

# 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](http://www.plainwell.org)

“The Island City”

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## AGENDA

### City Council – Monday September 25, 2017

### 7:00 PM

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes/Summary – 09/11/2017 Regular Meeting
6. General Public Comments
7. County Commissioner Report / Presentations
8. Agenda Amendments
9. Mayor's Report
10. Recommendations and Reports:

**A. Special Event Permit 2017-10 – Fall Festival (Pumpkins in the Park)**

Council will consider approving a special event permit for the annual Fall Festival on October 21, 2017 at Hicks Park.

**B. WR – Installation of Mulch in Bio-Filter**

Council will consider approving a project with Superior Ground Cover Inc. for \$5,312.00 to install & spread organic mulch in the Water Renewal Bio-Filter.

11. **Communications:** The 08/06/2017 Planning Commission Minutes.
12. **Accounts Payable - \$51,238.62**
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  
Plainwell is an equal opportunity provider and employer

**MINUTES**  
**Plainwell City Council**  
**September 11, 2017**

1. Mayor Pro-Tem Steele called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Steve Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro-Tem Steele, Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: Mayor Brooks.
5. Approval of Minutes/Summary:  
**A motion by Keeler, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/28/2017 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public Comments: None
7. County Commissioner Report / Presentations:  
Commissioner Don Black noted recent County Commission Board actions.
8. Agenda Amendments:  
Added Item 10E - Rezoning of the parcels located at 542, 548, 554, 600 Allegan St. from Central Business District (CBD) to General Commercial (C-2).  
**A motion by Overhuel, seconded by Keeler, to amend the Agenda accordingly. On a voice vote, all in favor. Motion passed.**
9. Mayor's Report:  
Mayor Pro-Tem Steele remembered 9/11 and thanked Director Bomar and his staff for all their hard works.
10. Recommendations and Reports:
  - A. Superintendent Updike reported having gone out for bid for street sweeping. Only one bid was received and it is recommended to award the contract to Superior Sweeping.  
**A motion by Keeler, seconded by Keeney, to approve the contract with Superior Sweeping for 2017/2018 street sweeping with a total project cost of \$17,000.00. On a roll-call vote, all in favor. Motion passed.**
  - B. Superintendent Pond reported the need to replace the bio-bed media at the Water Renewal Plant, which aids in odor control. The existing bed has reached the end of its useful life.  
**A motion by Keeler, seconded by Keeney, to approve the project with Renewed Earth and AIS re replace the bio-bid media at the Water Renewal Plant for a total project cost of \$11,186.25. On a roll-call vote, all in favor. Motion passed.**
  - C. Superintendent Updike reported bids received for crack filling on Main Street and how it compared with the cost of the city doing the work on its own. The recommendation is to use a local vendor who quoted the lowest price.  
**A motion by Keeler, seconded by Keeney, to approve the project with Bronco Asphalt Maintenance for crack filling on Main Street from Starr Road to the Grand Elk Railroad in the amount of \$7,495.00. On a roll-call vote, all in favor. Motion passed.**
  - D. Community Development Manager Siegel reported that as part of the DNR Recreation Passport Grant, the city must retain the services of a state-registered professional to act at "Prime

Professional” to act as liaison between the city and the state for the grant. Of the bids solicited, one firm submitted a quote.

**A motion by Overhuel, seconded by Keeney, to approve the project with Fleis & Vandenbrink for engineering services for the Sherwood Park Improvements as part of the MDNR Passport Grant in the amount of \$10,000.00. On a roll-call vote, all in favor. Motion passed.**

- E. Community Development Siegel reported that the parcels being bought by Sweetwater’s Donuts on the Mill Property were zoned CBD (Central Business District) and should be C-2 (General Commercial) to better fit the actual use of the property after it is sold. This will allow for more appropriate signage, setbacks and parking. The Planning Commission reviewed the rezoning request and recommends approval. City Manager Wilson noted that the Mill Property was zoned CBD after the city bought it so that any redevelopment could be controlled, knowing that rezoning to actual use was always an option.

