

City of Plainwell



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

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

“The Island City”

AGENDA City Council Monday, March 12, 2018 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary – 02/26/2018 Regular Meeting**
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**
 - A. Resolutions 18-06, 18-07 and 18-08 – Adding Streets to Act 51 Map**

Council will consider adopting Resolutions 18-06, 18-07 and 18-08 to add sections of Benhoy, North Anderson and Prince Streets to the State’s Act 51 Mileage Certification.
 - B. DPW – Street Light Purchase**

Council will consider approving the purchase of two (2) Halophane street lights from Kendall Electric for \$5,146.00.
 - C. DPS – Vehicle Equipment Purchase Request**

Council will consider approving the project with Tele-Rad to equip the new patrol vehicle in the amount of \$7,445.00.
 - D. Water System Mapping**

Council will consider approving the 2-phase project with Fleis & Vandenbrink to map the water system for GIS purposes with a total project cost of \$37,000.00
 - E. Setting of Public Hearing – Zoning Ordinance Amendment**

Council will consider setting a public hearing for April 9, 2018 at 7:00pm for purposes of reviewing amendments to the zoning ordinance.
11. **Communications:** The February 2018 Investment and Fund Balance Reports.
12. **Accounts Payable - \$194,127.24**
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

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

MINUTES
Plainwell City Council
February 26, 2018

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Robert Beltran from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel, Councilman Keeler (arrived at 7:08PM) and Councilman Keeney. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 02/12/2018 regular meeting. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None.
7. County Commissioner Report:
Commissioner Black gave his report.
8. Agenda Amendments: None
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Engineer Phil Doorlag from Wightman & Associates briefed Council on the progress of the projects affecting North Prince Street and the M-89 signal. He reported additional signage and street markings necessitating the change order.
A motion by Keeney, seconded by Steele, to approve Change Order #2 for \$889.30 and Payment Request #2 for \$3,588.44 to Kalin Construction for the Prince Street Extension Project. On a voice vote, all in favor. Motion passed.
 - B. Superintendent Pond reported a pump that helps mix the digester process, thereby destroying volatility of the waste, was in need of repairs to avoid a failure. Some parts are being shipped from Washington State, which caused the emergency purchase.
A motion by Keeler, seconded by Keeney, to confirm the emergency purchases from Richalnd Machine and Pump for \$5,700 and from JGM Valve for \$3,956.00 to rebuild a Dystor Chopper Pump. On a roll-call vote, all in favor. Motion passed.
 - C. Superintendent Pond reported a spectrophotometer, used to analyze phosphorus, had failed. Backup systems are in place, but the unit needed replacement and was ordered to account for lead-time in delivery for the replacement.
A motion by Keeney, seconded by Steele, to confirm the emergency purchase from Fisher Scientific for \$3,800.00 to replace a failed spectrophotometer. On a roll-call vote, all in favor. Motion passed.
 - D. Superintendent Updike briefed Council on the bid process for fencing for the dog park and the responses received. The funding has come from public donations and a state grant.
A motion by Keeney, seconded by Keeler, to approve the project for up to 900' of fecing for the Dog Park from Cedar Springs Fence LLC in an amount not to exceed \$10,761.00. On a roll-call vote, all in favor. Motion passed.

- E. Superintendent Updike reported on a recent inspection of the bucket truck and the identification of worn boom hoses that need replacement in order to certify the inspection.
A motion by Keeler, seconded by Overhuel, to approve the project to replace all boom hoses on the bucket truck with Terex Utilities for \$5,025.00. On a roll-call vote, all in favor. Motion passed.
- F. Superintendent Pond reported two other pumps in the digester process are in need of repair/replacement. Upon checking prices and availability of parts, a better solution is to replace two pump with new units for \$11,010 each, plus shipping.
A motion by Keeney, seconded by Keeler, to approve the purchase of two (2) new chopper pumps from JGM Valve for a total of \$23,020.00. On a roll-call vote, all in favor. Motion passed.

11. Communications:

- A. A motion by Steele, seconded by Overhuel, to accept and place on file the January 2018 Water Renewal and Public Safety Reports and the 2017 Parks & Trees Commission Annual Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

- A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$592,281.81 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments None.

14. Staff Comments

Superintendent Updike reported a recent auction netted the city \$9,821 for the sale of the skid steer, which is in excess of the \$8,000 offered as trade-in value. He also noted working on a resolution to accept the Prince Street Extension as a major street. Finally, he provided Council an update on the recent flooding situation and one specific downtown business owner which experienced a new flooding concern.

Superintendent Pond reported also on flooding concerns and increased flow due to river water getting into the stormwater and sanitary sewer systems. He noted a possible cross-connection between those two lines somewhere on Sherwood Street.

Community Development Manager Siegel reported about a March 3 11am grand opening for Joe's Market (formerly Mom & Johns) where they will offer free pizza until 2pm. She also reminded Council about Art Hop in the downtown area on March 9.

Director Bomar gave Council a timeline on the recent social media threat against Plainwell Schools and the Department's investigation.

Clerk/Treasurer Kelley reported working on property tax settlement on March 1 and election training on March 7 in Kalamazoo.

City Manager Wilson reported that Chef Container, the city's contract recycling and bulk-trash provider, has been bought out by Republic Services. Republic will honor the Chef contract which runs through 2022..

