

City of Plainwell



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

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

“The Island City”

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

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – 01/22/2018 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**

A. Public Safety – Turn Out Gear Purchase

Council will consider approving the purchase of two (2) sets of turn-out gear from Time Emergency Equipment for \$4,250.00.

B. DPW – Well #4 Well House Project

Council will consider approving a project for design & construction engineering for Well #4 renovations with Fleis & Vandenbrink for \$14,900.00.

11. **Communications:** The December 2017 Public Safety Report, the January 2018 Investment and Fund Balance Reports.
12. **Accounts Payable - \$286,663.00**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

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

MINUTES
Plainwell City Council
January 22, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Terry Steele gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Overhuel, Councilman Keeler and Councilman Keeney. Absent: None.

5. Approval of Minutes/Summary:

A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 01/08/2018 regular meeting. On voice vote, all voted in favor. Motion passed.

6. General Public Comments:

EJ Hart spoke on behalf of the Otsego-Plainwell Chamber of Commerce thanking the City of Plainwell for its involvement in the Chamber. He noted the Chamber is working on adding responsibilities for its community including ribbon cuttings. He suggested perhaps a joint meeting with the DDA Board.

7. County Commissioner Report: None.

8. Agenda Amendments: None

9. Mayor's Report: None.

10. Recommendations and Reports:

- A. Community Development Manager Siegel reported on an application from Auto Image for a special use permit to allow a Class B Automobile Dealer License. The Planning Commission reviewed the application and required the business sell no more than five (5) vehicles per year. This license is needed for insurance purposes for the businesses.

A motion by Keeney, seconded by Keeler, to approve the Special Use Permit for Auto Image at 922 Wakefield Ave for a Class B Automotive Dealer Licenses. On a voice vote, all in favor. Motion passed.

- B. Superintendent Updike reported on the budgeted cost of road salt that is being purchased.
A motion by Steele, seconded by Keeler, to approve up to 290 tons of road salt from Morton International, through the MIDeal Purchasing Program for \$11,718.00. On a roll-call vote, all in favor. Motion passed.

- C. City Manager Wilson reported on a change to the equipment needed for the Prince Street Signal Improvement netting a cost increase of \$2,155.00.
A motion by Keeler, seconded by Keeney, to approve Contract Modification #1 for \$2,155.00 for the Prince Street Signal Improvement Project. On a roll-call vote, all in favor. Motion passed.

- D. City Manager Wilson reported on a 2006 contract when the city sold the restaurant it owned on the airport land to Richard and Cathy Dunn. That contract included a clause giving the city a right of first refusal for the sale the property. The Duns are retiring and selling the business and the city needs to respond to the right of refusal clause.

A motion by Keeler, seconded by Steele, to discharge the City's Right of First Refusal regarding the sale of the Fly Inn Restaurant, authorizing the City Manager to execute all documents related to the approved action. On a voice vote, all in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the December 2017 Water Renewal Report, the Draft Minutes for the Planning Commission from 01/17/2018 and the Draft Minutes for the M40/M89 Corridor Committee from 10/31/2017. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$517,484.21 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments None.

14. Staff Comments

Superintendent Updike reported putting the Skid Steer vehicle on the auction site for a February 20, 2018 sale with a minimum bid of \$8,000.

Superintendent Pond reported problems with the SCADA computer that needs replacement at an approximate cost of \$3,000.

Community Development Manager Siegel reported planning for the March Art Hop. She also reported that requests for bids have been issued for fencing at the Dog Park – the bids are due February 7, 2018. She reported a January 25, 2018 meeting to kick off a sesquicentennial celebration committee for Plainwell's 150th birthday in 2019. Finally, she reported that Sweetwater's will host a hiring event at City Hall Council Chambers on January 30 from 1pm to 6pm..

Director Bomar reported on several recent trainings.

Clerk/Treasurer Kelley reported setting up the 2018/2019 budget and reviewing election laws.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:20 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

SUMMARY
Plainwell City Council
January 22, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Invocation given by Terry Steele.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Brooks, Steele, Keeler, Overhuel, and Keeney. Absent: None
5. Approved Minutes/Summary of the 01/08/2018 regular meeting.
6. Approved special use permit for Auto Image at 922 Wakefield Avenue.
7. Approved purchase of road salt from Morton International for \$11,718.00
8. Approved Contract Modification #1 for \$2,155.00 for the Prince Street Signal Improvements Project.
9. Approved the discharge of the City's Right of First Refusal regarding the sale of the Fly Inn Restaurant.
10. Accepted and placed on file the December 2017 Water Renewal Report, the Draft Minutes for the Planning Commission from 01/17/2018 and the Draft Minutes for the M-40/M-89 Corridor Committee from 10/31/2017.
11. Approved Accounts Payable for \$517,484.21.
12. Adjourned the meeting at 7:20 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

The City of Plainwell is an equal opportunity provider and employer

Allegan County Board of Commissioners



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

Dean Kapenga, Chairman
Max Thiele, Vice Chairman

BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, January 25, 2018 – 1PM
Board Room – County Services Building

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

9AM

DISCUSSION ITEMS:

1. *Board of Commissioners—approve Rules of Organization (*Board rules and adjustments moved to next commission meeting; passed unanimously*)
2. Millage Options (*Long discussion including Headlee Roll Back consideration.*)
3. 2018 Board Planning (*Board planning to February 7, 2018; passed unanimously*)
4. Administrative Update (*Board rules and adjustments moved to next commission meeting; passed unanimously*)

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

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

1PM

CALL TO ORDER:

OPENING PRAYER: Commissioner Jim Storey

PLEDGE OF ALLEGIANCE:

ROLL CALL:

COMMUNICATIONS: (*Resolution in opposition to MI HB5096, 97, 98*)

APPROVAL OF MINUTES: Attached

January 11, 2018

INFORMATIONAL SESSION:

Director Mark Witte—Community Mental Health (*“Learning to live within check book-had never”*)

ADMINISTRATIVE REPORTS: (*Discussed printed document*)