**A motion by Keeney, seconded by Keeler, to approve the rezoning of parcels located at 542, 548, 554 and 600 Allegan Street from Central Business District (CBD) to General Commercial (C-2). On a voice vote, all in favor. Motion passed.**

11. Communications:

- A. **A motion by Keeney, seconded by Overhuel, to accept and place on file the August 2017 Investment & Fund Balance Reports and the DRAFT 08/17/2017 Parks & Trees Minutes. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

**A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$354,382.16 for payment of same. On a roll call vote, all in favor. Motion passed.**

13. Public Comments

None.

14. Staff Comments

Superintendent Pond reporting working on pricing for the capital projects.

Superintendent Updike updated Council on the timing of the paving project..

Community Development Siegel reported having received comments related to the Redevelopment Ready Community (RRC) certification and working through that process.

Director Bomar reported positive traffic flows around Starr Elementary and that his staff continues to monitor and tweak to improve safety around the school.

Clerk/Treasurer Kelley reported that the auditors are onsite working on year-end.

City Manager Wilson reported that there is a River-to-River Trail meeting on Thursday September 14, 2017 from 5-7pm at the Old Mill. He also reported that the Village of Martin would be receiving a Notice of Violation for six (6) instances dating back to October 2016. He also noted a possible billing issue with Gun Plain Township related to surcharges.

15. Council Comments: None.

16. Adjournment:

**A motion by Keeler, seconded by Overhuel, to adjourn the meeting at 7:23 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully

Submitted by,

Brian Kelley

Clerk/Treasurer

DRAFT

**SUMMARY**  
**Plainwell City Council**  
**September 11, 2017**

1. Mayor Pro-Tem Steele called the regular meeting to order at 7:01 PM in Council Chambers at City Hall.
2. Invocation given by Steve Smail at Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Steele, Keeler, Overhuel and Keeney. Absent: Brooks.
5. Approved Minutes/Summary of 08/28/2017 regular meeting.
6. Approved 2017/2018 street sweeping with Superior Sweeping for \$17,000.00.
7. Approved bio-bed media replacement with Clean Earth/AIS Construction for \$11,186.25.
8. Approved Main Street crack filling with Bronco Asphalt Maintenance for \$7,495.00.
9. Approved Sherwood Parking Engineering with Fleis & Vanderbrink for \$10,000.00
10. Approved rezoning to C-2 General Commercial for 542, 548, 554 and 600 Allegan Street.
11. Accepted and placed on file the August 2017 Investment and Fund Balance Reports and the DRAFT 08/17/2017 Parks & Trees Minutes.
12. Approved Accounts Payable for \$354,382.16.
13. Adjourned the meeting at 7:23 pm.

Submitted by,  
Brian Kelley  
Clerk/Treasurer

The City of Plainwell is an equal opportunity provider and employer



Permit No: 2017-10

Please complete this application to request a special event permit. Applications are processed in 21-30 days. If the application is approved, a permit will be mailed to the applicant. If the application is not approved, the applicant will be notified by phone. There is a \$5.00, non-refundable, administrative processing fee.

**Applicant Information:**

Sponsoring Organization: <u>Gun River Conservation Club</u>	
Contact Name: <u>Julie Shannon</u>	Email: <u>Jshannon@gunplain.org</u>
Address: <u>370 8th ST Plainwell</u>	
Daytime Phone: <u>269-680-9612</u>	Evening Phone:

**Event Information:**

Type of Event: Fall Festival

Describe in Detail the Activities Planned: Childrens games, wagon rides, costume contest.

