

# 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 January 9, 2017 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary – 12/27/2016 Regular Meeting.**
6. **General Public/County Commissioner Report**
7. **Agenda Amendments**
8. **Mayor's Report**
9. **Recommendations and Reports:**
  - A. **Resolutions 17-06 and 17-07**  
Council will consider revised resolutions for 2017 Council Meeting and Employee Holiday Dates.
  - B. **WR New Level Controller – Peach Court Lift Station**  
Council will consider authorizing the purchase of new level controller from Perceptive Controls for \$3,500.
  - C. **DPW Sanitary Sewer Cleaning and Televising**  
Council will consider awarding a contract for sanitary sewer cleaning and televising to the low-bidder, Clean Earth Environmental, for \$7,001.46.
10. **Communications:** The December 2016 Investment Fund Balance reports, the 12/13/2016 DDA/BRA/TIFA Minutes and the 12/21/2016 Planning Minutes.
11. **Accounts Payable - \$691,212.88**
12. **Public Comments**
13. **Staff Comments**
14. **Council Comments**
15. **Adjournment**

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

**MINUTES**  
**Plainwell City Council**  
**December 27, 2016**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Smail of Lighthouse Baptist Church gave the invocation
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Councilman Keeler, Councilman Overhuel and Councilman Keeney.  
Absent: Mayor Pro-Tem Steele.
5. Approval of Minutes/Summary:  
**A motion by Overhuel, supported by Keeler, to accept and place on file the Council Minutes and Summary of the 12/12/2016 regular meeting. On voice vote, all voted in favor. Motion passed.**
6. General Public / County Commissioner:  
Director Bomar introduced four (4) new firefighters. Henry Peak comes to us from Hopkins and is already certified. Kevin Callahan works for Calhoun County and brings his expertise to Plainwell. Bob Stenzel and John Tremblay are both Plainwell residents entering the firefighter academy in January 2017. Both Stenzel and Tremblay were sworn in by Clerk/Treasurer Kelley.
7. Agenda Amendments: None.
8. Mayor's Report: None
9. Recommendations and Reports:
  - A. City Manager Wilson briefed Council on the installation of waste gas flare at the Water Renewal Plant as budgeted in the current year.  
**A motion by Keeler, supported by Keeney, to approve the purchase of installation services from Allied Mechanical Services for \$28,200. On a roll-call vote, all in favor. Motion passed.**
  - B. Superintendent Updike briefed Council on an emergency repair to the John Deere Loader which is a key part of snow removal city wide. The machine was analyzed and parts ordered and is back in service ready for more snow.  
**A motion by Keeler, supported by Overhuel, to confirm the emergency purchase from AIS Construction for \$9,619.44 plus shipping to repair the John Deere Loader. On a roll-call vote, all in favor. Motion passed.**
  - C. Mayor Brooks reappointed Bunny LaDuke to a 2-year term on the Parks & Trees Board.  
**A motion by Keeler, supported by Keeney, to confirm the Mayor's appointment of Bunny LaDuke to the Parks & Trees Board. On a voice vote, all in favor. Motion passed.**
  - D. Clerk/Treasurer Kelley outlined five (5) annual resolutions for 2017 – the first lists the Ordinance Enforcement Officers of the city; the second lists the Council meeting dates for 2017; the third lists the employee holiday dates (when City offices are closed); the fourth is a listing of the dates on which the flags are flown on city streets, and; the fifth is a resolution authorizing the Director of Public Safety to liaison with the State of Michigan for temporary closures of M-89.  
**A motion by Keeler, supported by Keeney, to adopt Resolutions 17-01 through 17-05 for Ordinance Enforcement Officers, 2017 Council Meeting Dates, 2017 Employee Holiday Dates, 2017 Street Flag Dates and 2017 Street Closures. On a voice vote, all in favor. Motion passed.**

10. Communications:

**A motion by Overhuel, seconded by Keeler to accept and place on file the November 2016 Public Safety and Water Renewal Reports, and the 12/15/2016 DRAFT Parks & Trees minutes. On a voice vote, all in favor. Motion passed.**

11. Accounts Payable:

**A motion by Keeler, supported by Keeney, that the bills be allowed and orders drawn in the amount of \$282,026.64 for payment of same. On a roll call vote, all in favor. Motion passed.**

12. Public Comments

None.

13. Staff Comments

Personnel Manager Lamorandier reported working on year-end payroll reports.

Superintendent Updike noted the speed bumps and signage had been installed behind Old City Hall. He reported that the skating rink has been installed and is open.

Director Bomar reported on the successful Shop With a Cop event on December 19 that served approximately 130 shoppers with 44 law enforcement officers. He also briefed Council about a brochure being promoted by the Michigan Association of Chiefs of Police concerning "What To Do When Stopped by the Police."