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (1/19/18 & 1/26/18) (*\$932,151.55, \$367,243.53; passed unanimously*)

ACTION ITEMS:

1. Transportation—approve FY2019 Operating and Capital Assistance Applications (164-831) (*Reestablish Board rules and adjustments moved to next commission meeting; passed unanimously*)

DISCUSSION ITEMS:

1. Public Health—amend Environmental Health Field Service Fee Schedule (*Resolution to establish the January 1, 2018 effective date.; passed unanimously*)

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

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

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

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

Mission Statement

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

2. *Sheriff's Department—apply Rural Domestic Assault/Stalking Grant (164-505)
(Grant begins October 2018 for 36 months, amount \$36,200.00 and \$36,531 from Sheriff budget; passed unanimously)
-

NOTICE OF APPOINTMENTS & ELECTIONS:

1. Commission on Aging (E):

- Senior Representative—term expired 12/31/16

APPOINTMENTS:

ELECTIONS:

PUBLIC PARTICIPATION:

FUTURE AGENDA ITEMS: *(April update from Lisa Evans and organization)*

REQUEST FOR PER DIEM/MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

ROUND TABLE:

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Sad about MSU news-look at our own county behavior)*
- District-3-Max R. Thiele-*(Nothing)*
- District-4-Mark DeYoung-*(MAC Conference March 26, 27, 28)*
- District-5-Tom Jessup-*(Nothing)*
- District-6-Gale Dugan-*(Sexual harassment training soon after becoming commissioner. Attended special transportation meeting.)*
- District-7-Don Black-*(I experienced The State of The State 1/24/18 from The House Floor at the invitation of State Rep. Steve Johnson.)*

District #7 Commissioner (616) 920-2875 Don Black Synopsis-January 25, 2018

(Comments in italics are my opinions and interpretation of the Commission meeting and actions)

Delegation

“Never tell people how to do things. Tell them what to do and they will surprise you with their ingenuity.” -General George Patton

ADJOURNMENT: Next Meeting – Thursday, February 8, 2018, 1PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

Allegan County Board of Commissioners



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

Dean Kapenga, Chairman
Max Thiele, Vice Chairman

BOARD OF COMMISSIONERS MEETING – AGENDA

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

DISTRICT 1

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

8AM

DISCUSSION ITEMS:

1. Secure adequate/sustainable funding to accomplish goals/services & Patrol funding millage & level of service (Develop scenarios/ Build models for options) (***Discussion Hedlee Roll back ballot question, need, plan and more serious crime from Sheriff; violent crimes, children prone, 21,700 calls for service in 2017***)
2. Review Environmental Health Services Report (***Discussion and up-date on 14 day goal progress on 108 requests for service in January 94% reported and changes made in process to get to 100%***)
3. 2018 Board Planning (***Every quarter we review all capital projects status and those completed. Probation project begins Monday 2/12/17***)
4. Administrative Update (***Received 55 page report from all Department Heads and happenings within***)

DISTRICT 2

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

DISTRICT 3

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

1PM

CALL TO ORDER:

OPENING PRAYER: Commissioner Dean Kapenga

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF MINUTES: Attached

January 25 & January 29, 2018

PUBLIC PARTICIPATION:

PUBLIC HEARING: Water & Sewage Regulation Amendment

DISTRICT 4

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

DISTRICT 5

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

CONSENT ITEMS:

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (2/2/18 & 2/9/18) (***(\$395,467.40, \$527,567.66; passed unanimously)***)

DISTRICT 6

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

DISCUSSION ITEMS:

1. District Court—Indigent Defense budget adjustment (164-920) (***Increase by \$30,000 to offset our expenditure increase. Reimbursed by defended. Moved to February 22, 2018 board agenda; passed unanimously***)
2. Administration—approve Inter-local Mutual Aid Agreement (165-033) (***Reaffirm police backup between Allegan County and City of Allegan, Holland, Otsego, Wayland, Saugatuck, Plainwell, South Haven, Village of Hopkins, Village of Douglas and Gun Lake Tribe, Move to February 22, 2018; passed unanimously***)
3. Finance—approve capital improvement plan & other projects budget adjustments (164-829) (***Move to February 22, 2018 agenda; passed unanimously***)

DISTRICT 7

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

Mission Statement

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

4. Administration-approve Wellness Services Contract Extension (*Move to the February 22, 2018 action agenda; passed unanimously*)
-

NOTICE OF APPOINTMENTS & ELECTIONS:

1. Economic Development Commission (E): (*Please help me fill the 3-seats below*)
- Arts & Culture Representative—term expires 12/31/18
 - Non-Profit Representative—new term due to change in bylaws
 - Recreation & Tourism Representative—term expired 12/31/17

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(Community Mental Health reduction, are there any complaints?)*
- District-4-Mark DeYoung-*(Nothing)*
- District-5-Tom Jessup-*(Proposal A and Headlee Roll Back talking points, revenue reduction to local municipalities. For legislation to consider.)*
- District-6-Gale Dugan-*(Attended Gun Plain Township and praise Administrator Sarro for his presentation and in explaining the BoC rationale.)*
- District-7-Don Black-*(Gun Lake Dam is completed)*

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

Deciding Factor

"Again and again, the impossible decision is solved when we see that the problem is only a tough decision waiting to be made."

- Dr. Robert Schuller

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

MEMORANDUM

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



“The Island City”

To: Erik Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Treasure
Subject: Fire Turn-Out Purchase
Date: January 30, 2018

As part of the 2017-2018 approved Fire-DPS budget, the department is requesting to purchase (2) sets of fire turn-out gear. This purchase will replace worn, ill-fitting and beyond-its-useful-life gear. Annually, gear is inspected by command staff to ensure our firefighters are in safe gear. Any gear that is identified needing replacement will be addressed in the next budget year.

This fire turn-out gear will be tailor fitted to the firefighter’s size requirements for better protection while operating on the fire scene.

This is a sole source vendor purchase, which exempts the two-bid requirement. It is due to two reasons: Globe Manufacturing has our department specifications for our current turn-out gear, and our department has to deal the local West Michigan sales representative.