Location in Which Event will be Held: Hicks Park

	Date	Time	Day of Week
Setup	<u>Sat Oct 21</u>	<u>8am</u>	<u>Saturday</u>
Event Starts	<u>Oct 21</u>	<u>11am</u>	
Event Ends	<u>Oct 21</u>	<u>3pm</u>	
Dismantle	<u>Oct 21</u>	<u>3pm</u>	

Number of People Expected to Attend the Event:

**Event Details:**

- Is event sponsored by a nonprofit organization? YES  NO
- Will participants or spectators be charged an admission fee? YES  NO
- Will there be alcohol for sale? YES  NO
- Will there be food for sale? YES  NO
- Will there be merchandise for sale? YES  NO
- Will there be a vendor participation fee? YES  NO
- Do you have insurance? YES  NO
- Will any items be distributed? YES  NO
- Will the event be advertised? If so, how? Shoppers Guide YES  NO
- Does the event require on-site security? YES  NO
- Does the event require on-site medical service? YES  NO
- Does the event require street closure? If so, indicate route YES  NO
- Do you plan to have sound amplification? YES  NO
- Is electrical power required (for sound amplification, lighting, etc)? YES  NO

If yes, please show items on a site plan and describe how power is to be provided.

- \_\_\_\_ Portable generator
- \_\_\_\_ PGE temporary power service
- \_\_\_\_ Other, please describe

**Tents or Structures**

Are you installing or constructing any structures, including buildings, climbing structures, stages, tents, canopies, etc.? YES  NO

If yes, please show structures on a site plan (attach). Also, please describe type, size and number of structures.

Permittees shall be responsible for the procurement of and payment for any electrical energy used during the event.

Permittees are responsible for cleaning and restoring the site after the event. The cost of any employee overtime incurred because of a permittee's failure to clean and/or restore the site following the event will be borne by the permittee.

As the applicant, I hereby agree to abide by the terms set forth in this application and the ordinances of the City of Plainwell. I understand the failure to do so may lead to the cancellation of the event, or the denial of future permit applications.

JS Yes, I agree to the above terms \_\_\_\_\_ No, I do not agree to the above

Send this application to: The City of Plainwell  
141 N. Main Street  
Plainwell, MI 49080

### HOLD HARMLESS AGREEMENT

Title of Event: Pumpkins in the Park Date of Event: SAT OCT 2017  
Name of Applicant: Denise Nicholas Julie Shannon  
Address: 370 5th ST Plainwell Phone: 269-6809612  
Name of Event Sponsor: Gun River Conservation Club  
Address: 689 11th ST Phone: 744-2103

### HOLD HARMLESS AGREEMENT

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

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

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

Signature of Permittee(s) Julie Shannon Date: Sept 14, 2017  
Denise Nicholas Date: Sept 14, 2017  
Signature of Officer of Sponsoring Organizations: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_

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

Signature of Applicant: Julie Shannon Date: Sept 14, 2017

**AFFIDAVIT OF APPLICANT (TO BE COMPLETED BY ALL APPLICANTS)**



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

**\*\*Office Use Only\*\***

**Permit Approved: YES NO**

**Name and Title:**

**Comments:**

Rick Brooks, Mayor  
Lori Steel Mayor Pro-Tem  
Roger Kenney, Council Member  
Brad Keeler, Council Member  
Todd Overhuel, Council Member  
[www.plainwell.org](http://www.plainwell.org)



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

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9/21/2017

To: Erik Wilson, City Administrator  
From: Bryan Pond, Superintendent WR  
Cc: Brian Kelly City Treasurer

RE: Installation of Mulch in Bio-Filter

Due to the retaining wall and plastic pipe drainage structure, it will be necessary to have the mulch placed with a company that installs mulch in large coverage areas professionally. I have only found one company locally that provides this service.

I have contacted Superior Ground Cover Inc. of Grand Rapids. Their quote for \$5,312 includes installing the new fabric, loading their trucks at Renewed Earth in Otsego and using a "slinger conveyor" to throw the mulch into place.

I have budgeted \$30,000 to complete the capital project and with this installation cost we are just over \$15,000 for the project thus far. The other costs which could arise are replacing damaged piping. The second cost could be if the aggregate layer in the bottom of the filter will need additional product placed.

At the time of composing this memo I have not received a price from Superior Groundcover to "sling" additional aggregate into the filter if needed.



Superior Solutions. Superior Service.

