

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 Plainwell City Council Monday, August 12, 2019 7:00PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary – 07/22/2019 Regular Meeting**
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**
 - A. **City Council Vacancy**

Council will consider confirming the process to seek applications for the vacant City Council position.
 - B. **Cook Park – Pickleball Court Donations & Upgrades**

Council will consider acknowledging private donations totaling \$10,000.00 and approving related upgrades to the pickleball courts at Cook Park for \$10,000.00.
 - C. **WR – Annual Purchase of Chlorine Gas and Sulfur Dioxide Gas**

Council will consider approving the annual chlorine and sulfur dioxide gas purchases with Alexander Chemical at an estimated cost of \$10,000.00.
 - D. **DPW – Cartegraph / BS&A Work Order Conversion**

Council will consider approving a final payment of \$5,940.00 for an annual Cartegraph software license and approving a project to convert to BS&A Work Orders at a project cost of \$16,370.00.
11. **Communications:** The June Water Renewal Report, the July Investment and Fund Balance Reports
12. **Accounts Payable - \$399,208.19**
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

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MINUTES
Plainwell City Council
July 22, 2019

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Pro Tem Steele, Councilmember Keeler, Councilmember Overhuel and Councilmember Keeney. Absent: Mayor Brooks.
A motion by Keeney, seconded by Overhuel, to excuse Mayor Brooks with prior notification. On a voice vote, all in favor. Motion passed.
5. Approval of Minutes/Summary:
A motion by Overhuel, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 07/08/2019 regular meeting. On voice vote, all voted in favor. Motion passed.
6. Public Comment:
Ryan Burns from Troop 35 introduced himself working toward a Merit Badge.
7. County Commissioner Report: None
8. Agenda Amendments: None
9. Mayor's Report: None
10. Recommendations and Reports:
 - A. Community Development Manager Siegel presented plans for the new Ransom District Library, which have been reviewed by staff and considered by the Planning Commission. The plans outline the new building and related site modifications. Planner Ryan Russell answered Council's questions about soil borings and reported the building would be raised to elevation 727 and that the building's foundation would be embedded into the bedrock. The Planning Commission recommends approval.
A motion by Keeney, seconded by Keeler, to approve the site plan for the Ransom District Library at 180 Sherwood Avenue. On a voice vote, all voted in favor. Motion passed.
 - B. Clerk Kelley reported the resignation of DDA Member Tracee Dunlop, which was accepted by the Board on July 9. Business Owner David O'Bryant has applied to fill that position and Mayor Pro Tem Steele has made the appointment, subject to Council's confirmation.
A motion by Keeler, seconded by Overhuel, to confirm the Mayoral appointment of David O'Bryant to complete Tracee Dunlop's term on the DDA/BRA/TIFA Board. On a voice vote, all voted in favor. Motion passed.

- C. Personnel Manager Lamorandier reported wording changes in the city's Section 125 Plan Document, regarding the Health Savings Account, that must be approved by the governing body.
A motion by Keeney, seconded by Keeler, to adopt Resolution 19-18 to approve changes to the Section 125 Plan Document. On a voice vote, all voted in favor. Motion passed.
- D. Superintendent Nieuwenhuis reported that a planned 2020 overhaul of Well 4 should be accelerated for maintenance issues, after a recent inspection found leaks at the well site. The city's preferred provider, Peerless Midwest, has offered to complete the work for a project cost not to exceed \$25,000.00.
A motion by Keeler, seconded by Overhuel, to approve the overhaul of Well 4 with Peerless Midwest at a cost not to exceed \$25,000.00, and to amend the budget accordingly. On a roll-call vote, all voted in favor. Motion passed
- E. Treasurer Kelley reported a necessary upgrade to the city's firewall which will improve performance of the city's computer system and will allow for soon-to-be requested upgrades to other hardware infrastructure. Information Technology Manager Tony Clark solicited a quote from the city's preferred computer vendor, CDW-G.
A motion by Keeney, seconded by Overhuel, to approve the upgrades to the City Hall Firewall with CDW-G through Clark Technical Services at a cost of \$10,051.25 and to amend the budget accordingly. On a roll-call vote, all voted in favor. Motion passed.

11. Communications:

A motion by Overhuel, seconded by Keeler, to accept and place on file the June 2019 Public Safety Reports, the DRAFT DDA/TIFA/BRA Board Minutes from July 9, 2019 and the DRAFT Planning Commission Minutes from July 17, 2019. 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 \$156,424.58 for payment of same. On a roll-call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Personnel Manager Lamorandier reminded Council of Sheryl Gluchowski's retirement on July 31, 2019.

Superintendent Nieuwenhuis briefed Council on the 2019 Water Sampling Program and the related results.

Community Development Manager Siegel briefed Council on Movies in the Park and permitting activities.

Superintendent Pond reported backup systems worked sufficiently during the Friday power outage.

Director Bomar reported an August 6 audit of fire apparatus by the Insurance Service Office. He introduced Officer Bob Farris, who thanked the Council for the opportunity to return to service in Plainwell. Public Safety Officer Eric Luthy demonstrated the new equipment vest which moves item off the officer's belt, creating many efficiencies and reducing stress to the back and hips.

Clerk/Treasurer Kelley reported 2019 Summer Property Tax bills are due on Thursday August 15, 2019, and that he is working on year-end. He also reported having confirmed with Plainwell Schools and the County that we will have a November 5, 2019 election for a school bond issue.

15. Council Comments:

None.

