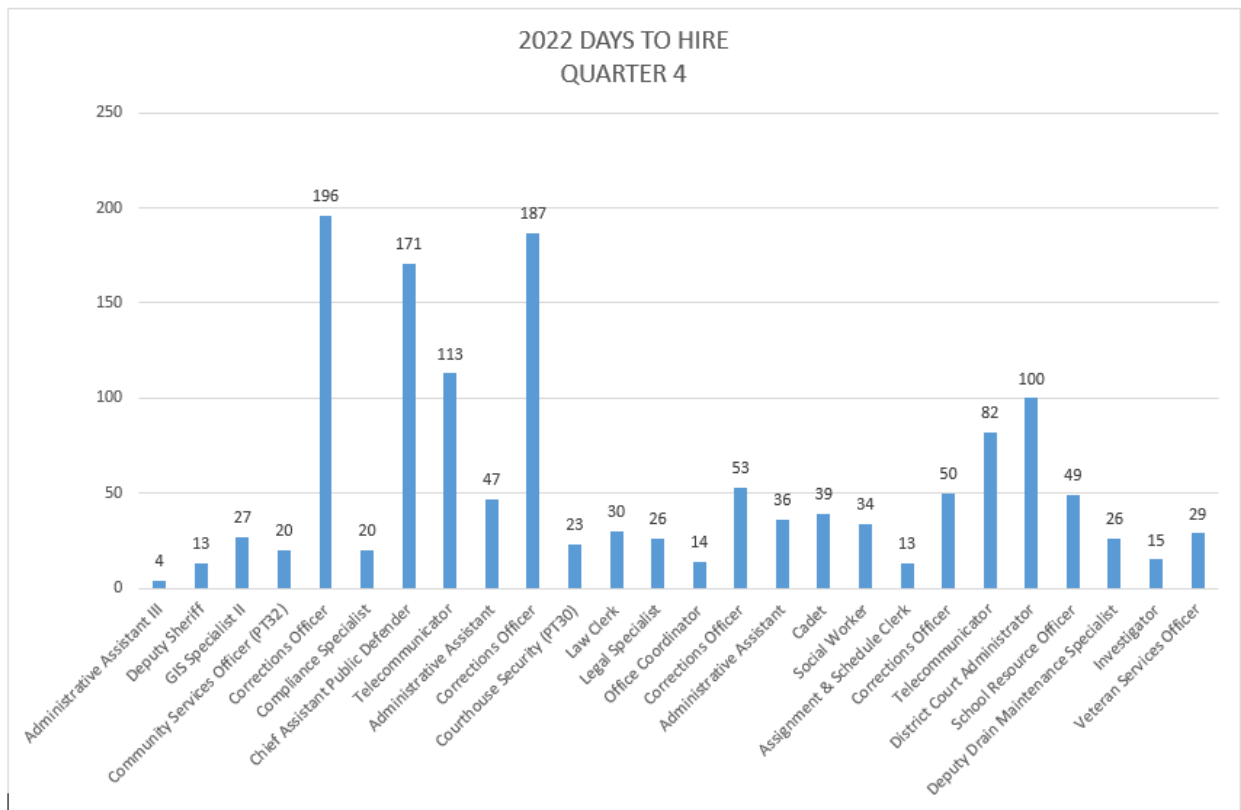
Position	Department	Current Status
Academy Sponsored Cadet	Sheriff's Office	Unfilled
Administrative Specialist	Sheriff's Office	Unfilled
Assistant Prosecuting Attorney	Prosecuting Attorney	Unfilled
Assistant Public Defender	Public Defender	Unfilled
Community Services Officer (Part-Time)	Sheriff's Office - Corrections	New for 2023- unfilled
Compliance Specialist (Part-Time)	Sheriff's Office	Candidate identified – start date is 2/13/2023
Corrections Officer	Sheriff's Office – Corrections	Candidate identified – start date to be determined
Corrections Officer	Sheriff's Office – Corrections	Internal candidate identified – start date to be determined
Corrections Officer	Sheriff's Office – Corrections	Unfilled
Corrections Officer	Sheriff's Office – Corrections	Unfilled
Courthouse Security (FT)	Sheriff's Office	New for 2023- unfilled
Court Specialist	Probate Court	New for 2023- unfilled
Deputy Circuit Court Clerk (FT)	County Clerk	Increase in hours for 2023 - unfilled
Deputy Sheriff	Sheriff's Office	Candidate identified – start date is 1/23/2023
Deputy Sheriff	Sheriff's Office	Unfilled
Director of Emergency	Sheriff's Office	Interviews began 1/10/2023

Management		
Drain Maintenance Technician	Drain Office	Unfilled
GIS Specialist I	Information Services	Candidate identified – start date is 2/6/2023
Information Technology Specialist	Information Services	New for 2023- unfilled
IRPT Janitor	Facilities	Unfilled
Personal Health Assistant	Health Department	Unfilled
Personal Health Coordinator	Health Department	Internal candidate identified – transfer date is 1/30/2023
Program Coordinator	Transportation	Unfilled
Project Management Specialist	Information Services	New for 2023- unfilled
Administrative Assistant/Receptionist	Public Defender	New for 2023- unfilled
Sanitarian	Health Department	Unfilled
Telecommunicator	Central Dispatch	Unfilled
Youth Specialist	Youth Home	Unfilled
Youth Specialist	Youth Home	Unfilled

For more information regarding this matter, please contact Lyn Holoway, Human Resources Manager at 269-673-0537, lholloway@allegancounty.org.

2022 Recruitment/Retention/Turnover Analysis – The Human Resources Department analyzes both the number of days to hire, which is a Key Performance Indicator (KPI) of ours, as well as our turnover of employees. We use both of these to determine if there are trends in filling certain positions, where we may need to change our recruiting tactics, and what our retention of new hires and long-term employees are.

For the fourth quarter of 2022, we saw our overall average days to hire increase from the third quarter, yet hold relatively steady with what first and second quarter were. This quarter, the average days to hire is 54.5 days. Fourth quarter was above our goal of 50 days but departments and human resources are getting closer to meeting this goal. Below is a chart with the days to hire data broken down by positions filled:



Average # of days to hire: 54.5

Below is additional data showing the trend with Recruitment over each quarter in 2022:

RECRUITMENT	Q1	Q2	Q3	Q4
Jobs Posted	10	12	14	15
# of Days to Hire (KPI)	53.6	51.21	38.81	54.5
# of New Hires	25	37	15	19
# of Promotions or Transfers	15	7	7	11

Additionally, another area that is being closely monitored is Turnover/Retention. See the below data:

TURNOVER/RETENTION (Regular FT & PT Only)	Q1	Q2	Q3	Q4
# of Terminations (includes Retirees)	16*	9*	12*	7*
Average length of tenure of terminated REG employees	16.48	9.79	5.36	10.3
Turnover % of new REG employees (<= 1 year) for the current quarter	16%**	21%**	9.00%	6.60%
Turnover % of REG employees	4.10%	2.20%	2.98%	1.73%
Total average number of REG Employees	393	401	402	404
Notes:	*9 of the terminations were retirements **this calculation was updated for 2022	*1 of the terminations was a retirement **this calculation was updated for 2022	*2 of the terminations were retirements	*1 of the terminations was a retirement

As you can see based on the 2022 quarterly data above, our turnover numbers are trending down for both new and long term employees.

For more information regarding this matter, please contact Lyn Holoway, Human Resources Manager at 269-673-0537, lholloway@allegancounty.org.

OPERATIONS

Facility Master Planning (Last Updated on January 12, 2023) – On January 19, 2023, the County hosted the second stakeholder meeting to review updated "bubble" diagrams of renovated space within the Courthouse and County Services Building. Of the two options presented for the Courthouse, the stakeholder group selected option 2 for Wightman to finalize and firm up the square foot analysis to determine the appropriate size of the southeast corner expansion. This will then be presented to the Commissioners at an upcoming Board meeting. For more information, please contact Steve Sedore, Executive Director of Operations, at ssedore@allegancounty.org or at (269) 673-0373.

Dispatch Generator Replacement – The County has released an RFP soliciting bids for replacing the aging generator at Central Dispatch, which was approved as a capital project in the 2023 budget. Costs are being secured to replace the current diesel generator with either another diesel generator or a natural gas generator. Converting the generator run on natural gas would eliminate the challenges of keeping the diesel fuel tank topped-up and securing fuel delivery during prolonged power outages with potentially hazardous road conditions. The RFP is posted on the County's bidding opportunities website, and bids are due February 6th. As this capital project is likely to cost over \$50,000, a contract award is expected to require Board action in March. For additional information, contact Jeremy Ludwig, Director of Central Dispatch at jludwig@allegancounty.org or (269) 686-5211.

911 Goes to Washington – Allegan County Central Dispatch Director, Jeremy Ludwig has been selected by the Michigan Chapter of Association of Public-Safety Communications Officials (APCO) to represent them at 911 Goes to Washington event, February 26 through March 2, 2023. The 911 Goes to Washington event, sponsored by the National Emergency Numbers Association (NENA), brings 911 professionals together with government leaders to address today's most pressing 911 and emergency communications issues. Attendees receive inside information needed to shape the 911 and emergency communication agendas for the Administration and Congress; critical knowledge of federal and state 911 homeland security, emergency communications legislation, regulation, and policy initiatives; and an opportunity to speak directly with members of Congress, administration officials, and key staff on behalf of the 911 community. This event also provides attendees with educational sessions highlighting federal updates from various public safety partners/agencies such as CISA, the FCC, NHTSA, and NTIA. Educating our U.S. legislature on the current 911 systems as well as discussing future objectives at national, state and local levels has many long-term benefits for all public safety systems and the communities we serve. For additional information contact Jeremy Ludwig, Director of Central Dispatch at jludwig@allegancounty.org or (269) 686-5211.

FINANCIAL STABILITY

New Year, New Limits – Annually, in accordance with the Budget Policy, the Finance Department updates and distributes the Travel Reimbursement Form. The allowable limits and rates are based on mileage reimbursement rates issued by the IRS, and the State of Michigan allowable meal reimbursement rates. The mileage rate for 2023 is \$0.655/mile (expressed in cents: "65½ cents per mile"), or \$0.393/mile for the use of a personal vehicle when a County vehicle was available. Meal reimbursement rates are now \$9.75; \$9.75; and \$22.00, for breakfast, lunch, and dinner, respectively. The updated form, in a fillable version, may be found

on the County's intranet site, at [2023 Expense Travel Reimbursement.xls \(sharepoint.com\)](#) The 2022 version will remain available until January 31, for any reimbursements that are requested for travel that occurred from July 2022 to December 2022. For more information please contact Kriss Kraker, Accounting Manager, at 269-673-0228, or kkraker@allegancounty.org.

Audit Kickoff – The 2022 audit season kicked off with a planning meeting between Gabridge & Co, the County's auditors, and County Administration and Finance staff, during the first week of the New Year. Schedules of deliverables and due dates; implementation of new accounting ("GASB") rules; and high-level items, such as the County's new (as of January 2022) account structure, were discussed. Finance staff and the auditor will meet bi-weekly during Jan-March, and weekly in April through June. As a point of management oversight, County Administration is invited to the first meeting that occurs in every month, and may choose to attend more meetings at their discretion. For more information, please contact Lorna Nenciarini, Executive Director of Finance at 269-673-0228, or lnenciarini@allegancounty.org.

SERVICES

EH Field Team Service Delivery Update (Last Updated on January 12, 2023) – Currently, 96% of the eligible applications received through December 21 were issued within the timeframe (12/9/2022 – 12/21/2022), the 14 business day benchmark, attachment A. 100% of all customers (12/22/2022 - 1/8/2023) were contacted within 5 business days of submitting their application. If you have any questions, please contact Randy Rapp at (269) 686-4506.

Water Study Workgroup Update (Last Updated on January 12, 2023) – The Water Study Workgroup met on January 11, 2023. Minutes for the meeting can be found online however, they are attached for convenience (Attachment B). The next meeting is scheduled for January 18, 2023. If you have any questions please contact Randy Rapp at (269) 686-4506.

Multi-Agency Collaborative Council (MACC) – The MACC Coordinator is in the process of transitioning employment from the United Way to the Allegan County Community Foundation (ACCF). The MACC membership formally approved the transition at their January 6, 2023 member meeting. The MACC has existed in various forms for more than 35 years. Since January 2020 a partnership between Allegan County, OnPoint (formally Community Mental Health) and United Way, together have funded a MACC Coordinator. The MACC mission is: To promote effective collaboration and coordination among human services agencies to enrich the lives of Allegan County residents. MACC exists to build trust among health and human service organizations, to conduct community needs assessments, respond to state initiatives and set health and human service prevention and program priorities to meet the needs of Allegan county residents. The MACC employs and engages collaborative workgroups and identifies lead agencies to facilitate the creation of action plans to meet community objectives. Work groups report monthly to the MACC on progress/achievements. The MACC is composed of administrators and leaders with expertise in planning, funding, and providing services to individuals and families. It functions by stimulating change at the policy and direct-service level through issue identification and analysis. The Council provides information and solutions in roundtable format; functioning in ad hoc situations through the creation of sub-committees. Collaboration requires the investment of considerable time, energy, and resources on the part of partner organizations. The ACCF has the ability to provide depth in administrative support and expertise to assist in fundraising efforts. ACCF is excited to incorporate this work into the mission of the Foundation. Allegan County will continue as a community partner and help support MACC. For more information regarding this matter, please contact Dan Wedge, Executive Director of Services at 269-686-5235 or dwedge@allegancounty.org Or Stephanie Calhoun, ACCF CEO/Executive Director at 269-673-8344 or scalhoun@alleganfoundation.org.

Gun Lake Park - 2022 Michigan Natural Resource Trust Fund Grant (MNRTF) – Allegan County submitted a MNRTF Grant prior to its April 1, 2022, due date. In December, the County was informed that our application was not selected for funding by the Michigan Natural Resources Trust Fund Board. The Gun Lake Improvements, at an estimated cost of \$416,100, with the county paying 27% (116,100), would have included improvements such as; Improved circulation that would enhance pedestrian safety across Patterson and streamline access to the boat launch. Other amenities would have included improved play areas, expanded beach access and an ADA kayak launch, additional seating opportunities, and Wi-Fi. New Overhead and LED lighting and storm water management were also included to improve the safety and efficiency of the property. It was reported that this is a competitive grant program, and more applications were submitted than could be funded. The Parks Advisory Board will review this project at their February 2023 meeting and make a recommendation on how to continue moving forward with making the proposed improvements. For additional information, please contact the Park Manager, Brandy Gildea at (269) 673-0378 or bgildea@allegancounty.org.

Westside Park Beach Access Status – The Parks Advisory Board reviewed the plans and the public feedback on December 6, 2022, and made a motion to recommend the Board of Commissioners (BOC) move forward with the Option A plan. The plans can be viewed on the County's Park website page. Once the BOC reviews and accepts the plans, the County will need to determine how the project will be funded. For more information regarding this matter, please contact Brandy Gildea, Parks Manager at (269) 673-0378 or bgildea@allegancounty.org.

Westside Park Tree Planting – During 2022, the Lake Michigan Shore Association (LMSA), a community organization that runs from Glenn to the wash-out along Lakeshore Drive raised the funds to replace the trees removed at Westside County Park during the recent widening and paving of Lakeshore Drive. As part of the reconstruction of Lake Shore Drive (“LSD”) in 2021, a majority of the existing trees directly along the LSD frontage at West Side County Park were removed. LMSA raised the funds and worked with the Park Manager and five (5) maple trees and three (3) flowering trees were planted this past November. The County Parks will continue to work with LMSA to ensure that the trees are watered and grow to maturity. See photo of the new planted trees. For additional information, please contact the Park Manager, Brandy Gildea at (269) 673-0378 or bgildea@allegancounty.org.



Park Programs – This year the Allegan County Parks Department is again teaming up with The Outdoor Discover Center for them to put on programs at our Allegan County Parks. There is no cost to users to participate in these programs but participants will need to sign up/register through the Outdoor Discovery Center (ODC) (<https://outdoordiscovery.org/>).

January 28, 2023 - Snowshoe Hike – Bysterveld County Park 10:00 am -11:00 am

The ODC is collaborating with Allegan County Parks to offer a family snowshoe hike. Hikers will explore the trails of Bysterveld County Park in search of interesting animals and plants while walking in wooden, Ojibwa-style snowshoes. The snowshoes are ideal for people aged 8 years and up. Participants are welcome to wear their own snowshoes and bring a sled for little ones to be pulled while hiking. Be prepared to be outside the entire time hiking. At least 4 inches of snow base is required in order for the loaner snowshoes to be available to the group.