Time Emergency Equipment of Grand Rapids represents the West Michigan sales territory for Globe Manufacturing. The quote for the turn-out gear is listed below.

(2) Globe G Xtreme Turn-Out Bunker Coats
(2) Globe G Xtreme Turn-Out Bunker Pants
\$2,125.00 per/set
Total: \$4,250.00

I’m recommending approval of the Time Emergency Equipment quote for (2) sets of Globe G-Xtreme Turn-Out gear from account 101-336-743-000 Uniforms; this account currently has an over \$6,800 balance, after purchase the remaining balance is approximately \$2,500.00 which will be sufficient until the end of the budget year.

The department has used Time Emergency Equipment for previous fire equipment purchases. Time Emergency has been recently purchased by Dinges Fire Company and all future invoices will be paid to them. All contact information has remained the same.



"The Island City"

MEMORANDUM

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

To: Erik J. Wilson, City Manager
From: Rick Updike, Public Works Superintendent
Subject: Well 4 Well House Project-Recommendation to Council
Date: February 2, 2018

The source water flow meter at well #4 was shown to be inaccurate by about 30 percent in a test conducted by Peerless Midwest in 2017. A certain length of straight pipe is specified to eliminate inaccuracies caused by turbulence. That distance is an industry standard and does not vary by meter manufacturer. The well #4 source meter has less than the recommended straight pipe distance between the well discharge and the meter and there is a valve, a check valve and a tee within that space. I investigated suggested ways to make minor piping changes and change to a newer meter design but no meter manufacturer would guarantee accuracy without the specified straight pipe requirement being met.

I met with engineers from Fleis and VandenBrink and they provided a quote to design the re-piping of the well, the extension of the well to accommodate the longer pipes, the replacement of the meter and the conversion from chlorine gas to liquid sodium hypochlorite with an injection port within the well house.

Fleis and VandenBrink quoted \$9,100 for design, permitting and bidding the work and \$5,800 for construction related engineering costs.

It is my recommendation that Council accept the quote for design and construction engineering for well #4 renovations to Fleis and VandenBrink for \$14,900.

August 25, 2017

Mr. Rick Updike, DPW Superintendent
City of Plainwell
211 North Main Street
Plainwell, MI 49080

RE: City of Plainwell – Well House No.4 Improvements

Dear Rick:

Fleis & VandenBrink (F&V) appreciates the opportunity to submit our work plan and budget to assist the City with the Well House No.4 Improvements project. We understand that the City would like to replace the existing 1999 flow meter, which was recently found to be inaccurate based on flow testing performed by Peerless Midwest. The City would also like to convert the existing chlorine gas feed system to a liquid chlorine (sodium hypochlorite) feed system to address safety concerns related to chlorine gas.

We have prepared the following work plan and budget to provide professional services for design, permitting, bidding and construction phase engineering for the project.

Work Plan:

Design Phase Services

- Review historical operating records/data and record drawings
- Prepare preliminary design drawings and submit to the City for review and comment
- Prepare final design drawings, incorporating City comments
- Prepare construction specifications
- Prepare and submit MDEQ Act 399 permit application with sealed plans and specifications
- Prepare bidding documents and distribute electronic copies for contractor bidding. Provide the City with a copy of the bid advertisement for publication in the local newspaper or other media. Costs for publication would be paid by the City
- Review bids received by the City and prepare a recommendation of award

Construction Phase Services

- Assemble contract documents for signature
- Conduct a pre-construction meeting with the City and Contractor
- Provide construction administration including review of shop drawings and contractor pay requests, and preparation of change orders, if needed
- Provide part-time onsite observation during construction
- Assemble closeout documentation and prepare as constructed drawings

Budget:

Design Phase Services

<u>Task</u>	<u>Fee</u>
• Design	\$4,900
• Permitting assistance	\$1,900
• Bidding phase	<u>\$2,300</u>
Subtotal Design Phase	\$9,100

Construction Phase Services

<u>Task</u>	<u>Fee</u>
• Construction observation	\$2,400
• Construction administration	<u>\$3,400</u>
Subtotal Construction Phase	\$5,800

We propose to complete the services outlined above for a total not to exceed fee of \$14,900.

The work plan and budgets outlined above assume that no modifications are needed to the well house building or electrical/control systems. We have not included topographic survey, soil borings, or construction staking in our budget. Construction phase services are budgeted based on two weeks of construction, and includes up to three site visits to review construction progress and prepare a punch list.

If the work plan and budget meet with your approval, we will provide you with a Professional Services Agreement to authorize the work.

Thank you for contacting Fleis & VandenBrink, and we look forward to working with you. If you need any other information regarding this Work Plan and Budget, please contact us at 616-977-1000.

Sincerely,

FLEIS & VANDENBRINK



Robert W. Wilcox, P.E.
Project Manager, Senior Associate



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

December 2017

Prepared by Director Bill G. Bomar

A handwritten signature in black ink, appearing to be the initials "BB", located in the bottom left corner of the page.

Plainwell Department of Public Safety F

Scheduled Hours By Activity for December 2017

The categories listed below are based on law enforcement related activities and the hours that scheduled road patrol personnel spend in the 4 major areas.

Total Hours
Percentage of Total Hours

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

The Hours officers are scheduled for road patrol or other uniformed functions. These are fixed shifts which generally carry assigned duties.

897

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

The Hours Scheduled for criminal investigations of complaints that are in violation of a criminal law that an individual could be arrested and jailed for.

69 7.66%

Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

211 23.55%

Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

343 38.17%

Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.

TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

275 30.61%

Examples include: General Preventive Patrol, Building Security Checks, Etc.

Note: This also includes any break time the officers take during their shift.

TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

623 69.39%

It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.