Clerk/Treasurer Kelley noted completion of the audit, to be presented January 23, preparation of year-end reports and planning for the upcoming budget.

City Manager Wilson asked for direction from the Council about uses for the former Harding's Building. The Mayor and Council noted that the city should keep all options open regarding the use and sale of the building.

14. Council Comments:

Councilman Overhuel welcomed the new firefighters and thanked them for their service.

15. Adjournment:

**A motion by Keeney, supported by Keeler to adjourn the meeting at 7:17 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**SUMMARY**  
**Plainwell City Council**  
**December 27, 2016**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Scott Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Keeley, Keeler, Overhuel, and Brooks. Absent: Steele.
5. Approved Minutes/Summary of 12/12/2016 regular meeting.
6. Approved purchase of waste gas flare installation services from Allied Mechanical Services for \$28,200.
7. Confirmed the emergency repair of the John Deere Loader from AIS Construction for \$9,619.44 plus shipping costs.
8. Confirmed the Mayor's reappointment of a citizen to the Parks & Trees Board.
9. Adopted Resolutions 17-01 through 17-05 for Ordinance Enforcement Officers, 2017 City Council Meeting Dates, 2017 Employee Holiday Dates, 2017 Street Flag Dates and 2017 Street Closures.
10. Accepted and placed on file the November 2016 Public Safety and Water Renewal Reports and the 12/15/2016 DRAFT Parks & Trees Minutes.
11. Approved Accounts Payable for \$282,026.64.
12. Adjourned the meeting at 7:17 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**Resolution 17-06  
City of Plainwell**

**A RESOLUTION REGARDING THE 2017 MEETINGS OF THE PLAINWELL CITY COUNCIL:**

**Whereas**, pursuant to Section 5(2) of Act 266 of 1976, the Open Meetings Act, the Plainwell City Council must establish and post notice of its regularly scheduled meetings; and

**Whereas**, Regular City Council meetings are held at 7:00 PM local time, on the second and fourth Monday nights in the Plainwell City Council Chambers located at 211 North Main Street, Plainwell, Michigan, unless otherwise stated; and

**Whereas**, a regular meeting may be re-scheduled or a special meeting scheduled upon eighteen (18) hours posted notice; and

**Whereas**, questions regarding meetings should be directed to the City Clerk at 211 North Main Street, Plainwell, Michigan 269-685-6821;

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

That the Plainwell City Council Regular Meetings for 2017 are scheduled for the following dates:

January	9 <sup>th</sup>	and	23 <sup>rd</sup>
February	13 <sup>th</sup>	and	27 <sup>th</sup>
March	13 <sup>th</sup>	and	28 <sup>th</sup>
April	10 <sup>th</sup>	and	24 <sup>th</sup>
May	8 <sup>th</sup>	and	22 <sup>nd</sup>
June	12 <sup>th</sup>	and	26 <sup>th</sup>
July	10 <sup>th</sup>	and	24 <sup>th</sup>
August	14 <sup>th</sup>	and	28 <sup>th</sup>
September	11 <sup>th</sup>	and	25 <sup>th</sup>
October	9 <sup>th</sup>	and	23 <sup>rd</sup>
November	13 <sup>th</sup>	and	27 <sup>th</sup>
December	11 <sup>th</sup>	and	27 <sup>th</sup>

YES:

NO:

ABSENT:

Dated: January 9, 2017

\_\_\_\_\_  
**Brian Kelley, City Clerk/Treasurer**

The City Council for the City of Plainwell and all boards and commissions for the City of Plainwell will comply with the spirit and intent of the Americans with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Please feel free to contact us if you need further information at 269-685-6821.

**Resolution 17-07  
City of Plainwell**

**A RESOLUTION REGARDING THE 2017 HOLIDAY DATES APPROVED AS PAID HOLIDAYS FOR ALL CITY EMPLOYEES:**

**WHEREAS**, the City of Plainwell Personnel Rules and Regulations, as amended, carefully details the holiday days which are approved for all City employees; and

**WHEREAS**, as required in Section 8 Employee Policy Handbook, Time off, section C Holidays the City Council is hereby requested to approve these specific dates for such holidays for the calendar year of 2017;

NOW, THEREFORE, BE IT RESOLVED THAT the Plainwell City Council hereby approves and mandates the holiday days and dates as follows with no deviations unless approved by the City Council:

<u>Good Friday</u> -	Friday, April 14, 2017
<u>Memorial Day</u> –	Monday, May 29, 2017
<u>Independence Day</u> –	Tuesday, July 4, 2017
<u>Labor Day</u> –	Monday, September 4, 2017
<u>Thanksgiving Day</u>	Thursday, November 23, 2017
<u>Day after Thanksgiving</u>	Friday, November 24, 2017
<u>Christmas Eve</u> –	Tuesday, December 26, 2017
<u>Christmas Day</u> –	Monday, December 25, 2017
<u>New Year’s Eve</u> –	Tuesday, January 2, 2018
<u>New Year’s Day</u> –	Monday, January 1, 2018

