

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

AGENDA

Plainwell City Council
Monday, January 23, 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 – 01/09/2023 Regular Meeting
6. General Public Comments
7. County Commissioner Report
8. Agenda Amendments
9. Mayor's Report
10. Recommendations and Reports:

A. Set Public Hearing – Ordinance 394 Amending Section 52-3 "Signs exempt from Permit Requirements" & Section 52-10 "Sidewalk Signs"

Council will consider setting a public hearing for 7:00pm on February 27, 2023 for the purposes of allowing interested parties to comment on proposed sign ordinance amendments.

B. Resolution 2023-07 – Adoption of Five Year Recreation Plan

Council will consider approving Resolution 2023-07 Adoption of Five Year Recreation Plan.

C. Resolution 2023-08 – Guidelines for Poverty Exemptions

Council will consider approving Resolution 2023-08 Guidelines for Poverty Exemptions.

11. **Communications:** The December Water Renewal report, the draft 1/12/2023 Parks & Trees meeting minutes, the draft 01/10/2023 DDA/BRA/TIFA meeting minutes and the draft 1/18/2023 Planning meeting minutes.
12. **Accounts Payable - \$526,666.70**
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 9, 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 Dan Martin of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 12/27/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Dan Veldhuizen, Siegfried Crandall PC, presented the audited financial statements. He noted that out of 120 government clients, only 2, including Plainwell, had Finance Directors that were capable of preparing certain reports which saved the City time and money. He reported that the City was in a good position based on these reports, and recommended that it might be beneficial to set aside more money for Other Postemployment Liabilities (OPEB).
A motion by Steele, seconded by Overhuel, to accept and place on file the audited financial statements. On a voice vote, all voted in favor. Motion passed.
 - B. **A motion by Steele, seconded by Overhuel, to open the public hearing at 7:15pm to hear comments on Ordinance 393 regarding proposed amendments to the zoning ordinance. On a voice vote, all voted in favor. Motion passed.**

Community Development Manager Siegel detailed the amendments and noted that a variance application had been submitted for the same project, however it was denied based on the recommendations of the City Planner.

Nathaniel Mehmed, Williams & Works, noted that a variance has certain circumstances that must be met for approval, and if the circumstances don't apply, the variance shouldn't be approved. He also noted that approving variances does weaken the ordinance, which is why he recommended amending the ordinance instead.

Manager Wilson reported that the proposed ordinance amendment would increase the allowed height only in the commercial district along the US Route 131 corridor, not the central business district. He also noted that the proposed amendment would apply to every site within the designated district, and was not specific to one site like a variance would be.

No public comment.

A motion by Steele, seconded Overhuel, to close the public hearing at 7:21pm. On a voice vote, all voted in favor. Motion passed.

A motion by Steele, seconded by Wisnaski, to approve Ordinance 393 Zoning Amendment. On a roll call vote, all voted in favor. Motion passed.

- C. **A motion by Steele, seconded by Overhuel, to open the public hearing at 7:23pm to hear comments on the proposed Recreation Plan. On a voice vote, all voted in favor. Motion passed.**

Community Development Manager Siegel detailed the process for updating the 5 year Recreation Plan, which included working with Superintendent Nieuwenhuis, Nathaniel Mehmed of Williams & Works, the Parks & Trees Commission, and the community as a whole.

Cory Redder, Parks & Trees Commission, noted that this was his first time working on the Recreation Plan as a newly appointed Commission member, and he appreciated the opportunity.

A motion by Steele, seconded Overhuel, to close the public hearing at 7:27pm. On a voice vote, all voted in favor. Motion passed.

A motion by Steele, seconded by Overhuel, to adopt Resolution 2023-06 A Resolution Adopting the City of Plainwell Five Year Recreational Plan 2023 Thru 2028. On a roll call vote, all voted in favor. Motion passed.

- D. Superintendent Nieuwenhuis reported that the DPW building had several windows, a door, and some siding that needed to be repaired. He recommended adding a sliding window for customer service purposes as well, which could easily be included in the repair project. DPW employees would perform the work with materials purchased from Wood Works Specialties. Superintendent Nieuwenhuis estimated the cost of building materials would be \$5,200.00.

Director Callahan noted that this improvement would improve safety at the building.

Manager Wilson noted that protective film could be added to the window at the same time as the doors at City Hall.

A motion by Steele, seconded by Overhuel, to approve a purchase of building materials from Wood Works Specialties in the amount of \$5,200.00 and approve protective film on the window and the City Hall door in an amount not to exceed \$1,000.00. 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 2022 DPS Report, the December 2022 Investment and Fund Balance reports, and the draft 12/15/2022 Parks & Trees**

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 \$748,360.42 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 working on the budget & policies.

Community Development Manager Siegel reported 2 new businesses had opened downtown: Arcadia Occupational Therapy and 143 Tattoo. She noted with Old Plank closing, this brought the total number of businesses downtown to 64. She noted that there would be a merchant meeting Thursday at 8:30am with herself, Superintendent Nieuwenhuis, Director Callahan, and Manager Wilson attending, and invited the Councilmembers to attend.

Superintendent Pond reported that work was in progress on the previously approved boiler project.

Director Callahan reported there had been an uptick of vehicle break-ins in Allegan County, with a couple isolated incidents in the City's parks. He reminded everyone to lock their vehicles and never leave valuables in a vehicle. He also noted that today was National Law Enforcement Officer Appreciation Day, and stated that he appreciated every law enforcement officer working.

Clerk Fenger reported working on prepping for 2023 by moving all 2022 records to storage and organizing the election paperwork and equipment.

Manager Wilson reported showing the Mill property to 3 prospective businesses, and noted that all approved electrical work had been initiated, with parts ordered and work expected to begin soon.

Superintendent Nieuwenhuis reported that Otsego Township has their well pump house built, however all instruments still need to be installed. He estimated it would take another 2 months of work to complete, during which time the township would still need to purchase water from the city.

15. Council Comments:

Councilmember Wisnaski said hats off to Treasurer/Finance Director Kelley for another outstanding audit. He also thanked Community Development Manager Siegel for coming in on a Saturday for the open house at 143 Tattoo.

Councilmember Keeney wished everyone a Happy New Year.

Councilmember Steele thanked Community Development Manager Siegel, and noted that 143 Tattoo was really nice inside. She also thanked Councilmember Wisnaski for coming to the open house. She thanked Treasurer/Finance Director Kelley for being embarrassed during the audit presentation, and noted that the auditor clearly thought the world of him, so he shouldn't be embarrassed about the praise. She also thanked all law enforcement officers.

Councilmember Overhuel told Treasurer/Finance Director Kelley good job on the audit, and noted that he wasn't surprised one bit by the auditor's praise of Treasurer/Finance Director Kelley. He noted that Community Development Manager Siegel, Superintendent Nieuwenhuis and Cory Redder along with the other Parks & Trees Commission members had put in a lot of effort on the Recreation Plan and thanked them for their hard work.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:45 PM. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Margaret Fenger
City Clerk

MINUTES APPROVED BY CITY COUNCIL
January 23, 2023

Margaret Fenger, City Clerk

City of Plainwell



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Brad Keeler, Mayor
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City of Plainwell City Council Notice of Public Hearing

Please take notice that a Public Hearing will be held on Monday, the 27th day of February, 2023 at 7:00 PM, local time, at the Plainwell City Hall, 211 N. Main Street, Plainwell, Michigan.