16. Adjournment:

A motion by Keeney, seconded by Overhuel, to adjourn the meeting at 7:29 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

DRAFT

SUMMARY
Plainwell City Council
July 22, 2019

1. Mayor Pro Tem Steele called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Scott Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Steele, Keeler, Overhuel and Keeney. Absent (excused): Brooks.
5. Approved Minutes/Summary of the 07/08/2019 regular meeting.
6. Approved a Site Plan for the Ransom District Library at 180 Sherwood Avenue.
7. Confirmed the Mayoral appointment of David O'Bryant to complete a term on the DDA/TIFA/BRA Board.
8. Approved modifications to the City's Section 125 Plan Document.
9. Approved a project to overhaul Well 4 with Peerless Midwest at a cost not to exceed \$25,000.00 and amended the budget accordingly.
10. Approved upgrades to the City Hall Firewall with CDW-G through Clark Technical Services at a cost of \$10,051.25, and amended the budget accordingly.
11. Accepted and placed on file the June 2019 Public Safety Report, the DRAFT DDA/TIFA/BRA Board Minutes from July 9, 2019 and the DRAFT Planning Commission Minutes from July 17, 2019.
12. Approved Accounts Payable for \$156,424.58.
13. Adjourned the meeting at 7:29 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

City of Plainwell



Rick Brooks, Mayor
Lori Steele, Mayor Pro-Tem
Brad Keeler, Council Member
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PUBLIC NOTICE

City of Plainwell

The Plainwell City Council is accepting applications from citizens interested in being appointed to fill a vacant City Council seat. Individuals must be a resident of the City of Plainwell. The term would run until November 8, 2022. Interested individuals may submit an application and a completed questionnaire to the City Clerk at Plainwell City Hall at 211 North Main Street, Plainwell, MI 49080. The application and questionnaire can be found on the city’s website, www.plainwell.org and must be received by the City Clerk no later than 4:00pm Eastern Daylight Time on Friday, August 16, 2019. The City Council anticipates meeting to make an appointment on or before August 23, 2019.

The Island City

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City of Plainwell

Application for Consideration for Appointment to Citizen Boards and Commissions

Applications are kept on file for one year from date of completion. Resumes are encouraged and be attached to your completed application.

I wish to be considered for appointment to the following citizen board(s) or commission(s). (If selecting more than one board/commission, indicate order of preference — “1” being first choice.)

<input type="checkbox"/> Board of Review		
<input type="checkbox"/> Compensation Board	<input type="checkbox"/> Parks & Trees Commission	
<input type="checkbox"/> Downtown Development Authority/ Tax Increment Finance Authority/ Brownfield Redevelopment Authority. (DDA/TIFA./BRA)	<input type="checkbox"/> Planning Commission	
<input type="checkbox"/> District Library Board	<input checked="" type="checkbox"/> Other	City Council Appointment 2019

Name:	
Address:	Work Address:
Home Phone/Cell:	Work Phone:
Email:	Preferred method to be contacted: Home phone Cell Work or email (Please circle)
Are you a Resident of Plainwell? YES NO	
Are you over 21? YES NO	
Are you a registered voter in the City of Plainwell? YES NO	

Describe any experiences that led to your desire to serve the community:



Provide a brief biography including your skills, background and expertise, as well as involvement in the community, professional or other nonprofit organization that are specifically applicable to this board or commission:

Employment: list your three most recent employment experiences.

Dates of Employment	Company name/Location	Position	Job Description

Education: List your most recent educational experiences.

School/College/ Ed. Institute	Certification/Degree received	Area(s) of Study



Supplemental Information: Please review the attached Boards and Commissions Application Attachment and for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its boards and commissions.

Important Public Records information: All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the City Clerk/Treasurer at (269) 685-6821 if you have any questions or concerns about the disclosure of specific information.

Truth and Accuracy: I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of the Freedom of information Act request.

Applicant Signature

Date

Return completed form to: City Clerk/Treasurer's Office, 211 North Main Street, Plainwell, MI 49080

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*CITY COUNCIL CANDIDATE
2019 QUESTIONNAIRE*

Candidate: _____

NOTE: Candidate should use as much space as needed to respond

1. Have you previously served on a governing board of any type (business, government, non-profit organization, church, etc.) or as a leader in any organization? If so, please briefly describe the organization(s), your role, and the number of years you served in that capacity below.

2. Please list three (3) words you believe other members of that governing board/ organization would use to describe you, your participation in that organization or your leadership style:

3. What do you see as the primary duties of a City Councilperson?

4. Describe the relationship you believe a City Council person should have with the staff and the community. Additionally, how you would go about establishing that relationship?

5. What do you believe are the three (3) greatest strengths of the City of Plainwell:

6. In the next couple of years, what do you see as the biggest challenges facing the City of Plainwell?

7. Why do you want to serve as a City Councilperson?

V/N 004828

The Wright Fence LLC

Invoice

900 E Bridge St
Plainwell, MI 49080

Phone # 269-806-7583 james@thewrightfence.com
Fax # 888-253-4841 www.thewrightfence.com

Date	Invoice #
7/30/2019	2536

Bill To
City of Plainwell 211 N Main St Plainwell, MI 49080

P.O. No.	Terms	Project
Pickel Ball Court		

Quantity	Description	Rate	Amount
	Materials needed for Pickle Ball Court	2,200.00	2,200.00
	Sales Tax Computed in Quicken	6.00%	0.00
<i>Anthony W. Gless</i>			
		<i>101-691-967.010</i>	
Payments/Credits			\$0.00
Job Total Balance			\$2,200.00
Total			\$2,200.00

Proposal Submitted To:
Rick Updike
Address:
Plainwell Public Works Department
126 Fairlane St
Plainwell, MI 49080

Phone: 269.685.9363 Date: 2/3/2017
Job Name:
Tennis Court Conversion to Pickleball
court at Thurl Cook Park

Racquet Sports hereby submits estimates and specifications for resurfacing 2 pickleball courts at Thurl Cook Park in Plainwell, MI. (approx. 30x60ft per court)

Non-Resilient Acrylic Color Coating

1. The surface shall be thoroughly cleaned and scraped to remove irregularities, dirt, and debris. Areas that are dirty, stained, flaking or peeling will be removed. Entire court surface shall be cleaned with a pressure washer.
2. Minor depressions, rough areas, or any other area deemed necessary for repair shall be filled and leveled with the appropriate material per the manufactures specifications to help level the court surface as much as possible. Cracks shall be cleaned of dust, dirt and debris including vegetation and filled with an acrylic base crack filler designed for crack filling of asphalt or concrete tennis courts per the manufactures recommendations.
3. Apply 2 coats of acrylic filler coat binder to help level, fill, seal, and bond the court surface.
4. Apply 1 coat(s) of color acrylic surfacing material as a texture filler course
5. Apply 1 coat of color acrylic surfacing material as a finish course. Court color, color combination and court speed to be selected by owner.
6. Apply playing lines per U.S.A.P.A. specifications. Lines to be masked with tape and hand brushed for line clarity.