15. Council Comments: None

16. Adjournment:

- A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:37 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

SUMMARY
Plainwell City Council
February 26, 2018

1. Mayor Brooks called the regular meeting to order at 7:01 PM in Council Chambers at City Hall.
2. Invocation given by Robert Beltran from Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Brooks, Steele, Keeler, Overhuel, and Keeney. Absent: None
5. Approved Minutes/Summary of the 02/12/2018 regular meeting.
6. Approved Change Order #2 for \$889.30 and Contractor Pay Request #2 for \$3,588.44 to Kalin Construction for the Prince Street Extension Project
7. Approved repair of Dystor Chopper Pump from Richland Machine and Pump for \$5,700 and JGM Valve for \$3,956.
8. Approved purchase of a replacement spectrophotometer from Fisher Scientific for \$3,800.
9. Approved up to 900 linear feet of fencing for the Dog Park from Cedar Springs Fence LLC not to exceed \$10,761.
10. Approved the quote from Terex Utilities for \$5,025 to replace all boom hoses on the bucket truck.
11. Approved purchase of two (2) new chopper pumps form JGM Valve for \$23,020.
12. Accepted and placed on file the January 2018 Public Safety and Water Renewal Reports and the 2017 Parks & Trees Commission Annual Report.
13. Approved Accounts Payable for \$592,281.81.
14. Adjourned the meeting at 7:37 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

Allegan County Board of Commissioners



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

Dean Kapenga, Chairman
Max Thiele, Vice Chairman

BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, March 8, 2018 – 1PM
Board Room – County Services Building

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

9AM

Public: *Judge Bakker introduced newly appointed Judge, Rob Kengis and Myrene Koch as newly appointed Prosecuting Attorney.*

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

DISCUSSION ITEMS:

1. School Safety, Sheriff Frank Baker (*Reached out to schools, met with superintendents, talked about millage to allow deputies in schools, concerned about ratio of counselors to students and ratio of teachers to students. I recommended to sheriff to read book, "Mindsdet", by Carol S. Dweck, PhD, especially chapter 6 regarding bullying.*)
2. Commission on Aging millage (*Reviewed 3 scenarios for ballot question; 1-.436, 2-.5742, 3-.6392*)
3. Opioid Legal Claims (*Discussion*)
4. 2018 Board Planning (*Move to the February 22, 2018 action agenda; passed unanimously*)
5. Administrative Update (*Move to the February 22, 2018 action agenda; passed unanimously*)

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

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

1PM

CALL TO ORDER:

OPENING PRAYER: Commissioner Tom Jessup

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Dave Bee, Director—West Michigan Regional Planning Commission

ADMINISTRATIVE REPORTS:

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

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

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (3/2/18 & 3/9/18) (*\$201,450.69, \$940,926.01; passed unanimously*)

ACTION ITEMS:

1. Administration—approve 2018 Budget Policy (Truth and Taxation) (*Remove Truth and Taxation, update the annual budget schedule, advertise budget hearing 6 days prior to 1st BoC meeting in October, Appropriation Act Resolution (Act 621 of 1978) and Elected Officials Salaries (Act 154 of 1879), effective March 8, 2018; passed 6-1 Thiele*)

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

Mission Statement

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

2. Administration—Mileage Reimbursement Language (166-334) (*Eliminate Traveling and Training Policy and to refer to the budget policy to align with reimbursement taxes; passed unanimously*)
 3. Parks—approve West Side Park Mitigation Plan (*The water raises heck with the ramp. Will identify a safe and sustainable method to re-establish ADA accessibility onto the beach funded by the MMRMA (insurance), and in addition to not exceed \$30,000 of Allegan County; passed unanimously*)
 4. ACC Building – Asset Review (166-264) (*Toured the vacated building at 277 North Street, consider county use or sell? Valued by MMRMA at \$1,202,000.00. Moved to this afternoon action to sell; passed 6-1 Dugan*)
-

DISCUSSION ITEMS:

1. Board of Commissioners—discuss Lake Michigan Water Supply System (*Discussion. Question to District #7, should the BoC consider tapping Lake Michigan water for future use in your municipality?*)
-

NOTICE OF/ APPOINTMENTS & ELECTIONS:

1. Economic Development Commission (E):
 - Arts & Culture Representative—term expires 12/31/18
 - Non-Profit Representative—new term due to change in bylaws
 - Recreation & Tourism Representative—term expired 12/31/17

FUTURE AGENDA ITEMS:

REQUEST FOR PER DIEM/MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(As vice-chair must be provided a cell phone in event of emergency.*
- District-4-Mark DeYoung-*(Law suit is over against The Tribe-winner)*
- District-5-Tom Jessup-*(Nothing)*
- District-6-Gale Dugan-*(LIS has been asked to help map potential bike trails)*
- District-7-Don Black-*(Collected about 500 gallon maple sap so far this season)*

District #7 Commissioner (616) 920-2875 Don Black Synopsis-March 8, 2018
(Comments in italics are my opinions and interpretation of the Commission meeting and actions)

Evaluation Instruments

“Not everything that counts can be counted; and not everything that can be counted counts.” Albert Einstein

ADJOURNMENT: Next Meeting – Thursday, March 22, 2018, 1PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

Resolution 18-06
City of Plainwell

**A RESOLUTION REGARDING AN ADDITION
TO THE ACT 51 MILEAGE CERTIFICATION:**

BENHOY STREET

At a regular meeting of the Plainwell City Council of Plainwell Michigan on March 12, 2018, the following resolution was offered by _____, and seconded by _____

WHEREAS, the City of Plainwell has one block of a Local Street, Benhoy Street, that is not presently shown on the Act 51 street system map, and,

WHEREAS, that section of Benhoy Street is located in a City of Plainwell right-of-way and is under municipal control, and

WHEREAS, that section of Benhoy Street is a public street and is for public streets purposes, and

WHEREAS, that section of Benhoy Street has been accepted into the City of Plainwell street system and has been open to the public for public use prior to December 31, 2017, and

WHEREAS, it is necessary to furnish certain documentation to the State of Michigan to place this street within the City Street System for the purpose of obtaining funds under ACT 51, P.A. 1951 as amended;

NOW, THEREFORE, BE IT RESOLVED:

That the centerline measurement of the street in question is described as:

BENHOY STREET FROM THE CENTERLINE OF ITS INTERSECTION WITH NORTH SUNSET STREET, NORTHWEST ONE HUNDRED NINETY TWO FEET TO ITS TERMINUS AT THE WEST TOWN APARTMENT COMPLEX DRIVE.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED – March 12, 2018

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Plainwell, County of Allegan, State of Michigan, at a regular meeting held on March 12, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Brian Kelley, City Clerk/Treasurer