The Plainwell City Council will consider an Ordinance that would amend Section 52-3 entitled “Signs Exempt from Permit Requirements” and Section 52-10 entitled “Sidewalk Signs” of the Code of Ordinances.

All interested parties will be given the opportunity to express their views on the proposed amendments prior to action being taken. Written comments or questions may be directed to Margaret Fenger, City Clerk at Plainwell City Hall, 211 N Main St, Plainwell, MI 49080-1370.

City of Plainwell
City Council
By: Margaret Fenger, City Clerk

**Resolution 2023-07
City of Plainwell
Allegan County, Michigan**

A RESOLUTION ADOPTING THE CITY OF PLAINWELL FIVE YEAR RECREATIONAL PLAN 2023 THRU 2027

At a regular meeting of the Plainwell City Council, Allegan County Michigan, held in the Plainwell City Hall, 211 North Main Street, Plainwell, MI on the 23rd day of January 2023 at 7:00 PM.

Present:

Absent:

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

WHEREAS, the Plainwell City Council has determined a need to revise the existing Recreational Plan for the provision of recreational and open space opportunities for its residents; and

WHEREAS, Williams & Works, the City Planner for the City of Plainwell was directed to prepare a Five Year Recreation Plan; and

WHEREAS, a Public input meeting was held on April 14, 2022; and

WHEREAS, a Public Hearing was held at 7:00 PM on January 9, 2023 to receive public comments on the proposed plan as required; and

WHEREAS, Williams & Works has completed preparation of such a plan and has recommended its adoption by the Plainwell City Council; and

NOW, THEREFORE, BE IT RESOLVED that the Plainwell City Council hereby adopts the attached Five Year Recreational Plan dated January 23, 2023 and does hereby authorize that said plan be transmitted to the **Michigan Department of Natural Resources, the Allegan County Parks Commission and the West Michigan Regional Planning Commission.**

YES:

NO:

ABSENT:

Margaret Fenger, City Clerk

DATED: January 23, 2023

I, Margaret Fenger, City Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify that I have completed the foregoing Resolution relating to the adoption of the Five Year Recreational Plan and that further, the original is on file in my office and that this is a true and correct copy.

Margaret Fenger, City Clerk

**Resolution 2023-08
City of Plainwell
Allegan County, Michigan**

GUIDELINES FOR POVERTY EXEMPTIONS

At a regular meeting of the Plainwell City Council, Allegan County Michigan, held in the Plainwell City Hall, 211 North Main Street, Plainwell, MI on the 23rd day of January 2023 at 7:00 PM.

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

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Plainwell adopts the following guidelines for the Board of Review to implement. The guidelines shall include but not be limited to the specific income and asset levels of the claimant and all persons residing in the household.

To be eligible, a person shall do all the following on an annual basis:

- 1) Be an owner of and occupy as a principal residence the property for which an exemption is requested.
- 2) File a claim with the Assessor or Board of Review, accompanied by federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns filed in the immediately preceding year or in the current year.
- 3) File a claim reporting that the combined assets of all persons do not exceed the current guidelines. Assets include but are not limited to, real estate other than the principal residence, personal property, motor vehicles, recreational vehicles and equipment, certificates of deposit, savings accounts, checking accounts, stocks, bonds, life insurance, retirement funds, etc.
- 4) Produce a valid driver's license or other form of identification if requested.
- 5) Produce, if requested, a deed, land contract, or other evidence of ownership of the property for which an exemption is requested.
- 6) Meet the federal poverty income guidelines as defined and determined annually by the United States Department of Health and Human Services or alternative guidelines adopted by the governing body providing the alternative guidelines do not provide eligibility requirements less than the federal guidelines.
- 7) The application for an exemption shall be filed after January 1, but one day prior to

the last day of the Board of Review. The filing of this claim constitutes an appearance before the Board of Review for the purpose of preserving the right of appeal to the Michigan Tax Tribunal.

The following are the federal poverty income guidelines which are updated annually by the United States Department of Health and Human Services. The annual allowable income includes income for all persons residing in the principal residence.

Federal Poverty Guidelines for 2023 Assessments

<u>Number of Persons Residing in the Principal Residence</u>	<u>Poverty Guidelines Annual allowable income</u>
1 person	\$13,590
2 persons	\$18,310
3 persons	\$23,030
4 persons	\$27,750
5 persons	\$32,470
6 persons	\$37,190
7 persons	\$41,910
8 persons	\$46,630
Each additional person, add	\$4,720

Maximum Asset Standards

To be eligible for a poverty exemption, the applicant and all persons residing in the principal residence/homestead (combined) must not have assets that exceed the Maximum Asset Standards, excluding the principal residence, one vehicle, and monies received pursuant to MCL 206.520 (homestead property tax credit). Assets include, but are not limited to, real estate other than the principle residence, personal property, recreational vehicles, checking/savings accounts, stocks, bonds, life insurance, retirement funds, etc. The Maximum Asset Standards are as follows:

<u>Number of Persons Residing in the Principal Residence</u>	<u>Maximum Total Assets</u>
1 person	\$25,000
2 persons	\$31,000
3 persons	\$37,500
4 persons	\$43,750
5 persons	\$50,000
6 persons	\$56,250
7 persons	\$62,500
8 persons	\$68,750
9 or more persons	\$75,000

NOW, THEREFORE, BE IT HEREBY RESOLVED that the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

Amount of Exemption. Public act 253 of 2020 requires that Poverty Exemptions are granted ONLY in the percentages stated below. The Board of Review shall follow these guidelines in granting or denying a poverty exemption. If the Board of Review determines that a person claiming a poverty exemption qualifies under the eligibility requirements of these guidelines, the Board of Review shall grant the exemption in whole or in part, as follows:

- a. A full exemption equal to a 100% reduction in taxable value for the tax year in which the exemption is granted.
- b. A partial exemption equal to 1 of the following:
 - (i) A 50% reduction in taxable value for the tax year in which the exemption is granted.
 - (ii) A 25% reduction in taxable value for the tax year in which the exemption is granted.

The Board of Review shall not grant an exemption in any other amount under these guidelines unless the Township has received approval from the State Tax Commission to grant exemptions in any other percentage reduction, and which shall be applied in a form and manner prescribed by the State Tax Commission.

THE FOLLOWING INCOME FIGURES WILL BE USED TO DETERMINE THE AMOUNT OF EXEMPTION FOR A SINGLE PERSON HOUSEHOLD.

\$13,590 AND UNDER: 100% EXEMPTION

\$13,591 TO \$16,987: 50% EXEMPTION

\$16,988 TO \$20,385: 25% EXEMPTION

HOUSEHOLDS WITH MULTIPLE RESIDENTS WILL BE CALCULATED BY THE BOARD OF REVIEW AND ASSESSOR IN THE SAME MANNER AS ESTABLISHED ABOVE

ADOPTED by the Plainwell City Council this 23rd day of January 2023.

Ayes:

Nays:

Absent:

DATED: January 23, 2023

Margaret Fenger, City Clerk

I, Margaret Fenger, City Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify that I have completed the foregoing Resolution relating to the adoption of the Five Year Recreational Plan and that further, the original is on file in my office and that this is a true and correct copy.