Jordan Dykstra  
 Direct: 616.889.1698  
 Jordan@SuperiorGroundcover.com

www.SuperiorGroundcover.com

10588 Linden Dr NW  
 Grand Rapids MI 49534

<b>City of Plainwell WWTP            Certified Playground Mulch Blower Truck Installation</b>	
<b>Prepared For:</b>	Bryan Pond @ City of Plainwell
<b>Proposal Date:</b>	9/20/2017

Material	Cubic Yard Volume	Cost/Cubic Yard	Total Cost
Organic Media	240	\$18.00	\$4,320.00
Woodchips	28	\$14.00	\$392.00
Fabric Supply & Install	2,000 SF APPROX		\$600.00
<b>Total Amount</b>	<b>268</b>		<b>\$5,312.00</b>

Pricing Includes Delivery, Installation, & Cleanup  
 City of Plainwell To Supply The Material @ Renewed Earth  
 Tax On Material Unless Tax Exempt  
 Minimum Volumes May Apply

Thank You For The Opportunity!

CITY OF PLAINWELL  
MINUTES  
Planning Commission  
September 6, 2017

1. Call to Order at 7:00 p. m. by Chair Lubic
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Lori Steele, Diana Lubic, Jim Higgs, Chris Haas, Gary Sausaman  
Excused: Chris Slinkman
4. Approval of Minutes – 6/07/17  
**Sausaman motioned to approve minutes as received seconded by Steele. Minutes approved.**
5. Chairperson’s Report:  
Lubic reported that she will be attending the Michigan State Planning Conference on Mackinac Island in October.
6. New Business:
  - A. **A motion by Hass, supported by Higgs to open the Public Hearing at 7:05 p.m. to hear comment on the request to rezone the Mill property of 542,548,554, 600 Allegan St. from CBD (Central Business District to C2 (General Commercial) for the development of Sweetwater Donut Mill. On a voice vote, all in favor. Motion passed.**
  - B. **Discussion** – the property was originally listed as CBD to avoid Industrial businesses, such as a junk yard from being developed on the Mill property, thus protecting the surrounding neighborhood and businesses. Knowing there was an option of re-zoning at an appropriate time. Rick Schell, of R. E. Schell Enterprises L.L.C. spoke about the fit of the Sweetwater Development in a C2 zone would work due to the parking requirements and the need for a free standing sign along M89, as well as the other businesses on M89 is all zoned C2.
7. Old Business:  
None
8. Public Comment:  
None
9. Reports and Communications:  
A. Accepted the 7/10, 7/24, 8/14 & 8/17 Council Minutes. **Minutes were accepted as presented.**
10. Staff Comments:  
Siegel mentioned that the City is in the review process for the Redevelopment Ready Certification through the MEDC.
11. Commissioner Comments:

Higgs commented on the County Commission minutes regarding Allegan County millage for more Sheriff Patrols in the County.