Resolution 18-07
City of Plainwell

**A RESOLUTION REGARDING AN ADDITION
TO THE ACT 51 MILEAGE CERTIFICATION:**

NORTH ANDERSON STREET

At a regular meeting of the Plainwell City Council of Plainwell Michigan on March 12, 2018, the following resolution was offered by _____, and seconded by _____

WHEREAS, the City of Plainwell has one block of a Major Street, North Anderson Street, that is not presently shown on the Act 51 street system map, and,

WHEREAS, that section of North Anderson Street is located in a City of Plainwell right-of-way and is under municipal control, and

WHEREAS, that section of North Anderson Street is a public street and is for public streets purposes, and

WHEREAS, that section of North Anderson Street has been accepted into the City of Plainwell street system and has been open to the public for public use prior to December 31, 2017, and

WHEREAS, it is necessary to furnish certain documentation to the State of Michigan to place this street within the City Street System for the purpose of obtaining funds under ACT 51, P.A. 1951 as amended;

NOW, THEREFORE, BE IT RESOLVED:

That the centerline measurement of the street in question is described as:

NORTH ANDERSON STREET FROM THE CENTERLINE OF ITS INTERSECTION WITH BANNISTER STREET, NORTH, ONE HUNDRED TWENTY-THREE FEET TO ITS TERMINUS AT THE CITY BAND SHELL PARK.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED – March 12, 2018

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Plainwell, County of Allegan, State of Michigan, at a regular meeting held on March 12, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Brian Kelley, City Clerk/Treasurer

Resolution 18-08
City of Plainwell

**A RESOLUTION REGARDING AN ADDITION
TO THE ACT 51 MILEAGE CERTIFICATION:**

PRINCE STREET

At a regular meeting of the Plainwell City Council of Plainwell Michigan on March 12, 2018, the following resolution was offered by _____, and seconded by _____

WHEREAS, the City of Plainwell has constructed a new section Prince Street, and,

WHEREAS, that section of Prince Street is located in a City of Plainwell right-of-way and is under municipal control, and

WHEREAS, that section of Prince Street is a public street and is for public streets purposes, and

WHEREAS, that section of Prince Street has been accepted into the City of Plainwell street system and has been open to the public for public use prior to December 31, 2017, and

WHEREAS, it is necessary to furnish certain documentation to the State of Michigan to place this street within the City Street System for the purpose of obtaining funds under ACT 51, P.A. 1951 as amended;

NOW, THEREFORE, BE IT RESOLVED:

That the centerline measurement of said street is described as:

THAT PART OF THE NORTH HALF OF SECTION 30, TOWNSHIP 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, DESCRIBED AS:
COMMENCING AT THE EAST ¼ CORNER OF SAID SECTION 30; THENCE NORTH 57 DEGREES, 25' 01" WEST 2840.27 FEET TO THE INTERSECTION OF THE CENTERLINE OF ALLEGAN STREET (M-89 HIGHWAY) AND THE WESTERLY PLAT LINE OF RIVER VIEW ADDITION, AS RECORDED IN LIBER 4 OF PLATS, PAGE 13, ALLEGAN COUNTY RECORDS: THENCE NORTH 57 DEGREES 30' 31" WEST ON SAID CENTERLINE 269.34 FEET TO THE POINT OF BEGINNING OF THE CENTERLINE HEREIN DESCRIBED; THENCE NORTH 29 DEGREES 17' 11" EAST 422.30 FEET TO THE POINT OF ENDING.

YES:

NO:

ABSENT:

RESOLUTION DECLARED ADOPTED – March 12, 2018

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Plainwell, County of Allegan, State of Michigan, at a regular meeting held on March 12, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Brian Kelley, City Clerk/Treasurer

DRAFT



“The Island City”

MEMORANDUM

126 Fairlane Street
Plainwell, Michigan 49080
Phone: 269-685-9363
Fax: 269-685-7278

To: Erik Wilson, City Manager
From: Rick Updike, Public Works Superintendent
CC: Brian Kelley, Treasurer
Subject: Recommendation to Council for purchase of two (2) street lights
Date: February 19, 2018

A private vehicle plowing a private portion of the London Grill parking lot recently knocked down and destroyed a City owned street light. Another plow driver was questioned plowing the same location at a later date and provided information on the vehicle that hit the light. A police report was filed and the Department of Public Works (DPW) intends to bill the company causing the damage.

Kendal Electric of Kalamazoo is the authorized dealer for Halophane street lights, the City specified street lights used in the Central Business District. DPW recently received a quote from Kendal on a replacement light pole for the damaged pole in the London Grill lot. Shipping on the unit was \$500 for one light or \$500 for two lights. DPW can reduce the charges to the contractor damaging the light and, also, get cut-rate shipping on another light for stock.

It is my recommendation that Council authorize the purchase of two Halophane street lights from Kendal Electric for \$5146.

MEMORANDUM



"The Island City"

119 Island Ave
Plainwell, Michigan 49080
Phone: 269-685-9858
Fax: 269-685-5460
Email: publicsafety@plainwell.org

To: Erik J. Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Treasurer
Subject: New Police Vehicle Equipment Purchase Request
Date: March 6, 2018

The Plainwell Department of Public Safety is requesting the purchase of new patrol vehicle equipment and the up-fitting labor cost for the already approved purchase of a 2018 Ford Utility Police Service Package. This purchase was approved for the 2017-2018 budget year and will expense to the city "Capital Purchase Fund" account # 661-970-971.000. The purchase of this equipment and installation will make this a functional police service vehicle.

Not all of the existing equipment will transfer from a Chevy Tahoe to a Ford Utility. The Tahoe is also going to be transferred to the fire service for a medical first responder vehicle maintaining some of the existing equipment such as the light bar and center console.

Two police vehicle up-fitter companies were contacted to supply, install, and transfer usable equipment from the old patrol vehicle, i.e. radio, radar, center and etc. The two companies provided a quote of comparable equipment and labor costs which are available upon request.