June 2, 2023 - Spring Time Story – West Side County Park 10:00 am - 11:00 am

Bring the little ones out to West Side County Park and enjoy a story and a stroll as we find out who's waking up for spring, who's coming back, and how the animals that stayed all winter are getting ready for the new season. You may be able to meet an animal that is ready for the warmer weather. Dress to be outside the entire time.

June 16, 2023 - Family Kayaking – Littlejohn Lake County Park 6:00 pm - 7:30 pm

Paddle Littlejohn Lake with naturalists from the Outdoor Discovery Center. Kayaks, paddles, and vests are provided. The group will launch from the Littlejohn Lake Park beach and paddle around the shoreline. Lakes are the perfect place to learn to paddle for the first time or to get some practice in.

July 18, 2023 - Up Close and Wild – Dumont Lake County Park 11:00 am -12:00 pm

Learn about the reptiles, amphibians, and birds that can be found in Michigan with a naturalist from the Outdoor Discovery Center. Live animals will be used in this family-friendly presentation that is great for all ages. Time to handle some of the wildlife may be conducted during the program or at its conclusion depending on the size of the audience.

August 26, 2023 - Family Kayaking - New Richmond Bridge Park 9:30 am -11:00 am

Paddle the Kalamazoo River with naturalists from the Outdoor Discovery Center. Kayaks, paddles, and vests are provided. The group will launch from the New Richmond Bridge Park (north entrance) and paddle up river into some marshy areas and forested river sections. Then we will turn around and paddle back to the park. This river has a slow current making this an ideal paddle for an inexperienced paddler or someone looking for a relaxed paddle.

For additional information, contact Brandy Gildea, Parks Manager at (269) 673-0378 or bgildea@allegancounty.org.

Senior and Veteran Services Team Strategic Planning Day – The Senior and Veteran Services team met in the Zimmerman Room on Friday, January 13, 2023, to develop their goals and initiatives for 2023. With new team members as a result of a promotion, or new to the County, the day included team building activities and knowledge and skills training on the County Strategy Map, the Wall (Service area status reports), Continuity of Operation Plan (COOP) Plan, Facility Emergency Response Plan (FERP), and the Team Charter. For more information, please contact Sherry Owens, Director at (269) 686-5144, or sowens@allegancounty.org.

Commission on Aging (COA) Strategic Planning Day – The COA held their annual Strategic Planning Day on Wednesday, January 18, 2023 in the Zimmerman Room. This full day meeting included a review of 2022 goals and accomplishments and developing goals for the coming year. The Financial Report is attachment C. For more information, please contact Sherry Owens, Director at (269) 686-5144, or sowens@allegancounty.org.

Allegan County Electronic Health Record Optimization – The Allegan County Health Department (ACHD) is collaborating with Patagonia, The Michigan Health Information Network (MiHIN), Altarum Consulting, and The Michigan Department of Health and Human Services (MDHHS) Bureau of Laboratories (BOL) in a pilot project to optimize the use of the electronic health record, Patagonia. The pilot project is related to the development of a bidirectional (two-way) connection so that laboratory orders for testing, as well as the results, are being electronically communicated between the Allegan County Health Department and the MDHHS Lab via the Patagonia Health system platform. This connection will reduce the risk of human error related to data entry, reduce paper usage, minimize the risk of confidentiality breach, and expedite receiving the lab results in order to provide a more efficient experience for ACHD clients. The anticipated timeline to go live with this project is April 2023. For more information

regarding the Electronic Health Record, Patagonia, please contact Lisa Letts Personal Health Services Manager at lletts@allegancounty.org or call 269-686-4535.

Public Health Newsletter – Last updated 1/12/2023. Public Health shares bi-weekly e-newsletters with the community. These community newsletters include information from community partners, community spotlights, public health news/related topics, as well as COVID-19 topics like wastewater surveillance, testing information, and other preventative education/tools. The most recent Community Newsletter was published on 1/25/2023 (https://mailchi.mp/allegancounty/achd_update_011252023). Previous Community Newsletters can be found at <https://www.allegancounty.org/health/health-department-news> or <https://bit.ly/3Ujuc8z>. For questions or more information, contact Planning and Preparedness Manager, Lindsay Maunz at 269-686-4515 or lmaunz@allegancounty.org.

Environmental Health - Benchmark Data Board of Commissioner Report



	January		February		March		April		May		June		July		August		September		October		November		December	
Total Applications Received for the Month	135		166		186		202		180		208		157		185		190		170		95		61	
14 Business Days for the Month are Permits received during	12/23 thru 1/7	1/8 thru 1/23	1/24 thru 2/6	2/7 thru 2/18	2/19 thru 3/13	3/14 thru 3/27	3/28 thru 4/10	4/11 thru 4/24	4/25 thru 5/8	5/9 thru 5/20	5/21 thru 6/12	6/13 thru 6/24	6/25 thru 7/10	7/11 thru 7/24	7/25 thru 8/7	8/8 thru 8/19	8/20 thru 9/11	9/12 thru 9/23	9/24 thru 10/7	10/8 thru 10/21	10/22 thru 11/2	11/3 thru 11/17	11/18 thru 12/8	12/9 thru 12/21
Incomplete and/or Unpaid Submissions within 14 Business Days	5	5	14	19	18	8	9	26	5	10	29	8	19	16	11	16	25	22	11	7	13	10	5	6
Total Eligible for Completion within 14 business day window	37	31	62	79	91	62	81	81	65	69	122	65	54	57	74	70	99	67	55	73	54	53	42	27
Submissions Not Completed within Eligible Time Period	2	0	0	1	0	0	2	2	0	1	4	2	0	2	1	0	2	2	5	2	0	2	0	0
Total Completed	35	31	62	78	91	62	79	79	65	68	118	63	54	55	73	70	97	65	50	71	54	51	42	27
Percentage Complete	95%	100%	100%	99%	100%	100%	98%	98%	100%	99%	97%	97%	100%	96%	99%	100%	98%	97%	91%	97%	100%	96%	100%	100%

Applications completed prior to 14 day turnaround (only those with proper documentation and fees paid): **Total Completed divided by Total Eligible for Completion within 14 business day window = Percentage Complete**

Number	Percentage
27/27	100%

14 business days from December 8 - December 21

	January		February		March		April		May		June		July		August		September		October		November		December	
Total Applications Received	135		166		186		202		180		208		157		185		190		170		95		61	
5 Business Days for Communication	1/10 thru 1/23	1/24 thru 2/6	2/7 thru 2/18	2/19 thru 3/6	3/7 thru 3/27	3/28 thru 4/10	4/11 thru 4/24	4/25 thru 5/8	5/9 thru 5/22	5/23 thru 6/5	6/6 thru 6/26	6/27 thru 7/10	7/11 thru 7/24	7/25 thru 8/7	8/8 thru 8/21	8/22 thru 9/1	9/2 thru 9/25	9/26 thru 10/7	10/8 thru 10/23	10/24 thru 11/4	11/5 thru 11/16	11/17 thru 12/5	12/6 thru 12/21	12/22 thru 1/8
Total Eligible for Communication	36	76	98	73	103	90	107	79	79	80	143	73	84	85	85	69	146	66	80	76	50	39	44	33
Total Not Communicated to within 5 Business Days	1	0	2	0	0	0	0	0	1	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0
Total Communicated to within 5 Business Days	35	76	96	73	103	90	107	79	78	80	143	73	84	85	83	69	146	66	80	76	50	39	44	33
Percentage Complete	97%	100%	98%	100%	100%	100%	100%	100%	99%	100%	100%	100%	100%	100%	98%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Customers that have been contacted within 5 business days: **Total Communicated to within 5 Business Days divided by Total Eligible for Communication**

Number	Percentage
33/33	100%

5 business days from December 22, 2022 - January 8, 2023

Environmental Health - Total Services

Board of Commissioner Monthly Report



APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	40	45	52	54	37	58	48	60	47	62	26	18	547
Septic	32	56	53	68	46	54	42	52	49	47	36	14	549
Loan Eval.	7	13	7	17	11	11	12	10	14	8	8	6	124
MDHHS Eval.	5	7	3	6	5	8	9	5	10	11	3	3	75
SESC	36	26	47	46	57	51	34	46	56	35	13	15	462
Raw Land/Soil Eval.	15	19	21	8	21	22	10	11	14	9	8	4	162
Investigative Fieldwork	0	0	3	3	3	4	2	1	0	1	1	1	19
Monthly Totals	135	166	186	202	180	208	157	185	190	173	95	61	1938

SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	37	37	52	46	34	62	54	62	48	53	39	22	546
Septic	36	40	63	45	51	60	54	50	50	45	45	23	562
Loan Eval.	3	13	11	5	7	13	8	14	8	6	6	8	102
MDHHS	5	7	5	2	7	4	7	8	4	11	8	2	100
SESC	31	38	35	40	40	43	37	54	35	43	19	17	432
Raw Land/ Soil Eval.	11	17	13	8	13	16	11	7	4	10	8	1	119
Monthly Totals	123	152	179	146	152	198	171	195	149	168	125	73	1831

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	87	85	29	40	18	11	8	26	21	52	35	73	485
Septic Finals	21	14	29	34	37	28	42	52	48	51	57	38	451
SESC Inspections	10	14	14	173	267	259	247	330	261	280	256	154	2265
Investigative Fieldwork	0	0	3	3	3	4	2	1	0	1	1	1	19
Monthly Totals	118	113	75	250	325	302	299	409	330	384	349	266	3220

Total Services Provided	241	265	254	396	477	500	470	604	479	552	474	339	10102
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Environmental Health - Total Services

Board of Commissioner Monthly Report



APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	27												27
Septic	22												22
Loan Eval.	1												1
MDHHS Eval.	5												5
SESC	19												19
Raw Land/Soil Eval.	2												2
Investigative Fieldwork	0												0
Monthly Totals	76	0	0	0	0	0	0	0	0	0	0	0	76

SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	11												11
Septic	5												5
Loan Eval.	0												0
MDHHS	2												2
SESC	15												15
Raw Land/ Soil Eval.	1												1
Monthly Totals	34	0	0	0	0	0	0	0	0	0	0	0	34

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	29												29
Septic Finals	10												10
SESC Inspections	0												0
Investigative Fieldwork	0												0
Monthly Totals	39	0	0	0	0	0	0	0	0	0	0	0	39

Total Services Provided	73	0	0	0	0	0	0	0	0	0	0	0	146
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Environmental Health - Benchmark Data Board of Commissioner Report



	January	February	March	April	May	June	July	August	September	October	November	December
Total Applications Received for the Month												
14 Business Days for the Month are Permits received during Incomplete and/or Unpaid Submissions within 14 Business Days												
Total Eligible for Completion within 14 business day window												
Submissions Not Completed within Eligible Time Period												
Total Completed												
Percentage Complete												

Applications completed prior to 14 day turnaround (only those with proper documentation and fees paid): **Total Completed divided by Total Eligible for Completion within 14 business day window = Percentage Complete**

Number	Percentage

14 business days from November 18 - December 8

	January	February	March	April	May	June	July	August	September	October	November	December
Total Applications Received												
5 Business Days for Communication												
Total Eligible for Communication												
Total Not Communicated to within 5 Business Days												
Total Communicated to within 5 Business Days												
Percentage Complete												

Customers that have been contacted within 5 business days: **Total Communicated to within 5 Business Days divided by Total Eligible for Communication**

Number	Percentage

5 business days from December 6 - December 21

Allegan County Water Study Workgroup

Meeting Minutes

Date of meeting Wednesday, January 11 2:00 pm

Member Name	Group	Attendance	Notes
Dean Kapenga	County Commission	Absent	
Chad Kraai	Well Driller	Zoom	
Brian Talsma	Conservation District	Zoom	
Doug Sweeris	Municipal Water Supply	In Person	
Erick Elgin	Academic	Zoom	
Jay Drozd	Agriculture	Absent	
John "Ric" Curtis	Community	In Person	Vice Chair
John Shagonaby	Tribal	Absent	Liz Binoniemi-Smith for John
Tom Kunetz	Community	In Person	Chair
Zachary Curtis	Consultant	Zoom	

Guests and staff: In Person: Randy Rapp, Jill Dunham, arrived at 2:16 Jaclyn Hulst
Zoom: Scott Jones and Dan Wedge; Lauren Schnoebelen and Liz Binoniemi-Smith

Next meeting: Wednesday, January 18, 2023

I. Approval of Agenda

- A. Agenda approved

II. Action Items from previous meeting

- A. Jill will contact Sara (EGLE) to get a contact for Ingham/Eaton/Clinton work group. **DONE**
- B. Erick Elgin offered to provide a list of water conservation groups around the state. Erick will send by Jan 13.

III. Discussion

- A. Presentation by Tri County (Ingham/Clinton/Eaton) Planning Commission (Lauren Schnoebelen)
 - 1. Very informative presentation – began at 2:05 Ended at 2:30, presentation is included in minutes.
 - 2. Q&A: Doug Sweeris asked several questions. Due to time limitations, Tom will compile any additional questions and email them to Lauren.
- B. Review of modified Scope of Work for Groundwater Protection Plan RFP (Kunetz)
 - 1. Tom reviewed the Scope with only typo corrections. Scope is included in minutes

C. Phase 2 Groundwater Study update (Z. Curtis)

1. Presentation is attached

D. Future Work Group meeting schedule (Kunetz)

Jan 18	Phase 2 Recommendation (Presentation Zach Curtis) RFP discussion as needed	
Feb 1 & 15	Monitoring well Locations; Recommendations to Board from Phase 2 Study	
Spring 2023	Review proposals for Water Supply Master Plan and Public Communication	
Summer 2023	Participate in information gathering sessions with the Water Supply Master Plan and the Public Communications RFP	






IV. Action Items

- A. Tom will send additional questions to Lauren for her response.
- B. Tom and Jill will work with Valdis to incorporate the Scope of Work into the full RFP.
- C. Erick Elgin offered to provide a list of water conservation groups around the state. Erick will send by Jan 13.
- D.

Meeting adjourned 4:00 pm

ATTACHMENT C - FINANCIAL REPORT- through December 31, 2022

SERVICES AT A GLANCE

 TOTAL BUDGET 2022: \$241,351			 TOTAL BUDGET 2022: \$728,621			 TOTAL BUDGET 2022: \$1,461,517			 TOTAL BUDGET 2022: \$154,321			 TOTAL BUDGET 2022: \$172,859					
PERCENT OF TOTAL BUDGET:			PERCENT OF TOTAL BUDGET:			PERCENT OF TOTAL BUDGET:			PERCENT OF TOTAL BUDGET:			PERCENT OF TOTAL BUDGET:					
7%			23%			45%			6%			6%					
ADULT DAY CARE			HOME DELIVERED MEALS			IN HOME SUPPORTS			PERSONAL EMERGENCY RESPONSE			SENIOR TRANSPORTATION					
BUDGET THROUGH CURRENT MONTH			BUDGET THROUGH CURRENT MONTH			BUDGET THROUGH CURRENT MONTH			BUDGET THROUGH CURRENT MONTH			BUDGET THROUGH CURRENT MONTH					
BUDGETED	ACTUAL	VARIANCE	BUDGETED	ACTUAL	VARIANCE	BUDGETED	ACTUAL	VARIANCE	BUDGETED	ACTUAL	VARIANCE	BUDGETED	ACTUAL	VARIANCE	BUDGETED	ACTUAL	VARIANCE
COST			COST			COST			COST			COST					
\$241,351	\$71,753	\$169,598	\$728,620	\$673,611	\$55,010	\$1,461,517	\$1,213,478	\$248,040	\$154,321	\$160,930	-\$6,609	\$172,859	\$156,742	\$16,117			
UNITS (1 UNIT = 1 HOUR OF CARE)			UNITS (1 UNIT = 1 MEAL)			UNITS (1 UNIT = 1 HOUR OF CARE)			UNITS (1 UNIT = 1 DEVICE)			ADD'L TRANSPORTATION COSTS					
23,546	7,755	15,792	96,891	88,725	8,166	41,758	34,640	7,118	7,349	7,969	-620						
									**								
MONTHLY PERFORMANCE			MONTHLY TARGET TO DATE			MONTHLY TARGET TO DATE			MONTHLY TARGET TO DATE			MONTHLY TARGET TO DATE					
TARGET	ACTUAL	VARIANCE	TARGET	ACTUAL	VARIANCE	TARGET	ACTUAL	VARIANCE	TARGET	ACTUAL	VARIANCE	TARGET	ACTUAL	VARIANCE			
COSTS			COSTS			COSTS			COSTS			COSTS					
\$20,113	\$6,873	\$13,240	\$60,718	\$56,804	\$3,914	\$121,793	\$93,013	\$28,781	\$12,395	\$12,834	(\$439)						
UNITS			UNITS			UNITS			UNITS			UNITS					
1,962	671	1,292	8,074	7,406	668	3,480	2,652	828	590	626	(36)						
ADDITIONAL INFORMATION			ADDITIONAL INFORMATION			ADDITIONAL INFORMATION			ADDITIONAL INFORMATION			ADDITIONAL INFORMATION					
THIS MONTH	YTD		THIS MONTH	YTD		THIS MONTH	YTD		THIS MONTH	YTD		THIS MONTH	YTD				
19	CUSTOMERS	25	325	CUSTOMERS	542	413	CUSTOMERS	494	529	CUSTOMERS	794	210	TRIPS	2,335			
1	INTAKES	11	11	INTAKES	244	20	INTAKES	98	24	INTAKES	120	***	COST	\$80,428			
3	DISCHARGES	14	26	DISCHARGES	252	15	DISCHARGES	126	34	DISCHARGES	368	\$2,262	AD'L TRNSP	\$27,144			
5	REFERRALS	32	19	REFERRALS	260	25	REFERRALS	338	36	REFERRALS	358	VOL TRANSP = 29% OF TRANSP BUDGET					
16	WAITING	25	0	WAITING	0	8	WAITING	98	0	WAITING	0	BUS TRANSP = 71% OF TRANSP BUDGET					
						*						ADDITIONAL INFORMATION					
												70	RIDERS	849			
												0	NEW RIDERS	97			
												0	UNMET RIDES	7			
DATE OF OLDEST REFERRAL:			DATE OF OLDEST REFERRAL:			DATE OF OLDEST REFERRAL:			DATE OF OLDEST REFERRAL:								
06/13/22			N/A			10/1/2022			N/A								