Cost: \$4,000.00

We Propose to complete the above work in accordance with above specifications, for the sum of:


Total Cost:

There shall be a one (1) year guarantee on the material and all workmanship, except that applied to cracks. The guarantee shall be limited to the replacement of the material on application of same. Any alteration or deviation from above specifications involving extra coats will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance 7/31/19

Authorized
Signature 

This proposal may be withdrawn, by us, if not accepted within 45 Days

Signature 

Signature _____

Proposal Submitted To:
Rick Updike
Address:
Plainwell Public Works Department
126 Fairlane St
Plainwell, MI 49080

Phone: 269.685.9363 Date: 2/3/2017
Job Name:
Tennis Court Conversion to Pickleball
court at Thurl Cook Park

RiteWay crack repair (optional)

Apply RiteWay Crack Repair System utilizing a specialized expandable membrane system according to manufactures specifications (based on approx. 300LF)

1. Filled cracked must be scraped or buffed flush with surface and cleaned.
2. Apply RiteWay tape to all designated structural cracks and apply approved binding adhesive over MicroSealant tape.
3. Install RiteWay 20" stress mat centered over first layer saturating with adhesive formula.
4. Install binding edge centered over stress mat edge.
5. Apply 1-2 coats of acrylic resurfacer lengthwise over crack repair.

Note: This does not include all cracks (small splits, hairline, cracks along fence line (if any), or where the system cannot be properly applied).

Cost: \$1,800.00 (Far South West Court; approx. 100LF)
\$3,600.00 (Far North West Court; approx. 200LF)

Note: If more or less RiteWay crack repair is decided to be done use \$18 per foot. **Please Note Limitations of the RiteWay Crack Repair System:** the system does not prevent new cracks from forming outside the membrane system. It also does not prevent an existing crack that has the RiteWay system from extending. Any movement caused by moisture from underneath the base can cause lifting of the system and possible failure in that area.

We Propose to complete the above work in accordance with above specifications, for the sum of:

Total Cost:

There shall be a one (1) year guarantee on the material and all workmanship, except that applied to cracks. The guarantee shall be limited to the replacement of the material on application of some. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature



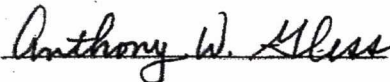
This proposal may be withdrawn, by us, if not accepted within 45 Days

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance 7/31/19

Signature




Signature

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

7/26/2019

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

RE: Annual purchase of chlorine gas & sulfur dioxide gas Alexander Chemical Co.

This is a budgeted amount is based on annual average usage with the reoccurring credit. Line item 590-970-730 for \$10,000 . The vendor is the only manufacturer of this type of product in the Midwest. We have a factory direct pricing with them and are not required to use secondary sales markets to conduct business with them.

.746/lb. Cl₂ * 14 lbs. /day * 365 days = \$3,812.06 avg. annual cost.

.9133/lb. SO₂ * 10 lbs. /day * 365 days = \$3,333.54 avg. annual cost.

Cylinder deposit \$100/cylinder which is a reoccurring cost with a credit.



PLAINWELL CITY HALL/WWTP
 129 FAIRLANE STREET
 PLAINWELL, MI 49080

Delivery Address
 PLAINWELL WASTE WATER TREATMENT
 129 FAIRLANE ST
 K 218
 PLAINWELL, MI 49080-1272

Customer Service Customer : 501622
 Representative: Sales Order : 71742
 Mimi Hartley Order Date : 05-30-2019
 Customer P.O. : 5275
 Ref. : BRYAN POND

**
 May - June 2019 Pricing*

Quantity	Unit	Warehouse/Item	Cnt	Price	Unit	Tax	Discount	Ship Date	Est. Delivery
5.0000	339	2815-100 KIP CHLORINE 150LB CYL V	339	112.5000	339	N		06-03-2019	06-03-2019
	EA	Deposit		100.00					06-03-2019
4.0000	736	2825-100 KIP SULF DIOX 150LB CYL	736	137.0000	736	N		06-03-2019	06-03-2019
	EA	Deposit		100.00					06-03-2019

*** P/U (6-7) EMPTIES ***
 DELIVERY DATE: 6/3 DEL BY 6/7
 CONTACT: BRYAN
 PHONE: 269-207-7321/269-217-4831
 REC HRS: 7AM - 2PM
 NEED LIFTGATE

Goods	Costs	Total USD
1110.50	900.00	2010.50

Delivery Terms: FOB DESTINATION
 Payment Terms: NET 30 DAYS

Carrier: CIR

Pallet Count 2 Net Weight 1350.000 LBS Gross Weight 2700.000 LBS

05-30-2019 15:35



City of Plainwell



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

To: Erik Wilson & Brian Kelley
From: Robert Nieuwenhuis
Subject: Cartegraph/BS&A software change
Date: August 8, 2019

This memo is to ask permission to purchase new software and keep our old software during the switch. The Department of Public Works has a five year contract with Cartegraph and the payment arrangement is yearly. The last payment is \$5940.00 and is due now and will fulfill our obligation with them. We made a request to Cartegraph to just pay for a couple of months but they will not let us because of the terms of the contract.

We would like to switch to BS&A software but the conversion with BS&A and Cartegraph is not ready yet. So we need to keep Cartegraph for the time being to keep our records up and running.

The cost of BS&A will be around \$16,370.00 and will be paid for with our SAW Grant. So we are asking the City Council's permission to obtain the new software and keep our old software during this transition as to not have a delay in our daily input.

DPW Superintendent
Robert Nieuwenhuis

www.plainwell.org.

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INVOICE

3600 Digital Dr, Dubuque, Iowa, 52003, United States
 Phone: 563-556-8120 Fax: 563-556-8149
 www.Cartegraph.com
 achremit@cartegraph.com

Invoice Number	BD0000270
Invoice Date	6/12/2019
End User	
Document Type	Invoice

Billing Address

Sheryl Gluchowski
 PW Exec Sec
 City of Plainwell
 126 Fairlane
 Plainwell, MI 49080
 United States

Shipping Address

City of Plainwell
 126 Fairlane
 Plainwell, MI 49080
 United States

PO / Contract	Payment Terms	Due Date
AMS-07-1144	Net 30 Days	7/12/2019

	Product Name	Term Start Date	Term End Date	Quantity	Unit Price	Tax Value	Net Value
1	AMS - 10 Assets	8/21/2019	8/20/2020	5	\$1,188.00	\$0.00	\$5,940.00
Net Total							\$5,940.00
Tax Total							\$0.00
Invoice Total							\$5,940.00

GO GREEN:

GO GREEN: For your convenience, we do accept ACH/EFT payments. If you have any questions or comments about your software licensing agreement, service invoicing and setting up electronic payments, please contact Mary Jo at 800.688.2656, ext. 3312 or maryjosmock@cartegraph.com. For renewal invoice questions, please contact Ashley at 800.688.2656, ext. 5298 or ashleybontemps@cartegraph.com. Credit card payments: <http://www.Cartegraph.com/Payments> Please note the invoice # from above with payment. Accounts that are past due will be assessed a monthly 1.5% finance charge retroactive from the invoice date.