Margaret Fenger, City Clerk

DRAFT

Water Renewal

Superintendent: Bryan Pond

December 2022



Significant Department Actions and Results

The plant heat exchanger ignition control module lost its viewing screen and had to be changed out due to the part being obsolete.

The notification for our SCADA system was not going to work with the new Verizon 4G upgrade. We upgraded to the new version of the software which was purchased at a reduced price because of a service agreement annual fee of \$600.

The Ferric Chloride chemical feed area was painted as part of ongoing building maintenance.

Pending Items (including CIP) FY 22/23

New non clog pumps for 12th St lift station (2)

Clean digesters

New Dystor Cover [bids \$427,000 to 450,000 5-22]

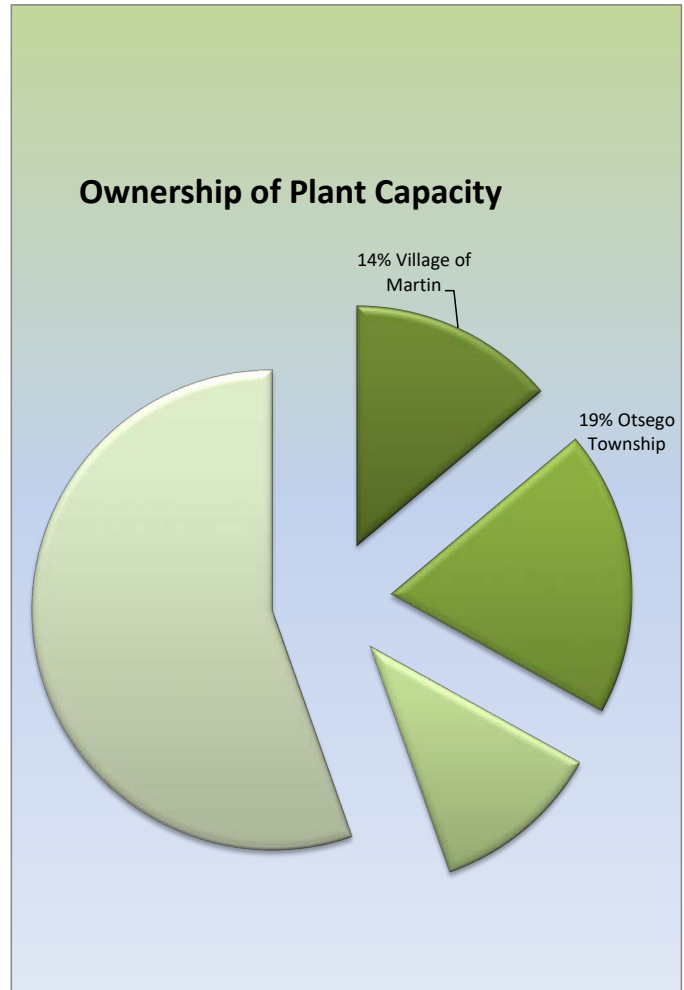
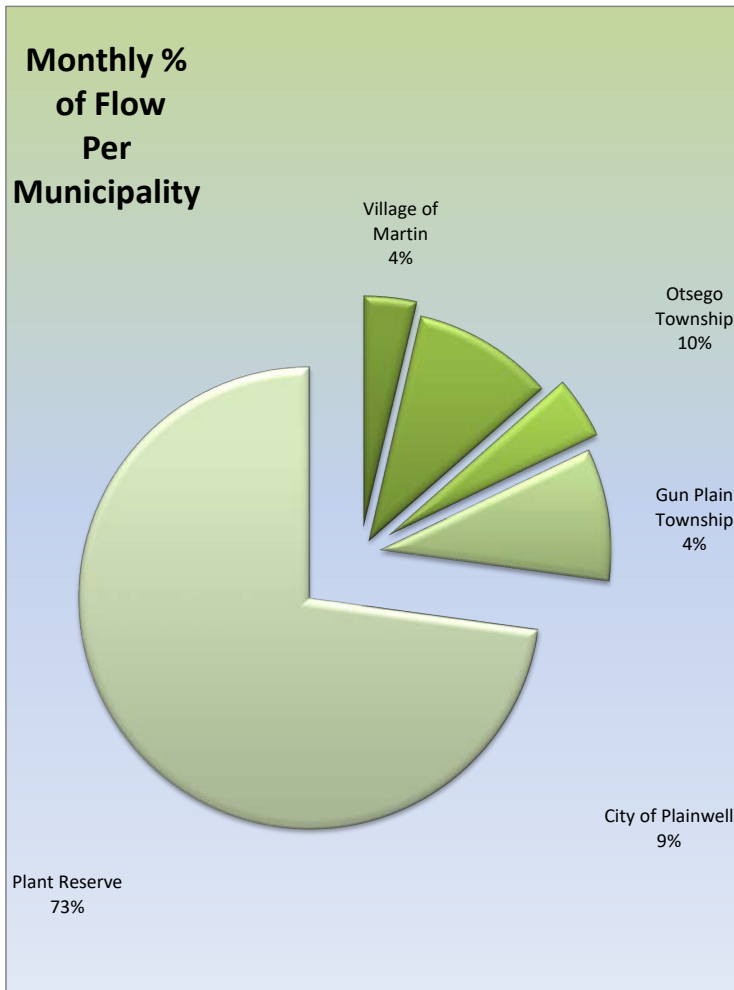
Expenditure Summary/Issues

<u>(budgeted)</u>	<u>(completed)</u>
(1) pump \$16,750	33,500
	20,000
	<u>350,000</u>
	403,500

Monthly Flow Data

Our permitted volume of treatment is 1,300,000 gallons per day. The table and graph below shows the breakdown of average monthly flow from our customer communities, the percent ownership of our customer communities.

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin	929,947			
Gun River MH Park	528,000			
US 131 Motor Sports Park	0			
Total:	1,457,947			
AVG. DAILY:	42,881	180,000	76%	14%
Otsego Township	Total: 3,996,227			
AVG. DAILY:	117,536	250,000	53%	19%
Gun Plain Township	Total: 1,254,000			
North Point Church	2,000			
North 10th Street	310,539			
Gores Addition	193,000			
AVG. DAILY	51,751	150,000	65%	12%
City of Plainwell	Total: 3730883			
AVG. DAILY:	120351.08	720,000	83%	55%
Avg. Daily Plant Flow from entire service district	0.34			



State Required Reporting Compatible Pollutants

MI State Requirement	City Benchmark	Monthly Avg. Reported/MDEQ
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Carbonaceous Biochemical oxygen demand (CBOD-5):

25 mg/l	15	8.59
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	11
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Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.