Plainwell Department of Public Safety

Complaints/Activities for December 2017

ARRESTS

CUSTODIAL ARRESTS	12	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	14	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	6	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	8	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	0	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	55	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	36	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	105	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	218	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	15	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	233	

OTHER ACTIVITIES

MOTORISTS ASSISTS	39	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	0	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	15	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	3,176	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	2	<i>The number of business' found unlocked or unsecured.</i>

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	December	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	2	8
1200	Robbery	0	2
1300	Aggravated & Non-Aggravated Assault	8	74
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	5	17
2300	Larceny	10	69
2400	Motor Vehicle Theft	1	1
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	3	26
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	1	33
3500	Violation of Controlled Substances Act	0	18
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	1
3800	Family Offenses	1	5
4100	Liquor Violations	0	9
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	0
5000	Obstructing Justice	5	51
5200	Weapons Offenses	0	5
5300	Public Peace	1	70
5400	Traffic Investigations - Any Criminal Traffic Complaints	5	54
5500	Health and Safety	0	26
5600	Civil Rights	0	0
5700	Invasion of Privacy	2	17
6200	Conservation Law Violation	0	1
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	25	169
9400	False Alarm Activation	1	45
9500	Fires (Other than Arson)	2	36
9700	Accidents, All Other	0	9
9800	Inspections, Unfounded FIRS	44	455
9900	General Assistance (All Except Other Police Agencies)	59	715
9911 & 9912	General Assistance (Other Police Agencies)	53	575
FIRS	Medical First Responder	28	289



December Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 53 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
12/06/17	1702	1708	US 131	Vehicle fire	Fire out - Investigate	E-11, E-17	4	3
12/12/17	0800	0801	211 N. Main Street	Bomb scare	Investigate	E-11	7	2
12/27/17	1057	1105	577 Kaywood	Structure fire	Extinguish, manpower	E-17, E-63	4	6
12/27/17	1146	1150	1100 N. Main Street	Medical	Medical	Patrol car	2	1

Calls for Service at Plainwell Schools

Plainwell High School: 4
684 Starr Road

Gilkey School: 1
707 S. Woodhams Street

Plainwell Middle School: 2
720 Brigham Street

Starr Elementary: 4
601 school Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
422 Acorn Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Investment Activity Report



“The Island City”

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 1/31/2018

Brian Kelley, City Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
DN: c=US, st=MI, l=City of Plainwell,
o=Internet Widgits Pty Ltd, cn=Brian
Kelley, email=bkelley@plainwell.org
Date: 2018.02.01 14:11:11 -05'00'

	Investment Type	CUSIP	Principal Purchase	Institution or Bank	Contact Name and Number	Purchase Date	Maturity Date	Yield	Remaining Days to Maturity
1	Pooled Investment	N/A	\$358,431	Michigan Class	Rich Garay - 734.604.1494	03/28/16		1.53%	
2	365-Day CD	N/A	\$252,154	Chemical Bank	Laree Waanders - 269.857.9002	06/30/17	06/30/18	1.30%	150
3	270-Day CD	N/A	\$101,011	Chemical Bank	Laree Waanders - 269.857.9002	08/26/17	05/23/18	1.30%	112
4	365-Day CD	N/A	\$150,000	Flagstar Bank	Lisa Powell - 616.285.2863	07/27/17	07/27/18	1.35%	177
5	274-Day CD	N/A	\$15,082	Chemical Bank	Laree Waanders - 269.857.9002	08/10/17	05/11/18	1.30%	100
6	120-Day CD	N/A	\$150,695	Northstar Bank	Julie Smith - 810.329.7104	10/16/17	02/13/18	1.15%	13
7	270-Day CD	N/A	\$100,630	Northstar Bank	Julie Smith - 810.329.7104	08/16/17	05/13/18	1.50%	102
8									
9									
10									
11									
12									
13									
14									
15									

Total Investments: \$1,128,004.03

Average Yield: 1.35%

Cash Activity for the Month

Cash, beginning of month: \$1,334,870.93

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

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.02.09 14:49:22 -05'00'

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **1/31/2018**

% OF FISCAL YEAR: **58.90%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	ACTUAL CASH BALANCES - END OF MONTH - RECONCILED ****	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	263,071	454,546	1,596,586	1,289,425	761,706	190,285	2,179,983	59.15%
Major Streets	67,748	88,027	118,594	188,166	18,455	40,362	306,053	61.48%
Local Streets	73,526	39,835	100,135	203,135	(63,165)	(21,160)	259,954	78.14%
Solid Waste	9,156	2,956	167,274	96,139	74,091	52,454	173,327	55.47%
Fire Reserve	56,229	61,176	80,205	28,126	113,255	83,019	72,525	38.78%
Airport	38,727	44,549	38,193	55,911	26,831	20,724	82,461	67.80%
Revolving Loan	18,787	61,170	8,511	10,000	59,681	17,298	10,000	100.00%
Capital Improvement	33,380	38,327	79,846	45,433	72,740	37,757	83,198	54.61%
Brownfield BRA	20,534	17,229	172,590	148,151	41,669	12,608	269,188	55.04%
Tax Increment TIFA	57,964	57,104	54,856	28,412	83,548	63,548	44,900	63.28%
Downtown DDA	12,995	9,756	42,971	28,235	24,492	27,128	44,887	62.90%
Sewer	701,829	786,466	840,697	800,694	826,470	352,776	1,439,517	55.62%
Water	289,143	293,634	300,668	377,518	216,784	74,350	621,553	60.74%
Equipment	157,883	151,916	153,183	135,424	169,676	150,347	271,699	49.84%
OPEB**	62,427	62,427	24,455	38,559	48,324	28,324	41,095	93.83%
	1,863,399	2,169,118	3,778,765	3,473,327	2,474,556	1,129,821	5,900,340	58.87%

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

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

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

**** - These amounts do not included funds invested in CDs or in the Investment Pool

Erik J. Wilson, City Manager		Brian Kelley, City Treasurer	
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.		I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	
Insert Signature:	Erik Wilson <small>Digitally signed by Erik Wilson DN: c=US, st=Michigan, i=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org Date: 2018.02.09 14:50:06 -0500'</small>	Insert Signature:	Brian Kelley <small>Digitally signed by Brian Kelley DN: c=US, st=MI, i=City of Plainwell, o=Internet Widgits Pty Ltd, cn=Brian Kelley, email=bkelley@plainwell.org Date: 2018.02.01 14:10:29 -0500'</small>