12. Adjournment:  
The meeting was adjourned at 7:42 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

DRAFT

Vendor Code	Vendor Name	Description	Amount
000176	ACE PARKING LOT STRIPING, INC.		
	822372	RE-STRIPE RAILROAD CROSSING	350.00
TOTAL FOR: ACE PARKING LOT STRIPING, INC.			350.00
000035	APPLIED IMAGING		
	916150	3/16/17 - 4/15/17 WR/DPW COPIER OLD MISSED INVOICE	14.60
	916151	3/13/17 - 4/12/17 CITY HALL COPIER MISSED INVOICE	161.62
	961279	7/13/17 - 8/12/17 CITY HALL COPIER	186.08
	993992	8/13/17 - 9/12/17 CITY HALL COPIER	107.19
	995294	9/16/17 - 10/15/17 DPW/WR COPIER	15.10
TOTAL FOR: APPLIED IMAGING			484.59
000461	BOB'S HARDWARE		
	46677	GATOR PUMP REPAIR	4.78
	46780	FUSES TOWER CONTROLS	21.52
	46861	WR	10.98
	46905	WR	29.96
	46913	CREDIT RETURN WR	(16.79)
	47093	WR MISC	19.98
TOTAL FOR: BOB'S HARDWARE			70.43
002458	CHAMPION LAW OFFICES		
	2017-03/04	MARCH/APRIL 2017 ATTORNEY FEES	362.00
TOTAL FOR: CHAMPION LAW OFFICES			362.00
REFUND UB	CHANDLER, HAROLD		
	09/20/2017	UB refund for account: 04-00049300-00	103.74
TOTAL FOR: CHANDLER, HAROLD			103.74
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	2017-09 DPS/FIRE	9/19/17 - 10/18/17 DPS/FIRE INTERNET/PHONE	534.47
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			534.47
002890	CHEF CONTAINER LLC		
	416748	17/18 MONTHLY RECYCLE	2,445.30
TOTAL FOR: CHEF CONTAINER LLC			2,445.30
004843	COLE-PARMER		
	1245362	NEW METER TO RUN CHLORINE AND AMMONIA	1,522.04
TOTAL FOR: COLE-PARMER			1,522.04
000009	CONSUMERS ENERGY		
	2017-08A	8/1/17 - 8/31/17 ELECTRIC BILLS	3,261.19
TOTAL FOR: CONSUMERS ENERGY			3,261.19
REFUND UB	CUDAHY MICHELE		
	09/20/2017	UB refund for account: 02-00025700-00	11.16
TOTAL FOR: CUDAHY MICHELE			11.16
004136	DICKINSON WRIGHT PLLC		
	1191727	AUGUST 2017 LEGAL SERVICES	5,092.00
TOTAL FOR: DICKINSON WRIGHT PLLC			5,092.00
000166	FISHER SCIENTIFIC		
	2209031	WR	725.55
TOTAL FOR: FISHER SCIENTIFIC			725.55

Vendor Code	Vendor Name	Description	Amount
002331	FIVE ALARM FIRE & SAFETY EQUIP INC		
	169975-1	INSPECT FLOW TEST	1,399.05
	169975-1A	ANNUAL FLOW TESTING SCBA PACKS & FACE PIECES	1,125.00
TOTAL FOR: FIVE ALARM FIRE & SAFETY EQUIP INC			2,524.05
000153	FLEIS & VANDENBRINK INC		
	47109	7/29/17 - 8/25/17 WWTP EVALUATION	795.50
TOTAL FOR: FLEIS & VANDENBRINK INC			795.50
003067	HELPNET (BBC-HELPNET)		
	14040	7/1/17 - 9/1/17 EMPLOYEE ASSISTANCE PROGRAM	299.88
TOTAL FOR: HELPNET (BBC-HELPNET)			299.88
004205	HOEKSTRA ROOFING COMPANY INC.		
	10805	DPW ROOF REPAIR	256.68
TOTAL FOR: HOEKSTRA ROOFING COMPANY INC.			256.68
000203	HONEYTREE ARBORIST SERVICES		
	391	TREE PLANTED/ARBOR CARE/SPRAYING PESTICIDES	395.00
	406	WR PLANT TREES	400.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES			795.00
002301	JOYFUL CLEANING - SID TUBBS		
	907	SEPT 2017 CLEANING	964.00
TOTAL FOR: JOYFUL CLEANING - SID TUBBS			964.00
000079	KAECEHELE PUBLICATIONS INC		
	37271	SUMMARIES/PLANNING AUGUST 2017	212.80
	37272	DDA ADS AUGUST 2017	35.00
TOTAL FOR: KAECEHELE PUBLICATIONS INC			247.80
000113	KAR LAB INC		
	712853	8 DRINKING H2O SAMPLES 9/7/17	112.00
TOTAL FOR: KAR LAB INC			112.00
000037	LIFELOC TECHNOLOGIES, INC		
	0238267-IN	DPS	100.00
TOTAL FOR: LIFELOC TECHNOLOGIES, INC			100.00
004206	MADISON NATIONAL LIFE INSURANCE CO		
	1268290	OCTOBER 2017 LIFE INSURANCE	98.99
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			98.99
000077	MCMMASTER- CAR SUPPLY		
	45629110	WR LAB SUPPLIES	204.24
TOTAL FOR: MCMMASTER- CAR SUPPLY			204.24
000014	MICHIGAN GAS UTILIITIES CORP.		
	2017-09	8/9/17 - 9/7/17 GAS BILLS	1,080.09
TOTAL FOR: MICHIGAN GAS UTILIITIES CORP.			1,080.09
002708	MORGAN BIRGE' & ASSOCIATES		
	30036	SEPT 2017 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
004195	NIEBOER HEATING & COOLING		
	66991	PD REPAIR	291.00
TOTAL FOR: NIEBOER HEATING & COOLING			291.00