ALLEGAN COUNTY SENIOR & VETERAN SERVICES
 3255 122ND AVENUE, SUITE 200
 ALLEGAN, MI 49010
 (269) 673-3333 OR TOLL FREE (877-673-5333)



*** = 5 OF 8 WAITING WERE FROM WAYLAND. OUR TEAM IS WORKING WITH PROVIDERS TO HIRE STAFF FOR THAT AREA.**

**** = THIS PROGRAM HAS SUCCESSFULLY SUBMITTED BILLING THROUGH THE YEAR. THESE TOTALS ARE ACCURATE AND THE PROGRAM OVERSERVED FOR 2022!**

***** = OUTSTANDING INVOICES REMAIN AT TIME OF MAILING**

ATTACHMENT C - FINANCIAL REPORT- through December 31, 2022

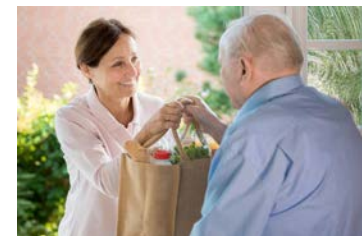
ADMINISTRATIVE BUDGET AT A GLANCE

				TOTAL BUDGET 2022: \$438,490		BUDGET STATUS - EDEN*					
						2022 REVENUES			2022 EXPENDITURES		
	BUDGETED		THIS MONTH		YTD	BUDGETED	THIS MONTH	YTD	BUDGETED	THIS MONTH	YTD
	\$2,840,030		\$79,002		\$2,803,539	\$3,197,159	\$473,857	\$2,492,414			
BUDGET THROUGH CURRENT MONTH		ADDITIONAL INFORMATION				2022 FUND BALANCE STATUS					
BUDGETED	ACTUAL	VARIANCE	THIS MONTH		YTD	BEGINNING FUND BALANCE			\$1,117,922		
\$438,490	\$405,772	-\$32,718.00	\$22,583	COMPENSATION	\$216,639	10% BEST PRACTICE RESERVE			\$319,716		
MONTHLY PERFORMANCE			\$11,600	OPERATIONS	\$128,121	AVAILABLE TO SUPPORT OPERATIONS			\$798,206		
	TARGET	ACTUAL	VARIANCE	(TRAVEL, SUPPLIES, EQUIPMENT, ETC.)		FUND BALANCE USED IN 2022 BUDGET			\$0		
\$36,541	\$39,267	-\$2,726.00	\$5,084	INDIRECT COSTS	\$61,013	UNBUDGETED UNIT INCREASE (HDM)			-39,910		
			(OFFICE SPACE, PHONES, COMPUTERS. ETC.)			UNBUDGETED UNIT RATE INCREASE (IN-HOME)			-410,680		
PERCENT OF TOTAL BUDGET			TOTAL ADMINISTRATIVE COSTS			PROJECTED INCREASE TO FUND BALANCE			\$347,616		
13%			\$39,267		\$405,772	PROJ. FB AT END OF 2022 (incl. Reserve):			\$1,465,538		


*EDEN REPORTS DO NOT INCLUDE CURRENT MONTH'S COSTS



ALLEGAN COUNTY SENIOR & VETERAN SERVICES
 3255 122ND AVENUE, SUITE 200
 ALLEGAN, MI 49010
 (269) 673-3333 OR TOLL FREE (877-673-5333)



MARKETING REPORT

MARKETING EFFORTS													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL YTD
TV COMMERCIAL		16,626	36,033	46,527	59,501	74,038	14,537	14,718	14,699				276679
RADIO COMMERCIAL		50	67	111	43	111	43	111	43				579
DIGITAL RADIO (SPOTIFY)		2,648	10,922	NA	NA	NA	NA	NA	NA				13570
MAILER		6,472	NA	NA	NA	6472	6,472	NA	NA				19416
BILLBOARD (IMPRESSIONS)*		550,460	299,924	299,924	147,200	147,200	NA	NA	NA				1444708
DIGITAL ADS								49,492	178,925				228417
SOCIAL MEDIA									8690				
PRINT AD		2	2	2	3	2	6,336	3	2				6352
CLIENT RESPONSE TO REFERRAL QUESTION: "WHERE DID YOU HEAR ABOUT THESE SERVICES?"													
BROCHURE		3	16	2	1	6	9	4	4	3	1	2	51
WEBSITE		16	13	13	6	5	18	16	12	9	11	7	126
TV COMMERCIAL		0	2	2	0	0	0	3	4	3	0	1	15
CARD IN MAIL		6	23	3	0	2	7	7	1	0	2	3	54
BILLBOARD		1	0	0	0	1	0	1	0	0	0	0	3
SOCIAL MEDIA		2	5	1	2	0	5	3	2	1	9	1	31
PRINT AD		0	4	1	0	0	1	0	1	0	0	0	7
HEALTH CARE REFERRAL			40	28	37	30	22	34	40	39	23	38	331
HOSPICE REFERRAL			5	5	6	3	4	1	11	6	7	4	52
FAMILY OR FRIEND			15	27	19	36	45	53	47	31	40	29	342
OTHER		53	11	26	13	26	39	27	24	14	25	38	296
MONTHLY TOTAL		81	134	108	84	109	150	149	146	106	118	123	
NEW REFFERALS													
ADULT DAY CARE	3	6	4	9	4	6	0	4	4	5	7	8	60
HOME DELIVERED MEALS	20	20	24	16	19	29	23	36	26	14	14	19	260
ESSENTIAL IN HOME SUPPORTS	18	12	33	25	26	14	36	38	50	40	23	25	340
PERS	28	27	26	27	18	27	36	40	37	22	34	36	358
TRANSPORTATION	11	11	4	8	0	0	1	0	0	0	0	0	35
MONTHLY TOTAL	80	76	91	85	67	76	96	118	117	81	78	88	
CONTRACT STATUS													
INVOICES SUBMITTED - 2021												\$16,300	\$16,300
INVOICES SUBMITTED - 2022	\$12,000	\$5,515	\$5,575	\$5,534	\$4,934	\$5,125		\$5,666	\$5,614		\$11,309		\$61,272
*Impression are the number of vehicles that passed by the billboard									TOTAL COST TO DATE: \$77,572 CONTRACT AMOUNT: \$95,000 AVAILABLE TO COMPLETE PROJECT: \$17,428				
A ATTACHMENT C PG 3 OF 3													



February 9, 2023

**Board of Commissioners Update
Administrator's Report**

ENGAGEMENT

Employment (Last Updated on January 26, 2023)
2022 as of Q4:

TURNOVER/RETENTION (Regular FT & PT Only)	Q1	Q2	Q3	Q4
# of Terminations (includes Retirees)	16*	9*	12*	7*
Average length of tenure of terminated REG employees	16.48	9.79	5.36	10.3
Turnover % of new REG employees (<=1 year)	16%	21%**	9%	6.60%
Turnover % of REG employees	4.10%	2.20%	2.98%	1.73%
Total average number of REG Employees	393	401	402	404
Notes	*9 of the terminations were retirements	*1 termination was a retirement. **calculation updated/changed in Q2 for both quarters	*2 of the terminations were retirements	*1 of the terminations was a retirement
RECRUITMENT	Q1	Q2	Q3	Q4
Jobs Posted	10	12	14	15
# of Days to Hire (KPI)	53.6	51.21	38.81	54.5
# of New Hires	25	37	15	19
# of Promotions or Transfers	15	7	7	11

Current Number of Active Regular Full-Time and Regular Part-Time Employees: 410

New Hires: 1

Last Name	First Name	Position	Department
Greydanus	Matthew	Deputy Sheriff	Sheriff's Office

Left Employment: 2

Last Name	First Name	Position	Department
Merica	Tanya	Telecommunicator	Central Dispatch
Meyers	Audrey	Youth Specialist (PT 32)	Youth Home

Promotions/Transfers: 3

Last Name	First Name	New Position	Department
Arias	Abby	Personal Health Coordinator	Health Department
Domeier	Mykenzie	Youth Specialist (Pt 32)	Youth Home
Geerling	Macayla	Courthouse Security (FT)	Sheriff's Office

Current Open Positions: 28

Position	Department	Current Status
Academy Sponsored Cadet	Sheriff's Office	Unfilled
Administrative Assistant/Receptionist	Public Defender	New for 2023- unfilled
Administrative Specialist	Sheriff's Office	Unfilled
Assistant Prosecuting Attorney	Prosecuting Attorney	Unfilled
Assistant Public Defender	Public Defender	Unfilled
Community Services Officer (Part-Time)	Sheriff's Office - Corrections	New for 2023- unfilled
Compliance Specialist (Part-Time)	Sheriff's Office	Unfilled
Corrections Officer	Sheriff's Office – Corrections	Candidate identified – start date to be determined
Corrections Officer	Sheriff's Office – Corrections	Internal candidate identified – start date to be determined
Corrections Officer	Sheriff's Office – Corrections	Unfilled
Corrections Officer	Sheriff's Office – Corrections	Unfilled
Court Specialist	Probate Court	New for 2023- unfilled
Deputy Circuit Court Clerk (FT)	County Clerk	Increase in hours for 2023 - unfilled
Deputy Sheriff	Sheriff's Office	Unfilled
Deputy Sheriff	Sheriff's Office	Unfilled
Director of Emergency Management	Sheriff's Office	Interviews began 1/10/2023
Drain Maintenance Technician	Drain Office	Unfilled
GIS Specialist I	Information Services	Candidate identified – start date is 2/6/2023
Information Technology Specialist	Information Services	New for 2023- interviews began 1/31/2023
IRPT Janitor	Facilities	Unfilled
Personal Health Assistant	Health Department	Unfilled
Program Coordinator	Transportation	Unfilled
Project Management Specialist	Information Services	New for 2023- unfilled
Sanitarian	Health Department	Unfilled
Telecommunicator	Central Dispatch	Unfilled
Telecommunicator	Central Dispatch	Unfilled
Youth Specialist	Youth Home	Unfilled
Youth Specialist	Youth Home	Unfilled

For more information regarding this matter, please contact Lyn Holoway, Human Resources Manager, at (269) 673-0537 or lholloway@allegancounty.org.

Wellness Report – Please see Attachment A for the 4th Quarter 2022 Report. For more information regarding this matter, please contact Amy Doeden, Human Resources Coordinator, at adoeden@allegancounty.org.

Michigan Paid Medical Leave Act (PMLA) & Michigan Minimum Wage – On January 26, 2023, the Michigan Court of Appeals reversed the Court of Claims’ July decision that voided the as amended versions of the Michigan Improved Workforce Opportunity Wage Act, MCL 408.931 et seq. and the Michigan Paid Medical Leave Act MCL 408.961 et seq. This reversal ruled that the amended versions of these statutes are valid and enforceable. This Court of Appeals decision means there is no change to the current minimum wage and paid medical leave laws. [Click here for more information on the current minimum wage](#), or [here for information on the current paid medical leave act](#). It appears that this case may be appealed to the Michigan Supreme Court. For more information on the Court of Appeals case, visit [the case information page](#).

What does this mean for Allegan County?

Current Minimum Wage – for 2023 the Michigan minimum wage as of 1/1/2023 was \$10.10. The County’s current minimum wage our lowest scaled level is at is \$15.19. Our lowest hourly rate for paid employees is well above the Michigan minimum wage for 2023. Future year’s minimum wage rates should also be under our lowest hourly rate paid: 2024 is \$16.02, 2025 is \$16.80, and 2026 is \$17.63. It is anticipated that whether the Michigan Supreme Court upholds or overturns the Michigan Court of Appeals ruling, Allegan County will still remain in compliance with minimum wage regulations for now and years to come.

Current Paid Medical Leave Act – the County is exempt from the PMLA since we are a local government, aside from that, we do also comply with it because we give all employees that regularly work 25 or more hours at least 40 hours of paid leave time (PTO) each year. Nothing needs to change currently. If the Michigan Supreme Court overturns the Michigan Court of Appeals ruling, Allegan County will need to analyze and propose changes to our paid leave time policies and procedures to ensure compliance with the originally approved Earned Sick Leave Act.

For more information regarding this matter, please contact Lyn Holoway, Human Resources Manager, at (269) 673-0537 or lholloway@allegancounty.org.

Lakeshore Advantage: Talent Learning Series – Attracting & Retaining the Emerging Workforce
On January 26, 2023, County staff attended a presentation offered by Lakeshore Advantage as part of its Talent Learning Series titled Attracting and Retaining the Emerging Workforce. Jennifer Owens, President of Lakeshore Advantage shared that the Core Focus of Lakeshore Regions (Ottawa and Allegan Counties) is their GPS – We grow, plan, and solve for a bright economic future. Mandy Cooper, Vice President of Strategic Initiatives, shared information on population growth, demographics on medical age, emerging workers, and lakeshore race/ethnicity shifts. While the population of Allegan County is projected to grow by 6%, the overall percentage of working-age individuals will trend down toward 56.8% by 2045. There are currently 1.7 job openings per job seeker which will change over time as the percentage of working-age individuals trends down.

The main presenter, Ryan Anderson, with MillerKnoll then shared information that MillerKnoll has learned from their research and the research available through [Future Forum](#) – a consortium focused on building a way of working that is flexible, inclusive, and connected.

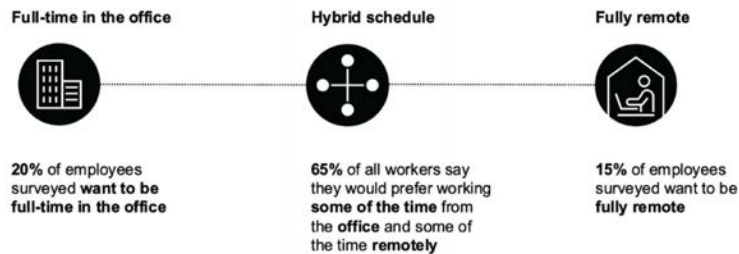
What MillerKnoll has learned to focus on is improved employee experiences as a way to recruit and retain employees. Three areas were at the top of this list: Mental and Emotional Health, Connection and Belonging, and Flexibility.

Mental and Emotional Health: Mind Share Partners data shows that 76% of US workers have reported at least one symptom of a mental health condition and 42% of “desk workers” are experiencing burnout according to Future Forum.

Connection and Belonging: The data is showing that employees are not feeling connected to their peers which can lead to a loss in individual commitment and a teams ability to innovate and adapt to the changing needs. Better Up studies show that 53% of employees don’t look forward to working because of coworkers and 43% don’t feel a sense of connection with coworkers.