PHOSPHORUS (P):

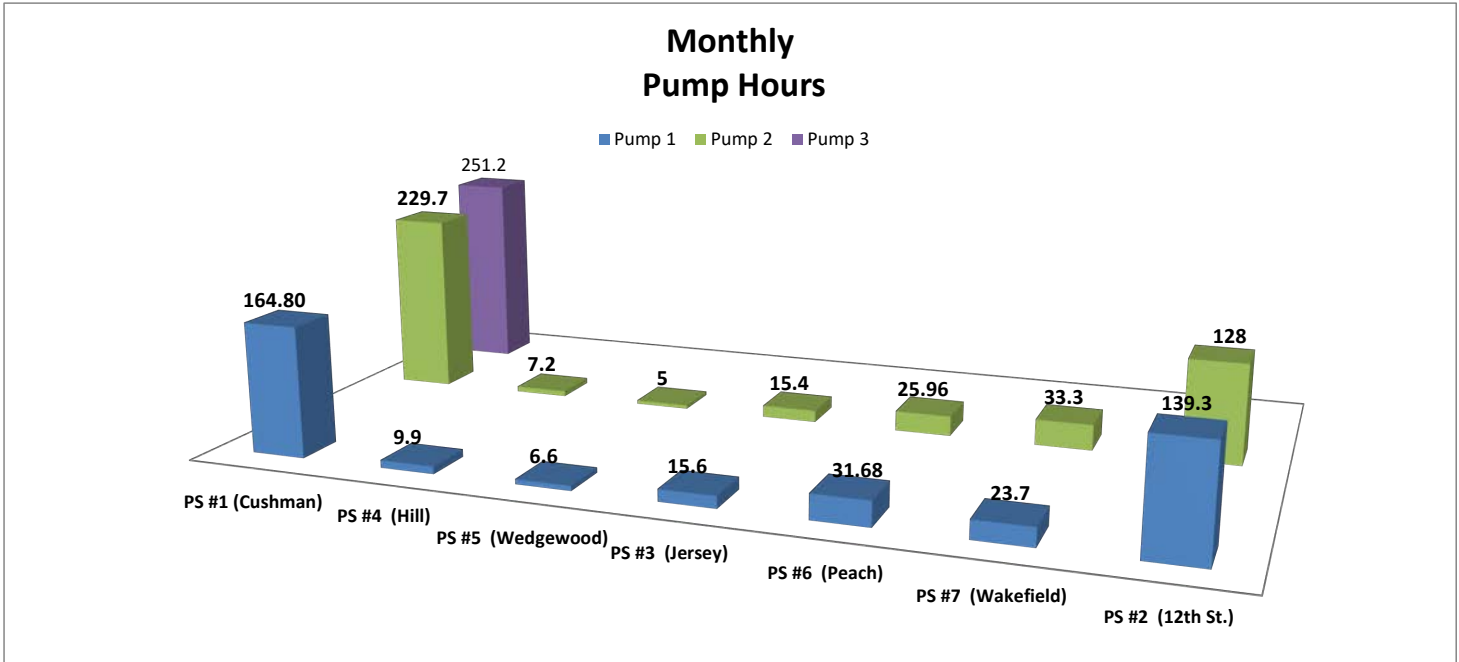
1.0 mg/l	0.45	0.76
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.

Total Coliform (COLI):

200counts/ml	50	3
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A group of bacteria found in soil, on vegetation and in large numbers in the intestine of warm-blooded animals, including humans. Water is not a natural medium for coliform organisms and their presence in water is indicative of some type of contamination.



Pumps convey the waste where gravity sewers cannot, run times are a indicator of how the station is operating and being maintained.

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
January 12, 2023**

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

Shirley DeYoung moved to accept and place on file the minutes of, December 15, 2022. Bunny LaDuke supported the motion. On voice vote, motion carried unanimously.

4. Parks:
Bob reported that not much is happening. We put our Christmas stuff away through the city. We had a big toilet paper mess at the Sherwood Park restroom.

Sherwood Park Maintenance Report – Shirley DeYoung

Shirley reported that she checked the park today and it looks great. There were teenagers there having fun.

Pell Park Maintenance Report – Marsha Keeler

Marsha reported that the park looks great.

Hicks Park Maintenance Report – Matthew Bradley

Matthew reported that he drove by and it looked good.

Cook Park Maintenance Report – Cory Redder

Cory was out sick so Shirley said that her family was there when we had snow and they sledged down the hill and had fun.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Bob reported that they were having the snowball baseball game again this year in February. Todd reported that he drove by and no one was using the park.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny reported that there was no change. She did notice that the city had taken care of the broken tree branch from before.

Riverwalk, Band Shell & CBD Maintenance Report – Cory Redder

Cory was out sick. There was a small discussion about the bee problem from this summer. Bob said we will continue with the bee issue because they build their homes under the bridge in the old wood. We have the bridge inspected often and it passes as far as the main structure but the top does not pass.

5. New Business
 - A. We talked about a potential person to honor for Arbor Day and the board agreed to put Sandra Lamorandier on the list.
 - B. The City is interested in an opportunity that has come our way for a fitness court. Priority Health would pay for this. The DPW would be pouring the cement. There was a light discussion about the benefits for the city to move forward with this. Bunny LaDuke moved to make a motion to accept this opportunity and Bob Nieuwenhuis supported it. A voice vote was carried and all the board members were in favor.

6. Open Business

- A. We continued a discussion from prior meetings about the bee and butterfly possible places in the city to designate an area. Bunny LaDuke brought in a lot of information for the board to look over on the steps to start a pollinator meadow and ideas of plants to choose from. She had a lot of great ideas. We will be continuing this conversation in future meetings.

7. Public Comments

None.

8. Staff Comments

None.

9. Chairman's Report

None.

10. Commissioners' Comments

Todd Overhuel shared with the group that the Recreation Plan that we have been working on was approved by the City Council at the last meeting.

11. Items For Next Agenda

- A. Continued discussion and ideas for the bee and butterfly pollinator meadow.

B.

12. Next Meeting

The next meeting will be Thursday, February 16, 2023 at 5 PM.

13. Adjournment

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

There being no further business, the meeting adjourned at 6:13 PM.

Minutes Respectfully Submitted,
Cheryl Pickett

Minutes
Plainwell DDA, BRA, and TIFA:
January 10, 2023

1. Call to Order - Meeting called to order at 7:31 a.m. by Rizzo
2. Pledge of Allegiance
3. Roll Call
Members Present: Randy Wisnaski, Paul Rizzo, Erik Wilson, Adam Hopkins, Jim Turley, Angela Ridgway
Excused: EJ Hart, Nick Larabel, David O'Bryant
Approval of Minutes of 12/13/22: Minutes were approved to place on file.
4. Chairman's Report: None
5. BRA Action Items
 - A. Mill update by Wilson, City Manager – Demolition project closed out; work in the mill being completed for lighting and electrical; Roof work being completed.
 - B. Motion to accept accounts payable for December of \$1,317.50 was made by Turley and seconded by Wisnaski. All in favor vote. Motion carried.**
6. DDA Action Items
 - A. Business Updates, Siegel, Community Development Manager – 64 businesses in our downtown; 4 buildings for sale, 3 occupied 1 vacant; One business closed at the end of December.
 - B. Knox Box information presented and discussed.
 - C. Revolving Loan Quarterly Report shared; Available funds at the end of December approximately \$21,000.00
 - D. Motion to accept accounts payable for December of \$3,572.66 was made by Rizzo and seconded by Wisnaski. All in favor vote. Motion carried.**
7. TIFA Action Items
 - A. Business updates – one new business in the Park bringing in 15-20 new employees.
 - B. Entry sign will be updated over the next few weeks.
 - C. Motion to accept accounts payable for December of \$1,443.30 was made Hopkins and seconded by Turley All in favor vote. Motion carried.**
9. Communications: 11/28/22 and 12/12/2022 Council Minutes. Also, the Financial Report/ Summary as of 12/31/2022 was approved and placed on file.
10. Public Comments: None
11. Staff Comments: Community Development Manager, Siegel reported:
Events: Chocolate Stroll and Art Hop
Businesses: 143 Tattoo Company, 126 E. Bridge St.; Arcadia OT office, 131 S. Main Suite 5
Projects –Masterplan and Community Recreation Plan; Rental Rehab underway;
12. Member Comments:
Turley – Inquired about the vacant property in the Industrial Park. Grant is on hold at this point.