Vendor Code	Vendor Name	Description	Amount
002065	OUTDOOR SOLUTIONS GROUP		
	3332	MOWING 122 W HILL ST/203 ROBERTS ST & SPRAYING ROUN	287.61
TOTAL FOR: OUTDOOR SOLUTIONS GROUP			287.61
REFUND TAX	PENNYMAC LOAN SERVICES LLC		
	09/20/2017	Sum Tax Refund 55-260-092-00	432.35
TOTAL FOR: PENNYMAC LOAN SERVICES LLC			432.35
000108	CHERYL RENEE PICKETT		
	2017-08	MILEAGE TO CLASS 8/24/17 BS&A	104.86
TOTAL FOR: CHERYL RENEE PICKETT			104.86
002247	PLUMBER'S PORTABLE TOILETS		
	367489	8/15/17 - 9/12/17 FARMERS MARKET RESTROOMS	80.00
TOTAL FOR: PLUMBER'S PORTABLE TOILETS			80.00
000880	QUALITY PRODUCTS SALES &		
	47371	LIQUID PROPANE 7/25/17	14.14
	47372	RETURNED PARTIAL TANK LIQUID PROPANE 7/25/17	(11.25)
TOTAL FOR: QUALITY PRODUCTS SALES &			2.89
004830	RICHMOND, MICHAEL J		
	2017-10	ASSESSING SERVICES OCT 2017	1,300.00
TOTAL FOR: RICHMOND, MICHAEL J			1,300.00
000734	SAFETY KLEEN CORP		
	74615112	REMOVED WASTE OIL	75.00
TOTAL FOR: SAFETY KLEEN CORP			75.00
000991	SAFETY SERVICES INC		
	13331	GLOVES WR	290.03
TOTAL FOR: SAFETY SERVICES INC			290.03
002031	PATRICIA SAUSAMAN		
	2017-09	TRAINING MILEAGE SEPT 2017	246.10
TOTAL FOR: PATRICIA SAUSAMAN			246.10
001873	SCHANZ TIRE & AUTO SUPPLY INC.		
	136976	TRAINING AMMO PD	399.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC.			399.00
REFUND UB	SEEFELDT, MARIE		
	09/20/2017	UB refund for account: 03-00028840-00	25.47
TOTAL FOR: SEEFELDT, MARIE			25.47
002325	SEVERANCE ELECTRIC CO INC		
	8266	SERVICE CALL AT THE LIGHT ON STARR ROAD/ SHARED COS	90.00
TOTAL FOR: SEVERANCE ELECTRIC CO INC			90.00
000897	SHERWIN WILLIAMS		
	2768-4	WR PAINT	49.79
TOTAL FOR: SHERWIN WILLIAMS			49.79
REFUND UB	SHUGARS, LYNN		
	09/20/2017	UB refund for account: 04-00059001-02	20.71
TOTAL FOR: SHUGARS, LYNN			20.71