\$40,000.00 was approved in the 2017-18 budget year for this project. The total cost to purchase a new patrol vehicle, equipment and up-fitting, came to \$38,690.00.

The two vendors providing quotes are:

Tele-Rad, Holland, MI	\$7,445.00
C-Comm, Allegan, MI	\$9,132.65

I will be recommending the Tele-Rad of Holland bid to be approved for **\$7,445.00**. This is for the new patrol vehicle equipment and transferrable equipment to be installed. This vendor has been used by this department previously and most recently was responsible for installation services for the Allegan County 800MHz radio project. The delivery of the new patrol vehicle should be in the next couple of weeks.



March 9, 2018

Mr. Erik Wilson
City of Plainwell
211 North Main Street
Plainwell, MI 49080

RE: Proposal for water system mapping

Dear Erik,

This is the proposal for mapping the City's water system as we discussed at our meeting on February 28.

We propose to map the existing water valves and hydrants using survey grade GPS equipment and incorporate their locations into the City GIS. This includes the following tasks:

- 1) Meet with the City to create an attribute list for the valves and hydrants
- 2) Map the valves, hydrants and service connection (stop boxes) in the field
- 3) Compile an initial map based on existing plans and the mapping done
- 4) Review initial map with the City to reconcile any issues encountered
- 5) Populate the attributes with data as provided by City Personnel
- 6) Create GIS layers and review them with the City
- 7) Incorporate any specific information such as lead cards into the GIS
- 8) Install the new water system GIS and data into the City GIS
- 9)

We propose to do the work in two phases, the first phase ends on July 1, 2018 and the second phase begins July 2, 2018 and ends June 30, 2019.

Our fee for Phase 1 is \$12,500, and the fee for Phase 2 is \$24,500 for a total project fee of \$37,000

Our fee is based on mapping roughly 714 valves and 269 hydrants. We assume that the mapping effort will be a coordinated effort with City personnel marking the service connections prior to the field mapping by F&V.

If this proposal is acceptable we will prepare a Professional Services Agreement for your signature that once signed will be our authorization to proceed.

Thank you for this opportunity to be your partner in improving the City's infrastructure.

Sincerely,

Fleis & VandenBrink, Inc.

Max George, PS
Survey & GIS Group Manager

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 02/28/2018

Brian Kelley, City Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
DN: c=US, st=MI, l=City of Plainwell,
o=Internet Widgits Pty Ltd, cn=Brian
Kelley, email=bkelley@plainwell.org
Date: 2018.03.01 12:13:47 -0500

	Investment Type	CUSIP	Principal Purchase	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment	N/A	\$358,862	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		1.61%	
2	365-Day CD	N/A	\$252,154	Chemical Bank	Laree Waanders - 269.857.9002	06/30/2017	06/30/2018	1.30%	122
3	270-Day CD	N/A	\$101,123	Chemical Bank	Laree Waanders - 269.857.9002	08/26/2017	05/23/2018	1.30%	84
4	365-Day CD	N/A	\$150,000	Flagstar Bank	Lisa Powell - 616.285.2863	07/27/2017	07/27/2018	1.35%	149
5	274-Day CD	N/A	\$15,099	Chemical Bank	Laree Waanders - 269.857.9002	08/10/2017	05/11/2018	1.30%	72
6	365-Day CD	N/A	\$150,828	Northstar Bank	Julie Smith - 810.329.7104	02/13/2018	02/13/2019	1.75%	350
7	270-Day CD	N/A	\$100,759	Northstar Bank	Julie Smith - 810.329.7104	08/16/2017	05/13/2018	1.50%	74
8									
9									
10									
11									
12									
13									
14									
15									

Total Investments: \$1,128,824.57

Average Yield: 1.44%

Cash Activity for the Month

Cash, beginning of month: \$1,129,820.52

Cash, end of month: \$1,067,455.41

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.03.09 13:06:30 -0500

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **2/28/2018**

% OF FISCAL YEAR: **66.58%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
	General	263,071	454,546	1,728,694				
Major Streets	67,748	88,027	140,038	214,263	13,803	36,743	306,053	70.01%
Local Streets	73,526	39,835	115,679	222,258	(66,744)	(24,740)	259,954	85.50%
Solid Waste	9,156	2,956	168,809	102,845	68,920	68,845	173,327	59.34%
Fire Reserve	56,229	61,176	80,495	69,155	72,517	72,517	72,525	95.35%
Airport	38,727	44,549	40,425	57,216	27,758	21,456	82,461	69.39%
Revolving Loan	18,787	61,170	9,435	10,000	60,605	18,822	10,000	100.00%
Capital Improvement	33,380	38,327	80,107	51,058	67,376	67,376	83,198	61.37%
Brownfield BRA	20,534	17,229	178,254	172,288	23,195	24,196	269,188	64.00%
Tax Increment TIFA	57,964	57,104	54,872	31,408	80,568	80,568	44,900	69.95%
Downtown DDA	12,995	9,756	42,998	31,359	21,395	23,957	44,887	69.86%
Sewer	701,829	786,466	954,162	876,773	863,855	664,823	1,439,517	60.91%
Water	289,143	293,634	337,151	415,440	215,345	208,556	621,553	66.84%
Equipment	157,883	151,916	175,423	170,341	156,998	158,198	271,699	62.69%
OPEB**	62,427	62,427	27,934	38,981	51,381	51,381	41,095	94.86%
	1,863,399	2,169,118	4,134,479	3,912,620	2,390,976	2,196,880	5,900,340	66.31%

* - Amounts taken from audited financial statements as of June 30, 2017

** - 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 DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org Date: 2018.03.09 13:07:39 -0500</small>	Insert Signature:	Brian Kelley <small>Digitally signed by Brian Kelley DN: c=US, st=MI, l=City of Plainwell, o=Internet Widgits Pty Ltd, cn=Brian Kelley, email=bkelley@plainwell.org Date: 2018.03.01 12:23:41 -0500</small>



"The Island City"

MEMORANDUM

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

TO: Erik J. Wilson, City Manager
FROM: Brian Kelley, City Clerk/Treasurer
DATE: March 12, 2018
SUBJECT: Accounts Payable Register

ACTION RECOMMENDED: The City Council should consider approving the Invoice Approval Register and the Off-Cycle Payment Authorization reports, as presented.