Proposal for Software and Services, Presented to...

City of Plainwell, Allegan County MI

July 16, 2019

Quoted by: Dan J. Burns, CPA



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Applications and Annual Service Fee prices based on an approximate parcel count of 1,615. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count.

Applications

Financial Management

Work Orders .NET **\$1,990**

Community Development

Citizen Request for Action .NET **\$1,570**

Subtotal **\$3,560**

Data Conversions/Database Setup

Convert existing Cartegraph data to BS&A format:

Work Orders (Work order history) **\$5,000**

No conversion or database setup to be performed for:

Citizen Request for Action

Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$2,765

Implementation and Training

- \$850/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	2		\$1,700
Financial Management Applications	Days:	2		\$1,700
Community Development Applications	Days:	1		\$850
	Total:	5	Subtotal	\$4,250

Cost Totals

Not including Annual Service Fees

Applications	\$3,560
Data Conversions	\$5,000
Project Management and Implementation Planning	\$2,765
Implementation and Training	\$4,250

Total Proposed **\$15,575**

Travel Expenses \$795

Payment Schedule

1st Payment: **\$7,765** to be invoiced upon execution of this agreement.

2nd Payment: **\$3,560** to be invoiced at start of training.

3rd Payment: **\$5,045** to be invoiced upon completion of training.

Annual Service Fees

Unlimited support during your first year with the program is included in your purchase price. Thereafter, Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index (CPI).

Financial Management	
Work Orders .NET	\$400
Community Development	
Citizen Request for Action .NET	\$315
Total Annual Service Fees	\$ 715

Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- ˘ custom payment import/lock box import
- ˘ custom OCR scan-line
- ˘ custom journal export to an outside accounting system
- ˘ custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Acceptance

Signature constitutes...

1. An order for products and services as quoted
Quoted prices do not include Program Customization, training beyond the estimated number of days, or recommended Bank Reconciliation Consultation
2. Agreement with the proposed Annual Service Fees
3. Acceptance of BS&A's hardware recommendations required to efficiently run the .NET applications

Signature

Date

BS&A PLEDGE. We offer a one-year, risk-reversal pledge on our software. If, up to a year after installation, you are not happy with our software and service, you can return our software for a full refund.

Returning Accepted Proposal to BS&A

Please return the entire proposal, with signature/date (this page) and contact information (next page) filled out, by any of these methods:

Mail: BS&A Software
14965 Abbey Lane
Bath, MI 48808

Fax: (517) 641-8960

Email: dburns@bsasoftware.com

Once your proposal is received, a BS&A representative will contact you to begin the scheduling process.



Contact Information

If any mailing addresses are PO Boxes, please also provide a Street Address for UPS/Overnight mail.

If additional contacts need to be submitted, please make a copy of this page.

Key Contact for Implementation and Project Management

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

IT Contact

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

Water Renewal

Superintendent: Bryan Pond

June 2019



Significant Department Actions and Results

The draft tubes were cleaned as part of maintenance on the plant boiler.

Bumper guards were installed at Hill St. to protect the fence and control panel.

Storm water inspections were completed at the plant this month and reports filed.

A intermunicipal sewer meeting was held this month with no significant action items.

Pending Items (including CIP)

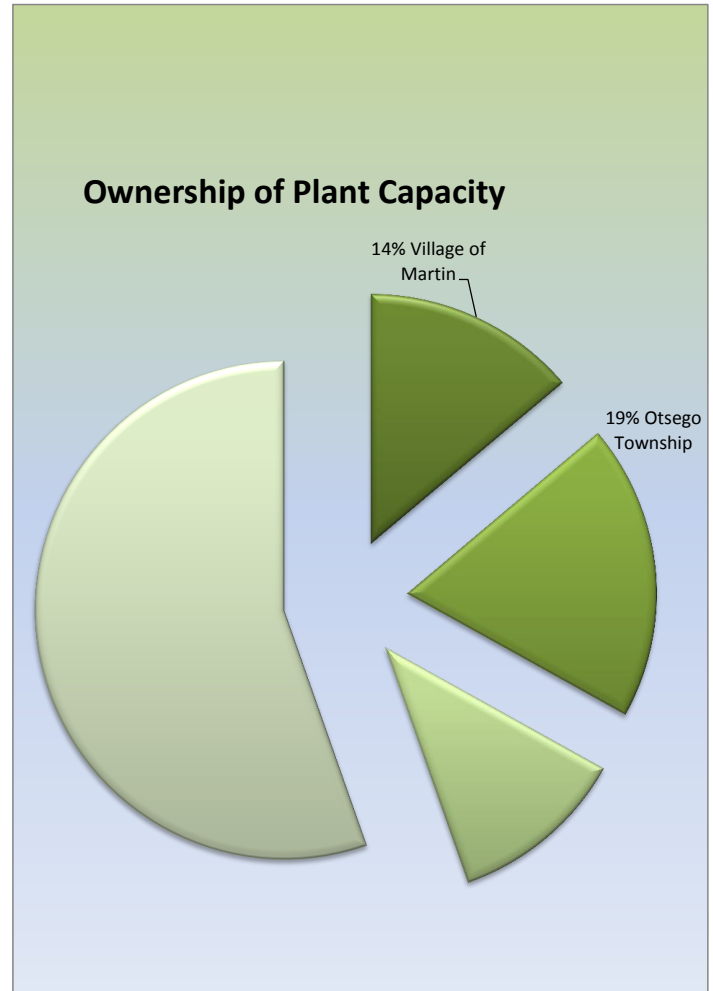
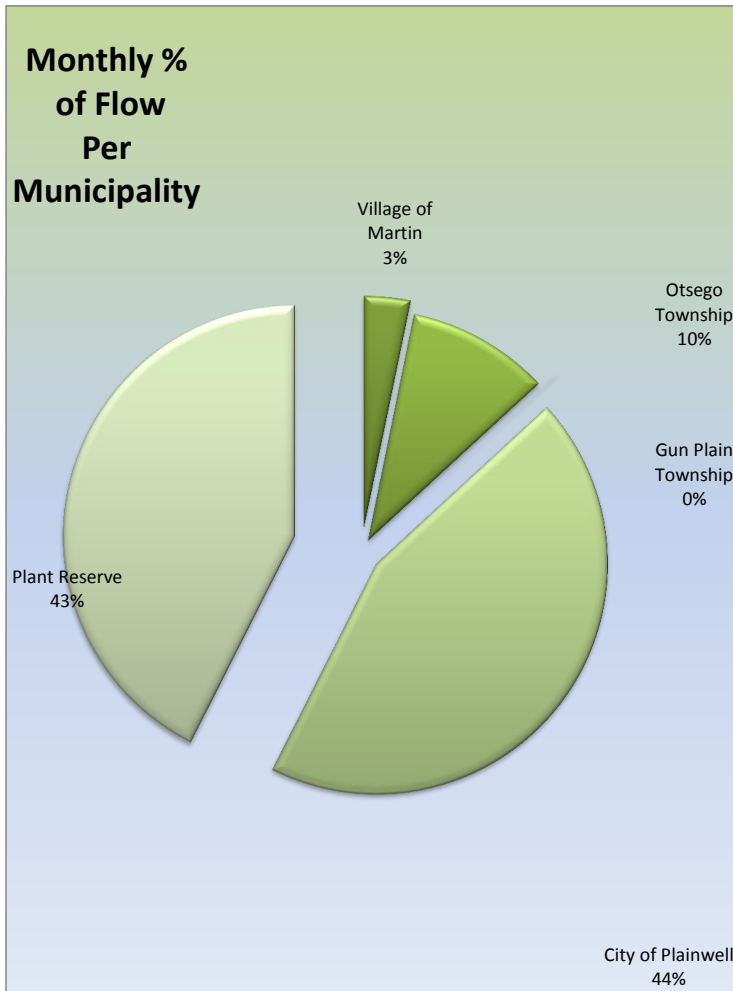
Expenditure Summary/Issues