YES:  
NO:  
ABSENT:

Adopted: January 9, 2017

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**Brian Kelley, City Clerk/Treasurer**

Rick Brooks, Mayor  
Lori Steele, Mayor Pro-Tem  
Brad Keeler, Council Member  
Todd Overhuel, Council Member  
Roger Kenney, 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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1/04/2017

To: Erik Wilson, City Administrator  
From: Bryan Pond, Superintendent WR  
Cc: Brian Kelley, City Clerk/Treasurer  
RE: New Level Controller Peach Ct. Lift Station

Perceptive Controls of Plainwell is our City system integrator and manages our water and water renewal, SCADA.

To refresh your memory SCADA (Supervisory Control And Data Acquisition) is a system for remote monitoring and control that operates with coded signals over communication channels, e.g. radio signals, (using typically one communication channel per remote station).

Due to the depth of the wet well of thirty plus feet at Peach Ct. the operation of the pump float switches has become more frequently unreliable.

I have purchased a radar level monitoring system which will fit this application and depth. This radar signal will control the operation of the pumps to cycle on and off. Perceptive will have to install and program, write code, provide new schematics, and set up the radar unit to operate with station. Their quote for the work is \$3,500

With councils approval I would like to start the work to install the controller. This is line item 590-540-930 which is approximately 50% expended with a balance of \$33,333

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

# City of Plainwell



“The Island City”

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

Department of Public Works  
126 Fairlane Street  
Plainwell, Michigan 49080  
Phone: 269-685-9363  
Fax: 269-685-7278  
Web: [www.plainwell.org](http://www.plainwell.org)

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Date: January 4, 2017

To: Erik J. Wilson, City Manager

From: Rick Updike, Public Works Superintendent

Subject: Sanitary Sewer Clean and Televising Bid

On Wednesday, December 28, 2016 the Department of Public works opened bids for sewer cleaning and televising. The Department contracts at least yearly for televising to clean and root cut mains and detect problem areas in Plainwell’s sewer collection system. This bid is for televising large sewer collector mains in the system that have not been televised in the past. The bid tabulation is as follows:

<b>Contractor</b>	<b>Cost per Lineal Ft.</b>	<b>Total Feet</b>	<b>Total Cost</b>
Clean Earth Environmental	\$1.94	3,609	\$7,001.46
Plummer's Environmental Services	\$2.79	3,609	\$10,069.11
Greenscape	\$8.00	3,609	\$28,872.00
Perceptive	\$2.25	3,609	\$8,120.25

The January 2017 end of the month financial report shows sufficient resources in the Sewer Fund to cover the cost of the work. This work also qualifies for retroactive reimbursement from the State’s SAW grant which the City is in line to be awarded in October of this year. The draft budget for Plainwell’s SAW grant asked for \$1,087,800 of which \$298,300 was earmarked for sanitary sewer cleaning and televising.

Clean Earth of Kalamazoo is the low bidder and I recommend that Council award the work to them for \$7,001.46.



## Investment Activity Report



“The Island City”

### City of Plainwell

Investment Portfolio Detail - Unaudited

at: 12/31/2016

**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: 2017.01.03 16:09:32 -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	\$186,131	Michigan Class	Rich Garay - 734.604.1494	03/28/16		0.85%	
2	90-Day CD	N/A	\$100,188	Talmer Bank	Stephanie Griffin - 616.464.0308	09/27/16	12/27/16	0.45%	-4
3	365-Day CD	N/A	\$150,000	Talmer Bank	Stephanie Griffin - 616.464.0308	06/29/16	06/29/17	0.45%	180
4	90-Day CD	N/A	\$50,138	Talmer Bank	Laree Waanders - 269.857.9002	09/30/16	12/30/16	0.45%	-1
5	365-Day CD	N/A	\$100,501	Chemical Bank	Laree Waanders - 269.857.9002	06/30/16	06/30/17	1.00%	181
6	90-Day CD	N/A	\$100,129	Chemical Bank	Laree Waanders - 269.857.9002	11/26/16	02/26/17	0.35%	57
7									
8									
9									
10									
11									
12									
13									
14									
15									

Total Investments: \$687,086.92

Average Yield: 0.59%

### Cash Activity for the Month

Cash, beginning of month: \$1,863,000.74

Cash, end of month: \$1,680,694.39

**Erik J. Wilson, City Manager**

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
Date: 2017.01.06 11:31:06 -05'00'

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

CITY OF PLAINWELL  
**ESTIMATED CASH BALANCE/FUND BALANCE REPORT**  
 MONTH ENDED: **12/31/2016**  
 % OF FISCAL YEAR: **50.41%**