The City Council reviews and approves the Accounts Payable total at each Council Meeting, which includes an Invoice Approval Register and an Off-Cycle Payment Authorization report. The Invoice Approval Register lists the regular billings issued to the city and consists, primarily, of paper checks. The Off-Cycle Payment Authorization report includes automated clearing house (ACH) payments, paper checks and electronic funds transfer (EFT) payments.

The attached documents cover the period from February 27 through March 15, 2018 and includes the following breakdown:

Paper checks in regular bill listing:	\$ 67,815.06
Other paper checks issued off-cycle:	80,839.10
ACH payments for property taxes:	14,446.27
ACH payments for city business:	30,246.69
EFT payments (auto-pay payments):	<u>780.12</u>
Total Accounts Payable	<u><u>\$194,127.24</u></u>

03/08/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 03/13/2018 - 03/13/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL 10018936	17/18 ANNUAL CHLORINE & SULFUR WR (CREDIT)	(700.00)
	SLS 10068570	WATER TREATMENT CHEMICALS	199.75
	SLS 10068572	17/18 ANNUAL PURCHASE OF CHLORINE & SULFUR	1,534.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			1,033.75
000138	AMERICAN OFFICE SOLUTIONS		
	IN152821	2/22/18 - 3/21/18 PD COPIER	99.95
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			99.95
000035	APPLIED IMAGING		
	1076656	2/16/18 - 3/15/18 DPW/WR COPIER	45.52
TOTAL FOR: APPLIED IMAGING			45.52
004813	ASSIST PLUS LLC		
	PLW18001	LIGHT BAR FOR NEW GATOR	150.00
TOTAL FOR: ASSIST PLUS LLC			150.00
004167	B & B TRUCK FIRE DIVISION MASON DY		
	858	2011 FORD TRUCK T-63 REPAIR	830.61
TOTAL FOR: B & B TRUCK FIRE DIVISION MASON DY			830.61
000843	B & C TROPHY		
	43595	SIGN/SWEATERS E.WILSON R. BROOKS	139.00
TOTAL FOR: B & C TROPHY			139.00
002323	BELLE TIRE		
	30998327	TIRES FOR #18	356.00
	31087831	TIRES FOR TRAILER	276.00
TOTAL FOR: BELLE TIRE			632.00
000155	BRAVE INDUST FASTENERS		
	140065	MISC PARTS DPW	450.82
	140125	METER BOLTS & NUTS	49.68
	140170	#12 REPAIR VAC PUMP	18.00
TOTAL FOR: BRAVE INDUST FASTENERS			518.50
002527	C.O.P.S. TRUST INSURANCE		
	2018-03	MARCH 2018 HEALTH INSURANCE	1,635.70
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,635.70
002785	CATES FLY INN LLC		
	1808	2017/2018 PLOWING @THE AIRPORT	325.00
TOTAL FOR: CATES FLY INN LLC			325.00
002458	CHAMPION LAW OFFICES		
	2017-11/12	ATTORNEY FEES NOV & DEC 2017	1,120.96
TOTAL FOR: CHAMPION LAW OFFICES			1,120.96
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	2018-03 AIRPORT	3/7/18 - 4/6/18 AIRPORT INTERNET	74.00
	2018-03 AIRPORT INTE	3/1/18 - 3/31/18 AIRPORT INTERNET	109.98
	2018-03 CITY HALL	3/5/18 - 4/4/18 CITY HALL INTERNET/PHONE	520.39
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			704.37
002890	CHEF CONTAINER LLC		

	429540	3/1/18 - 3/31/18 RESIDENTIAL RECYCLE	2,445.30
TOTAL FOR: CHEF CONTAINER LLC			2,445.30

004843	COLE-PARMER		
	1408979	CABLE FOR WR PLANT	155.00
TOTAL FOR: COLE-PARMER			155.00

000009	CONSUMERS ENERGY		
	2018-02	1/30/18 - 2/27/18	4,321.78
	2018-03A	2/1/18 - 2/28/18 CONSUMERS ENERGY	124.96
	9312182504	201 ALLEGAN ST LAND LEASE 2018	25.00
TOTAL FOR: CONSUMERS ENERGY			4,471.74

002703	CONTINENTAL LINEN SERVICES INC		
	2018-02 CITY HALL	2018-02 CITY HALL RUGS	43.04
	2018-02 DPS/FIRE	2018-02 DPS/FIRE RUGS	38.74
	2018-02 DPW	2018-02 DPW UNIFORMS/RUGS/MISC	132.96
	2018-02 WR	2018-02 WR UNIFORMS/RUGS/MISC	59.34
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			274.08

002391	CYBERMIND INC		
	NET-474771	3/1/18 - 4/1/18 WEBSITE FEES	49.95
TOTAL FOR: CYBERMIND INC			49.95

000157	DAVID RANTZ		
	2018-02	MEALS FROM RIFLE CLASS IN HOLLAND	20.00
TOTAL FOR: DAVID RANTZ			20.00

REFUND UB	DEAN, CHRISTIAN		
	03/08/2018	UB refund for account: 06-00088803-05	8.11
TOTAL FOR: DEAN, CHRISTIAN			8.11

000867	DETROIT PUMP & MFG INC		
	1049981	VALVE ASSEMBLY	187.52
TOTAL FOR: DETROIT PUMP & MFG INC			187.52

004136	DICKINSON WRIGHT PLLC		
	1235300	JAN 2018 BALANCE OF PROFESSIONAL SERVICES	2,090.00
TOTAL FOR: DICKINSON WRIGHT PLLC			2,090.00

000985	EVOQUA WATER TECH (ENVIREX PRODUCTS)		
	903438292	TWO NEW PRV STEM ASSEMBLEYS WR PLANT	1,376.00
TOTAL FOR: EVOQUA WATER TECH (ENVIREX PRODUCTS)			1,376.00