Flexibility: This is the degree of control an individual has over their circumstances as we come out of a period with very little control. At this time, 47.8% of employees list flexibility as equal to or more important than salary (source: Skynova) and 41% have cited an inflexible schedule as being a primary reason for quitting (source: Flexjobs). There was an emphasis in the discussion on “return to office” and the flexibility in location that employees are looking for. At this time, a hybrid schedule is the most popular option with 65% of workers preferring to have a mix of time in office and at home according to Future Forum Pulse data gathered in July and Fall of 2022. As companies evaluate their decision to have all staff return to office, it is important to analyze the flexibility and factors that impact an employees decision to work in the office. Factors can be found below:

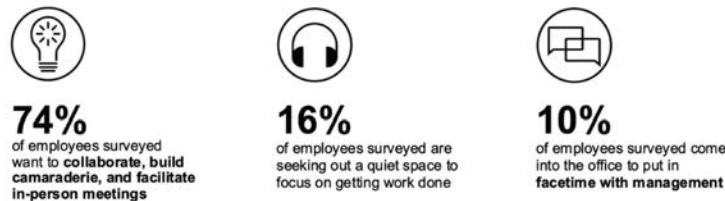
Location flexibility



SOURCE: Future Forum Pulse, Jul 2022 + Fall 2022



Return to Office (RTO)



SOURCE: Future Forum Pulse, Jul 2022



Return to Office (RTO)

What are the factors impacting your decision to not work from the office on a given day?

(5 = Extremely impactful, 1 = Not at all impactful)

- 3.1 **Commute.** Time and expenses
- 3.1 **Well-being.** Mental, physical, and emotional
- 2.9 **Schedule.** Inflexibility — too many meetings/video meetings
- 2.7 **Caregiving.** Responsibilities (childcare, elder care, pet care)
- 2.4 **Design.** Office doesn’t suit my work preference
- 2.4 **Attendance.** Unsure if anyone else will be there
- 2.4 **Location.** No local office near me



Upcoming Lakeshore Advantage Events include a Meet Your Elected Officials on Thursday, March 2, 2023 at 5pm and Talent Learning Series – specific to Manufacturing on Thursday, March 23, 2023, from 8:00 am to 9:30 am. Check out their website for more information: <https://www.lakeshoreadvantage.com/>. For more information regarding this matter, please contact Lyn Holoway, Human Resources Manager, at (269) 673-0537 or lholloway@allegancounty.org.

OPERATIONS

Capital Report – Please see Attachment B for the 4th Quarter 2022 Report. For more information regarding this matter, please contact Valdis Kalnins, Project Manager, at vkalnins@allegancounty.org.

Facility Master Planning (Last Updated on January 26, 2023) – Following a second stakeholder meeting on January 19, 2023, Wightman began incorporating additional feedback into final bubble diagrams. This final version will be presented to Commissioners at the February 23, 2023 meeting for approval to move into the detailed design stage. This stage translates the bubble diagrams into detailed construction documents to be released in a request for proposal for construction services. For more information regarding this matter, please contact Steve Sedore, Executive Director of Operations, at (269) 673-0373 or ssedore@allegancounty.org.

GIS System Upgrade – Work has begun to upgrade the County's geographic information system (GIS). As part of the process, the software and web portal will be upgraded to the latest version, and the host servers will be completely replaced. This upgrade addresses some of the performance concerns of the current system. Prowest GIS services will assist the GIS team in upgrading the software and migrating data to the new system. This project is scheduled to be completed by April 30, 2023. For more information regarding this matter, please contact Randy Vanatter, Technical Services Manager, at (269) 686-5262 or rvanatter@allegancounty.org.

Law Enforcement LEIN Audits – Every three years, each law enforcement agency undergoes an extensive law enforcement information network (LEIN) audit. The audits cover elements such as user training, document security, access controls, and network infrastructure security. The Michigan Law Enforcement Information Network (LEIN) is a statewide computerized information system, which was established on July 1, 1967, as a service to Michigan's criminal justice agencies. The goal of LEIN is to assist the criminal justice community in performing its duties by providing and maintaining a computerized filing system of accurate and timely documented criminal justice information readily available to all criminal justice agencies. The first of this year's audits was held on February 1 within the Sheriff's office. Preliminary feedback from the State auditor was positive on how well Allegan County is accessing, utilizing, and maintaining LEIN information securely. LEIN audits will continue throughout the month of February. For more information regarding this matter, please contact Randy Vanatter, Technical Services Manager, at (269) 686-5262 or rvanatter@allegancounty.org.

Transportation Generator Replacement – The County released a request for proposal (RFP) on February 1, 2023, soliciting bids for replacing the generator at Transportation which was approved as a capital project in the 2023 budget. The Michigan Department of Transportation (MDOT) reviewed and approved the RFP for release with a few modifications and will review the award recommendation once proposals are received and evaluated. The RFP is posted on the County's bidding opportunities website, and bids are due February 22nd. As this capital project is likely to cost over \$50,000, a contract award is expected to require Board action in March. For more information regarding this matter, please contact Whitney Ehresman, Transportation Director, at (269) 686-4529 or WEhresman@allegancounty.org.

FINANCIAL STABILITY

National Opioid Settlements (Last Updated on January 12, 2023) – There are several developments to report:

- On January 25, the County was notified that new national opioid settlements have been reached with Teva, Allergan, CVS, Walgreens, and Walmart. The email stated that additional information

and documentation will be sent “in the next few weeks”, and that the County must take affirmative actions to participate in the new settlements. Absent a Board directive not to participate, staff will take all administrative actions needed to “opt in” to the settlements. The County’s share of the approximately \$20 billion total settlement is unknown at this time; payments may be received over 6 to 15 years, based on the defendant’s individual settlement agreement. The settlement overview, which was received as an attachment to the email notification, is attached (Attachment C).

- On January 31, the County was notified that “The Directing Administrator initiated payment” for the two Plaintiffs that have full settlements. The “Distributor Payment” covers two years; the “Janssen” payment covers five years. The amounts listed below do correspond to earlier communications that have been received, with the exception of the addition of “Distributor Payment Year 1”.

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
5712	Michigan	General Purpose Government	Allegan County	Distributor Payment Year 1	\$32,169.78	Check
5712	Michigan	General Purpose Government	Allegan County	Distributor Payment Year 2	\$35,071.35	Check

BG Entity ID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount	Payment Method
5712	Michigan	General Purpose Government	Allegan County	Janssen Payment Year 1	\$14,578.59	Check
5712	Michigan	General Purpose Government	Allegan County	Janssen Payment Year 2	\$41,603.95	Check
5712	Michigan	General Purpose Government	Allegan County	Janssen Payment Year 3	\$32,161.99	Check
5712	Michigan	General Purpose Government	Allegan County	Janssen Payment Year 4	\$52,433.05	Check
5712	Michigan	General Purpose Government	Allegan County	Janssen Payment Year 5	\$58,733.78	Check

- Also on January 31, the Michigan Department of Treasury released the 2023 edition of the Uniform Chart of Accounts. This document details the mandatory accounting structures that all Michigan municipalities must follow. In that document, the State has directed that Fund 284 (“Opioid Settlement”) be used to account for all opioid settlement-related activity. The Chart of Accounts also designates the revenue account number to be used, within that Fund. Finance staff will update Eden to maintain compliance with this directive.

For more information on any aspect of the opioid settlement topic, please contact Lorna Nenciarini, Executive Director of Finance, at (269) 673-0228 or lnenciarini@allegancounty.org.

SERVICES

Allegan County Equestrian Trails Lease Report – 2022 marked year fourteenth (14) of the 25-year lease agreement between Allegan County and the State of Michigan for the Allegan County Equestrian Trail System (ETS). During this fourteenth year of the ETS system, the County and volunteers focused on trail maintenance, trail identification signage, marketing, & promotion, access to the day ride parking areas, and general administrative duties associated with the ETS trail network. This report is a

requirement of the DNR; Attachment D. For more information regarding this matter, please contact Brandy Gildea, Parks Manager, at (269) 673-0378 or bgildea@allegancounty.org.

County-Wide Housing Study (Last Updated on December 8, 2022) – Agencies are working to improve housing options in Allegan County. Originally led by the United Way, the project has transitioned to the Allegan County Community Foundation (ACCF) to aid in contracting and acting as a fiduciary. Other agencies include Onpoint, Allegan County Community Action, Ascension Borgess, Lakeshore Advantage, and various County departments. To date, Perrigo and Haworth have contributed funds to enable ACCF to contract with HousingNEXT to begin the Study. It will be a 6-8 month process. Additional funds are being solicited to implement the next steps. The next steps include using survey results to bring together cities, townships, villages, and developers to identify barriers to development and expanding housing options. For more information regarding this matter, please contact Dan Wedge, Executive Director of Services, at (269) 686-5235 or dwedge@allegancounty.org.

Regional Transit Agency Meeting – The Macatawa Area Express (MAX) hosted several transit agencies at their facility in Holland, MI on Jan 19, including Allegan County Transportation. In attendance were also leadership and operations staff from Interurban Transit Authority (Saugatuck), Harbor Transit (Grand Haven), and Muskegon Area Transit System. The goal of the meetings is centered on finding ways to collaborate to strengthen the region's transportation network. The meeting provided an opportunity for agencies to network and discuss challenges, best practices, ongoing projects, and goals for the future. Ideas and resources were shared on topics including driver retention and recruitment, scheduling/dispatching software, and updates on regional transit projects. For more information regarding this matter, please contact Whitney Ehresman, Transportation Director at 269-686-4529 or wehresman@allegancounty.org

Dispatching and Scheduling Software for Transit – Allegan County Transportation is joining six other transit agencies throughout Michigan on a Michigan Department of Transportation (MDOT) sponsored joint procurement for replacement computer-aided dispatching (CAD) and scheduling software. The current platform being used at these agencies, RouteMatch, has gone through two acquisitions in recent years, leaving agencies with little to no support. To improve service delivery and customer service, alternative platforms are being investigated. Currently, there are nine proposals being reviewed, and there will be an in-person meeting with transit leaders on February 9, 2023, in Cadillac. The proposals will be scored by the committee at this meeting, and the top four vendors will be invited to demo their platforms between late February and March. A contract recommendation is expected to be made in April, with final approval going through County Administration and MDOT. This is an MDOT capital-funded project—MDOT will be funding the first year including implementation costs, 50 percent the second year, and will offer operating assistance thereafter. For more information regarding this matter, please contact Whitney Ehresman, Transportation Director, at (269) 686-4529 or wehresman@allegancounty.org

Environmental Health Field Team Service Delivery Update (Last Updated on January 26, 2023) – Currently, 100% of the eligible applications received through January 8 were issued within the timeframe (12/22/2022 – 1/8/2023), the 14 business day benchmark; Attachment E. 100% of all customers (1/9/2023 – 1/22/2023) were contacted within 5 business days of submitting their application. For more information regarding this matter, please contact Environmental Health Manager Randy Rapp at (269) 686-4506.

Kindergarten Oral Health Assessment (Last Updated on November 10, 2022) – The Allegan County Health Department (ACHD) is collaborating with My Community Dental Center (MCDC) and The Michigan Department of Health and Human Services (MDHHS) to roll out the Kindergarten Oral Health Assessment initiative in Allegan County for upcoming kindergarten sign-ups. This partnership is related to the development of a process to support the State of Michigan law [[Public Health Code Act 368 Section 333.9316](#)] that was passed to ensure that children have an opportunity to receive an oral health assessment before they enter kindergarten. Tooth decay is the most common chronic illness in children. Good oral health is important to help children be healthy and ready to learn, and the purpose of this screening is to make sure incoming students do not have any unaddressed dental problems that would prevent them from doing well in school. ACHD has partnered with My Community Dental Center (MCDC) to provide oral health assessments, at no cost to parents, at kindergarten roundups/school

readiness events, as well as at other outreach and onsite opportunities thru existing collaborative relationships with stakeholders (daycares, schools, dental and medical providers, public and private sectors). Information has been disseminated to stakeholders and outreach events are currently being scheduled. For questions or to discuss scheduling an outreach event: Please contact Personal Health Services Manager, Lisa Letts at (269) 686-4535 or LLetts@AlleganCounty.org.

Water Study Workgroup Update (Last Updated on January 26, 2023) – The Workgroup met on January 11, 2023. Minutes for the meeting can be found online however, they are attached for convenience (Attachment F). The next meeting is scheduled for January 18, 2023. If you have any questions, please contact Environmental Health Manager Randy Rapp at (269) 686-4506.

Broadband Action Workgroup (BAW) – At the January 5 meeting of the Board of Commissioners, the Public Private Partnership contract was signed for the \$70.9 million project with 123.net for construction of high-speed internet to almost 12,000 Allegan County unserved addresses. Allegan County will use \$17.7 million ARPA funds and 123NET will provide \$17.7 million and an additional \$35.4 million is needed from grant opportunities.

On Monday, January 30, a group of three Commissioners and three Broadband Action Workgroup members attended a tour of the 123NET corporate headquarters in Southfield and operations property in Novi. 123NET is preparing their application for the ROBIN grant, which will be submitted on March 13, 2023. Letters of support from residents are needed for the grant application and can be submitted online through <https://www.123.net/allegan-county/>. Anchor Institutions are also asked to submit their support at <https://www.123.net/anchor-institutions-letter-of-support/>. Preliminary grant recipients will be announced at the end of April. A 45-day challenge period will then commence. Final awards are expected sometime in July 2023.

The BAW met on January 19, 2023; minutes will be posted to the calendar event on the website when available. The next BAW meeting is scheduled for February 16, 2023. If you have any questions, please contact Jill Dunham, Project Manager, at (269) 673-0588.

Wellness 4th Quarter 2022 Report - Narrative Summary
Board of Commissioners – February 9, 2023

- Report includes 4th Quarter 2022 report.
- Quarterly Report reflects data through December 31, 2022.
- Wellness programming was initiated in November 2013; we've completed 9 years of programming.
- Report highlights:
 - 6 Primary Objectives established for the wellness initiative by Allegan County along with the Board of Commissioners can be found on pg. 1.
 - Participation and Health Metrics, or results from wellness programming (below related objective) are found on pg. 2.
 - Employee participation-enrolled rate is currently 81% and core participation/wellness assessment & coaching rate is 81%. This exceeds the best-practice benchmark goal of 75%. We've maintained or exceeded the best-practice goal since 2015, the year the \$300 Participation Incentive was implemented; exception year 2020 due to COVID-19.
 - Health Risk Factors are shown on pg. 3. Line 2.1.1 shows risk stratification, or prevalence of employees in low, medium and high risk groups. The goal is to help bring employees from high risk to low risk, and keep low risk employees low risk. Currently, 49% of our employees are low risk and 15% are high risk. Health metrics data is gathered through twice-per-year individual, confidential biometric assessment and health survey (health risk assessment) which measures critical health factors.
 - Medical, prescription drug and wellness initiative expenditures can be found on pg. 3.
 - The Wellness initiative strategic focus for 2020 through 2023 established by a focus group in 2019 and extended by the Health Strategy Team in 2021 is to support employees' physical and mental health.

PRIMARY OBJECTIVES

See *Allegan County Comprehensive Worksite Wellness—Objectives and Metrics* for detailed objectives and metrics.

1. Maintain sustainable healthcare costs and expenditures

A fundamental principle is that preventing costly diseases and keeping healthy employees healthy may result in healthcare cost savings. See page 3 of this report for related data. Additional data will be provided in annual Wellness Key Performance Indicators report.

2. Increase health and wellness

Reducing and eliminating risk factors is a process that occurs over time and we expect to see positive health trends after 3 to 5 years of wellness programming. Programming began in November 2013 and benchmark participation occurred in September 2015. See page 2 of this report for related data. Annual wellness report will better indicate health trends.

3. Increase productivity

Increased productivity results from reduced absenteeism and reduced presenteeism. Presenteeism occurs when health problems affect productivity of at-work employees. Data on self-reported absenteeism and self-reported presenteeism is currently available.

4. Increase healthy workplace culture

A healthy workplace culture is essential to successful wellness program outcomes as it provides support for individuals beginning or maintaining healthy lifestyle behaviors. Related data can be found on the annual Wellness Key Performance Indicators report.

5. Increase engagement

See page 2 of this report for related data. Plan is to continue our efforts to raise awareness of the wellness benefit and to make wellness activities accessible to increase wellness engagement.

6. Increase integration across County programs

Quarterly Health Strategy meetings with all health-related vendors occur to ensure optimum program utilization, data-sharing and cooperation, and support for organizational wellness objectives. Vendors include: insurance broker, medical insurance, wellness, worker's compensation, disability and employee assistance program. Additional examples of integration are occurring:

- Wellness coaches make medical referrals for routine preventive care and follow-up care for at-risk individuals.
- Wellness coaches make employee assistance program referrals for employees with emotional health and/or addiction concerns.
- Wellness and Employee Engagement Teams collaborate to plan and conduct events to meet joint objectives.
- Fitness Center 2016, 2017, 2018 & 2019 fee was waived for wellness-eligible Allegan County employees (all Allegan County employees). Fitness Center Policy update on October 1, 2019 established zero fees for all AC employees and their spouse/adult dependents with AC medical insurance coverage.
- New Fitness Center members receive a welcome email promoting exercise and physical fitness-related wellness benefits.
- See Allegan County Comprehensive Worksite Wellness — Objectives and Metrics for a complete list on integrations solutions implemented.