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	235,998	284,008	1,502,500	1,029,862	756,646	505,583	2,021,769	50.94%
Major Streets	162,690	99,825	69,211	150,909	18,127	(31,127)	300,670	50.19%
Local Streets	55,158	35,346	72,192	188,376	(80,838)	(57,427)	257,633	73.12%
Solid Waste	625	103	166,018	114,164	51,957	(3,406)	167,090	68.32%
Fire Reserve	133,816	133,816	83,278	111,111	105,983	50,921	159,162	69.81%
Airport	48,800	51,282	30,393	56,546	25,130	22,728	64,821	87.23%
Revolving Loan	10,988	60,740	10,689	-	71,429	21,677	30,000	0.00%
Capital Improvement	22,288	25,593	84,632	40,394	69,831	63,431	77,396	52.19%
Brownfield BRA	16,871	15,985	40,032	32,241	23,775	23,774	67,391	47.84%
Tax Increment TIFA	59,565	59,182	43,894	24,466	78,610	53,504	39,280	62.29%
Downtown DDA	20,311	19,419	33,995	24,289	29,125	30,420	40,684	59.70%
Sewer	694,724	821,024	672,866	721,792	772,099	623,248	1,478,146	48.83%
Water	261,041	298,496	261,724	290,737	269,483	183,366	543,090	53.53%
Equipment	154,203	147,016	139,259	102,798	183,477	185,677	261,996	39.24%
OPEB**	15,413	115,413	12,409	19,422	108,400	8,325	32,980	58.89%
	<u>1,892,491</u>	<u>2,167,248</u>	<u>3,223,092</u>	<u>2,907,107</u>	<u>2,483,233</u>	<u>1,680,694</u>	<u>5,542,108</u>	<u>52.45%</u>

\* - Amounts taken from audited financial statements as of June 30, 2016  
 \*\* - OPEB listing on this worksheet is included in the General Fund for financial statement purposes  
 \*\*\* - These amounts are taken directly from the End of Month Financial Statement provided to Council

Erik J. Wilson, City Manager	Brian Kelley, City Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature: <b>Erik Wilson</b> <small>Digitally signed by Erik Wilson            Date: 2017.01.06 11:31:29 -05'00'</small>	Insert Signature: <b>Brian Kelley</b> <small>Digitally signed by Brian Kelley            DN: c=US, st=MI, l=City of Plainwell, o=Internet Widgets Pty Ltd, cn=Brian Kelley,            email=bkelley@plainwell.org            Date: 2017.01.03 16:08:22 -05'00'</small>

Minutes  
Plainwell DDA, BRA and TIFA:

December 13, 2016

1. Call to Order - Meeting called to order at 7:35 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call  
Members Present: Nick Larabel, Jim Turley, Erik Wilson, EJ Hart, Adam Hopkins, Paul Rizzo, Zelda Schippers, Tracee Dunlop,  
Excused: Mayor Rick Brooks
4. Approval of Minutes of 10/13/16 and 11/08/16. Minor changes to the Oct. 11 and Nov. 8 minutes approved with these changes.
5. General Public: - None
6. Chairman's Report: None
7. BRA Action Items
  - A. **Motion to accept accounts payable for November of \$649.90 was made by Turley and seconded by Dunlop. Motion carried.**
8. DDA Action Items -
  - A. **Motion to accept accounts payable for the month of November of \$2,586.36 was made by Larabel and seconded by Turley. Motion carried.**
9. TIFA Action Items
  - A. **Motion to accept accounts payable for the month of November of \$597.41 and was made by Hart and seconded by Schippers. Motion carried.**
10. Communications:

10/24/16 and 11/14/16 Council Minutes and Financial Report/summary as of 11/30/16 was approved and placed on file.
11. Public Comments: None
12. Staff Comments:

Business Updates- Sweetwater's Concept Plan, Road discussion, Landscape Issue: NW parking lot **Motion to support the addition of signage and speed bumps that was voted on at the City Council meeting (12/12/16) was made by Larabel and seconded by Hart.**

Dumpster Issues in NE parking lot. Dumpster needs to be moved – **A motioned to move the dumpster across Anderson St. in the NE corner of the parking lot as well as, the city continue to pursue taking ownership of the trash by billing each business through sewer/utility bills or placed on taxes for collection of non-payments. Motion was made by Larabel and seconded by Turley.**

Event Updates – Golden Tickets are now circulating
13. Member Comments: None
14. Adjournment: **A Motion by Turley supported by Rizzo to adjourn the meeting at 8:45 a.m. was made and passed.**