Adjournment: A Motion to adjourn the meeting at 8:06 a.m. was made by Hopkins and seconded by Rizzo.

Submitted by Denise Siegel, Community Development Manager

DRAFT



January 12, 2023

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

ENGAGEMENT

Employment (Last Updated on October 19, 2022)
2022 as of Q3:

TURNOVER/RETENTION (Regular FT & PT Only)	Q1	Q2	Q3	Q4
# of Terminations (includes Retirees)	16*	9*	12*	
Average length of tenure of terminated REG employees	16.48	9.79	5.36	
Turnover % of new REG employees (<=1 year)	16%	21%**	9%	
Turnover % of REG employees	4.10%	2.20%	2.98%	
Total average number of REG Employees	393	401	402	
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	
RECRUITMENT	Q1	Q2	Q3	Q4
Jobs Posted	10	12	14	
# of Days to Hire (KPI)	53.6	51.21	38.81	
# of New Hires	25	37	15	
# of Promotions or Transfers	15	7	7	

Current Number of Active Regular Full-Time and Regular Part-Time Employees: 411

New Hires: 5

Last Name	First Name	Position	Department
Beltman	Scott	County Commissioner	Board of Commissioners
Fritsch	Daniel	Solid Waste Recycling Coordinator	Health Department
Kalbfleisch	Michael	Investigator	Public Defender
Macaddino	Brittany	Law Clerk	Public Defender
Szabo	Jenna	Legal Specialist	Public Defender

Left Employment: 4

Last Name	First Name	Position	Department
Cain	Rick	County Commissioner	Board of Commissioners
Matice	Scott	Deputy Sheriff – Captain	Sheriff’s Office
Thiele	Max	County Commissioner	Board of Commissioners
Trumbla	Cody	Telecommunicator	Central Dispatch

Promotions/Transfers: 4

Last Name	First Name	New Position	Department
Damveld	John	Deputy Sheriff – Lieutenant	Sheriff’s Office
Ensfield	Brett	Deputy Sheriff – Captain	Sheriff’s Office
Trujillo	Kellie	Custodial Coordinator	Facilities
Vernagallo	Renee	Janitor	Facilities

Current Open Positions: 29

Position	Department	Current Status
Academy Sponsored Cadet	Sheriff’s Office	Unfilled
Administrative Specialist	Sheriff’s Office	Unfilled
Animal Control Officer	Sheriff’s Office – Animal Control	Internal candidate identified – start date is 1/9/2023
Assistant Prosecuting Attorney	Prosecuting Attorney	Unfilled
Assistant Public Defender	Public Defender	Candidate identified – start date is 1/17/2023
Community Services Officer (Part-Time)	Sheriff’s Office - Corrections	New for 2023- unfilled
Compliance Specialist (Part-Time)	Sheriff’s Office	New for 2023- unfilled
Corrections Officer	Sheriff’s Office – Corrections	Unfilled
Corrections Officer	Sheriff’s Office – Corrections	Unfilled
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	Unfilled
Deputy Sheriff – Sergeant	Sheriff’s Office	Unfilled
Director of Emergency Management	Sheriff’s Office	Unfilled
Drain Maintenance Technician	Drain Office	Unfilled
GIS Specialist I	Information Services	Interviews began 11/21/2022
Information Technology Specialist	Information Services	New for 2023- unfilled
IRPT Janitor	Facilities	Unfilled
Personal Health Coordinator	Health Department	Interviews began 12/21/2022
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 or lholloway@allegancounty.org.

OPERATIONS

Facility Master Planning (Last Updated on December 8, 2022) – On January 19, 2023, the County will host a second stakeholder meeting to review updated "bubble" diagrams of renovated space within the Courthouse and County Services Building. The first meeting held on November 29, 2022, was intended to solicit feedback on three designs representing a low, medium, and high-cost renovation/reconstruction option for both buildings. As a first revision opportunity, the stakeholder group provided a wealth of feedback that Wightman was able to incorporate into updated options, which will be presented at the January 19 meeting. For more information regarding this matter, please contact Steve Sedore, Executive Director of Operations, at (269) 673-0373 or ssedore@allegancounty.org.

Outlook Email Change (Last Updated on December 8, 2022) – In preparation for the Outlook program security changes taking effect on January 1, 2023, the County hosted 17 training classes on the webmail portal solution between December 7, 2022, and January 4, 2023. Approximately 170 county employees were in attendance. During this time, the potential workarounds were investigated that would allow the County to continue to use Outlook 2013. Through these efforts, a workaround was discovered, tested, and deployed across the organization. Though this may offer an alternative to continuing to use Outlook 2013, the County is still subject to additional changes that may be pushed down by Microsoft, detrimentally affecting this custom workaround. As such, the plan to update the County to the latest version of the Office Suite (Word, Excel, PowerPoint, Outlook) by March 31, 2023, remains the priority, in accordance with the 2022-2023 Capital Project Plan. For more information regarding this matter, please contact Steve Sedore, Executive Director of Operations, at ssedore@allegancounty.org or at (269) 673-0373.

County Capital Projects – The 2023 Capital Project Schedule has been posted to the County's Intranet site; Attachment A. This internal organizational site also contains quarterly capital reports, project planning documentation, and the project management submissions process (<https://allegancountygov.sharepoint.com/sites/Projects>). For more information regarding this matter, please contact Valdis Kalnins, Project Manager, at (269) 673-0543 or ykalnins@allegancounty.org.

911 Tower Shelters HVAC Replacements – Environmental System Solutions, INC. completed the installation of new Heating, Ventilation, and Air Conditioning (HVAC) systems at each of the County's 911 Tower Shelters used in the Michigan Public Safety Communications System (MPSCS) 800 MHz simulcast in December. The MPSCS performed inspections of the installation the week of December 19, 2022, and reported that all was in good order the week of December 26, 2022. The HVAC systems at these sites cool the shelters to maintain the proper temperature for the sensitive electronic equipment required for the radio system. For more information regarding this matter, please contact Jeremy Ludwig, Director of Central Dispatch, at (269) 686-5211 or jludwig@allegancounty.org.

FINANCIAL STABILITY

December 2022 Local Revenue Sharing (Gun Lake Casino/Slot) Distribution – The County recently received funds in the amount of \$424,300.30 for the period of April through September 2022. This period's distribution is \$565.90 higher than the December 2021 amount. Despite the relatively unchanged total, distributions to the component units have noticeable variances due to the General Operating millage having a larger change than other millages (due to the restoration of the tax limitation) and the road patrol contract "Schedule A" costs increasing. The current distribution is \$30,697.10, or 6.75% less than the last "pre-COVID-19" distribution received in December 2019.