COMPREHENSIVE WORKSITE WELLNESS—PARTICIPATION

Objective 5. Increase engagement

5.1. Increase Wellness participation

<u>Employees—Comprehensive¹</u>	<u>Dec '18</u>	<u>Dec '20</u>	<u>Dec '21</u>	<u>Dec '22</u>	<u>Bnchmrk³</u>
5.1.1. # Enrolled	323	321	319	331	
5.1.1. % Enrolled	88%	83%	81%	81%	
5.1.1. # Core Participation ⁴	309	333	312	329	
5.1.1. % Core Participation ⁴	84%	86%	79%	81%	75%

Spouses—Comprehensive

5.1.2. # Enrolled	26	25	12	11
5.1.2. # Core Participation	17	3	1	3

Employees—Select⁵

5.1.3. # Enrolled	13	15	15	15
5.1.3. % Enrolled	7%	9%	13%	13%

Spouses—Select

5.1.4. # Enrolled	3	3	3	3
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<u>Group Programs</u>	<u>Date</u>	<u># Participants</u>
5.1.5 6-Wk. Fitness Boot Camp w/Coachman	9/13/22—10/18/22	5
5.1.5 Smart Snacking Webinar	11/1/22	6

Participation Incentive implemented January, '15. Benchmark participation initially met Sept., '15.

¹Comprehensive Program # of employees eligible (Full-time, Regular Part-time, Elected Salaried): Dec. '18=369, Dec. '19=382, Dec. '20=386, Dec. '21=393, Dec. '22=407.

²Mar '20: Data skewed due to service interruption w/COVID-19 (partial telephonic assessments/missing biometrics; 3rd Qtr. '20, 1st Qtr. '21: telephonic assessments/missing biometrics.

³Holtyn & Associate best practice benchmark participation indicator at 12 to 24 months. AC Wellness and Holtyn services implemented November, 2013.

⁴Core components: Biometric Screening, Health Survey and Coaching.

⁵Select Program # of employees eligible (Irregular Part-time, Seasonal, Temporary, Per Diem): Dec. '18=183, Dec. '19=163, Dec. '20=150; Dec. '21=112, Dec. '22=120. Per Diem eligible as of 1/1/18.

Key: EE=employee, L&L=Lunch and Learn, G&G=Grab and Go, BP=blood pressure.

COMPREHENSIVE WORKSITE WELLNESS—HEALTH METRICS

Comprehensive Employee data from Assessment (biometric screening), Healthy Survey & Coaching

Objective 2: Increase health and wellness

2.1 Reduce lifestyle health risk factors

	<u>Dec '18</u>	<u>Dec '20²</u>	<u>Dec '21²</u>	<u>Dec '22</u>	<u>Bnchmrk⁶</u>
2.1.1. Lifestyle Health Risk Factors ^{7,10}					
Low risk (0-2 risks)	62%	61%	51%	49%	70%
Medium risk (3-4 risks)	30%	29%	35%	36%	—
High risk (5+ risks)	8%	10%	14%	15%	—
2.1.2. Zero Cardiovascular Disease Risk Factors ⁸	38%	n/a	n/a	n/a	—

Measured Health Risk Factors (low % desired):

2.1.3. Body Mass Index Overweight/Obese	80%	80%	84%	84%	66%
2.1.4. % Body Fat Below Average/Poor ⁹	64%	n/a	n/a	n/a	n/a
2.1.5. Waist at risk	51%	51%	59%	59%	42%
2.1.6. High Blood Pressure Stage 1 ¹⁰	n/a	n/a	47%	51%	—
High Blood Pressure Stage 2 (140+/90+) ¹⁰	14%	9%	14%	17%	13%
2.1.7. High Cholesterol (≥200)	32%	33%	34%	30%	32%
2.1.8. Glucose at risk ¹⁰	1%	7%	7%	3%	1%
2.1.9. Poor Fitness ¹⁰	12%	18%	23%	24%	13%

Self-reported Health Risk Factors (low % desired):

2.1.10. No Exercise/Leisure-time Activity	11%	10%	10%	10%	12%
2.1.11. Smoking	8%	7%	7%	7%	12%
2.1.12. High Stress	26%	28%	32%	33%	32%
2.1.13. Low Coping	3%	6%	7%	6%	5%
2.1.14. Depression	9%	12%	11%	13%	12%
2.1.15. Alcohol at risk	3%	11%	13%	16%	4%
2.1.16. High Fat Consumption	19%	30%	32%	40%	20%
2.1.17. Low Fiber Consumption	37%	31%	34%	33%	30%
2.1.18. Sleep (<7 hours per night) ¹¹	n/a	43%	44%	42%	—
2.1.19. Binge Drinking ¹¹	n/a	10%	—	—	—

⁶Holtyn & Associates benchmark best practice goals for AC at 5 yrs. Blue font indicates that benchmark goal was met.

⁷Lifestyle Health Risk Factors include 2.1.5. — 2.1.19. except 2.1.10.

⁸Cardiovascular Disease Risk Factors include 2.1.3. — 2.1.9. & 2.1.11. As of 1/1/19, Holtyn looks at total cardiovascular disease risk factors in the population and no longer per person.

⁹No longer a Holtyn standard metric or measured risk factor as of 1/1/19.

¹⁰Updated national norms for Blood Pressure, Glucose & Fitness as of 1/1/19.

¹¹New health risk factors: Sleep as of 1/1/19; Binge drinking as of 12/2020.

N/a=data not available.



HEALTH CARE EXPENDITURES

Objective 1: Maintain sustainable health care costs and expenditures

1.4. Medical (paid claims) - Actives and Retirees

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2022—3/2022	422,759	1/2021—3/2021	529,663	1/2020—3/2020	356,467	1/2019—3/2019	508,096	1/2018—3/2018	766,770	1/2017—3/2017	656,106
4/2022—6/2022	543,086	4/2021—6/2021	632,477	4/2020—6/2020	266,258	4/2019—6/2019	413,077	4/2018—6/2018	659,309	4/2017—6/2017	724,646
7/2022—9/2022	522,925	7/2021—9/2021	736,754	7/2020—9/2020	1,346,893	7/2019—9/2019	552,596	7/2018—9/2018	764,044	7/2017—9/2017	665,137
10/2022—12/2022	532,954	10/2021—12/2021	1,342,560	10/2020—12/2020	850,514	10/2019—12/2019	555,078	10/2018—12/2018	606,659	10/2017—12/2017	895,999

1.5. Prescription Drugs (paid claims) - Actives and Retirees

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2022—3/2022	235,180	1/2021—3/2021	165,349	1/2020—3/2020	183,100	1/2019—3/2019	133,399	1/2018—3/2018	117,485	1/2017—3/2017	127,713
4/2022—6/2022	263,234	4/2021—6/2021	193,960	4/2020—6/2020	202,950	4/2019—6/2019	200,861	4/2018—6/2018	208,314	4/2017—6/2017	196,157
7/2022—9/2022	295,683	7/2021—9/2021	227,108	7/2020—9/2020	225,924	7/2019—9/2019	216,140	7/2018—9/2018	192,355	7/2017—9/2017	213,390
10/2022—12/2022	319,257	10/2021—12/2021	219,899	10/2020—12/2020	232,447	10/2019—12/2019	215,927	10/2018—12/2018	242,884	10/2017—12/2017	236,395

1.15. Comprehensive Worksite Wellness

Oct—Dec 2022		Jul—Sep 2022		Apr—Jun 2022		Jan—Mar 2022	
1.16. Wellness Vendor	41,488.25	1.16. Wellness Vendor	4,237.25	1.16. Wellness Vendor	40,051.05	1.16. Wellness Vendor	0
1.17. Wellness Administration	15,189.70	1.17. Wellness Administration	17,430.57	1.17. Wellness Administration	14,877.40	1.17. Wellness Administration	17,605.85
1.18. Incentive	84,390.00	1.18. Incentive	0	1.18. Incentive	0	1.18. Incentive	900.00
1.15. Total	141,067.95	1.15. Total	21,667.82	1.15. Total	54,928.45	1.15. Total	18,505.85

Period	Vendor	Administration	Miscellaneous	Incentive ¹²	Total	Period	Vendor	Administration	Miscellaneous	Incentive ¹²	Total
2013—To Date	694,730.61	415,261.57	3,549.42	675,165.00	1,788,706.60	2020	70,072.30	41,355.98	0	91,110.00	202,538.28
2022	85,776.55	65,103.52	0	85,290.00	236,170.07	2019	88,391.93	41,155.77	0	87,210.00	216,757.70
2021	89,192.40	46,780.70	0	88,110	224,083.10	2018	81,069.48	39,567.97	45.39	83,145.00	203,827.84
						2017	83,316.85	38,624.33	0	87,000.00	208,941.18
						2016	82,319.91	35,524.10	0	81,300.00	199,144.01
						2015	75,355.19	38,322.35	0	71,700.00	185,377.54
						2014	29,236.00	35,278.76	49.99	NA	64,564.75
						2013	10,000.00	33,848.09	3,454.04	NA	47,302.13



2022 Capital Project Report - End of Year

Status of Approved 2022 Capital Projects and Projects Remaining to be Completed from Previous Years								
	Projects	Unscheduled	Queued	Development	Contracting	Execution	Closure	Completed
Status at end of 2022	72	6	1	7	1	13	6	38
Status at end of 3rd Quarter	69	6	1	7	6	18	10	21
Status at end of 2nd Quarter	67	7	2	10	1	24	8	15
Status at end of 1st Quarter	62	2	10	8	4	25	9	4
Status at start of 2022	60	0	29	1	5	20	5	0
Status at end of 2021	60	0	0	1	5	19	5	30
Status at end of 2020	69	0	1	2	2	14	0	50
Status at end of 2019	59	0	0	1	6	10	2	40
Status at end of 2018	79	3	5	13	9	10	4	35
Status at end of 2017	65	8	2	6	5	9	0	35
Status at end of 2016	81	11	6	13	9	5	5	32
Status at end of 2015	65	12	0	5	4	16	4	24

Multi-Year CIP Project Data	Capital Project Funding Approved In:							TOTAL
	2013-2016	2017	2018	2019	2020	2021	2022	
Capital Projects:	121	28	38	32	48	41	43	351
Completed in 2013	10							10
Completed in 2014	23							23
Completed in 2015	24							24
Completed in 2016	32							32
Completed in 2017	17	18						35
Completed in 2018	8	6	21					35
Completed in 2019	3	2	12	23				40
Completed in 2020	2	2	4	7	35			50
Completed in 2021	1	0	0	1	6	22		30
Completed in 2022	1	0	1	1	2	13	20	38
Total Completed	121	28	38	32	43	35	20	317
Remaining to be Completed	0	0	0	0	5	6	23	34

Cumulative Project Metrics	Actual	# On Schedule	# On Budget	# In Scope	% On Schedule	% On Budget	% In Scope
1st Quarter Completed	4	0	4	3	0%	100%	75%
2nd Quarter Completed	15	6	15	13	40%	100%	87%
3rd Quarter Completed	21	7	21	18	33%	100%	86%
4th Quarter Completed	38	18	38	33	47%	100%	87%

	Projected	Actual
Carryover Projects		
Planned Projects	7	24
Unplanned Projects	0	10

Unplanned Projects (YTD)	16
Total Contracts Managed (YTD)	117
Unplanned Contracts (YTD)	34

On Schedule - Project execution was completed in the month that was projected when the project schedule was established.

On Budget - Project was completed within the approved project budget appropriations.

In Scope - Major project outcomes were clearly defined and met upon project completion.

Status of Projects with Budgets over 100K - 12/31/2022

Projects Sorted by Status, then Total Approved Funding

#	Project Site ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	
1	1233-20							Courthouse Improvements - Construction	2020	\$ 1,925,428	M	M	M	M	M	Done							
	Scope:	Construct a new security entrance, add a sally port and improve holding cells.																					
	Update:	Majority of work completed in March with punch list completed by end of June.																					
2	1206-21							MCT Replacement	2021	\$ 811,000	E	E	E	E	E	E	Done						
	Scope:	Replace the set of Mobile Computer Terminals that have been in use by Law Enforcement for 7+ years.																					
	Update:	New MCTs were successfully deployed by the middle of summer.																					
3	11204-18							Gun Lake Park Boat Launch Replacement	2018	\$ 180,925	E	E	E	E	E	E	M	M	Done				
	Scope:	With the pavilion replacement completed, the focus of this project is the replacement of the boat launch ramp.																					
	Update:	Ramp replacement has been completed.																					
4	1400-21							CH Heat Pump Replacements - 2021	2021	\$ 156,995	M	M	Done										
	Scope:	Replace nearly half of the remaining 32 heat pumps in an ongoing effort to gradually replace all 133 heat pumps at the courthouse.																					
	Update:	Project completed - heat pumps and new controls installed.																					
5	1004-21							Dispatch Tower HVAC System Replacement	2021	\$ 150,000	E	E	E	E	E	E	E	E	E	E	E	E	Done
	Scope:	Replace aging HVAC systems at each dispatch tower site at a rate of at least one per year.																					
	Update:	New HVAC units have arrived and install is scheduled to begin at the first of six towers the week of October 17th.																					
6	15013-17C							YH Surveillance and Intercom System Replacement	2013	\$ 134,737	E	E	M	Done									
	Scope:	Replace and enhance aging video surveillance and room intercom systems.																					
	Update:	Project completed in April.																					
7	1130-22A							CH Make-up Air Handler Unit Replacements	2022	\$ 129,000	D	C	C	C	E	E	E	E	E	E	E	Done	
	Scope:	Replace both make-up air handler units which were installed in 1999 and have been in service for 22 years.																					
	Update:	Air Handler Units have been ordered. Delivery and installation expected in September.																					
8	1130-21							YH HVAC System Replacement 2021 and 2022	2022	\$ 120,000	E	E	E	E	E	Done							
	Scope:	Replace 1 of 7 aging HVAC systems at the Youth Home along with several unit ventilators that have been in service for over 20 years.																					
	Update:	2021 and 2022 projects completed in May according to schedule.																					
9	1374-21							Dispatch Console Six Technology Deployment	2021	\$ 120,000	M	M	M	M	M	M	M	M	M	Done			
	Scope:	Equip console six which was added in 2020 with the necessary technology to support dispatch operations.																					
	Update:	Project implementation completed early this year. Closed out after receiving final bill from Motorola in August.																					
10	1124-21							Roof Replacement at Courthouse - Section 1	2021	\$ 73,955	E	E	E	E	E	Done							
	Scope:	Replace roofing materials on Section 1 (west wing) of the County Courthouse.																					
	Update:	Roof replacement has been completed.																					
11	16013-20							Dispatch CAD Upgrade	2020	\$ 160,000	M	M	M	M	M	M	M	M	M	M	M	M	
	Scope:	Upgrade New World Computer Aided Dispatch System hardware and software.																					
	Update:	Ticket writer interface module remaining to be upgraded to complete the project.																					
12	1002-21							Law Enforcement Body Cameras	2021	\$ 125,000	C	E	E	E	E	E	E	E	E	M	M	M	
	Scope:	Purchase and deploy body cameras to Law Enforcement Deputies.																					
	Update:	Implementation and training completed. Waiting for revised invoices and payment to close out.																					
13	1543-21A							RockTenn - Brownfield Site Demolition	2021	\$ 1,563,000	E	E	E	E	E	E	E	E	E	E	E	E	
	Scope:	Demolish abandoned buildings and remove foundations at the RockTenn Site in Otsego to allow future development on the site.																					
	Update:	Small pile of gravel and the slab underneath it remain to be removed to wrap-up project.																					
14	1130-22							HVAC Control System Replacement - All Buildings	2022	\$ 189,000	C	C	C	E	E	E	E	E	E	E	E	E	
	Scope:	Replace HVAC control servers and software in each building as current system is nearing end of life for support.																					
	Update:	About half of the buildings were converted in December with the remaining expected to be completed in January.																					