Submitted by Denise Siegel, Economic Development Manager

**CITY OF PLAINWELL  
MINUTES  
Planning Commission  
December 21, 2016**

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: Chris Haas, Gary Sausaman, Jay Lawson, Lori Steele, Diana Lubic. Chris Slinkman Excused Absent: Jim Higgs
4. Approval of Minutes – 11/02/16:  
Sausaman moved to approve the minutes and it was supported by Haas.
5. Chairperson’s Report:  
None
6. New Business:  
A. Review and consensus on fencing for 900 E. Bridge St. Wright Fencing is asking to install a fence in front of the building upon purchasing the property. His request is for a 4’ – 6’ black coated chain link fence in the front of the building and wrapping around the sides and back of the property. Ordinance is 4’ fence in front. He will place fence 25-70’ back from M89. Project is 6-8 months away. The consensus was he can have a 4’ fence, as stated in the ordinance, in the front and a 6 ft. fence on the sides and back of property. Erik commented that this would not meet variance because it was self-induced and an option may be to change the ordinance if he wants 6ft. fence in the front.
7. Old Business:  
A. None
8. Public Comment:  
None
9. Reports and Communications:  
A. Accepted the 10/24/16; 11/14/16 & 11/28/16 Council Minutes.
10. Staff Comments:  
Denise announced the Michigan Passport Grant of \$45,000
11. Commissioner Comments:  
Jay – success of Shop with a Cop, 165 youth participated  
Chris H. & Gary talked about the success of the Christmas Project
12. Adjournment:  
**The meeting was adjourned at 7:41 p.m.**

Minutes submitted by Denise Siegel, Economic Development Manager



## "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: January 6, 2017  
SUBJECT: Accounts Payable Register

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**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 December 25, 2016 through January 15, 2017 and includes the following breakdown:

Paper checks in regular bill listing:	\$	100,524.46
ACH payments for property taxes:		585,380.83
ACH payments for city business:		-
EFT payments (auto-pay payments):		<u>5,307.59</u>
Total Accounts Payable:	\$	<u>691,212.88</u>

01/05/2017 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 POST DATES 01/09/2017 - 01/09/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000624	AIS CONSTRUCTION-JOHNDEREER POWERPLN W38727	REPAIR LOADER STEERING	1,594.29
TOTAL FOR: AIS CONSTRUCTION-JOHNDEREER POWERPLN			1,594.29
000760	ALLEGAN COUNTY SHERIFFS DEPT 2016-10	OCT 2016 WORK CREW	70.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			70.00
001468	ALLIED MECHANICAL 12206	FABRICATION PIPING LABOR TO INSTALL WASTE GAS BUI	21,150.00
TOTAL FOR: ALLIED MECHANICAL			21,150.00
002347	ALRO STEEL CORPORTATION GLU7392KZ	#11 STEEL	508.90
TOTAL FOR: ALRO STEEL CORPORTATION			508.90
000138	AMERICAN OFFICE SOLUTIONS IN103388	12/22/16 - 1/21/17 PD COPIER USAGE	71.76
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			71.76
000035	APPLIED IMAGING 882860	12/16/16 - 1/15/17 CITY HALL COPIER	10.99
	885261	12/13/16 - 1/12/17 CITY HALL COPIER	213.31
TOTAL FOR: APPLIED IMAGING			224.30
000461	BOB'S HARDWARE 040645	TABLE FOR DPW	34.99
	040789	REPAIR OF TORO SNOW BLOWER	60.00
	040795	BELT FOR SNOW BLOWER	28.99
TOTAL FOR: BOB'S HARDWARE			123.98
000107	CARTEGRAPH SYSTEMS INC S1N002299	ANNUAL FEE	3,360.00
TOTAL FOR: CARTEGRAPH SYSTEMS INC			3,360.00
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	2016-01 WR/DPW	1/1/17 - 1/31/17 WR/DPW INTERNET	109.98
	2017-01 AIRPORT	1/7/17 - 2/6/17 AIRPORT INTERNET	74.00
	2017-01 CITY HALL	1/5/17 - 2/4/17 CITY HALL INTERNET	493.81
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			677.79
000009	CONSUMERS ENERGY 2016-12A	11/18/16 - 12/20/16 WR PLANT ELECTRIC BILLS	6,447.44
TOTAL FOR: CONSUMERS ENERGY			6,447.44
001802	CRONEN SIGNS 1926	FIRE TRUCK LETTERING AND REPAIR	600.00
TOTAL FOR: CRONEN SIGNS			600.00
002391	CYBERMIND INC NET-473324	12/1/16 - 2/1/17 WEBSITE FEES	99.90
TOTAL FOR: CYBERMIND INC			99.90
000105	DEVON TITLE AGENCY 706170	TITLE SEARCH 142 S MAIN ST - REVOLVING LOAN	295.00
TOTAL FOR: DEVON TITLE AGENCY			295.00