	12/14/2021	12/27/2022		
	Distribution	Distribution	\$ Difference	% Change
General Government	183,854.00	181,832.00	(2,022.00)	-1.10%
Pay in Lieu of Taxes:				
General Operating	155,452.31	159,235.55	3,783.24	2.43%
Soldiers & Sailors	692.05	621.14	(70.91)	-10.25%
Senior Services	16,647.32	15,311.11	(1,336.21)	-8.03%
County Roads	33,772.17	29,982.45	(3,789.72)	-11.22%
Medical Care Facility	8,564.15	7,602.76	(961.39)	-11.23%
Road Patrol Contract	24,752.40	29,715.30	4,962.90	20.05%
Total Received	423,734.40	424,300.30	565.90	

The General Government funds are deposited into the Local Revenue Sharing Fund, which supports County Parks operations and capital needs. For more information regarding this matter, please contact Lorna Nenciarini, Executive Director of Finance, at (269) 673-0228 or lnenciarini@allegancounty.org.

National Opioid Settlements – The County was recently notified that Michigan municipalities had been allocated dollars from two settlement agreements (Janssen and Distributors). Absent reallocations that may be made due to disputes, the County should expect \$199,511.36 (Janssen) and \$35,071.35 (Distributors) within the next sixty days. Guidance for the use of the funds, the timing of future annual payments, and the timing and format of report requirements have not yet been received. As a general statement, the funds are designed to compensate municipalities for the costs of their response to the misuse/overuse/abuse of opioids. For more information regarding this matter, please contact Lorna Nenciarini, Executive Director of Finance, at (269) 673-0228 or lnenciarini@allegancounty.org.

SERVICES

Public Health Newsletter (Last Updated on December 8, 2022) – 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 January 11, 2023, at https://mailchi.mp/allegancounty/achd_update_01112023. Previous Community Newsletters can be found at <https://www.allegancounty.org/health/health-department-news> or <https://bit.ly/3Ujuc8z>. For more information regarding this matter, please contact the Planning and Preparedness Manager, Lindsay Maunz, at (269) 686-4515 or lmaunz@allegancounty.org.

Community Links Program (Last Updated on October 13, 2022) – Since the Community Links program launched in October 2022, the team has met with eleven (11) different agencies to discuss the program and how to partner together to meet the needs of Allegan County residents. The program has had thirty-four (34) individuals referred. Below includes a snapshot of the needs being addressed.

Social Determinants of Health (SDoH)/basic needs that were addressed (note, some individuals are having more than one SDoH being addressed) (data as of 1/4/23)	
Basic Needs	16
Education Resources/Services	0
Family Services	0

Financial Management/Services	0
Food	6
Housing	12
Legal Services	0
Medical Services	3
Mental Health Services	3
Safety	0

Work is currently taking place with referral agencies to ensure the referral process is easy and see if there are any challenges working that into their own process flow. For referrals, please complete the [referral form](#). For more information regarding this matter, please contact communitylinks@allegancounty.org or contact the Planning and Preparedness Manager, Lindsay Maunz, at lmaunz@allegancounty.org.

Environmental Health Field Team Service Delivery Update (Last Updated on December 22, 2022) – Currently, 100% of the eligible applications received through December 8 were issued within the timeframe (11/18/2022 – 12/8/2022), the 14 business day benchmark (Attachment B). 100% of all customers (12/6/2022 – 12/21/2022) were contacted within 5 business days of submitting their application. For more information regarding this matter, please contact Environmental Health Director Randy Rapp at (269) 686-4506.

Water Study Workgroup (Last Updated on December 22, 2022) – The workgroup met on December 7, 2022. Minutes for the meeting can be found online however, they are attached (Attachment C) for convenience. The next meeting is scheduled for January 11, 2023. For more information regarding this matter, please contact Environmental Health Director Randy Rapp at (269) 686-4506.

Project Schedule and Status as of 1/1/2023

#	Project Site	S	D	C	E	M	F	Project Name	Prj Year	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	Jun 2022	Jul 2022	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022
PROJECTS COMPLETED																					
PROJECTS IN MONITORING / CLOSURE																					
1	16013-20							Dispatch CAD Upgrade	2020												
2	1002-21							Law Enforcement Body Cameras	2021												
3	1440-22D							2022 Vehicles - Equip 10 Sheriff's Vehicles	2022												
4	1105-22							911 Workstation Phone Upgrades	2022												
5	1440-22F							2022 Vehicles - Sheriff Trucks - Replace 4	2022												
PROJECTS IN EXECUTION																					
6	1543-21							RockTenn - Demolition Consultant	2021												
7	1543-21A							RockTenn - Site Demolition	2021												
8	1126-22							Scan Civil and Criminal Court Files - 2022	2022												
9	1130-22							HVAC Control System Replacement - County	2022												
	1130-22							HVAC Control System Replacement - Youth Home	2022												
	1130-22							HVAC Control System Replacement - Dispatch	2022												
	1130-22							HVAC Control System Replacement - Transportation	2022												
10	1102-23							Jail Boiler Replacement 2022 & 2023	2022												
11	1128-22							Animal Shelter Alarm Panel	2022												
12	1206-21							MCT Replacement (County)	2021												
13	1016-21A							West Side Park Beach Access - Phase I	2021												
14	1396-21							Water and Sewer Asset Mgmt Plan	2021												
15	1426-22							CH Radio Coverage Enhancement	2022												
16	1118-23							Inmate Corrdior Renovation - Courthouse	2023												
17	1107-22							UPS Replacement - CSB	2022												
18	1440-23D							2023 Vehicles - Sheriff - 3 Local Contract Patrol	2023												
19	13074-20							911 Radio System - Barry County Back-up	2020												
20	13074-20							911 Radio System - Enable CAD GPS	2020												
21	1125-22							Facilities Master Plan	2022												
22	1440-23B							2023 Vehicles - Equip 10 Sheriff's Vehicles	2023												
23	1112-23							Records Scanning - Environmental Health	2023												
PROJECTS IN CONTRACTING																					
24	1126-21A							District Court Microfilm	2021												
25	1304-23							Pictometry Aerial Acquisition	2023	1/12											
26	1247-22							Microsoft Office Upgrade 2022 and 2023	2022												
27	1509-22A							Generator Replacement - Dispatch	2022		2/9										
28	1509-22B							Generator Replacement - Transportation	2022		2/9										
29	1509-22C							New Generator - OnPoint	2022												
30	1440-23A							2023 Vehicles - Sheriff - Replace 8 Patrol Utility	2023												
PROJECTS IN DEVELOPMENT																					
31	1133-22							Shelter Outdoor Dog Kennels	2022												

X = Unplanned Project

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	
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	
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	
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	
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	
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%	

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
	42/42	100%

14 business days from November 18 - December 8

	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	
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	
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	
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	
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%	

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

	Number	Percentage
	44/44	100%

5 business days from December 6 - December 21

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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Allegan County Water Study Workgroup