Status of Projects with Budgets over 100K - 12/31/2022

Projects Sorted by Status, then Total Approved Funding

#	Project Site ID	S	D	C	E	M	F	Project Name	Funding Year	Total Approved Funding	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	
15	13074-20							911 Radio System - Barry County Back-up	2016	\$ 120,230	E	E	E	E	E	E	E	E	E	E	E	E	
	Scope: Related to the Radio System Replacement Project, this remaining item involves enabling Central Dispatch personnel to re-locate and stand-up dispatch operations at another location.																						
	Update: Motorola, MPSCS and Dispatch continue to work through technology issues with Barry and Muskegon Counties to enhance back-up capabilities through the newer MCC-7100 consoles.																						
16	13074-20							911 Radio System - Enable GPS on CAD	2016	\$ 120,230	E	E	E	E	E	E	E	E	E	E	E	E	
	Scope: Related to the Radio System Replacement Project, this remaining item involves enabling GPS locations of portable radios to show up on dispatch CAD maps to enhance location awareness.																						
	Update: Motorola's affiliate has developed a new solution that is being beta tested in another County and could be deployed in Allegan. Motorola is still discussing solution with our CAD vendor.																						
17	1062-22							Broadband Internet Expansion	2022	\$ 18,000,000			S	S	D	D	D	C	C	C	C	C	
	Scope: Expand broadband infrastructure to make internet services available to approximately 12,000 currently unserved addresses across the County.																						
	Update: 11 proposals received and evaluated. Final negotiations are underway with vendor recommended for award.																						
18	1509-22							Generator Replacement - Dispatch	2022	\$ 150,000								D	D	D	D	D	
	Scope: Replace Generator which is at the end of its expected service life (20 years).																						
	Update: RFP being finalized for release in January.																						
19	1175-20							Emergency Siren Activation Solution	2020	\$ 100,000	C	C	S	S	S	S	S	S	S	S	TBD	TBD	TBD
	Scope: Research and implement an alternate method to for siren activation that does not rely on maintaining any VHF infrastructure.																						
	Update: Siren activation equipment installed and successfully tested at Dumont. However, technology to send alerts to cell phones is becoming a viable county-wide solution and could be much less costly.																						
20	11204-18							Old Animal Shelter Demolition	2022	\$ 100,000						S	S	D	D	TBD	TBD	TBD	
	Scope: Demolish old Animal Shelter to allow placement of new modular structure.																						
	Update: Project currently on hold pending receipt of a project timeline and modular structure specifications from Wishbone.																						

Project Budget Status as of 12/31/2022

#	Project ID	Project Name	Project Year	Appropriation: Initial	Additional	Approved	Expenditures	Committed	Remaining	Unused	Project Completed?
	#401	PUBLIC IMPROVEMENT FUND									
1	12033-20	Courthouse Improvements - Construction	2020	\$ 1,000,000	\$ 925,428	\$ 1,925,428	\$ 1,925,062	\$ -	\$ -	\$ 366	Yes
2	1440-22C	2022 Vehicles - Sheriff Patrol - Replace 10	2022	\$ 330,840	\$ -	\$ 330,840	\$ 330,840	\$ -	\$ -	\$ -	Yes
3	1440-22A	2022 Vehicles - 6 Expansion Vehicles - Sheriff	2022	\$ 240,400	\$ -	\$ 240,400	\$ 236,184	\$ -	\$ -	\$ 4,216	Yes
4	1440-22J	2022 Vehicles - Loaner and PH Escapes - Replace 7	2022	\$ 169,295	\$ -	\$ 169,295	\$ 169,295	\$ -	\$ -	\$ -	Yes
5	1400-21	CH Heat Pump Replacements - 2021	2021	\$ 117,000	\$ 39,995	\$ 156,995	\$ 156,995	\$ -	\$ -	\$ -	Yes
6	1130-22	HVAC Control System Replacement - County	2022	\$ 150,000	\$ (12,000)	\$ 138,000	\$ 124,172	\$ 12,466	\$ 1,362	\$ -	No
7	1002-21	Law Enforcement Body Cameras	2021	\$ 140,000	\$ (15,000)	\$ 125,000	\$ -	\$ 121,756	\$ 3,244	\$ -	No
8	1440-22E	2022 Vehicles - Sheriff Escapes - Replace 5	2022	\$ 120,475	\$ -	\$ 120,475	\$ 120,475	\$ -	\$ -	\$ -	Yes
9	1130-22A	CH Make-up Air Handler Unit Replacements	2022	\$ 200,000	\$ (71,000)	\$ 129,000	\$ 128,403	\$ -	\$ -	\$ 597	Yes
10	1440-22F	2022 Vehicles - Sheriff Trucks - Replace 4	2022	\$ 113,489	\$ -	\$ 113,489	\$ 83,590	\$ 29,899	\$ -	\$ -	No
11	1133-22A	Old Animal Shelter Demolition	2022	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No
12	1440-22I	2022 Vehicles - Court Vans - Replace 2	2022	\$ 97,158	\$ -	\$ 97,158	\$ -	\$ -	\$ 97,158	\$ -	No
13	1440-22H	2022 Vehicles - Court Escapes - Replace 4	2022	\$ 96,740	\$ -	\$ 96,740	\$ 96,740	\$ -	\$ -	\$ -	Yes
14	1400-22	CH Heat Pump Replacements - 2022	2022	\$ 96,000	\$ -	\$ 96,000	\$ -	\$ -	\$ 96,000	\$ -	No
15	1125-22	Facilities Master Plan	2022	\$ -	\$ 80,000	\$ 80,000	\$ -	\$ 47,246	\$ 32,754	\$ -	No
16	1124-21	Roof Replacement at Courthouse - Section 1	2021	\$ 240,000	\$ (166,045)	\$ 73,955	\$ 73,270	\$ -	\$ -	\$ 685	Yes
17	1126-22	Scan Civil and Criminal Court Files - 2022	2022	\$ 70,000	\$ -	\$ 70,000	\$ 2,533	\$ -	\$ 67,467	\$ -	No
18	11026-20A	Probate Court Microfilm Scanning	2020	\$ 60,000	\$ -	\$ 60,000	\$ 51,969	\$ 1,000	\$ 7,031	\$ -	No
19	1247-22	Microsoft Office Upgrade	2022	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000	\$ -	No
20	1102-23	2022 Jail Boiler Replacement	2022	\$ 50,000	\$ 60,000	\$ 110,000	\$ 106,090	\$ -	\$ -	\$ 3,910	Yes
21	1440-22G	2022 Vehicles - Sheriff Transport - Replace 1	2022	\$ 54,003	\$ -	\$ 54,003	\$ -	\$ -	\$ 54,003	\$ -	No
22	1440-22D	2022 Vehicles - Equip 10 Sheriff's Vehicles	2022	\$ 52,024	\$ -	\$ 52,024	\$ 12,321	\$ -	\$ 39,703	\$ -	No
23	1396-21	Water and Sewer Asset Mgmt Plan	2021	\$ 50,000	\$ -	\$ 50,000	\$ 37,005	\$ 12,995	\$ -	\$ -	No
24	1117-22	CH Carpet Replacement	2022	\$ 50,000	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	Yes
25	1426-22	CH Radio Coverage Enhancement	2022	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ 47,207	\$ 2,793	\$ -	No
26	1107-22	UPS Replacement - CSB	2022	\$ 45,000	\$ 15,000	\$ 60,000	\$ -	\$ 58,702	\$ 1,298	\$ -	No
27	1001-21	Jury Management Solution	2021	\$ 50,000	\$ (16,443)	\$ 33,557	\$ 21,221	\$ -	\$ -	\$ 12,336	Yes
28	1404-22	Pavement Maintenance 2022 - County	2022	\$ 30,000	\$ -	\$ 30,000	\$ 23,731	\$ -	\$ -	\$ 6,269	Yes
29	1119-22	Furniture Replacement	2022	\$ 30,000	\$ -	\$ 30,000	\$ 29,438	\$ -	\$ -	\$ 562	Yes
30	1018-21	Network Switch Replacement	2021	\$ 25,000	\$ -	\$ 25,000	\$ 24,840	\$ -	\$ -	\$ 160	Yes
31	1126-21A	District Court Microfilm	2021	\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	No
32	1128-22	Animal Shelter Alarm Panel	2022	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ -	No
34	1317-22	Copier Replacements	2022	\$ 18,000	\$ -	\$ 18,000	\$ 18,000	\$ -	\$ -	\$ -	Yes
35	11059-20	Inmate Lookup Tool	2020	\$ 10,000	\$ -	\$ 10,000	\$ 1,160	\$ -	\$ -	\$ 8,840	Yes
36	1206-21	MCT Replacement (County)	2021	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 5,375	\$ 4,625	\$ -	No
37	1318-22	GIS Plotter Replacement	2022	\$ 10,000	\$ (2,955)	\$ 7,045	\$ 7,045	\$ -	\$ -	\$ -	Yes
38	1118-22	ROD Service Window Installation	2022	\$ 5,000	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	Yes
		TOTALS FOR #401 - PUBLIC IMPROVEMENT FUND		\$ 3,905,424	\$ 916,980	\$ 4,822,404	\$ 3,835,380	\$ 336,647	\$ 612,437	\$ 37,941	
	#104	LOCAL GOVERNMENT REVENUE SHARING									
39	1543-21	RockTenn - Demolition Consultant	2021	\$ -	\$ 63,000	\$ 63,000	\$ 59,520	\$ 250	\$ 3,231	\$ -	No
40	1012-18	Gun Lake Watercraft Launch - Construction	2018	\$ 55,000	\$ -	\$ 55,000	\$ 21,414	\$ -	\$ -	\$ 33,586	Yes
41	1009-22	Bysterveld Resurface Walking Trails	2022	\$ 20,000	\$ 6,000	\$ 26,000	\$ 26,000	\$ -	\$ -	\$ -	Yes
42	1016-21	Parks - Playground Equipment Replacement	2021	\$ 20,000	\$ 5,500	\$ 25,500	\$ 25,164	\$ -	\$ -	\$ 337	Yes
43	1404-22	Pavement Maintenance 2022 - Parks	2022	\$ 25,000	\$ -	\$ 25,000	\$ 7,635	\$ -	\$ -	\$ 17,365	Yes
44	1019-22	Parks Sub-Compact Tractor	2022	\$ 17,000	\$ -	\$ 17,000	\$ 14,086	\$ -	\$ -	\$ 2,914	Yes
		TOTALS FOR #104 - LOCAL GOV REVENUE SHARING		\$ 137,000	\$ 74,500	\$ 211,500	\$ 153,819	\$ 250	\$ 3,231	\$ 54,201	

Project Budget Status as of 12/31/2022

#	Project ID	Project Name	Project Year	Appropriation: Initial	Additional	Approved	Expenditures	Committed	Remaining	Unused	Project Completed?	
	#208	PARKS FUND BALANCE										
45	1016-21A	West Side Park Stairs / Beach Access - Engineering	2021	\$ -	\$ 15,500	\$ 15,500	\$ 13,500	\$ 2,000	\$ -	\$ -	No	
46	1217-21	Gun Lake MNRTF Grant - Consultant	2021	\$ -	\$ 10,000	\$ 10,000	\$ 7,175	\$ -	\$ -	\$ 2,826	Yes	
		TOTALS FOR #208 - PARKS FUND BALANCE		\$ -	\$ 25,500	\$ 25,500	\$ 20,675	\$ 2,000	\$ -	\$ 2,826		
	#288	TRANSPORTATION GRANT										
47	1509-22	Generator Replacement - Transportation	2022	\$ 55,000	\$ (2,753)	\$ 52,247	\$ -	\$ -	\$ 52,247	\$ -	No	
48	1107-22	UPS Replacement - Transportation	2022	\$ 21,000	\$ 2,753	\$ 23,753	\$ 23,753	\$ -	\$ -	\$ -	Yes	
49	1130-22	HVAC Control System Replacement - ACT	2022	\$ 20,000	\$ -	\$ 20,000	\$ 13,836	\$ 2,442	\$ 3,722	\$ -	No	
50	1404-22	Pavement Maintenance 2022 - Transportation	2022	\$ 2,000	\$ -	\$ 2,000	\$ 595	\$ -	\$ -	\$ 1,405	Yes	
		TOTALS FOR #288 - TRANSPORTATION GRANT		\$ 98,000	\$ -	\$ 98,000	\$ 38,184	\$ 2,442	\$ 55,969	\$ 1,405		
	#492	CHILD CARE CAPITAL										
51	15013-17C	YH Surveillance and Intercom System Replacement	2013	\$ 70,000	\$ 64,737	\$ 134,737	\$ 126,537	\$ -	\$ -	\$ 8,200	Yes	
52	1130-21	YH HVAC System Replacement 2021 and 2022	2021	\$ 160,000	\$ (40,000)	\$ 120,000	\$ 103,617	\$ -	\$ -	\$ 16,383	Yes	
53	1130-22	HVAC Control System Replacement - YH	2022	\$ 15,000	\$ -	\$ 15,000	\$ 10,000	\$ 1,765	\$ 3,235	\$ -	No	
54	1117-22A	YH Carpet Replacement	2022	\$ 15,000	\$ -	\$ 15,000	\$ 14,799	\$ -	\$ -	\$ 201	Yes	
55	1404-22	Pavement Maintenance 2022 - Youth Home	2022	\$ 5,000	\$ -	\$ 5,000	\$ 1,479	\$ -	\$ -	\$ 3,521	Yes	
		TOTALS FOR #492 - CHILD CARE CAPITAL		\$ 265,000	\$ 24,737	\$ 289,737	\$ 256,432	\$ 1,765	\$ 3,235	\$ 28,306		
	#496	CENRTAL DISPATCH CIP										
56	1206-21	MCT Replacement	2021	\$ 865,000	\$ (54,000)	\$ 811,000	\$ 353,889	\$ -	\$ -	\$ 457,111	Yes	
57	16013-20	Dispatch CAD Upgrade	2020	\$ 160,000	\$ -	\$ 160,000	\$ 118,049	\$ 9,185	\$ 32,766	\$ -	No	
58	1004-21	Tower HVAC System Replacement	2021	\$ 150,000	\$ -	\$ 150,000	\$ 143,022	\$ -	\$ -	\$ 6,978	Yes	
59	1509-22	Generator Replacement - Dispatch	2022	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ 150,000	\$ -	No	
60	13074-20	911 Radio System - Barry County Back-up	2020	\$ 120,230	\$ -	\$ 120,230	\$ -	\$ -	\$ 120,230	\$ -	No	
61	13074-20	911 Radio System - Enable CAD GPS	2020	\$ 120,230	\$ -	\$ 120,230	\$ -	\$ -	\$ 120,230	\$ -	No	
62	1374-21	Console Six Technology Deployment	2021	\$ 120,000	\$ -	\$ 120,000	\$ 107,722	\$ -	\$ -	\$ 12,278	Yes	
63	1175-20	Emergency Siren Activation Solution	2020	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	No	
64	1105-22	911 Workstation Phone Upgrades	2022	\$ 22,000	\$ 44,000	\$ 66,000	\$ 56,373	\$ 9,524	\$ 104	\$ -	No	
65	1130-22	HVAC Control System Replacement - Dispatch	2022	\$ 16,000	\$ -	\$ 16,000	\$ 9,850	\$ 5,304	\$ 846	\$ -	No	
66	1404-22	Pavement Maintenance 2022 - Dispatch	2022	\$ 2,000	\$ -	\$ 2,000	\$ 435	\$ -	\$ -	\$ 1,565	Yes	
		TOTALS FOR #496 - CENTRAL DISPATCH CIP		\$ 1,825,459	\$ (10,000)	\$ 1,815,459	\$ 789,339	\$ 24,012	\$ 524,175	\$ 477,932		
	#VARIOUS	OTHER CAPITAL PROJECTS										
67	1543-21A	Broadband Internet Expansion	2022	\$ 18,000,000	\$ -	\$ 18,000,000	\$ -	\$ -	\$ 18,000,000	\$ -	No	
68	1543-21A	RockTenn - Site Demolition	2021	\$ 1,500,000	\$ -	\$ 1,500,000	\$ 994,323	\$ 442,047	\$ 63,630	\$ -	No	
69	1440-21E	Vehicles - Replace and Outfit Vehicle - Wayland	2021	\$ 92,000	\$ 18,000	\$ 110,000	\$ 112,975	\$ -	\$ -	\$ (2,975)	Yes	
70	1133-22	Shelter Outdoor Dog Kennels	2022	\$ 45,000	\$ -	\$ 45,000	\$ 928	\$ -	\$ 44,072	\$ -	No	
71	1125-22	Jail Steamer Repair	2022	\$ -	\$ 17,160	\$ 17,160	\$ 17,160	\$ -	\$ -	\$ -	Yes	
72	1125-22	Snowmobile Replacement	2022	\$ 10,000	\$ -	\$ 10,000	\$ 9,579	\$ -	\$ -	\$ 421	Yes	
73	1003-21	Wireless Monitor Solution for Courts - CESF	2021	\$ 10,000	\$ -	\$ 10,000	\$ 3,758	\$ -	\$ -	\$ 6,242	Yes	
74	1004-21A	Medical Care Air Handler Replacement	2021	Not Applicable - Project costs budgeted by Medical Care and Med Care is being billed directly.								Yes
75	1509-22C	OnPoint Generator	2022	Not Applicable - Project costs budgeted by OnPoint and OnPoint is being billed directly.								No
76	TBD	MCC Rear Parking Lot	2022	Not Applicable - Project costs budgeted by Medical Care and Med Care is being billed directly.								No
77	TBD	MCC Sidewalk Repair	2022	Not Applicable - Project costs budgeted by Medical Care and Med Care is being billed directly.								No
78	TBD	MCC Flooring Repair	2022	Not Applicable - Project costs budgeted by Medical Care and Med Care is being billed directly.								No

Notes: Total number of projects may not match the summary as some projects are counted once in the summary but may be represented here by several rows to account for multiple funding sources.