	<u>(budgeted)</u>		<u>(completed)</u>
Replace Hill St lift Station	\$90,000	100%	\$86,550
Replace 1980 Screw Pumps	\$300,000	100%	\$241,800
Replace Scada Radios & Antennas & Programming	\$21,448	100%	\$21,488
TOTALS	<u>\$411,448</u>		<u>\$349,838</u>

Monthly Flow Data

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

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin	829,135			
Gun River MH Park	309,000			
US 131 Motor Sports Park	20,150			
Total:	1,158,285			
AVG. DAILY:	41,367	180,000	77%	14%
Otsego Township	Total: 3,617,783			
	AVG. DAILY: 129,207	250,000	48%	19%
Gun Plain Township	Total: 1,079,000			
North Point Church	1,000			
North 10th Street	308,000			
Gores Addition	-1,367,000			
AVG. DAILY:	750	150,000	100%	12%
City of Plainwell	Total: 16107680			
AVG. DAILY:	575274.28	720,000	20%	55%
Avg. Daily Plant Flow from entire service district	0.73			



State Required Reporting Compatible Pollutants

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

25 mg/l	15	9.68
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	13
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Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.

PHOSPHORUS (P):

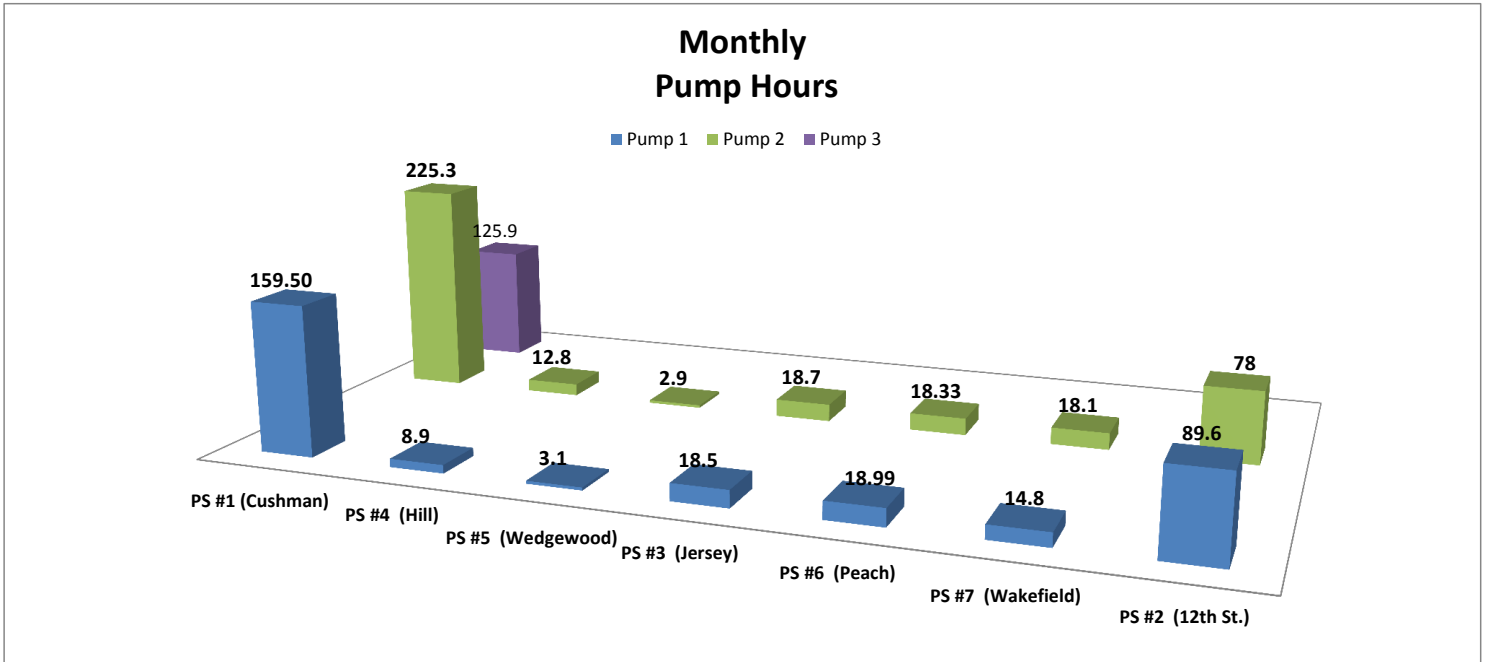
1.0 mg/l	0.45	0.44
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases in algal blooming, causing excessive plant growth which depletes dissolved oxygen in the river which is necessary for aquatic life to survive.