Meeting Minutes

Date of meeting Wednesday, December 07 2:00 pm

Member Name	Group	Attendance	Notes
Dean Kapenga	County Commission	Absent	
Chad Kraai	Well Driller	Absent	
Brian Talsma	Conservation District	Zoom	
Doug Sweeris	Municipal Water Supply	Absent	
Erick Elgin	Academic	Zoom	Joined at 2:15
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	Absent	

Guests and staff: In Person: Randy Rapp, Jill Dunham
Zoom: Jaclyn Hulst, Scott Jones and Valdis Kalnins; Sara from EGLE
Groundwater Technical Team joined at 2:17 pm

Next meeting: Wednesday, January 11, 2023

I. Approval of Agenda

A. Agenda approved

II. Action Items from previous meeting

- A. Randy will contact Sara Pearson from EGLE. Request a meeting with Tom, Randy, Jaclyn, Jill and Sara to discuss how to create a county-wide Wellhead Protection Plan. **DONE**
- B. Jill will contact Valdis about attending the 12/7 meeting and get some example RFP templates. **DONE**
- C. Randy will contact John Yellich – Response details below
 1. Request info on all monitoring wells they are already planning to drill. **DONE**
 - a) Michigan Geological Water Survey (MGWS) plans to do another 3-5 wells for us at a cost of \$3,500 per well. These locations are on County or Township property. The MGWS only has time and resources to drill 3-5 in 2023. Total is 6-8 (we have 2 in and 1 identified.)
 - b) Well driller cost to have additional monitoring wells would be \$6-10,000
 - c) Sara Pearson reported that EGLE is applying by Jan 2023 to be included in the Nat'l Well database.
 - d) Sara also reported that EGLE is developing a statewide database for mapping groundwater and surface water as well as mapping out the geology. Also tracking water levels and quality.

2. Ask John Yellich how many more pre-2000 paper well log records need to be added to Well Logic. **DONE**
 - a) 37% of wells are not located accurately
 - b) 90% of the pre-2000 wells have been scanned into Well Logic; 1100 remain to be scanned into Well Logic

III. Discussion

A. Groundwater Protection Plan and Communication Project Scoping Form (Kunetz)

1. Tom reviewed the draft Project Scoping Form
2. Valdis said he was satisfied with the Scoping Form as presented, and therefore no further action is required with the Scoping Form.
3. Sara shared that Ingham, Eaton and Clinton counties are working on a similar water quality and quantity project.

B. Crafting RFPs for Groundwater Protection Plan and Public Communication and development (Kunetz)

1. Tom reviewed the RFP template with the team.
2. Erick Elgin and Jaclyn will take the lead on developing a Public Communication and Outreach Scope of Work.
3. Jill will assist Tom with RFP for Groundwater Protection Plan

C. Future Work Group meeting schedule (Kunetz)

Dec 21	No Meeting	
Jan 4	No Meeting	
Jan 11	Add meeting to work on RFP	
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. Jill will contact Sara (EGLE) to get a contact for Ingham/Eaton/Clinton work group.
- B. Erick Elgin offered to provide a list of water conservation groups around the state.

Meeting adjourned 4:00 pm

**FOR IMMEDIATE
RELEASE**
January 12, 2023



Allegan County
3283 - 122nd Ave
Allegan MI 49010
Contact: Robert J. Sarro,
County Administrator
Phone: 269-673-0239
administration@allegancounty.org

Allegan County, 123.NET Ink Deal to Bring Broadband Internet To All Residents

ALLEGAN, MI (January 12, 2023) – During Thursday’s meeting of the Allegan County Board of Commissioners, the County and 123.NET signed an agreement live that will provide wired broadband infrastructure and service to 12,000 unserved addresses. The addresses do not have access to download speeds of over 100mb. The final agreement was negotiated quickly after the Allegan County Board of Commissioners awarded the \$17.7 million bid to 123.net of Southfield in November.

“123.NET is a foundational provider of Michigan Broadband infrastructure,” said the county’s Broadband Project Manager, Jill Dunham. “From their reasonable monthly rates to the open access network proposed, they offer a great solution for Allegan County.”

Board Chair Jim Storey of Holland, issued a commemorative certificate memorializing the event. Chairperson Storey described the signing of the agreement as a “monumental milestone of progress to the benefit of citizens throughout Allegan County.” Storey, joined by Vice Chair Dean Kapenga of Hamilton, expressed appreciation on behalf of the Board to County staff, the Broadband Action Workgroup, and 123.NET for their efforts and dedication towards bringing broadband wired infrastructure to citizens county-wide. Chair Storey shared, “This milestone agreement is another example of what can be accomplished through teamwork and a spirit of togetherness. I am confident the remaining tasks will continue to demonstrate that same spirit and our residents will reap the rewards through our accomplishments.”

County Administrator Rob Sarro states, “It is an honor to be part of the process of developing an agreement that will positively impact so many lives and keep Allegan County on the path of progress. We are fortunate to have a County team with a variety of talents that can come together to deliver a result and new partners like 123.NET wanting to join our team and invest in Allegan County.”

When notice of ARPA funds became available, Allegan County quickly sought input from the community and broadband was a top concern. Advancing broadband coverage in Allegan County and utilizing ARPA funding to do so became a priority addition to the County’s 2021/22 Strategic Plan. The 123.NET agreement will utilize \$17.7M in county ARPA funds, combined with provider capital and state/federal funding for a total project of approximately \$70M. Once all funding is received, the project is expected to be completed in approximately 18-24 months.

###

Additional Contacts:

Board Chair, Jim Storey

jstorey@allegancounty.org

616-848-9767

Broadband Project Manager, Jill Dunham

jdunham@allegancounty.org

269-673-0588



Pictured from right to left: District #5 County Commissioner Gale Dugan, District #4 County Commissioner Scott Beltman, County Administrator Robert J. Sarro, Broadband Project Manager Jill Dunham, CEO of 123.NET Dan Irvin, District #1 County Commissioner (Board Chair) Jim Storey, Broadband Action Workgroup Chairperson Austin Marsman, District #3 County Commissioner (Board Vice-Chair) Dean Kapenga



STATE OF MICHIGAN

DEPARTMENT OF HEALTH AND HUMAN SERVICES

LANSING

GRETCHEN WHITMER
GOVERNOR

ELIZABETH HERTEL
DIRECTOR

December 15, 2022

To our Plainwell Wastewater Treatment Plant Partner,

The Michigan Department of Health and Human Services (MDHHS) would like to express our gratitude for your agency's continued hard work and collaboration as part of the SARS-CoV-2 Epidemiology – Wastewater Evaluation and Reporting (SEWER) Network. MDHHS is proud of the wastewater monitoring being conducted across the state. We greatly value and appreciate your important role in helping our communities in the fight against COVID-19.

As a result of the dedication and commitment from local projects this past year, the Network sampled 434 wastewater sites, including more than 100 wastewater treatment plants, throughout 58 counties across the state. The results from this sampling have provided useful data to help monitor the spread of COVID-19 in communities and inform corresponding public health responses. Wastewater utility partners are a critical part of this success, and we appreciate your collaboration with the Hope College lab and Allegan County Health Department to help make these achievements possible.

As a token of our appreciation, please see the enclosed certificate. We look forward to our continued partnership on COVID-19 wastewater monitoring in the upcoming year.

Sincerely,

A handwritten signature in cursive script that reads "Susan Peters DVM, MPH".