Project Schedule and Status as of 12/31/2022

#	Project Site	S	D	C	E	M	F	Project Name	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	On Time	In Budget	In Scope	
PROJECTS COMPLETED																								
1	1003-21							Wireless Monitor Solution for Courts	M	M	Done										No	Yes	No	
2	1400-21							CH Heat Pump Replacements	M	M	Done										No	Yes	Yes	
3	11059-20							Inmate Lookup Tool	M	M	Done										No	Yes	Yes	
4	1130-21A	X						Medical Care Air Handler Replacement	E	E	Done										No	Yes	Yes	
5	15013-17C							YH Surveillance and Intercom System Replacement	E	E	M	Done									No	Yes	No	
6	1440-21E							Vehicles - Replace and Outfit Vehicle - Wayland	M	M	M	Done									No	Yes	Yes	
7	1440-22A	X						2022 Vehicles - 6 Expansion Vehicles - Sheriff	C	C	C	E	E	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
8	1440-22J							2022 Vehicles - Loaner and PH Escapes - Replace 7	C	C	C	E	Done	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
9	1440-22H							2022 Vehicles - Court Escapes - Replace 4	C	C	C	E	Done	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
10	1217-21	X						Gun Lake MNRTF Grant - Consultant	E	E	E	M	Done								Yes	Yes	Yes	
11	1019-22							Parks Sub-Compact Tractor	C	C	E	E	E	Done	Done						Yes	Yes	Yes	
12	1130-21							YH HVAC System Replacement 2021 and 2022	E	E	E	E	E	Done							No	Yes	Yes	
13	12033-20							Courthouse Improvements - Design	M	M	M	M	M	Done							No	Yes	Yes	
14	1124-21							Roof Replacement at Courthouse - Section 1	E	E	E	E	E	Done							No	Yes	Yes	
15	12033-20							Courthouse Improvements - Construction	M	M	M	M	M	Done							No	Yes	No	
16	1440-22C							2022 Vehicles - Sheriff Patrol - Replace 10	C	C	C	E	E	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
17	1440-22E							2022 Vehicles - Sheriff Escapes - Replace 5	C	C	C	E	E	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
18	1206-21							MCT Replacement (Disptach)	E	E	E	E	E	E	Done						No	Yes	Yes	
19	1318-22							GIS Plotter Replacement	C	C	E	E	E	E	Done						No	Yes	Yes	
20	1118-22							ROD Service Window Installation	D	C	E	E	E	M	Done						Yes	Yes	Yes	
21	1001-21							Jury Management Solution	E	E	E	E	E	E	E	E	Done				No	Yes	Yes	
22	1012-18							Gun Lake Watercraft Launch - Construction	E	E	E	E	E	E	M	M	Done				No	Yes	No	
23	1374-21							Console Six Technology Deployment	M	M	M	M	M	M	M	M	Done				No	Yes	Yes	
24	1009-22							Bysterveld Resurface Walking Trails	C	C	E	E	E	E	E	E	Done				No	Yes	Yes	
25	1317-22							Copier Replacements							D	C	E	E	E	Done	Yes	Yes	No	
26	1018-21							Network Switch Replacement		C	C	E	E	E	E	E	E	E	E	Done	No	Yes	Yes	
27	1117-22A							YH Carpet Replacement		D	C	C	C	E	E	E	E	M	Done		Yes	Yes	Yes	
28	1119-22							Furniture Replacement						D	C	C	E	E	E	Done	Yes	Yes	Yes	
29	1117-22							CH Carpet Replacement		D	C	C	C	E	E	E	E	M	Done		Yes	Yes	Yes	
30	1404-22							Pavement Maintenance 2022 - County			D	C	C	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
	1404-22							Pavement Maintenance 2022 - Youth Home			D	C	C	E	E	E	E	E	E	E	Done			
	1404-22							Pavement Maintenance 2022 - Dispatch			D	C	C	E	E	E	E	E	E	E	Done			
	1404-22							Pavement Maintenance 2022 - Transportation			D	C	C	E	E	E	E	E	E	E	Done			
	1404-22							Pavement Maintenance 2022 - Parks			D	C	C				E	E	E	Done				
31	1004-21							Tower HVAC System Replacement - 2021	E	E	E	E	E	E	E	E	E	E	E	E	Done	Yes	Yes	Yes
32	1130-22A							CH Make-up Air Handler Unit Replacements	D	C	C	C	E	E	E	E	E	E	E	Done	No	Yes	Yes	
33	1016-21							Parks - Playground Equipment Replacement	E	E	E	E	E	E	M	M	M	M	M	Done	No	Yes	Yes	
34	1125-22	X						Snowmobile Replacement											C	Done	Yes	Yes	Yes	
35	1107-22							UPS Replacement - Transportation								D	C	C	C	E	Yes	Yes	Yes	
36	1125-22	X						Jail Steamer Repair									D	C	E	E	Yes	Yes	Yes	
37	1102-23	X						Jail Boiler Replacement 2022 & 2023									D	C	E	E	Yes	Yes	Yes	

Project Schedule and Status as of 12/31/2022

#	Project Site	S	D	C	E	M	F	Project Name	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	On Time	In Budget	In Scope	
PROJECTS IN MONITORING / CLOSURE																								
38	1002-21							Law Enforcement Body Cameras	C	E	E	E	E	E	E	E	M	M	M	M	No			
39	16013-20							Dispatch CAD Upgrade	M	M	M	M	M	M	M	M	M	M	M	M	No			
40	11026-20A							Probate Court Microfilm Scanning	M	M	M	M	M	M	M	M	M	M	M	M	No			
41	1016-21A							West Side Park Beach Access - Phase I	E	E	E	E	E	E	E	E	E	E	E	M				
42	1105-22							911 Workstation Phone Upgrades	D	C	C	E	E	E	E	E	E	E	E	M				
43	1440-22F							2022 Vehicles - Sheriff Trucks - Replace 4	C	C	C	E	E	E	E	E	E	E	E	M				
PROJECTS IN EXECUTION																								
44	1543-21							RockTenn - Demolition Consultant	M	M	M	M	M	M	M	M	M	M	M	M	No			
45	1543-21A							RockTenn - Site Demolition	E	E	E	E	E	E	E	E	E	E	E	E	No			
46	1396-21							Water and Sewer Asset Mgmt Plan	E	E	E	E	E	E	E	E	E	E	E	E	No			
47	13074-20							911 Radio System - Barry County Back-up	E	E	E	E	E	E	E	E	E	E	E	E	No			
48	13074-20							911 Radio System - Enable CAD GPS	E	E	E	E	E	E	E	E	E	E	E	E	No			
49	1126-22							Scan Civil and Criminal Court Files - 2022	C	C	C	C	C	C	C	E	E	E	E	E				
50	1130-22							HVAC Control System Replacement - County	C	C	C	E	E	E	E	E	E	E	E	E				
	1130-22							HVAC Control System Replacement - Youth Home	C	C	C	E	E	E	E	E	E	E	E	E				
	1130-22							HVAC Control System Replacement - Dispatch	C	C	C	E	E	E	E	E	E	E	E	E				
	1130-22							HVAC Control System Replacement - Transportation	C	C	C	E	E	E	E	E	E	E	E	E				
51	1125-22	X						Facilities Master Plan					C	C	E	E	E	E	E	E				
52	1440-22D							2022 Vehicles - Equip 10 Sheriff's Vehicles	E	E	E	E	E	E	E	E	E	E	E	E				
53	1426-22	X						CH Radio Coverage Enhancement	TBD	TBD	TBD	TBD	TBD	TBD	C	C	E	E	E	E				
54	1107-22							UPS Replacement - CSB								D	C	C	C	E				
55	1206-21	X						MCT Replacement (County)				S	S	S	S	D	C	E	E	E				
56	1247-22							Microsoft Office Upgrade							D	C	C	E	E	E				
PROJECTS IN CONTRACTING																								
57	1128-22	X						Animal Shelter Alarm Panel	TBD	TBD	TBD	TBD	TBD	TBD	C	C	E	E	E	E				
58	1062-22	X						Broadband Internet Expansion			S	S	D	D	D	C	C	C	C	C				
PROJECTS IN DEVELOPMENT																								
59	1126-21A							District Court Microfilm	D	D	D	D	D	D	D	D	D	D	D	D	No			
60	1133-22							Shelter Outdoor Dog Kennels		D	D	D	D	D	D	D	D	D	D	D				
61	1440-22I							2022 Vehicles - Court Vans - Replace 2	C	C	C	C	C	C	C	C	C	C	C	C				
62	1440-22G							2022 Vehicles - Sheriff Transport - Replace 1	C	C	C	C	C	C	C	C	C	C	C	C				
63	1509-22A							Generator Replacement - Dispatch								D	D	D	D	D				
64	1509-22B							Generator Replacement - Transportation								D	D	D	D	D				
PROJECTS SCOPED AND QUEUED																								
65	1400-22							CH Heat Pump Replacements - 2022		D	D	D	D	D	C	No Bids - Rebid with 2023								
UNSCHEDULED, UNFUNDED AND/OR UNSCOPED MID-YEAR PROJECTS																								
66	1133-22A	X						Old Animal Shelter Demolition						S	S	D	D	TBD	TBD	TBD				
67	1175-20							Emergency Siren Activation Solution	C	C	S	S	S	S	S	S	S	TBD	TBD	TBD	No			
68	1509-22C	X						OnPoint Generator							TBD	TBD	TBD	TBD	TBD	TBD				
69		X						MCC Rear Parking Lot							TBD	TBD	TBD	TBD	TBD	TBD				
70		X						MCC Sidewalk Repair							TBD	TBD	TBD	TBD	TBD	TBD				
71		X						MCC Flooring Repair							TBD	TBD	TBD	TBD	TBD	TBD				

National Opioid Settlements: Teva, Allergan, CVS, Walgreens, and Walmart

Allegan County, MI

Reference Number: CL-386539

***TO LOCAL POLITICAL SUBDIVISIONS AND SPECIAL DISTRICTS:
THIS NOTICE CONTAINS IMPORTANT INFORMATION ABOUT NATIONAL OPIOID SETTLEMENTS.***

SETTLEMENT OVERVIEW

Proposed nationwide settlement agreements (“Settlements”) have been reached that would resolve opioid litigation brought by states, local political subdivisions, and special districts against two pharmaceutical manufacturers, Teva and Allergan (“Manufacturers”), and three pharmacies, CVS, Walgreens, and Walmart (“Pharmacies”). Local political subdivisions and special districts are referred to as “subdivisions.”

The Settlements require the settling Manufacturers and Pharmacies to pay billions of dollars to abate the opioid epidemic. The Settlements total over \$20 billion. Of this amount, approximately \$17 billion will be used by participating states and subdivisions to remediate and abate the impacts of the opioid crisis. Depending on participation by states and subdivisions, the Settlements require:

- Teva to pay up to \$3.34 billion over 13 years and to provide either \$1.2 billion of its generic version of the drug Narcan over 10 years or an agreed upon cash equivalent over 13 years;
- Allergan to pay up to \$2.02 billion over 7 years;
- CVS to pay up to \$4.90 billion over 10 years;
- Walgreens to pay up to \$5.52 billion over 15 years; and
- Walmart to pay up to \$2.74 billion in 2023, and all payments to be made within 6 years.

As provided under the Agreements, these figures are net of amounts attributable to prior settlements between the Defendants and certain states/subdivisions, and include amounts for attorneys’ fees and costs.

The Settlements also contain injunctive relief governing opioid marketing, sale, distribution, and/or dispensing practices.

Each of the proposed settlements has two key participation steps.

First, each eligible state decides whether to participate in each Settlement. A list of participating states for each settlement can be found at <https://nationalopioidsettlement.com>.

Second, eligible subdivisions within each participating state decide whether to participate in each Settlement. The more subdivisions that participate, the more funds flow to that state and its subdivisions. Any subdivision that does not participate cannot directly share in any of the settlement funds, even if the subdivision’s state is settling and other participating subdivisions are sharing in settlement funds. If the state does not participate in a particular Settlement, the subdivisions in that state are not eligible to participate in that Settlement.

WHO IS RUBRIS INC. AND WHAT IS THE IMPLEMENTATION ADMINISTRATOR?

The Settlements provide that an Implementation Administrator will provide notice and manage the collection of participation forms. Rubris Inc. is the Implementation Administrator for these new Settlements and was also retained for the 2021 national opioid settlements.

WHY IS YOUR SUBDIVISION RECEIVING THIS NOTICE?

Your state has elected to participate in one or more of the Settlements with the Manufacturers and/or the Pharmacies, and your subdivision may participate in those Settlements in which your state has elected to participate. This notice is also sent directly to counsel for such subdivisions if the Implementation Administrator has their information.

If you are represented by an attorney with respect to opioid claims, please contact them. Subdivisions can participate in the Settlements whether or not they filed a lawsuit or are represented.

WHERE CAN YOU FIND MORE INFORMATION?

Detailed information about the Settlements, including each settlement agreement, may be found at: <https://nationalopioidsettlement.com>. This website also includes information about how the Settlements are being implemented in most states and how funds will be allocated within your state.

You are encouraged to review the settlement agreement terms and discuss the terms and benefits with your counsel, your Attorney General's Office, and other contacts within your state. Information and documents regarding the Settlements and your state allocation can be found on the settlement website at <https://nationalopioidsettlement.com>.

Your subdivision will need to decide whether to participate in the proposed Settlements, and subdivisions are encouraged to work through this process before the **April 18, 2023** deadline.

HOW DO YOU PARTICIPATE IN THE SETTLEMENTS?

The Settlements require that you take affirmative steps to "opt in" to the Settlements.

In the next few weeks, you will receive documentation and instructions from the Implementation Administrator or, in some cases, your Attorney General's Office. In order to participate in a settlement, a subdivision must sign and return the required Participation Form for that settlement.

Please add the following email addresses to your "safe" list so emails do not go to spam / junk folders: dse_na3@docusign.net and opioidsparticipation@rubris.com. Please monitor your email for the Participation Forms and instructions.

All required documentation must be signed and returned on or before **April 18, 2023**.



Allegan County Parks, Recreation, & Tourism

3283 122nd Avenue

Allegan, MI 49010

Phone: (269) 686-9088 • Fax: (269) 673-0454

Parks Web: www.allegancounty.org/Parks

Tourism Web: www.visitallegancounty.com

E-mail: parks@allegancounty.org



January 18, 2023

2022 Allegan County Equestrian Trails Lease Report

2022 marked year fourteenth (14) of the 25-year lease agreement between Allegan County and the State of Michigan for the Allegan County Equestrian Trail System (ETS). During this fourteenth year of the ETS system most of the work by the County and volunteers focused on trail maintenance, trail signage, marketing & promotion, access through campgrounds to campsites and day ride parking areas, and general administrative duties associated with the ETS trail network.

The number of hours worked on the ETS in 2022, and the associated costs, are as follows:

Allegan County Parks Manager:

Time spent on ETS -	42 hours
<u>Salary rate -</u>	<u>\$38/hour</u>
Total expenditure -	\$1596.00

Hours for the Parks Manager were spent meeting with volunteers and staff to see what issues needed to be addressed, ensuring maintenance was being completed, overseeing volunteers work, marketing and promotion of the trails, approving trail signage and planning future improvements for the day ride parking areas, equestrian campsites & roads at all campgrounds..