09/21/2017 10:15 AM  
User: BKELLEY  
DB: Plainwell

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
EXP CHECK RUN DATES 09/25/2017 - 09/26/2017  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
002070	SIGNWRITER - SUNSET ENTERPRISES		
	37978	INDUSTRIAL PARK SIGN	835.00
TOTAL FOR: SIGNWRITER - SUNSET ENTERPRISES			835.00
000149	SPARTAN DISTRIBUTORS		
	11752962	WR PARTS	540.35
TOTAL FOR: SPARTAN DISTRIBUTORS			540.35
002740	STATE OF MICHIGAN		
	551-494973	SOR ALLEN/DONIUS	30.00
TOTAL FOR: STATE OF MICHIGAN			30.00
002219	CLARK TECHNICAL SERVICES		
	256-2017	AUGUST NEW EQUIP SERVICE	350.00
	257-2017	AUGUST SUPPORT	550.00
TOTAL FOR: CLARK TECHNICAL SERVICES			900.00
002653	VAN MANEN OIL COMPANY		
	2127618	DIESEL FUEL DPW 9/12/17	378.46
	2127619	REGULAR GAS DPW 9/12/17	529.54
TOTAL FOR: VAN MANEN OIL COMPANY			908.00
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	1868	AUGUST 2017 PD DRYCLEANING	59.50
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			59.50
004814	WILLIAMS & WORKS		
	83049	WESCO/UPDATES TO ZONING MAP	352.75
TOTAL FOR: WILLIAMS & WORKS			352.75
000947	WYOMING ASPHALT & PAVING INC.		
	460	ASPHALT 8/26/17	160.68
	486	ASPHALT 9/1/17	319.88
TOTAL FOR: WYOMING ASPHALT & PAVING INC.			480.56
TOTAL - ALL VENDORS			30,371.67

# INVOICE AUTHORIZATION

## Person Compiling Report

**Brian Kelley, City Clerk/Treasurer**

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.

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:

**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: 2017.09.21 10:22:28 -04'00'

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: 2017.09.22 11:25:38 -04'00'

## Bryan Pond, Water Renewal Plant Supt.

**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.

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: 2017.09.22  
13:44:54 -04'00'

Insert Signature:

**Bill Bomar**

Digitally signed by Bill  
Bomar  
Date: 2017.09.22  
12:14:52 -04'00'

## Rick Updike, Public Works Supt.

**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.

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: 2017.09.22  
14:06:58 -04'00'

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: 2017.09.22 11:21:13 -04'00'

Check Date	Bank	Check	Vendor Name	Description	Amount
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Bank APPNC PNC Accounts Payable Checking

Check Type: EFT Transfer

09/29/2017	APPNC	454 (E)	PNC BANK (SERVICE CHARGE)	SEPTEMBER 2017 PNC SERVICE CHARGES FOR A	70.33
				Total EFT Transfer:	70.33

APPNC TOTALS:

Total of 1 Checks:	70.33
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	70.33

Bank CBGEN Chemical Bank - General AP Account

Check Type: ACH Transaction

09/15/2017	CBGEN	1145 (A)	ALLEGAN COUNTY TREASURER	2017 SUMMER TAX COLLECTED W/E 09/09/2017	3,655.78
09/15/2017	CBGEN	1146 (A)	RANSOM DISTRICT LIBRARY	2017 SUMMER TAX COLLECTED W/E 09/09/2017	511.58
09/22/2017	CBGEN	1149 (A)	ALLEGAN COUNTY TREASURER	2017 SUMMER TAX COLLECTED W/E 09/16/2017	3,040.26
09/22/2017	CBGEN	1150 (A)	RANSOM DISTRICT LIBRARY	2017 SUMMER TAX COLLECTED W/E 09/16/2017	190.51
09/19/2017	CBGEN	1151 (A)	ALLEGAN COUNTY TREASURER	JULY, AUG, SEPT 2017 MOBILE HOME TAX	562.50
				Total ACH Transaction:	7,960.63

Check Type: EFT Transfer

09/11/2017	CBGEN	1143 (E)	SILVERSCRIPT INSURANCE COMPANY	RETIREE SCRIPT PREMIUM - SEPTEMBER 2017	29.70
09/11/2017	CBGEN	1144 (E)	SILVERSCRIPT INSURANCE COMPANY	RETIREE SCRIPT PREMIUM - SEPTEMBER 2017	33.50
09/22/2017	CBGEN	1147 (E)	CENTURYLINK	AUGUST 2017 LONG DISTANCE	4.41
09/22/2017	CBGEN	1152 (E)	PNC BANK (CREDIT CARD)	Ace/London Grill Meeting	5,732.16
09/18/2017	CBGEN	1154 (E)	CHEMICAL BANK	CHEMICAL BANK FEES AUGUST 2017	185.63
				Total EFT Transfer:	5,985.40