004136	DICKINSON WRIGHT PLLC		
	1132621	NOV 2016 LEGAL SERVICES	931.00
TOTAL FOR: DICKINSON WRIGHT PLLC			931.00
-----			
002093	ENVIRONMENTAL RESOURCES MGT. INC		
	109	TOXICITY TESTING	700.00
TOTAL FOR: ENVIRONMENTAL RESOURCES MGT. INC			700.00
-----			
000164	ETNA SUPPLY CO INC		
	S102050150.001	IRRIG METER PARTS	39.06
TOTAL FOR: ETNA SUPPLY CO INC			39.06
-----			
000153	FLEIS & VANDENBRINK INC		
	44886	SAW GRANT 90% REIMBURSABLE ENGINEERING WORK E	2,003.00
	44886A	ENGINEERING ASSISTANCE AS RELATED TO OTSEGO TOW	1,555.50
TOTAL FOR: FLEIS & VANDENBRINK INC			3,558.50
-----			
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	1636601	PD FUEL 12/31/16	442.94
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			442.94
-----			
004199	GOODYEAR COMMERCIAL TIRE & SERVICE		
	157-1058693	FIRE TRUCK	558.21
TOTAL FOR: GOODYEAR COMMERCIAL TIRE & SERVICE			558.21
-----			
000104	HARDINGS MARKET #380		
	2016-11	FEE	1.00
	2016-12A	PLASTIC CONTAINERS DPW	1.99
TOTAL FOR: HARDINGS MARKET #380			2.99
-----			
001956	J & R MACHINE & ENGINEERING		
	9137	PART FOR SEWER JETTER	110.00
TOTAL FOR: J & R MACHINE & ENGINEERING			110.00
-----			
000079	KAECEHELE PUBLICATIONS INC		
	34678	DEC 2016 SUMMARIES	180.88
	34679	DEC 2016 DDA CHRISTMAS	74.40
TOTAL FOR: KAECEHELE PUBLICATIONS INC			255.28
-----			
004811	KALAMAZOO RIVER WATERSHED COUNCIL		
	17-22	2016 ANNUAL FEE	500.00
TOTAL FOR: KALAMAZOO RIVER WATERSHED COUNCIL			500.00
-----			
000113	KAR LAB INC		
	616472	WR SAMPLES	460.00
	616474	WR SAMPLES	180.00
	616677	WR SAMPLES	130.00
TOTAL FOR: KAR LAB INC			770.00
-----			
004806	L.L. JOHNS & ASSOCIATES INC		
	16280	12/23/16 - 12/23/17 STORAGE TANK INSURANCE FOR TH	639.38
TOTAL FOR: L.L. JOHNS & ASSOCIATES INC			639.38
-----			
001920	LAKE MICHIGAN MAILERS		
	362982	BALANCE OF 2017 PERSONAL PROPERTY STATEMENT	22.36
TOTAL FOR: LAKE MICHIGAN MAILERS			22.36
-----			
002743	LERMA INC.		
	2016-12	2017 MEMBERSHIP DUES FOR B. BOMAR	50.00
TOTAL FOR: LERMA INC.			50.00
-----			
000077	MCMMASTER-CAR SUPPLY		
	94150147	WR	74.36

TOTAL FOR: MCMASTER-CAR SUPPLY		74.36
002140	MICHIGAN ASSOC OF FIRE CHIEFS 638	2016-2017 MEMBERSHIP FOR B. BOMAR
		85.00
TOTAL FOR: MICHIGAN ASSOC OF FIRE CHIEFS		85.00
002536	NORMAN BUILDERS 2016-12	DECEMBER 2016 AIRPORT SNOW PLOWING
		847.00
TOTAL FOR: NORMAN BUILDERS		847.00
004810	PITNEY BOWES (RENTAL ON METER) 2016-11	9/28/16 - 11/30/16 POSTAGE METER RENTAL CITY HALL
		81.00
TOTAL FOR: PITNEY BOWES (RENTAL ON METER)		81.00
002582	PLAINWELL REDI MIX - COSGROVE ENTER 5892	CEMENT FOR WASTE FLARE WR
		270.00
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER		270.00
001448	PROFESSIONAL CODE INSPECTIONS 5298	DEC 2016 PERMITS
		674.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS		674.00
004189	PURCHASE POWER (PITNEY BOWES) 2016-12	DEC 2016 POSTAGE ON METER
		503.50
TOTAL FOR: PURCHASE POWER (PITNEY BOWES)		503.50
000013	RATHCO SAFETY SUPPLY INC 1157	CONES FOR FIRE DEPT
		329.00
TOTAL FOR: RATHCO SAFETY SUPPLY INC		329.00
001748	REPUBLIC WASTE SERVICES 0249-005352666	1/1/17 - 1/31/17 DPW
		229.16
	0249-005353197	1/1/17 - 1/31/17 WR GARBAGE
		204.84
TOTAL FOR: REPUBLIC WASTE SERVICES		434.00
000011	SHOPPERS GUIDE INC 2016-12	DEC 2016 CHRISTMAS/FARMERS MARKET
		200.16
TOTAL FOR: SHOPPERS GUIDE INC		200.16
002402	STEENSMA LAWN & POWER EQUIPMENT 402255	ARIENS HYDRO PRO 36 926072 COMMERCIAL SNOW BLC
		2,720.00
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT		2,720.00
000500	TRUCK & TRAILER SPECIALTIES, INC. C48367	SNOW PLOW BLADES
		1,346.73
TOTAL FOR: TRUCK & TRAILER SPECIALTIES, INC.		1,346.73
004220	US BANK EQUIPMENT FINANCE (COPIER) 320139470	CITY HALL COPIER JAN 2017
		147.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)		147.00
002653	VAN MANEN OIL COMPANY 2054408	DIESEL FUEL 12/19/16
		644.70
TOTAL FOR: VAN MANEN OIL COMPANY		644.70
000034	VERIZON 9777562557	11/24/16 - 12/23/16 PHONE/WIFI
		112.07
	9777562558	11/24/16 - 12/23/16 CELL PHONE BILLS
		970.55
TOTAL FOR: VERIZON		1,082.62
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP 1656	MISSED INVOICE FROM OCT 2016
		54.50
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP		54.50