Susan Peters, DVM, MPH
Waterborne Disease Epidemiologist
Wastewater Monitoring Program Coordinator
Emerging & Zoonotic Infectious Diseases Section
Michigan Department of Health & Human Services
PetersS6@michigan.gov
(517) 930-6957

Cc: Joe Coyle, Bureau Director of Infectious Disease Prevention
Mary Grace Stobierski, Emerging & Zoonotic Infectious Diseases Manager

Certificate of Appreciation

This certificate is presented to:

PLAINWELL WASTEWATER TREATMENT PLANT

For continued participation and dedicated service to the State of Michigan
SARS-CoV-2 Epidemiology – Wastewater Evaluation and Reporting Network

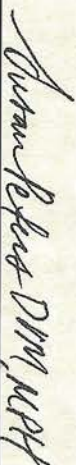
Awarded by:

Michigan Department of Health and Human Services



Joe Coyle, MPH

Director, Bureau of Infectious Disease Prevention



Susan Peters, DVM, MPH

Waterborne Disease Epidemiologist

December 13, 2022

Date

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
MICHIGAN GAS UTILITIES CORPORATION
CASE NO. U-21329**

- Michigan Gas Utilities Corporation requests Michigan Public Service Commission for accounting approval of depreciation rates.
- The information below describes how a person may participate in this case.
- You may call or write Michigan Gas Utilities Corporation, 899 S. Telegraph Rd., Monroe, MI 48161, 734-457-6137 for a free copy of its application. Any person may review the documents at the offices of Michigan Gas Utilities Corporation or on the Commission's website at: michigan.gov/mpscedockets.
- A pre-hearing will be held:

DATE/TIME: Wednesday, February 1, 2023 at 9:00 AM

BEFORE: Administrative Law Judge Christopher Saunders

LOCATION: Video/Teleconferencing

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at mpscedockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Michigan Gas Utilities Corporation's (MGUC) December 20, 2022 application requesting the Commission to approve MGUC's proposed depreciation rates that would result in an increase of approximately \$478,000 in depreciation expense as compared to its current depreciation rates, and approve implementation of the new depreciation rates to be effective coincident with the implementation of and after the issuance of a final Commission order in MGUC's next future general rate case.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by January 25, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Michigan Gas Utilities Corporation's attorney, Sherri A. Wellman, One Michigan Ave., Ste. 900, Lansing, MI 48933.

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-21329**. Statements may be emailed to: mpscedockets@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.

**STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
MICHIGAN GAS UTILITIES CORPORATION
CASE NO. U-21273**

- Michigan Gas Utilities Corporation requests Michigan Public Service Commission for approval of a gas cost recovery plan and authorization of gas cost recovery factors for the 12-month period from April 2023 through March 2024, and for related approvals.
- The information below describes how a person may participate in this case.
- You may call or write Michigan Gas Utilities Corporation, 899 S. Telegraph Rd., Monroe, MI 48161, 734-457-6137 for a free copy of its application. Any person may review the documents at the offices of Michigan Gas Utilities Corporation or on the Commission's website at: michigan.gov/mpscdockets.
- A pre-hearing will be held:

DATE/TIME: **Wednesday, February 15, 2023 at 9:00 AM**

BEFORE: **Administrative Law Judge Christopher Saunders**

LOCATION: **Video/Teleconferencing**

PARTICIPATION: Any interested person may participate. Persons needing any assistance to participate should contact the Commission's Executive Secretary at (517) 284-8096, or by email at mpscdockets@michigan.gov in advance of the hearing.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Michigan Gas Utilities Corporation's (MGUC) December 27, 2022 application requesting the Commission to: 1) authorize Michigan Gas Utilities Corporation to implement a 12-month Gas Cost Recovery (GCR) plan for the period from April 1, 2023, through March 31, 2024, as proposed; 2) determine that the decisions underlying the plan are reasonable and prudent; 3) authorize Michigan Gas Utilities Corporation to implement the GCR factor of \$6.7792 per Mcf and Contingency Factor Matrix for the period from April 1, 2023 through March 31, 2024 as proposed; 4) authorize Michigan Gas Utilities Corporation to implement a Reservation Charge of \$0.7037 per Mcf to both GCR and Gas Customer Choice customers; 5) determine that the decisions underlying the five-year forecast are reasonable and prudent, and indicate any cost items in the five-year forecast that, on the basis of present evidence, the Commission would be unlikely to permit Michigan Gas Utilities Corporation to recover from its customers in rates, rate schedules, or gas cost recovery factors established in the future; 6) authorize Michigan Gas Utilities Corporation to treat as part of its booked cost of gas for purposes of the GCR, reasonably and prudently incurred premiums on financial instruments; and 7) grant Michigan Gas Utilities Corporation further relief.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by February 8, 2023. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Michigan Gas Utilities Corporation's attorney, Paul M. Collins, One Michigan Ave., Ste. 900, Lansing, MI 48933.

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-21273**. Statements may be emailed to: mpscedockets@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.

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

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

Reports & Communications:

A. Set Public Hearing – Ordinance 394 Amending Section 52-3 “Signs Exempt from Permit Requirements” & Section 52-10 “Sidewalk Signs”

The Planning Commission held a public hearing on January 18, 2023 regarding the proposed amendments, and recommended the amendments to City Council. The process to approve an ordinance requires City Council to hold a public hearing to allow all interested parties to comment on the proposed amendments prior to adoption.

Recommended action: Consider setting a public hearing for 7:00pm on February 27, 2023 for the purposes of allowing interested parties to comment on proposed sign ordinance amendments.

B. Resolution 2023-07 – Adoption of Five Year Recreation Plan

At a previous meeting, the Council adopted the five year recreation plan, however the City Planner discovered an error in the dates of the plan after that approval. The corrected plan is for 2023-2027, instead of 2023-2028, and no other changes have been made. A second resolution is necessary to ensure the paperwork reflects the correct dates before being sent on to the Michigan Department of Natural Resources.

Recommended action: Consider adopting the resolution as presented.

C. Resolution 2023-08 – Guidelines for Poverty Exemptions

The United States Department of Health and Human Services updates the federal poverty income guidelines annually. City Council is required to adopt poverty exemption guidelines, and has previously done so. The City Assessor recommends adopting the proposed poverty exemption guidelines as presented.

Recommended action: Consider adopting the resolution as presented.

Reminder of Upcoming Meetings

- February 1, 2023 – Plainwell Planning – 6:30pm
- **February 13, 2023 – Plainwell City Council – 7:00pm**
- February 14, 2023 – Plainwell DDA/BRA/TIFA – 7:30am
- February 15, 2023 – Plainwell Planning – 6:30pm
- February 16, 2023 – Plainwell Parks & Trees – 5:00pm

Non-Agenda Items / Materials Transmitted

- Allegan County Board of Commissioners Update Administrator’s Report – January 12, 2023
- Allegan County Board of Commissioners – Broadband Internet Access Press Release – January 12, 2023
- MI Department of Health & Human Services – Wastewater Treatment Plant Letter & Certificate of Appreciation
- Public Notice – Michigan Gas Utilities Corp. Gas Customers – February 1, 2023 9:00am
- Public Notice – Michigan Gas Utilities Corp. Gas Customers – February 15, 2023 9:00am