"The Island City"

MEMORANDUM

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

TO: Erik J. Wilson, City Manager
FROM: Brian Kelley, City Clerk/Treasurer
DATE: February 9, 2018
SUBJECT: Accounts Payable Register

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

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

The attached documents cover the period from January 19 through February 15, 2018 and includes the following breakdown:

Paper checks in regular bill listing:	\$ 67,170.49
Other paper checks issued off-cycle:	44,731.28
ACH payments for property taxes:	166,258.72
ACH payments for city business:	-
EFT payments (auto-pay payments):	<u>8,502.51</u>
Total Accounts Payable	<u><u>\$286,663.00</u></u>

02/08/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 02/13/2018 - 02/13/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL 10018457	CREDIT	(700.00)
	SCL 10018728	CREDIT	(800.00)
	SLS 10067496	FY 17-18 ANNUAL PURCHASE CHLORINE/SULFUR	1,534.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			34.00
000056	ALLEGAN COUNTY TREASURER		
	18-241	2014/2015/2016 BOR/TAX TRIBUNAL CHARGE BACKS	33.11
TOTAL FOR: ALLEGAN COUNTY TREASURER			33.11
003036	ALLSHRED SERVICES		
	120604	SHREDDING JAN 2018	53.35
TOTAL FOR: ALLSHRED SERVICES			53.35
002347	ALRO STEEL CORPORTATION		
	IAV7830KZ	PARTS FOR TRUCK #17	797.98
TOTAL FOR: ALRO STEEL CORPORTATION			797.98
002439	AMERICAN LEGAL PUBLISHING CORPORATI		
	0120212	2/4/18 - 2/4/19 PLAINWELL ORDINANCE	350.00
TOTAL FOR: AMERICAN LEGAL PUBLISHING CORPORATI			350.00
000138	AMERICAN OFFICE SOLUTIONS		
	IN149422	1/22/18 - 2/21/18 PD COPIER	62.32
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			62.32
000035	APPLIED IMAGING		
	1055885	1/13/18 - 2/12/18 City Hall Copier	85.62
	1058291	1/16/18 - 2/15/18 DPW/WR COPIER	11.42
TOTAL FOR: APPLIED IMAGING			97.04
004167	B & B TRUCK FIRE DIVISION MASON DY		
	789	ENGINE 17 REPAIR	541.44
	790	ENGINE 11 REPAIR	45.86
TOTAL FOR: B & B TRUCK FIRE DIVISION MASON DY			587.30
000461	BOB'S HARDWARE		
	50004	WELLHOUSE FURNACE	635.00
TOTAL FOR: BOB'S HARDWARE			635.00
001974	BOMMERSCHEIM WINDOW & DOOR LLC		
	1834	CITY HALL BREAK IN REPAIR	525.00
TOTAL FOR: BOMMERSCHEIM WINDOW & DOOR LLC			525.00
001043	BS&A SOFTWARE		
	116121	2/1/18 - 2/1/19 ANNUAL SERVICE SUPPORT	3,146.00
TOTAL FOR: BS&A SOFTWARE			3,146.00
002527	C.O.P.S. TRUST INSURANCE		
	2018-02	FEB 2018 HEALTH INSURANCE	1,561.35
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,561.35
002018	CDW-G		
	LKM0960	CITY ASSESSOR	223.62
	LKT8542	CITY ASSESSOR	249.21
	LLF3567	PD	94.05

TOTAL FOR: CDW-G		566.88
002116	CHARTER COMMUNICATIONS (SPECTRUM)	
	2018-02 AIRPORT 2/7/18 - 3/6/18 AIRPORT INTERNET	74.00
	2018-02 CITY HALL 2/5/18 - 3/4/18 CITY HALL INTERNET/PHONE	519.07
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)		593.07
002219	CLARK TECHNICAL SERVICES	
	34-2018 JANUARY 2018 SUPPORT	1,278.75
TOTAL FOR: CLARK TECHNICAL SERVICES		1,278.75
000009	CONSUMERS ENERGY	
	2018-01 1/1/18 - 1/31/18 ELECTRIC BILLS	10,085.24
TOTAL FOR: CONSUMERS ENERGY		10,085.24
002703	CONTINENTAL LINEN SERVICES INC	
	2018-01 CITY HALL RU 2018-01 CITY HALL RUGS	43.04
	2018-01 DPS/FIRE 2018-01 DPS/FIRE RUGS	58.11
	2018-01 WR 2018-01 WR UNIFORM/RUGS/MISC	80.63
	2018-01DPW 2018-01 DPW UNIFORM/RUGS/MISC	171.58
TOTAL FOR: CONTINENTAL LINEN SERVICES INC		353.36
REFUND TAX	CORELOGIC CENTRALIZED REFUNDS	
	02/08/2018 2017 Win Tax Refund 55-265-017-00	975.97
TOTAL FOR: CORELOGIC CENTRALIZED REFUNDS		975.97
002391	CYBERMIND INC	
	NET-474676 2/1/18 - 3/1/18 WEBSITE FEES	49.95
TOTAL FOR: CYBERMIND INC		49.95
001610	DALE W. HUBBARD, INC (CLEAN EARTH)	
	2-12079 CLEAN & TV THE E BRIDGE ST SEWER MAIN FROM FLORA	778.80
TOTAL FOR: DALE W. HUBBARD, INC (CLEAN EARTH)		778.80
000944	DEATON TRUCKING	
	9482 ICE CONTROL 1/24/18	403.34
TOTAL FOR: DEATON TRUCKING		403.34
004136	DICKINSON WRIGHT PLLC	
	1226121 JAN 2018 LEGAL SERVICES	1,406.00
TOTAL FOR: DICKINSON WRIGHT PLLC		1,406.00
002030	DRUG SCREEN PLUS INC	
	17QTR4.1339 DRUG SCREEN OCT 2017 - OLD BILL	49.00
TOTAL FOR: DRUG SCREEN PLUS INC		49.00
002246	ELHORN ENGINEERING CO.	
	272351 SODIUM HYPOCHLORITE	315.00
TOTAL FOR: ELHORN ENGINEERING CO.		315.00
002478	ENGINEERED PROTECTION SYSTEMS INC	
	A737346 3/1/18 - 5/31/18 PUBLIC SAFETY SECURITY	190.02
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC		190.02
000164	ETNA SUPPLY CO INC	
	S102495360.001 WATER PARTS	281.40
	S102495467.001 WATER PARTS	1,040.00
TOTAL FOR: ETNA SUPPLY CO INC		1,321.40
004812	FISH WINDOW CLEANING	
	2647-54073 WINDOWS WASHED AT THE WR PLANT	22.00
TOTAL FOR: FISH WINDOW CLEANING		22.00
000153	FLEIS & VANDENBRINK INC	