Parks and Tourism Administrative Assistant:

Time spent on ETS -	20 hours
<u>Salary rate -</u>	<u>\$27/hour</u>
Total expenditure -	\$540.00

Hours for the administrative assistant were spent primarily responding to questions from the public regarding the trail system, selling season passes for usage on the trails, processing invoices and helping to promote the trails.

Allegan County Park Maintenance Employees:

Time spent on ETS -	40 hours
<u>Salary rate -</u>	<u>\$18/hour</u>
Total expenditure -	\$720

Hours for the Park Maintenance Employees were spent primarily on trail clearing, parking lot and road maintenance, park access and equestrian campsite maintenance.

8

Allegan County Park Ranger Employees:

Time spent on ETS project -	80 hours
<u>Salary rate -</u>	<u>\$16/hour</u>
Total expenditure -	\$1280.00

Hours for the Park Ranger Employees were spent primarily on rule enforcement and education of park users about the ETS system, trail promotion, responding to questions from the public regarding the trail system, collecting fees & selling season passes for usage on the trails, and keeping the equestrian campsites and day use parking lots clean.

FACETS Volunteer Hours:

Time spend on ETS project -	1442 hours
<u>Cost of volunteer time (Independent Sector website) -</u>	<u>\$29.95</u>
<u>/hour</u>	
Total cost of volunteer time -	\$43,187.90

Along with labor costs there were also several material/contractual expenditures made in 2022 for the ETS. The break down for these expenditures is as follows:

Season Passes	\$256.50
PJ Printing- camp with horse permits	\$203.90
Trail Marking Paint	\$137.38
Valmont Compost Structures -signs	\$391.06
SWB Enterprise Dust Control	\$200.00
Custodial Supplies (SC day ride parking area)	\$52.37
<u>Rays Septic Tank (SC day ride parking area)</u>	<u>\$300.00</u>
Total cost of material/contractual expenditures -	\$1541.21
Total spent on ETS in 2022:	\$48,864.21

Environmental Health - Benchmark Data Board of Commissioner Report



	January	February	March	April	May	June	July	August	September	October	November	December
Total Applications Received for the Month												
14 Business Days for the Month are Permits received during	12/22 thru 1/8											
Incomplete and/or Unpaid Submissions within 14 Business Days	5											
Total Eligible for Completion within 14 business day window	31											
Submissions Not Completed within Eligible Time Period	0											
Total Completed	31											
Percentage Complete	100%											

Applications completed prior to 14 day turnaround (only those with proper documentation and fees paid): **Total Completed divided by Total Eligible for Completion within 14 business day window = Percentage Complete**

Number	Percentage
31/31	100%

14 business days from December 22 - January 8

	January	February	March	April	May	June	July	August	September	October	November	December
Total Applications Received												
5 Business Days for Communication	1/9 thru 1/22											
Total Eligible for Communication	82											
Total Not Communicated to within 5 Business Days	0											
Total Communicated to within 5 Business Days	82											
Percentage Complete	100%											

Customers that have been contacted within 5 business days: **Total Communicated to within 5 Business Days divided by Total Eligible for Communication**

Number	Percentage
82/82	100%

5 business days from January 9 - January 22

Environmental Health - Total Services Board of Commissioner Monthly Report



APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	41												41
Septic	51												51
Loan Eval.	6												6
MDHHS Eval.	10												10
SESC	31												31
Raw Land/Soil Eval.	14												14
Investigative Fieldwork	0												0
Monthly Totals	153	0	0	0	0	0	0	0	0	0	0	0	153

SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	33												33
Septic	33												33
Loan Eval.	2												2
MDHHS	4												4
SESC	30												30
Raw Land/ Soil Eval.	4												4
Monthly Totals	106	0	0	0	0	0	0	0	0	0	0	0	106

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	56												56
Septic Finals	17												17
SESC Inspections	2												2
Investigative Fieldwork	0												0
Monthly Totals	75	0	0	0	0	0	0	0	0	0	0	0	75

Total Services Provided	181	0	0	0	0	0	0	0	0	0	0	0	362
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Allegan County Water Study Workgroup

Meeting Minutes

Date of meeting Wednesday, January 18 2:00 pm

Member Name	Group	Attendance	Notes
Dean Kapenga	County Commission	Absent	Meeting conflict
Chad Kraai	Well Driller	Absent	
Brian Talsma	Conservation District	Zoom	
Doug Sweeris	Municipal Water Supply	In Person	
Erick Elgin	Academic	Absent	
Jay Drozd	Agriculture	Absent	
John "Ric" Curtis	Community	In Person	Vice Chair
John Shagonaby	Tribal	Absent	
Tom Kunetz	Community	In Person	Chair
Zachary Curtis	Consultant	Zoom	

Guests and staff: In Person: Randy Rapp, Jill Dunham
 Zoom: Scott Jones and Jaclyn Hulst

Next meeting: Wednesday, February 15, 2023

I. Approval of Agenda

- A. Agenda approved

II. Action Items from previous meeting

- A. Erick Elgin offered to provide a list of water conservation groups around the state. Erick will send by Jan 13. **Not Received**
- B. Tom will send additional questions to Lauren for her response. **DONE**
- C. Tom and Jill will work with Valdis to incorporate the Scope of Work into the full RFP. **In Process**

III. Discussion

- A. Phase 2 Groundwater Study update (Z. Curtis)
 - 1. Zach reviewed the attached presentation.
 - a) Discussion about whether to add 40 year to modeling, not going to add for now.
 - b) Proceed with hydrogeological analysis

IV. Future Work Group meeting schedule (Kunetz)

NOTE: All future meetings of the Water Study Workgroup will be held in the County Services Building Board Room (where the Board of Commissioners meets).

Feb 1	Review Phase 2 study and review Risk Ranking	
Feb 15	Will discuss if meeting is needed at Feb 1 meeting.	
Mar 1	Review recommendations from Hydrosimulatics; Monitoring well locations	
Mar 15	Final comments to Hydrosimulatics on Phase 2	
Spring 2023	Review proposals for Water Supply Master Plan and Public Communication	
Summer 2023	Participate in information gathering sessions with the Water Supply Master Plan and the Public Communications RFP	

V. Action Items

- A. Erick Elgin - a list of water conservation groups around the state.
- B. Tom and Jill working on the RFP
- C. Zach – Research definition of LUST; size? What determined it was leaky?
- D. Randy – How did EGLE select the 7-9 sites that ACHD has to test out of 300+ contamination sites?
- E. Zach will provide shape file and excel list of the approx. 300 contamination sites.

Meeting adjourned 3:42 pm



PHONE: (517) 373-1784
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MattHall@house.mi.gov
www.RepMattHall.com

MICHIGAN HOUSE OF REPRESENTATIVES

MATT HALL
HOUSE REPUBLICAN LEADER

42ND DISTRICT
STATE CAPITOL
P.O. BOX 30014
LANSING, MI 48909-7514

January 11, 2023

City Manager Erik Wilson
211 N Main Street
Plainwell, MI 49080

Dear City Manager Wilson,

Thank you for your service to the City of Plainwell! I'm honored to serve as the newly elected state representative of the 42nd District, which includes the City of Plainwell. I look forward to providing excellent service to you and local residents through an easily accessible state office. My staff and I are always available to assist with any constituent casework, scheduling, or general questions you may have.

You can contact my office by calling (517) 373-1784 or emailing MattHall@house.mi.gov. Correspondences can also be mailed to H-167 State Capitol Building, P.O. Box 30014, Lansing, MI 48909-7514. You may also visit my state website at www.RepMattHall.com for press releases, office hours, e-newsletters and other updates.

Again, I look forward to serving you and our local communities. Please don't hesitate to reach out if you have any questions or seek assistance.

Sincerely,

Matt Hall

House Republican Leader

42nd District – Allegan and Kalamazoo Counties



State Representative Matt Hall



www.RepMattHall.com



matthall@house.mi.gov



The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's (Consumers Energy) December 14, 2022 application requesting the Commission to: 1) authorize Consumers Energy to reconcile the Revenue Decoupling Mechanism for the period October 1, 2021 through September 30, 2022 as proposed; 2) authorize Consumers Energy to apply a one-month per customer credit or surcharge, as proposed, to collect the Revenue Decoupling Mechanism revenues by rate schedule based on the projected number of customers for the April 2023 bill month; 3) authorize Consumers Energy to apply the proposed remaining residual balance reconciliation mechanism to any remaining residual balances that continue to exist after the implementation of the proposed surcharge and credits; and 4) grant Consumers Energy other and further relief.

All documents filed in this case shall be submitted electronically through the Commission's ~~E-Dockets~~ website at: michigan.gov/mpscdockets. 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: mpscdockets@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 May 19, 2022. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

The prehearing is scheduled to be held remotely by video conference or teleconference. Persons filing a petition to intervene will be advised of the process to participate in the hearing.

Any person wishing to participate without intervention under Mich Admin Code, R 792.10413 (Rule 413), or file a public comment, may do so by filing a written statement in this docket. The written statement may be mailed or emailed and should reference Case No. U-21344. Statements may be emailed to: mpscdockets@michigan.gov. Statements may be mailed to: Executive Secretary, Michigan Public Service Commission, 7109 West Saginaw Hwy., Lansing, MI 48917. 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. 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.

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.

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.

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.; 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.

2301-G



ONE ENERGY PLAZA
JACKSON MI 49202

PRESORTED
FIRST CLASS MAIL
US POSTAGE PAID
CONSUMERS ENERGY CO

622
TR 4

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF CONSUMERS ENERGY
COMPANY

CASE NO. U-21344

- Consumers Energy Company requests Michigan Public Service Commission for authority to reconcile its Gas Revenue Decoupling Mechanism and for other relief.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: Thursday, February 16, 2023 at 9:00 AM

BEFORE: Administrative Law Judge Sally Wallace

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8090, or by email at mpscedockets@michigan.gov in advance of the hearing

*****AUTO**ALL FOR AADC 493
Clerk, City of PLAINWELL
211 N Main St
Plainwell MI 49080-1370



Reports & Communications:

A. Rental Rehab Project – Pay Request #1 & #2

The rental rehab project at 112 N. Main St. has begun, which will renovate 4 apartments at the building address. Various contractors have been performing work and need to be reimbursed from the CDBG grant funds. Pay Request #1 covers administrative costs for various testing and CDBG grant manager work. Pay Request #2 covers further administrative expenses as well as contractor expenses for construction.

Recommended action: Consider approving all spending and contracts associated with the CDBG Funds / Rental Rehab Project at 112 North Main Street.

B. Local Government Approval for On-Premises Tasting Room Permit – 119 West Enterprises LLC

The plans for a distillery at the old Warnement Building include a tasting room, which requires a permit from the Michigan Liquor Control Commission. Part of the application process for the permit requires a recommendation for approval from the local legislative body.

Recommended action: Consider approving the request as presented.

C. Resolution 2023-09 – Community Development Block Grant Rental Rehab Authorizing

A resolution was previously approved on May 23, 2022 authorizing the application for the Rental Rehabilitation grant funds and designating the City Manager as the Certifying Officer. The Community Development Manager has been managing the project, with input from the City Manager. The City Manager is recommending the Community Development Manager be designated as the Certifying Officer and be authorized to sign all related documents.

Recommended action: Consider adopting the resolution as presented.

D. DPW – Annual Flower Purchase

DPW purchases flowers for display throughout the warmer months, and has had huge success working with Zeinstra's Greenhouse. They have provided the flowers for the last several years, and take time to plan each location's needs. Superintendent Nieuwenhuis recommends purchasing flowers for the City through Zeinstra's Greenhouse.

Recommended action: Consider approving the annual flower purchase from Zeinstra's Greenhouse in the amount of \$8,473.00.

E. DPW – Well #6 Abandonment

Well #6 was a test well casing installed near well #5. Well #5 was decommissioned and abandoned several years ago due to possible PFAS. With the PFAS issue, the recommendation is to abandon well #6 also. Peerless Midwest is a sole source provider for this type of work, and Superintendent Nieuwenhuis has no concerns about using them for this project.

Recommended action: Consider approving a contract with Peerless Midwest to abandon well #6 in the amount of \$10,250.00.

F. WR – New Lifting Beam for 12th Street Lift Station Pumps

The existing "I" beam must be replaced to accommodate the height, weight and lifting of the new pumps previously approved and purchased for the 12th Street Lift Station. This change was not anticipated, and will be a new expenditure for Otsego Township, as they pay ninety percent of the invoices for the operation and maintenance of the station. Superintendent Pond recommends approving the quote from W Soule, as well as forwarding the proposed project to Otsego Township to gain their support.

Recommended action: Consider approving a contract with W Soule to replace the existing "I" beam at the 12th Street Lift Station in the amount of \$4,575.00.

G. DPS – Agency Accreditation

As part of Presidential Executive Order 14074 signed in May 2022, accreditation standards were developed for state, local and tribal law enforcement agencies. Being an accredited agency is now a requirement for federal grant eligibility, which includes the Patrick Leahy Bulletproof Vest Partnership that the Department of Public Safety currently participates in. This accreditation process ties in with the current Lexipol policy standards. Additionally, PowerDMS allows tracking of the 108 standards that must be met as part of the process.

Recommended action: Consider authorizing the Department of Public Safety to begin the process of Agency Accreditation and approving purchases with the Michigan Association of Chiefs of Police in the amount of \$1,500.00 and PowerDMS in the amount of \$550.00 as part of the process.

H. DPS – 2023 Tahoe Purchase

This purchase will take place in the 2023-2024 budget cycle, however long lead times and supply chain issues require starting the ordering process early in order to avoid extra delays. The 2023 Chevy Tahoe will replace a 2018 Ford Interceptor, and is a comparable vehicle at a lower price point. Berger Chevrolet is a pre-qualified dealer through the MiDEAL program, which ensures that this is the lowest possible price for the 2023 Chevy Tahoe. The cost of the vehicle is expected to be \$41,000.00 and the cost for upfitting the vehicle is expected to be \$15,000.00.

Recommended action: Consider approving the purchase of a 2023 Chevrolet Tahoe patrol vehicle through Berger Chevrolet of Grand Rapids using the MiDEAL program in the amount of \$41,000.00 for the vehicle and \$15,000.00 for vehicle upfitting.

I. Plainwell Paper Mill Buildings – Lead Abatement

The lead abatement project was recently approved by EGLE, and the bulk of the cost can be funded using the remaining EGLE loan proceeds. The City Manager received 3 proposals for the work, and has recommended Young's Environmental perform the abatement work for \$69,000.00, Analytical Testing & Consulting Services perform the professional services oversight for \$11,650, and Nelson Nave for historic architecture oversight for \$1,800.00.

Recommended action: Consider approving the lead abatement project with Young's Environmental, Analytical Testing & Consulting Services and Nelson Nave in the total amount of \$82,450.00.

J. Administration – Monthly Recycling & Semi-Annual Bulk Trash Pickup Special Assessment

The City offers a monthly recycling and semi-annual bulk trash pick up service for its residential property owners. In July of 2022, Republic Services was awarded the contract for the program with a cost increase. The amounts previously assessed with not cover the costs of the new contract. This resolution is the first step in establishing a special assessment district for a public improvement which will cover the costs of the service provided.

Recommended action: Consider adopting Resolution 2023-10 City of Plainwell Special Assessment District No. 23-01 Directing the City Clerk to Cause to be Prepared Preliminary Plans and Specifications Regarding Certain Public Improvements.

K. Budget Amendment – Contribution to OPEB Trust

The City offers certain other post-employment benefits (OPEB) to certain collective bargaining unit participants. During the Fiscal Year 2022 audit, the actuaries updated the city's OPEB liabilities and required trust contributions. The amount that was budgeted for the fiscal year ending June 30, 2023 is too low, and additional funds must be allocated to meet the OPEB required contribution. The additional OPEB costs are associated with POLC union members, therefore the difference needed would come from the General Fund Police/Fire budgets.

Recommended action: Consider approving a budget amendment of \$5,767.00 into the OPEB Fund and approving a contribution of \$15,528.00 to the OPEB Trust.

Reminder of Upcoming Meetings

- February 14, 2023 – Plainwell DDA/BRA/TIFA – 7:30am
- February 15, 2023 – Plainwell Planning – 6:30pm
- February 16, 2023 – Plainwell Parks & Trees – 5:00pm
- **February 27, 2023 – Plainwell City Council – 7:00pm**

Non-Agenda Items / Materials Transmitted

- Allegan County Board of Commissioners Update Administrator's Report – January 26, 2023
- Allegan County Board of Commissioners Update Administrator's Report – February 9, 2023
- 42nd District House Representative & House Republican Leader Matt Hall – January 11, 2023
- Public Notice – Consumers Energy Gas Customers – February 16, 2023 9:00am