000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM)		
	903457331	17/18 BIOXIDE PURCHASE ORDER FOR MARTIN	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM)			300.00

000166	FISHER SCIENTIFIC		
	6080356	NEW SPECTORPHOTO METER FOR WR	3,800.63
TOTAL FOR: FISHER SCIENTIFIC			3,800.63

002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	5971	PD FUEL 2/28/18	920.61
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			920.61

000955	GALLS INC/ AN ARAMARK COMPANY		
	009406210	BARRIER TAPE PD/FIRE	189.57
TOTAL FOR: GALLS INC/ AN ARAMARK COMPANY			189.57

004808	GARY'S LAWN AND GARDEN		
	151572	FIRE DEPT	304.55
TOTAL FOR: GARY'S LAWN AND GARDEN			304.55

000910	GRAINGER DIV OF W W		
	9704888958	PENETROMETER	90.96
TOTAL FOR: GRAINGER DIV OF W W			90.96

002404	GREENMARK EQUIP FILLMORE EQUIPMENT		
	P10764	HYDRAULIC METER	632.73
TOTAL FOR: GREENMARK EQUIP FILLMORE EQUIPMENT			632.73

004861	JGM VALVE		
	18-12059	PARTS TO REBUILD DYSTOR CHOPPER PUMP	4,019.06
TOTAL FOR: JGM VALVE			4,019.06

000309	JOHN VARLEY		
	17/18 B CLOTHING ALL	17/18 B CLOTHING ALLOWANCE	120.91
	17/18 SHOE ALLOWANNNC	17/18 SHOE ALLOWANCE	59.34
TOTAL FOR: JOHN VARLEY			180.25

000079	KAECEHE PUBLICATIONS INC		
	38810	FEB 2018 SUMMARIES/ZONING AMENDMENTS	229.40
	38811	2/22/18 DDA AD	70.00
TOTAL FOR: KAECEHE PUBLICATIONS INC			299.40

004206	MADISON NATIONAL LIFE INSURANCE CO		
	1288008	MARCH 2018 LIFE INSURANCE	98.99
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			98.99

000017	MASTERCARD		
	2018-02	FEB 2018 CITY MASTERCARD	62.91
TOTAL FOR: MASTERCARD			62.91

000077	MCMMASTER- CAR SUPPLY		
	56825632	WR	191.92
TOTAL FOR: MCMMASTER- CAR SUPPLY			191.92

000609	MIDWAY CHEVROLET		
	53864	TRUCK REPAIR	6,319.92
TOTAL FOR: MIDWAY CHEVROLET			6,319.92

002622	MIDWEST CUSTOM EMBROIDERY		
	15824	PUBLIC SAFETY HATS MISC	482.44
TOTAL FOR: MIDWEST CUSTOM EMBROIDERY			482.44

004837	MUNICIPAL WEB SERVICES		
	52948	MARCH 2018 WEBSITE UPDATED	200.00
TOTAL FOR: MUNICIPAL WEB SERVICES			200.00

002536	NORMAN BUILDERS		
	2018-02	FEBRUARY 2018 SNOWPLOWING @ THE AIRPORT	907.00
TOTAL FOR: NORMAN BUILDERS			907.00

000096	NYE UNIFORM CO INC		
	606633	MISC FIRE DEPT. (OLD UNPAID INVOICE)	188.08
	639333	(CREDIT)	(68.50)
TOTAL FOR: NYE UNIFORM CO INC			119.58

000095	ONE WAY PRODUCTS INC		
	637313	C-FOLD TOWELS & TOILET PAPER FOR WR	289.76
TOTAL FOR: ONE WAY PRODUCTS INC			289.76

000282	OUDBIER INSTRUMENT CO INC		
	8651	CUSHMAN AND OTSEGO LIFT STATION	323.40
	8657	WR	291.00
TOTAL FOR: OUDBIER INSTRUMENT CO INC			614.40

004852	PACE ANALYTICAL SERVICES LLC		
	1846206299	WR	310.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			310.00

000233	PEERLESS-MIDWEST INC		
	54592	OVERHAUL PUMP AT WELL #7	21,494.00
TOTAL FOR: PEERLESS-MIDWEST INC			21,494.00

004855	PLAINWELL ACE HARDWARE		
	390	GATOR PARTS	23.49
	391	LONDON GRILLE FENCE REPAIR	5.95
	396	HOLE SAW (DPW)	8.99
	397	MISC HOLE SAW	12.99
	403	NOZZLE	14.99
	404	GATOR PARTS	12.75
	408	GATOR #22	12.49
	415	MISC	8.97
TOTAL FOR: PLAINWELL ACE HARDWARE			100.62

000004	PLAINWELL AUTO SUPPLY INC		
	2018-02	FEB 2019 STATEMENT	1,119.28
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			1,119.28

000053	POSTMASTER		
	2018-02 PERMIT FEE	2018 PRESORTED PERMIT FEE #58	225.00
TOTAL FOR: POSTMASTER			225.00

001448	PROFESSIONAL CODE INSPECTIONS		
	5647	FEB 2018 PERMITS	1,398.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			1,398.00

004198	QUALITY CYLINDER SERVICES LLC		
	9120	REPAIR TRUCK #10	245.55
TOTAL FOR: QUALITY CYLINDER SERVICES LLC			245.55

004221	R.W.LAPINE INC MECHANICAL CONTRACTO		
	3578	CITY HALL NO HEAT	217.00
TOTAL FOR: R.W.LAPINE INC MECHANICAL CONTRACTO			217.00

001748	REPUBLIC WASTE SERVICES		
	0249-00585275	3/1/18 - 3/31/18 DPW OFFICE RECYCLE	229.16
	0249-005858757	3/1/18 - 3/31/18 WR CITY OFFICE GARBAGE	215.07
TOTAL FOR: REPUBLIC WASTE SERVICES			444.23