	48162	WR	9,308.90
TOTAL FOR: FLEIS & VANDENBRINK INC			9,308.90

002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	3528	PD/FIRE 1/31/18	526.25
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			526.25

004768	GRAND ELK RAILROAD INC (WATCO)		
	90681225	2017 SIGNAL MAINTENANCE	1,271.00
TOTAL FOR: GRAND ELK RAILROAD INC (WATCO)			1,271.00

002566	HIEMSTRA OPTICAL		
	2018-01	2018 GOLDEN TICKET PAYOUT (PT-G2406-425)	50.00
TOTAL FOR: HIEMSTRA OPTICAL			50.00

004175	JEFF LEHMANN		
	17/18 SHOE ALLOWA	17/18 SHOE ALLOWANCE	68.50
TOTAL FOR: JEFF LEHMANN			68.50

002818	JIM MARTIN TIRE		
	26002	REPAIR #61 TIRE	619.00
TOTAL FOR: JIM MARTIN TIRE			619.00

000079	KAECHELE PUBLICATIONS INC		
	38597	12/27/17 MEETING SCHEDULE/SUMMARY	194.58
	38598	12/11/17 SUMMARY	99.20
TOTAL FOR: KAECHELE PUBLICATIONS INC			293.78

000047	M & K QUALITY TRUCK SALES OF GR LLC		
	57716	INSPECT BUCKET TRUCK	60.00
TOTAL FOR: M & K QUALITY TRUCK SALES OF GR LLC			60.00

004206	MADISON NATIONAL LIFE INSURANCE CO		
	1284340	FEBRUARY 2018 LIFE INSURANCE	98.99
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			98.99

000017	MASTERCARD		
	2018-01	JAN 2018 CITY MASTERCARD	158.61
TOTAL FOR: MASTERCARD			158.61

000077	MCMaster- CAR SUPPLY		
	54088874	WR LAB SUPPLIES	85.14
	54457046	WR LAB SUPPLIES	309.56
	54885508	WR	193.60
TOTAL FOR: MCMaster- CAR SUPPLY			588.30

002708	MORGAN BIRGE' & ASSOCIATES		
	33202	FEB 2018 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00

002778	MORTON INTERNATIONAL - MORTON SALT		
	5401488607	ROAD SALT	4,249.73
TOTAL FOR: MORTON INTERNATIONAL - MORTON SALT			4,249.73

002536	NORMAN BUILDERS		
	2018-01	JANUARY 2018 SNOWPLOWING @ THE AIRPORT	407.50
TOTAL FOR: NORMAN BUILDERS			407.50

002723	OMEGA RAIL MANAGEMENT (GRAND ELK)		
	18-133072	2018 ANNUAL PIPELINE LEASE 3/25/18 - 3/24/19 #18-13:	520.80
TOTAL FOR: OMEGA RAIL MANAGEMENT (GRAND ELK)			520.80

004261	OTSEGO-PLAINWELL CHAMBER OF COMMERC		
	11182026	PYT 4 OF 4 2017	625.00

TOTAL FOR: OTSEGO-PLAINWELL CHAMBER OF COMMERC			625.00
004852	PACE ANALYTICAL SERVICES LLC		
	1846204848	WR SAMPLES	245.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			245.00
001829	PERCEPTIVE CONTROLS INC		
	13134	WR	360.00
	13162	EMERGENCY WORK TO RESTORE SCADA COMPUTER WR	1,440.00
	13171	LOGMEIN ANNUAL SUBSCRIPTION 2/9/18 - 2/8/19	200.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			2,000.00
004855	PLAINWELL ACE HARDWARE		
	175	MISC DPW	50.31
	248	WELL #7	25.63
	252	DPW MISC	26.64
	253	#7 FURNACE	9.58
	254	DPS/FIRE MISC	28.54
	256	#7 LIGHT CONTROL	23.98
	258	RETURNED ITEM	(21.99)
	273	PEST CONTROL	30.97
	276	WR	31.96
	277	MISC	3.98
	283	WR	34.99
	289	TAPE	7.18
	295	CITY HALL MISC	18.99
	303	FIRE DEPT MISC	11.01
	319	WR	80.12
TOTAL FOR: PLAINWELL ACE HARDWARE			361.89
000004	PLAINWELL AUTO SUPPLY INC		
	2018-01	JANUARY 2018 STATEMENT	1,121.81
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			1,121.81
000372	PREMIERE PRINTING CORP.		
	231115	ENVELOPES (2000) WINDOW AND (2000) REGULAR	333.45
TOTAL FOR: PREMIERE PRINTING CORP.			333.45
001448	PROFESSIONAL CODE INSPECTIONS		
	5632	JANUARY 2018 PERMITS	1,387.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			1,387.00
004222	PURPLE AWNING		
	2018-01	2018 GOLDEN TICKET PAYOUT	10.00
TOTAL FOR: PURPLE AWNING			10.00
000013	RATHCO SAFETY SUPPLY INC		
	160383	SIGNS	898.50
TOTAL FOR: RATHCO SAFETY SUPPLY INC			898.50
001748	REPUBLIC WASTE SERVICES		
	0249-005827258	2/1/18 - 2/28/18 DPW CITY OFFICE RECYCLE	229.16
	0249-005827741	2/1/18 - 2/28/18 WR CITY OFFICE GARBAGE	215.07
TOTAL FOR: REPUBLIC WASTE SERVICES			444.23
000585	RICK UPDIKE		
	17/18 SHOE ALLOWANCE	17/18 SHOE ALLOWANCE	119.90
TOTAL FOR: RICK UPDIKE			119.90
000010	RIDDERMAN & SONS OIL CO INC		
	000010	GREASE FOR DPW 1/12/18	23.20
	37255	TRANSMISSION FLUID DPW 1/15/18	50.00
	37270	POWERTRAN FLUID DPW 1/16/18	50.00
	37271	POWERTRAN FLUID DPW 1/16/18	525.00