Total Coliform (COLI):

200counts/ml	50	9
--------------	----	---

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



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

Investment Activity Report



"The Island City"

City of Plainwell

Investment Portfolio Detail - Unaudited

at: 07/31/2019

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
Date: 2019.08.02 08:55:09 -04'00'

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	\$173,041	Michigan Class	Rich Garay - 734.604.1494	03/28/2016		2.34%	
2 270-Day CD	N/A	\$102,966	Chemical Bank	Aimee Kornowicz - 269.324.7096	02/20/2019	11/17/2019	2.15%	109
3 365-Day CD	N/A	\$155,411	Flagstar Bank	Patti Dueweke - 248.312.2468	07/27/2018	07/29/2019	2.15%	-2
4 18-Month CD	N/A	\$155,098	Northstar Bank	Julie Smith - 810.329.7104	02/13/2019	08/12/2020	2.45%	378
5 365-Day CD	N/A	\$103,666	Grand River Bank	Christy Vierzen - 616.259.1322	06/11/2019	04/06/2020	2.75%	250
6 120-Day CD	N/A	\$76,466	United Bank	Laree Waanders - 616.681.9290	05/15/2019	09/12/2019	2.25%	43
7								
8								
9								
10								
11								
12								
13								
14								
15 * Trust Funds in Pool		-\$29,810		Non-City Funds included in MIClass				

Total Investments: \$736,837.99

Average Yield: 2.35%

Cash Activity for the Month

Cash, beginning of month: \$1,366,146.07

Cash, end of month: \$1,504,984.91

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, In=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org
Date: 2019.08.08 18:26:58 -04'00'

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

CITY OF PLAINWELL

ESTIMATED CASH BALANCE/FUND BALANCE REPORT

MONTH ENDED: **7/31/2019**

% OF FISCAL YEAR: **8.47%**

FUND	AUDITED FIGURES AS OF MOST RECENT AUDIT *		CURRENT YEAR PERFORMANCE - UNAUDITED ***		ESTIMATED FUND BALANCE (AUDIT FB + ACT REV - ACT EXP)	TOTAL RECONCILED CASH AND INVESTED FUNDS	CURRENT YEAR AMENDED BUDGET EXP	EXPENSE BUDGET USED
	CASH BALANCE	FUND BALANCE	ACTUAL REVENUE YTD - CASH BASIS	ACTUAL EXPENSE YTD - CASH BASIS				
General	297,971	424,470	251,024	201,121	474,373	394,330	2,137,054	9.41%
Major Streets	72,892	134,679	178	19,649	115,208	141,796	837,933	2.34%
Local Streets	72,349	38,223	141	9,217	29,146	84,080	172,896	5.33%
Solid Waste	30,692	17,613	33,164	12,675	38,102	46,782	189,893	6.67%
Fire Reserve	66,773	71,834	15,729	22,752	64,811	81,024	78,101	29.13%
Airport	24,153	26,993	5,282	8,169	24,106	20,041	52,305	15.62%
Revolving Loan	25,184	61,782	1,408	-	63,190	38,522	10,000	0.00%
Capital Improvement	42,343	47,785	15,754	5,000	58,539	69,799	140,097	3.57%
Brownfield BRA	314	26,159	19,835	10,418	35,577	40,808	109,101	9.55%
Tax Increment TIFA	66,056	65,524	99	6,255	59,368	64,494	59,830	10.46%
Downtown DDA	12,711	10,247	47,768	6,258	51,758	68,530	54,413	11.50%
Sewer	810,000	792,920	118,326	73,406	837,840	831,486	1,800,908	4.08%
Water	192,725	136,619	50,084	32,433	154,270	149,019	830,604	3.90%
Equipment	150,797	125,912	23,995	19,697	130,210	150,180	240,398	8.19%
OPEB**	43,685	60,915	1,860	5,163	57,612	60,932	21,127	24.44%
	1,908,645	2,041,675	584,649	432,213	2,194,111	2,241,823	6,734,660	6.42%

* - Amounts taken from audited financial statements as of June 30, 2018

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

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

Erik J. Wilson, City Manager	Brian Kelley, City Treasurer
I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.	I verify that I have reviewed the revenue and expenditure financial summary attributed to my department and to the best of my knowledge the report is accurate.
Insert Signature: Erik Wilson <small>Digitally signed by Erik Wilson DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org Date: 2019.08.08 18:27:17 -04'00'</small>	Insert Signature: Brian Kelley <small>Digitally signed by Brian Kelley Date: 2019.08.02 08:53:11 -04'00'</small>

08/08/2019

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 08/12/2019 - 08/12/2019
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	578599	SHOP BRAKECLEANER	59.76
	578710	KEY FOB BATTERY #19	6.59
	579823	ARMORALL PROTECTIVE	13.18
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			79.53
000009	CONSUMERS ENERGY		
	2019.07	ELECTRICITY THROUGH JULY 29, 2019	16,858.71
TOTAL FOR: CONSUMERS ENERGY			16,858.71
000010	RIDDERMAN & SONS OIL CO INC		
	28300	GAS AT AIRPORT	54.83
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			54.83
000013	RATHCO SAFETY SUPPLY INC		
	165469	POST FOR STOP SIGNS	132.50
TOTAL FOR: RATHCO SAFETY SUPPLY INC			132.50
000034	VERIZON		
	9834730407	CELL PHONE SERVICE 6/24/19 - 7/23/19	806.96
TOTAL FOR: VERIZON			806.96
000038	FENCE & GARDEN/FARM & GARDEN		
	153027	PELL PARK FENCE NEAR PLAINWELL AUTO	281.55
TOTAL FOR: FENCE & GARDEN/FARM & GARDEN			281.55
000059	GOIN POSTAL LLC		
	114947	UNIFORM PATCHES	13.80
TOTAL FOR: GOIN POSTAL LLC			13.80
000079	ALLEGAN COUNTY NEWS		
	1011	06/27/19 150TH HONOR ROLL & PLAINWELL SECTION	72.20
	1796	JULY 2019 SUMMARIES/NOTICES PUBLISHED IN UE	322.40
	1879	UNION ENT RUN DATE 7/25	35.00
TOTAL FOR: ALLEGAN COUNTY NEWS			429.60
000095	ONE WAY PRODUCTS INC		
	714772	DPS TOWEL DISPENSERS (5)	75.00
TOTAL FOR: ONE WAY PRODUCTS INC			75.00
000105	DEVON TITLE AGENCY		
	20100449	TITLE SEARCH 120 EAST BRIDGE	250.00
TOTAL FOR: DEVON TITLE AGENCY			250.00
000111	AMERICAN WATER WORK ASSN		
	7001700394	AWWA MEMBERSHIP 10/1/19 - 9/30/20 B NIEUWENHUIS	340.00
TOTAL FOR: AMERICAN WATER WORK ASSN			340.00
000138	AMERICAN OFFICE SOLUTIONS		
	IN206428	DPS COPIER BASE & USAGE 6/22/19 - 7/21/19	68.55
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			68.55
000153	FLEIS & VANDENBRINK INC		