004001

WATKINS ROSS

13789

ACTUARIAL BALUATION OPEB AS OF JUNE 30, 2016

3,800.00

TOTAL FOR: WATKINS ROSS

3,800.00

TOTAL - ALL VENDORS

57,096.65

### 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: 2017.01.05 08:37:09 -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: 2017.01.05 11:11:40 -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:

#### 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: 2017.01.05  
09:40:06 -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  
DN: c=US, st=Michigan, l=Plainwell,  
o=City of Plainwell, cn=Rick Updike,  
email=rupdike@plainwell.org  
Date: 2017.01.05 10:51:40 -05'00'

#### Erik J. Wilson, City Manager

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik  
Wilson  
Date: 2017.01.06  
11:30:41 -05'00'

01/05/2017

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 12/25/2016 - 01/15/2017

Check Date	Check	Vendor Name	Description	Amount
Bank APPNC PNC Accounts Payable Checking				
Check Type: EFT Transfer				
01/15/2017	427(E)	CITY OF PLAINWELL	JANUARY 2017 CITY UTILITY BILLS	222.03
01/05/2017	428(E)	UNITED HEALTHCARE INSURANCE COMPANY	JANUARY 2017 RETIREE PREMIUM WHITNEY	173.68
Total EFT Transfer:				395.71
APPNC TOTALS:				
Total of 2 Checks:				395.71
Less 0 Void Checks:				0.00
Total of 2 Disbursements:				395.71
Bank CBGEN Chemical Bank - General AP Account				
Check Type: ACH Transaction				
12/30/2016	1036(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2016 WINTER TAX COLLECTED W/E 12/24/2016	122,141.99
12/30/2016	1037(A)	ALLEGAN COUNTY TREASURER	2016 WINTER TAX COLLECTED W/E 12/24/2016	35,748.50
12/30/2016	1038(A)	PLAINWELL COMMUNITY SCHOOLS	2016 WINTER TAX COLLECTED W/E 12/24/2016	276,000.26
01/06/2017	1040(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2016 WINTER TAX COLL W/E 12/31/2016	36,733.62
01/06/2017	1041(A)	ALLEGAN COUNTY TREASURER	2016 SUM/WIN TAX/INT COLL W/E 12/31/2016	11,811.58
01/06/2017	1042(A)	PLAINWELL COMMUNITY SCHOOLS	2016 WINTER TAX COLLECTED W/E 12/31/2016	102,794.99
01/06/2017	1043(A)	RANSOM DISTRICT LIBRARY	2016 SUM TAX/INT COLL W/E 12/31/2016	149.89
Total ACH Transaction:				585,380.83
Check Type: EFT Transfer				
01/03/2017	1039(E)	STATE OF MICHIGAN	DECEMBER 2016 AIRPORT FUEL SALES TAX	25.02
01/05/2017	1044(E)	PNC BANK (CREDIT CARD)	DEC 2016 STATEMENT	4,886.86
Total EFT Transfer:				4,911.88
Check Type: Paper Check				
12/27/2016	10346	PRIORITY HEALTH	JANUARY 2017 HEALTH PREMIUM	28,062.34

12/29/2016	10347	POSTMASTER	TO MAIL 01/01/17 UTILITY BILLING	566.36
12/29/2016	10348	AMETEK	DREXELBROOK CONVERTER MODEL DR5200	3,458.09
12/29/2016	10349	CORELOGIC REAL ESTATE TAX SERVICE	Win Tax Refund 55-395-036-00	626.35
12/29/2016	10350	CORELOGIC REAL ESTATE TAX SERVICE	Win Tax Refund 55-200-010-10	714.67
01/11/2017	10351	BARBARA G TAYLOR	REVOLVING LOAN - 142 S MAIN	10,000.00
Total Paper Check:				43,427.81