TOTAL FOR: RIDDERMAN & SONS OIL CO INC			648.20
000962	STATE OF MICHIGAN		
	761-10336424	2018 STORMWATER ANNUAL PERMIT FEE MI0020494	260.00
TOTAL FOR: STATE OF MICHIGAN			260.00
002402	STEENSMA LAWN & POWER EQUIPMENT		
	490666	GATOR IRRIGATION	18.81
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			18.81
000500	TRUCK & TRAILER SPECIALTIES, INC.		
	DS0001924	SNOW PLOW BLADES	2,858.25
TOTAL FOR: TRUCK & TRAILER SPECIALTIES, INC.			2,858.25
002002	USA BLUEBOOK-HD SUPPLY FACILITIES M		
	456796	SEWER TAPE	129.50
TOTAL FOR: USA BLUEBOOK-HD SUPPLY FACILITIES M			129.50
002653	VAN MANEN OIL COMPANY		
	2148743	REGULAR GAS DPW 1/16/18	499.86
	2148744	DIESEL FUEL 1/16/18	922.53
	2150872	REGULAR GAS DPW 1/31/18	269.73
	2150873	DIESEL FUEL DPW 1/31/18	563.48
TOTAL FOR: VAN MANEN OIL COMPANY			2,255.60
000034	VERIZON		
	9800467674	12/24/17 - 1/23/18 PHONE/WIFI	112.65
	9800467675	12/24/17 - 1/23/18 CELL PHONE BILLS	958.19
TOTAL FOR: VERIZON			1,070.84
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	1991	DEC/JAN 2017 PD DRYCLEANING	51.00
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			51.00
000714	WEBB CHEMICAL SERVICES		
	469733	17/18 ANNUAL PURCHASE OF FERRIC CHLORIDE	3,919.22
TOTAL FOR: WEBB CHEMICAL SERVICES			3,919.22
REFUND UB	WESTSTRATE, DAVID		
	02/08/2018	UB refund for account: 04-00057200-00	56.70
TOTAL FOR: WESTSTRATE, DAVID			56.70
004200	WIGHTMAN & ASSOCIATES INC		
	57980	ENGINEERING SERVICES - NORTH PRINCE STREET PROJEC	1,740.50
TOTAL FOR: WIGHTMAN & ASSOCIATES INC			1,740.50
004814	WILLIAMS & WORKS		
	84263	PROFESSIONAL SERVICES JAN 2018	1,992.50
TOTAL FOR: WILLIAMS & WORKS			1,992.50
TOTAL - ALL VENDORS			67,170.49

INVOICE AUTHORIZATION

Person Compiling Report

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

Insert Signature:

**Cheryl
Pickett**

Digitally signed by Cheryl Pickett
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Cheryl
Pickett, email=cpickett@plainwell.org
Date: 2018.02.08 11:04:27 -05'00'

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
DN: c=US, st=MI, l=City of Plainwell,
o=Internet Widgits Pty Ltd, cn=Brian
Kelley, email=bkelley@plainwell.org
Date: 2018.02.09 14:57:06 -05'00'

Bryan Pond, Water Renewal Plant Supt.

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

Insert Signature:

Bryan Pond

Digitally signed by Bryan
Pond
Date: 2018.02.09
12:52:09 -05'00'

Bill Bomar, Public Safety Director

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

Insert Signature:

Bill Bomar

Digitally signed by Bill
Bomar
Date: 2018.02.09
12:36:12 -05'00'

Rick Updike, Public Works Supt.

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

Insert Signature:

Rick Updike

Digitally signed by Rick
Updike
Date: 2018.02.08
11:32:26 -05'00'

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.02.09 14:48:47 -05'00'