52530	SAW GRANT PROFESSIONAL SERVICES THROUGH 05/03/2019	42,699.82
52799	SAW GRANT PROFESSIONAL SERVICES THROUGH 05/31/2019	39,007.29
52893	WELLHEAD PROTECTOIN THOUGH JUNE 28 '19	350.00
53129	SAW GRANT PROFESSIONAL SERVICES THROUGH 06/28/2019	47,040.02
53134	CONSTRUCTION ENGINEERING SERVICES 6/1/19 - 6/28/19	1,599.89
TOTAL FOR: FLEIS & VANDENBRINK INC		130,697.02
<hr/>		
000164	ETNA SUPPLY CO INC	
510314542.001	WATER METERS & PARTS	514.20
5103147542.002	WATER METERS & PARTS	390.00
TOTAL FOR: ETNA SUPPLY CO INC		904.20
<hr/>		
000296	LAW ENFORCEMENT SYSTEM I	
207631	EVIDENCE TAGS	70.00
TOTAL FOR: LAW ENFORCEMENT SYSTEM I		70.00
<hr/>		
000356	LOCK MASTER SECURITY LLC	
9413	DOOR REPAIR - SOUTH DIGESTER ROOM	65.00
TOTAL FOR: LOCK MASTER SECURITY LLC		65.00
<hr/>		
000682	MAIN-TECH SERVICES INC	
90722	JULY 2019 CUSHMAN LIFT STATION	474.00
TOTAL FOR: MAIN-TECH SERVICES INC		474.00
<hr/>		
000831	MULDER'S LANDSCAPE SUPPLIES	
507303	WATER RING FOR TREE BY PLAINWELL AUTO	38.46
TOTAL FOR: MULDER'S LANDSCAPE SUPPLIES		38.46
<hr/>		
000880	QUALITY PRODUCTS SALES & SERVICE	
68976	LIQUID PROPANE	14.14
TOTAL FOR: QUALITY PRODUCTS SALES & SERVICE		14.14
<hr/>		
000885	KENDALL ELECTRIC INC	
S107791189.002	UTILITY GRANVILLE REPLACEMENT	760.84
S107791189.003	STREETLIGHT	2,216.99
S107791189-003	STREETLIGHT	2,216.99
TOTAL FOR: KENDALL ELECTRIC INC		5,194.82
<hr/>		
000910	GRAINGER DIV OF W W	
9231131880	CHEM PUMP WELL #4	642.21
TOTAL FOR: GRAINGER DIV OF W W		642.21
<hr/>		
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM	
904104140	JULY 2019 ODOR CONTROL	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM		300.00
<hr/>		
000991	SAFETY SERVICES INC	
53590	SAFETY SUPPLIES	22.98
TOTAL FOR: SAFETY SERVICES INC		22.98
<hr/>		
000995	HIGH GRADE MATERIALS INC	
716459	STONE FOR SUNLOT	75.24
TOTAL FOR: HIGH GRADE MATERIALS INC		75.24
<hr/>		
001041	TELE-RAD INC	
893216	REPAIR TRAFFIC ARROW #1	218.00
893278	UNIFORMS FOR PSO CULVER	980.00
TOTAL FOR: TELE-RAD INC		1,198.00
<hr/>		
001043	BS&A SOFTWARE	
125000	HUMAN RESOURCE ANNUAL SERVICE/SUPPORT 8/1/19 - 8/1/20	359.00

TOTAL FOR: BS&A SOFTWARE			359.00
001448	PROFESSIONAL CODE INSPECTIONS		
	6084	JULY 2019 PERMITS	831.00
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS			831.00
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	2407	JULY 2019 UNIFORM CLEANING	38.25
TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP			38.25
001669	DR HOOKS SIGNS INC		
	140382	NAME PLATE DAVID O'BRYANT	16.00
TOTAL FOR: DR HOOKS SIGNS INC			16.00
001748	REPUBLIC WASTE SERVICES		
	0249-006444727	DPW/CITY GARBAGE/RECYCLE 8/1/19 - 8/31-19	279.00
	0249-006445174	WR GARBAGE SERVICE 8/1/19 - 8/31/19	296.00
TOTAL FOR: REPUBLIC WASTE SERVICES			575.00
001873	SCHANZ TIRE & AUTO SUPPLY INC.		
	146544	GOV USE CHARG TUBE INSTALLED	26.00
	146922	#62 GOV USE CHARGE TUBE INSTALLED	32.00
	147030	#86 TIRE REPAIR	15.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC.			73.00
001993	KERKSTRA PORTABLE RESTROOMS INC		
	142979	SHERWOOD PARK PORTABLE RESTROOM RENTAL	125.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOMS INC			125.00
002018	CDW-G		
	TFW2575	CISCO DIRECT AC-PLS-P-25-S	208.75
TOTAL FOR: CDW-G			208.75
002023	NAPPS GREENHOUSE		
	19574	FLOWERS FOR 2019 CITY WIDE PLANTINGS	4,511.50
TOTAL FOR: NAPPS GREENHOUSE			4,511.50
002065	OUTDOOR SOLUTIONS GROUP		
	5346A	CODE ENFORCEMENT MOW 203 ROBERT ST	45.00
TOTAL FOR: OUTDOOR SOLUTIONS GROUP			45.00
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	0005188080119	DPW/WR INTERNET SERVICE AUGUST 2019	114.98
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			114.98
002147	COFESSCO FIRE PROTECTION		
	415451	ANNUAL FIRE EXT INSP POLICE CARS	132.35
	415452	ANNUAL FIRE EXT INSP CITY HALL	87.10
	415453	ANNUAL FIRE EXT INSP AIRPORT	65.70
	415454	ANNUAL FIRE EXT INSP WELL HOUSES	81.75
	415455	ANNUAL FIRE EXT INSP DPW BUILDINGS	87.10
	415456	ANNUAL FIRE EXT INSP - DPW VEHICLES	140.60
	415457	ANNUAL FIRE EXT INSP WR	184.00
	415458	ANNUAL FIRE EXT INSP PD/FIRE	643.81
TOTAL FOR: COFESSCO FIRE PROTECTION			1,422.41
002219	CLARK TECHNICAL SERVICES		
	222.2019	JULY '19 CITY WIDE IT SERVICES	1,361.25
TOTAL FOR: CLARK TECHNICAL SERVICES			1,361.25
002247	PLUMBER'S PORTABLE TOILETS		