Check Type: Paper Check

09/08/2017	CBGEN	11373	US BANK EQUIPMENT FINANCE (COPIER)	OCTOBER 2017 DPW COPIER	113.00
09/12/2017	CBGEN	11374	USA BLUEBOOK-HD SUPPLY FACILITIES M	LIFT STATION FLOATS WR	500.48
09/19/2017	CBGEN	11375	POSTMASTER	2017 LOOSE LEAF MAILING	337.11
09/19/2017	CBGEN	11376	CARTEGRAPH SYSTEMS INC	AMS DATA MIGRATION & KICKSTARTER LITE	5,900.00
				Total Paper Check:	6,850.59

CBGEN TOTALS:

Total of 14 Checks:	20,796.62
Less 0 Void Checks:	0.00
Total of 14 Disbursements:	20,796.62

REPORT TOTALS:

Total of 15 Checks:	20,866.95
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Check Date	Bank	Check	Vendor Name	Description	Amount
Less 0 Void Checks:					0.00
Total of 15 Disbursements:					20,866.95


## 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: 2017.09.21 15:42:24 -04'00'

### Erik J. Wilson, City Manager

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

Insert Signature:

**Erik Wilson**

 Digitally signed by Erik Wilson  
DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  
Date: 2017.09.22 10:53:46 -04'00'

To: Julie Stout, Alicia Kershaw, Ryan Lewis, and General Public

From: Don Black, Commissioner District #7

Subject: 2-Meetings, J.C. Wheeler Library 1576 S. Main St. Martin October 23, 2017- 6:00pm, and Ransom Library 180 S. Sherwood Ave. Plainwell November 16, 2017-7:00pm.

Hi to residents of Plainwell, Gun Plain Township, Martin Township, Martin Village and Wayland Township. You are all in District #7.

I have decided not to seek re-election and my term ends 2018. I want to encourage you to consider serving your community, or encourage a friend, understand time commitment, and I will answer questions.

Some questions and or points to consider:

- Why not?
- Serve your community
- Follow your God-given call or using gifts/talents
- Make a difference
- Are you a leader?
- Have you always wanted to be a leader?
- Are you fiscal responsible?
- You may want to, but have never held a public office.
- I will be available on the 2-above dates to encourage you, or your friend.

If time allows I will share a few stories. Once I was asked if I would share my best and my worst experience serving the public, I agreed. The man said, "Tell me the worst experience first".

Sincerely, Don Black

## **Reports & Communications:**

### **A. Special Event Permit 2017-10 – Fall Festival (Pumpkins in the Park):**

This is the annual Fall Festival Permit for October 21, 2017 as part of a host of activities in the downtown area.

**Recommended action:** Consider approving Special Event Permit 2017-10.

### **B. WR – Installation of Mulch in Bio-Filter:**

Superintendent Pond found one local company to install organic mulch for the bio-filter at the Water Renewal Plant. This is due to the retaining wall and the plastic pipe drainage structure.

**Recommended action:** Consider approving the project with Superior Ground Cover, Inc. for \$5,312.00 to install and spread organic mulch in the Water Renewal Bio-Filter.

## **Reminder of Upcoming Meetings**

- September 28, 2017 – Allegan County Board of Commissioners – 1pm
- October 10, 2017 – Plainwell DDA/BRA/TIFA Board – 7.30am
- October 4, 2017 – Plainwell Planning Commission – 7pm
- October 9, 2017 – Plainwell City Council – 7pm

## **Non-Agenda Items / Materials Transmitted**

- Public Meetings with Commissioner Don Black – Ransom District Library – November 16, 2017 7pm