CBGEN TOTALS:  
 Total of 15 Checks: 633,720.52  
 Less 0 Void Checks: 0.00  
 Total of 15 Disbursements: 633,720.52

REPORT TOTALS:  
 Total of 17 Checks: 634,116.23  
 Less 0 Void Checks: 0.00  
 Total of 17 Disbursements: 634,116.23

## Off Cycle Payment Authorization

<b>Brian Kelley, City Clerk/Treasurer</b>
<p>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.</p>
<p>Insert Signature: <b>Brian Kelley</b></p> <p><small>Digitally signed by Brian Kelley        DN: c=US, st=MI, =City of Plainwell, o=Internet Widgits Pty Ltd, cn=Brian Kelley,        email=bkelley@plainwell.org        Date: 2017.01.05 11:06:03 -05'00'</small></p>

<b>Erik J. Wilson, City Manager</b>
<p>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.</p>
<p>Insert Signature: <b>Erik Wilson</b></p> <p><small>Digitally signed by Erik Wilson        Date: 2017.01.06 11:30:00 -05'00'</small></p>

STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION

NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY AND  
DTE ELECTRIC COMPANY  
CASE NO. U-18195

RECEIVED  
JAN 03 2017

Plainwell City Clerk's Office

- Consumers Energy Company and DTE Electric Company requests that the Michigan Public Service Commission grant accounting approval of depreciation practices for the Ludington Pumped Storage Plant.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050; or DTE Electric Company, One Energy Plaza, Detroit, Michigan 48226-1279, (800) 477-4747 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company, or the DTE Electric Company.
- A public hearing will be held:

**DATE/TIME:** **Thursday, January 12, 2017, at 9:00 a.m.**  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**BEFORE:** Administrative Law Judge **Mark D. Eyster**

**LOCATION:** Michigan Public Service Commission  
7109 West Saginaw Highway  
Lansing, Michigan

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider the November 10, 2016 joint application of Consumers Energy Company (Consumers Energy) and the DTE Electric Company (DTE Electric), which seeks approval of their proposed depreciation accrual rates, depreciation expense, and depreciation rate change implementation timing requested by the Companies for accounting and ratemaking purposes for the Ludington Plant; and grant Consumers Energy and DTE Electric such other and further relief as may be just and reasonable. DTE Electric and Consumers Energy are requesting an increase in annual depreciation expenses of \$13.8 million and \$14.5 million, respectively.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://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](mailto: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](mailto: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 Thursday, January 5, 2017. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy's attorney, Mr. Gary A. Gensch, Jr., One Energy Plaza, Jackson, Michigan 49201, and DTE Electric's attorney, Mr. Jon P. Christinidis, One Energy Plaza, Detroit, Michigan 48226-1279.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. 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.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy's application may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the offices of Consumers Energy Company and DTE Electric Company. 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 106, as amended, MCL 460.551 et seq.; 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 the Michigan Administrative Hearing System's Administrative Hearing Rules, 2015 AC, R 792.10401 et seq.

**[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY APPROVE, REJECT, OR AMEND PROPOSALS MADE BY CONSUMERS ENERGY COMPANY AND DTE ELECTRIC COMPANY.]**



12-23-16



Just a suggestion  
on the people doing  
the turn on back  
street to avoid the  
traffic light. Instead  
of speed bumps,  
make the turn signals  
on longer in early  
AM and again in  
PM from 3 to 5. Who  
wants to sit through  
3 and 4 lines of cars  
wanting to make  
left turns. They  
are way to short  
that times of days.  
Plus its cheaper to  
redo turn light than  
speed bump.  
Thank you

## Reports & Communications:

### **A. Resolutions 17-06 and 17-07**

These resolutions revise previously adopted resolutions setting 2017 Council Meeting and Employee Holiday dates. There were errors for the Christmas and New Year's Eve Holiday Dates in the previous resolutions.

**Recommended action:** Consider adopting Resolutions 17-06 and 17-07 as presented.

### **B. WR New Level Controller – Peach Court Lift Station**

Superintendent Pond requests purchase and installation of a new level controller for the Peach Court Lift Station.

**Recommended action:** Consider authorizing the purchase of a new level controller from Perceptive Controls for \$3,500.

### **C. DPW Sanitary Sewer Cleaning and Televising**

Superintendent Updike included in Council's packet a bid tabulation from four providers for cleaning and televising services, which is done annually as a preventative measure. His recommendation is to use the low-bidder, Clean Earth Environmental, at a project cost of \$7,001.46.

**Recommended action:** Consider awarding a contract for sanitary sewer cleaning and televising to Clean Earth Environmental for \$7,001.46.