002644	RIETH-RILEY CONSTRUCTION CO INC		
	7176690	COLD PATCH	717.20
TOTAL FOR: RIETH-RILEY CONSTRUCTION CO INC			717.20

000011	SHOPPERS GUIDE INC		
	2018-02	FEB 2018 ART HOP AD	39.79
TOTAL FOR: SHOPPERS GUIDE INC			39.79

000100	SIEGFRIED CRANDALL PC		
	95037	FEB 2018	100.00
TOTAL FOR: SIEGFRIED CRANDALL PC			100.00

002653	VAN MANEN OIL COMPANY		
	2154649	DIESEL FUEL DPW 2/28/18	608.48
	2154650	REGULAR GAS 2/28/18	379.41
TOTAL FOR: VAN MANEN OIL COMPANY			987.89

000034	VERIZON		
	9802277461	1/24/18 - 2/23/18 PHONE/WIFI	112.65
	9802277462	1/24/18 - 2/23/18 CELL PHONE BILLS	955.61

TOTAL FOR: VERIZON 1,068.26

001536 WASHWELL-STADIUM DRIVE GROUP-SOAP 1999 FEB 2018 PD DRYCLEANING 35.50
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP 35.50

004190 WATER SOLVE LLC 7438 WR - DRUM 975.00
TOTAL FOR: WATER SOLVE LLC 975.00

TOTAL - ALL VENDORS 67,815.06

INVOICE AUTHORIZATION

Person Compiling Report

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

Insert Signature:
Cheryl Pickett
Digitally signed by Cheryl Pickett
DN: c=US, st=Michigan, I=Plainwell, o=City of Plainwell, ou=CoP, cn=Cheryl Pickett, email=cpickett@plainwell.org
Date: 2018.03.08 09:18:44 -05'00'

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:
Brian Kelley
Digitally signed by Brian Kelley
DN: c=US, st=MI, I=City of Plainwell, o=Internet Widgits Pty Ltd, cn=Brian Kelley, email=bkelley@plainwell.org
Date: 2018.03.09 15:01:09 -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: 2018.03.08 10:42:51 -05'00'

Bill Bomar, Public Safety Director

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

Insert Signature:
Bill Bomar
Digitally signed by Bill Bomar
Date: 2018.03.08 10:15:37 -05'00'

Rick Updike, 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:
Rick Updike
Digitally signed by Rick Updike
Date: 2018.03.08 13:52:26 -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
DN: c=US, st=Michigan, I=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org
Date: 2018.03.09 13:05:57 -05'00'

03/08/2018

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 02/27/2018 - 03/20/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank APPNC PNC Accounts Payable Checking					
Check Type: EFT Transfer					
02/28/2018	APPNC	460(E)	PNC BANK (SERVICE CHARGE)	FEBRUARY 2018 PNC BANK SERVICE CHARGES	6.00
Total EFT Transfer:					<u>6.00</u>
APPNC TOTALS:					
Total of 1 Checks:					6.00
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					<u>6.00</u>
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction					
03/02/2018	CBGEN	1276(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2017 WINTER TAX COLLECTED THRU 02/28/201	3,107.80
03/02/2018	CBGEN	1277(A)	ALLEGAN COUNTY TREASURER	2017 SUM/WIN TAX/INT COLL THRU 02/28/201	1,897.92
03/02/2018	CBGEN	1278(A)	PLAINWELL COMMUNITY SCHOOLS	2017 WINTER TAX COLLECTED THRU 02/28/201	9,315.72
03/02/2018	CBGEN	1279(A)	RANSOM DISTRICT LIBRARY	2017 SUMMER TAX/INT COLL THRU 02/28/2018	124.83
03/15/2018	CBGEN	1282(A)	BANK OF NEW YORK MELLON NA	MARCH 2018 DEBT SERVICE PAYMENT	30,246.69
Total ACH Transaction:					<u>44,692.96</u>
Check Type: EFT Transfer					
03/02/2018	CBGEN	1280(E)	STATE OF MICHIGAN	FEBRUARY 2018 AIRPORT FUEL SALES TAX	30.04
03/15/2018	CBGEN	1281(E)	CITY OF PLAINWELL	MARCH 2018 WATER/SEWER BILLS	314.05
03/05/2018	CBGEN	1283(E)	UNITED HEALTHCARE INSURANCE COMPANY	MARCH 2018 RETIREE HEALTH PREMIUM - TOWN	173.89
03/06/2018	CBGEN	1284(E)	UNITED HEALTHCARE INSURANCE COMPANY	MARCH 2018 RETIREE HEALTH PREMIUM - WHIT	190.73
03/09/2018	CBGEN	1285(E)	SILVERSCRIPT INSURANCE COMPANY	MARCH 2018 RETIREE SCRIPT PREMIUM - WHIT	28.50
03/09/2018	CBGEN	1286(E)	SILVERSCRIPT INSURANCE COMPANY	MARCH 2018 RETIREE SCRIPT PREMIUM - TOWN	29.10
03/09/2018	CBGEN	1287(E)	CENTURYLINK	FEBRUARY 2018 LONG DISTANCE	7.81
Total EFT Transfer:					<u>774.12</u>

Check Type: Paper Check

02/27/2018	CBGEN	12034	POSTMASTER	to mail March 1 utility bills	563.80
02/27/2018	CBGEN	12035	KALIN CONSTRUCTION CO INC	PAY ESTIMATE #2 - PRINCE STREET EXTENSIO	3,588.44
02/27/2018	CBGEN	12036	PRIORITY HEALTH	MARCH 2018 HEALTH INSURANCE PREMIUM	30,385.89
02/28/2018	CBGEN	12037	CRA 200 ALLEGAN STREET LLC	REIMBURSEMENT AGREEMENT PAYMENT	2,793.01
02/28/2018	CBGEN	12038	ALLEGAN AREA EDUCATION SVC AGENCY	2017 WINTER IFT COLLECTIONS	3,819.80
02/28/2018	CBGEN	12039	ALLEGAN COUNTY TREASURER	2017 WINTER IFT COLLECTIONS	1,727.08
02/28/2018	CBGEN	12040	PLAINWELL COMMUNITY SCHOOLS	2017 WINTER IFT COLLECTIONS	8,830.78
02/28/2018	CBGEN	12041	STATE OF MICHIGAN	2017 WINTER IFT COLLECTIONS	19,174.51
03/01/2018	CBGEN	12042	AT&T - SBC	1/14/18 - 2/13/18 DPW SECURITY GATE	2,220.17
03/01/2018	CBGEN	12043	CONSUMERS ENERGY	1/20/18 - 2/19/18 WR PLANT ELECTRIC	7,085.12
03/01/2018	CBGEN	12044	US BANK EQUIPMENT FINANCE (COPIER)	MARCH 2018 CITY HALL COPIER	147.00
03/06/2018	CBGEN	12045	PITNEY BOWES/PURCHASE POWER	POSTAGE ON METER 1/24/18	503.50
Total Paper Check:					80,839.10