02/09/2018

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 01/01/2018 - 02/28/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction					
01/26/2018	CBGEN	1243(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2017 WINTER TAX COLLECTED W/E 01/20/2018	8,057.38
01/26/2018	CBGEN	1244(A)	ALLEGAN COUNTY TREASURER	2017 SUM/WIN TAX/INT COLL W/E 01/20/2018	2,415.74
01/26/2018	CBGEN	1245(A)	PLAINWELL COMMUNITY SCHOOLS	2017 WINTER TAX COLLECTED W/E 01/20/2018	19,368.02
01/26/2018	CBGEN	1246(A)	RANSOM DISTRICT LIBRARY	2017 SUMMER TAX/INT COLLECTED W/E 01/20/	42.04
02/02/2018	CBGEN	1249(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2017 WINTER TAX COLLECTED W/E 01/27/2018	6,146.57
02/02/2018	CBGEN	1250(A)	ALLEGAN COUNTY TREASURER	2017 SUM/WIN TAX/INT COLL W/E 01/27/2018	2,279.38
02/02/2018	CBGEN	1251(A)	PLAINWELL COMMUNITY SCHOOLS	2017 WINTER TAX COLLECTED W/E 01/27/2018	20,324.80
02/02/2018	CBGEN	1252(A)	RANSOM DISTRICT LIBRARY	2017 SUMMER TAX/INT COLL W/E 01/27/2018	71.14
02/09/2018	CBGEN	1255(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2017 WINTER TAX COLLECTED W/E 02/03/2018	20,035.62
02/09/2018	CBGEN	1256(A)	ALLEGAN COUNTY TREASURER	2017 SUM/WIN TAX/INT COLL W/E 02/03/2018	6,476.52
02/09/2018	CBGEN	1257(A)	PLAINWELL COMMUNITY SCHOOLS	2017 WINTER TAX COLLECTED W/E 02/03/2018	80,913.56
02/09/2018	CBGEN	1258(A)	RANSOM DISTRICT LIBRARY	2017 SUMMER TAX/INT COLL W/E 02/03/2018	127.95
Total ACH Transaction:					166,258.72
Check Type: EFT Transfer					
01/26/2018	CBGEN	1247(E)	FIRST NATIONAL BANK (CREDIT CARD)	Miscellaneous supplies	4,854.28
02/02/2018	CBGEN	1253(E)	STATE OF MICHIGAN	JANUARY 2018 AIRPORT FUEL SALES TAX	6.59
02/15/2018	CBGEN	1254(E)	CITY OF PLAINWELL	FEBRUARY 2018 CITY WATER/SEWER BILLS	281.71
02/05/2018	CBGEN	1259(E)	UNITED HEALTHCARE INSURANCE COMPANY	FEBRUARY 2018 RETIREE HEALTH PREMIUM - W	190.73
02/05/2018	CBGEN	1260(E)	UNITED HEALTHCARE INSURANCE COMPANY	FEBRUARY 2018 RETIREE HEALTH PREMIUM - T	173.89
02/06/2018	CBGEN	1261(E)	CENTURYLINK	JANUARY 2018 LONG DISTANCE	3.97
02/02/2018	CBGEN	1262(E)	CHEMICAL BANK	CORRECTED JANUARY 2018 BANK SERVICE FEES	307.29
02/09/2018	CBGEN	1263(E)	SILVERSCRIPT INSURANCE COMPANY	FEBRUARY 2018 RETIREE SCRIPT PREMIUM WHI	28.50
02/09/2018	CBGEN	1264(E)	SILVERSCRIPT INSURANCE COMPANY	FEBRUARY 2018 RETIREE SCRIPT PREMIUM TOW	29.10
02/09/2018	CBGEN	1265(E)	CITY OF PLAINWELL	WARNEMENTS LOT WINTER 2017 TAX	2,626.45
Total EFT Transfer:					8,502.51

Check Type: Paper Check

01/19/2018	CBGEN	11901	AT&T - SBC	12/14/17 - 1/13/18 DPW SECURITY GATE	2,288.29
01/19/2018	CBGEN	11902	MICHIGAN GAS UTILITIES CORP.	12/12/17 - 1/10/18 GAS BILL	153.89
01/19/2018	CBGEN	11903	JOYFUL CLEANING - SID TUBBS	JAN 2018 CLEANING	964.00
01/19/2018	CBGEN	11904	FUEL MANAGEMENT SYSTEM PACIFIC PRID	PD/FIRE 1/12/18	580.50
01/19/2018	CBGEN	11905	CHEF CONTAINER LLC	2/1/18 - 2/28/18 RESIDENTIAL RECYCLE	2,445.30
01/25/2018	CBGEN	11907	PRIORITY HEALTH	FEBRUARY 2018 HEALTH INSURANCE PREMIUMS	29,891.80
01/29/2018	CBGEN	11908	CONSUMERS ENERGY	12/01/17 - 12/31/17 ELECTRIC	39.72
01/29/2018	CBGEN	11909	BOB'S HARDWARE	TORO SNOW THROWER	18.99
01/29/2018	CBGEN	11910	CONSUMERS ENERGY	12/16/17 - 1/19/18 WR PLANT ELECTRIC	7,414.51
01/29/2018	CBGEN	11911	US BANK EQUIPMENT FINANCE (COPIER)	FEB 2018 CITY HALL COPIER	147.00
01/31/2018	CBGEN	11912	POSTMASTER	to mail utility bills for January usage	558.55
02/01/2018	CBGEN	11913	WASHWELL-STADIUM DRIVE GROUP-SOAP	2018 BANNERS CLEANED	118.75
02/01/2018	CBGEN	11914	CHARTER COMMUNICATIONS (SPECTRUM)	2/1/18 - 2/28/18 WR/DPW INTERNET	109.98
Total Paper Check:					44,731.28

CBGEN TOTALS:

Total of 35 Checks:

Less 0 Void Checks:

Total of 35 Disbursements:

219,492.51

0.00

219,492.51

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
DN: c=US, st=MI, l=City of Plainwell,
o=Internet Widgits Pty Ltd, cn=Brian
Kelley, email=bkelley@plainwell.org
Date: 2018.02.09 09:46:05 -0500

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.02.09 14:46:52 -0500

Reports & Communications:

A. Public Safety – Turn Out Gear Purchase:

Fire turn-out gear is inspected annually to ensure continued safety for Plainwell firefighters. The inspections flagged two sets of turn-out gear in need of replacement, which was included in the budget.

Recommended action: Consider approving the purchase of two (2) sets of turn-out gear from Time Emergency Equipment for \$4,250.00.

B. DPW – Well #4 Well House Project:

Superintendent Updike recommends upgrades to the Well #4 Well House to improve accuracy of the source water flow meter at local. City Engineers Fleis & Vandenbrink have provided a quote to design the re-piping of the well, the extension of the well to accommodate longer pipes needs to eliminate turbulence in the meter, the replacement of the meter and chemical conversions within the well house.

Recommended action: Consider approving the project for design & construction engineering for Well #4 renovations with Fleis & Vandenbrink for \$14,900.

Reminder of Upcoming Meetings

- February 22, 2018 – Allegan County Board of Commissioners – 1:00pm
- February 13, 2018 – Plainwell DDA/BRA/TIFA Board – 7.30am
- February 21, 2018 – Plainwell Planning Commission – 7:00pm
- February 26, 2018 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- None