CBGEN TOTALS:

Total of 24 Checks:	126,306.18
Less 0 Void Checks:	0.00
Total of 24 Disbursements:	126,306.18

REPORT TOTALS:

Total of 25 Checks:	126,312.18
Less 0 Void Checks:	0.00
Total of 25 Disbursements:	126,312.18

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
DN: c=US, st=MI, l=City of Plainwell,
o=Internet Widgits Pty Ltd, cn=Brian
Kelley, email=bkelley@plainwell.org
Date: 2018.03.08 16:00:19 -0500

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.03.09 13:05:34 -0500

Dear Sergeant Bruce,

I'm not sure if you remember me, my name is Alissa Hiatt and I was in your custody the morning of February 5, 2018 after the Superbowl. You had arrested me for driving under the influence of alcohol. I had a temporary "Bud light" tattoo on my cheek, if that helps jog your memory at all. I wanted to write this letter to you to show you my utmost appreciation for the kindness you showed me that night. During the scariest moment of my life, you spoke with me prior to being booked and you eased my fear by being so reassuring that I was going to be okay, and taking the time to explain the whole process to me, and just treating me like a human being who made an honest mistake, instead of a wanted violent criminal. I know in this day and age there's so much negative publicity towards the men and woman

who protect and serve our communities and I just want to thank you, because without you, my actions that night could have taken someone else's life or my own, and hurt many innocent family members and friends of any one involved. I understand that anything that happens to me as a result of my actions is better than the alternative of what could have happened, if it weren't for you doing the job you're meant to do. The overall judicial system in my specific case has showed me they're more about rehabilitation of offenders rather than throwing the book at them and making them feel lesser of a person, due to their mistakes. I can promise and honestly say this will never happen again. I still don't understand why I am able to be "one of the lucky ones," someone who was able to

walk out of jail that evening and hug my mom, instead of causing her to mourn, or me having to mourn over a life taken way too soon over a senseless choice I made, but what I do know is I have you to thank and am forever thankful and grateful for you being on duty that night. Thank you Sergeant Bruce for your kindness and understanding and above all thank you for serving our community and saving me from myself that night.

With overwhelming gratitude,
Alissa L. Hatt.

Reports & Communications:

A. Resolutions 18-06, 18-07 and 18-08 – Adding Streets to Act 51 Map:

Superintendent Updike has identified three (3) sections of roads that are not included on the State's Act 51 Map. All of the sections are very short and one is brand new. The resolutions offered will certify to the State that the street exist so that the Act 51 map can be updated so the city can receive its proper street funding. The sections are Benhoy Street from Sunset into the West Town Apartments, North Anderson from Bannister to the Band Shell, and the new Prince Street Extension.

Recommended action: Consider adopting Resolutions 18-06, 18-07 and 18-08 to add sections of Benhoy, North Anderson and Prince Streets to the State's Act 51 Mileage Certification.

B. DPW – Street Light Purchase:

Superintendent Updike reports damage to a city street light by a private vehicle. Upon investigating a replacement light, the city could purchase two (2) street lights with no additional shipping costs, thereby providing a backup unit for the city and reducing charges to the private vendor for the repair.

Recommended action: Consider approving the purchase of two (2) Halophane street lights from Kendall Electric for \$5,146.00.

C. DPS – Vehicle Equipment Purchase Request:

In December 2017, Council approved the purchase of a 2017 Ford Utility patrol vehicle. With the pending arrival of that unit, Director Bomar recommends contracting with Tele-Rad to equip the new patrol vehicle, while also converting the existing 2012 Chevy Tahoe patrol vehicle to a medical first responder vehicle in fire service.

Recommended action: Consider approving the project with Tele-Rad to equip the new patrol vehicle in the amount of \$7,445.00.

D. Water System Mapping:

As part of the SAW Grant, Fleis & Vandenbrink will be mapping the sewer system to assist in GIS identification and updating. Mapping the water system at the same time would help to take advantage of the staff and equipment needed to map the sewer system. Fleis & Vandenbrink has submitted a proposal for mapping the water system in two (2) phases – the first of \$12,500 will be completed in the current budget year with Phase 2 to be budgeted for and completed next fiscal year.

Recommended action: Consider approving the project with Fleis & Vandenbrink to map the water system for GIS purposes for a total project cost of \$37,000.00

E. Setting a Public Hearing – Zoning Ordinance Amendment:

At its March 7, 2018 meeting, the Planning Commission considered amendments to the Zoning Ordinance. The next step in the process is to hold a public hearing, which needs to be published 15-days prior to the meeting. April 9, 2018 is the first opportunity for such public hearing.

Recommended action: Consider setting a public hearing for April 9, 2018 at 7:00pm for purposes of reviewing amendments to the zoning ordinance.

Reminder of Upcoming Meetings

- March 22 2018 – Allegan County Board of Commissioners – 1:00pm
- April 10, 2018 – Plainwell DDA/BRA/TIFA Board – 7.30am
- March 21, 2018 – Plainwell Planning Commission – 7:00pm
- March 26, 2018 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- Letter of thanks for Public Safety Officer Bruce from a citizen

The Island City

The City of Plainwell is an equal opportunity provider and employer