	377126	PORTABLE TOILET RENTAL - 115 W BRIDGE	95.00
TOTAL FOR: PLUMBER'S PORTABLE TOILETS			95.00
002281	HOME DEPOT		
	2019-07	JULY 2019 STATEMENT	229.38
TOTAL FOR: HOME DEPOT			229.38
002313	ALLEGAN COUNTY LAND INFORMATION SER		
	2019-017	2019 ANNUAL NEW LERMS	1,515.00
TOTAL FOR: ALLEGAN COUNTY LAND INFORMATION SER			1,515.00
002368	ORTON, TOOMAN, HALE, MCKOWN & KIEL		
	2019.07	JULY 2019 LEGAL SERVICES DPS	675.00
TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL			675.00
002391	CYBERMIND INC		
	NET-1021	AUGUST 2019 WEBSITE FEES	49.95
TOTAL FOR: CYBERMIND INC			49.95
002402	STEENSMA LAWN & POWER EQUIPMENT		
	625931	LATCH JD ZERO TURN	74.79
	627685	LATCH EXCHANGE JD ZERO TURN	(15.32)
	628345	LATCH RETURN JD ZERO TURN	(59.47)
	628414	#76 - WHEEL, SCREW, LOCK NUT	38.42
	628447	#76 JD MOWER	98.35
	628878	REPLACEMENT LATCH JD ZERO TURN	74.79
	630390	WEED TRIMMER	72.77
	631585	OIL AND FILTER	42.72
	631842	WHEEL/ROLLER EXCHANGE JD ZERO TURN (REF INVOICE 628447)	(5.38)
	632016	CHAIN 20IN RS 3/8P	28.90
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			350.57
002458	CHAMPION LAW OFFICES		
	2019-06	MAY/JUNE 2019 LEGAL SERVICES	599.00
TOTAL FOR: CHAMPION LAW OFFICES			599.00
002478	ENGINEERED PROTECTION SYSTEMS INC		
	A764949	FIRE SYSTEM TESTING/MONITORING 9/1/19 - 11/30/19	190.02
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC			190.02
002527	C.O.P.S. TRUST INSURANCE		
	2019.08.	AUGUST 2019 DENTAL & VISION INS.	1,531.80
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,531.80
002703	CONTINENTAL LINEN SERVICES INC		
	2019.07CH	JULY 2019 CH RUGS 428866	45.20
	2019.07DPS	JULY 2019 DPS/FIRE RUGS 430691	62.76
	2019.07DPW	JULY 2019 DPW RUGS/UNIFORMS 428868	216.86
	2019.07WR	JULY 2019 WR RUGS/UNIFORMS 428867	86.82
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			411.64
002740	STATE OF MICHIGAN		
	551-542614	SOR FEES - GANSON, GRUBER, WITT	90.00
TOTAL FOR: STATE OF MICHIGAN			90.00
003036	ALLSHRED SERVICES		
	192140	SHREDDING SERVICE - EXTRA PICKUP	53.35
TOTAL FOR: ALLSHRED SERVICES			53.35
004206	MADISON NATIONAL LIFE INSURANCE CO		
	1354236	AUGUST 2019 LIFE INSURANCE	102.43

TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			102.43
004220	US BANK EQUIPMENT FINANCE (COPIER)		
	389975046	AUG 2019 DPW/WR COPIER	113.00
TOTAL FOR: US BANK EQUIPMENT FINANCE (COPIER)			113.00
004221	R.W.LAPINE INC MECHANICAL CONTRACTO		
	16134	AC REPAIR CITY HALL	918.50
TOTAL FOR: R.W.LAPINE INC MECHANICAL CONTRACTO			918.50
004241	GHD SERVICES INC		
	1011241	UTILITIES/Common Area Maint for June 2019	1,161.76
	1011494	MAY 2019 CITY HALL & Common Area Gas/Electric/Maintenance	1,353.13
TOTAL FOR: GHD SERVICES INC			2,514.89
004261	OTSEGO-PLAINWELL CHAMBER OF COMMERC		
	2019-07	ANNUAL CHAMBER OF COMMERCE FEES	2,500.00
TOTAL FOR: OTSEGO-PLAINWELL CHAMBER OF COMMERC			2,500.00
004814	WILLIAMS & WORKS		
	88223	PLANNING/ZONING ASSIT - GIANT CHAIR	27.00
TOTAL FOR: WILLIAMS & WORKS			27.00
004828	WRIGHT FENCE COMPANY LLC		
	2536	PICKLE BALL COURT MATERIALS	2,200.00
TOTAL FOR: WRIGHT FENCE COMPANY LLC			2,200.00
004852	PACE ANALYTICAL SERVICES LLC		
	1950115274	MERCURY TEST EFFLUENT/PERMIT	255.00
TOTAL FOR: PACE ANALYTICAL SERVICES LLC			255.00
004855	PLAINWELL ACE HARDWARE		
	3232	FASTENERS TO HANG FLOWER BASKETS	14.80
	3251	COOL TOWELS, MARK PNT FLR	41.14
	3252	TRASH CANS FOR PARKS	45.98
	3257	FERTILIZER	24.99
	3264	PELL PARK FENCE	15.83
	3265	PELL PARK FENCE	11.99
	3267	HOT DIPPED PAIL	11.99
	3269	MULCH FOR NAPA PINE TREE	17.97
	3278	HILL ST - HD CONST ADH 100Z	5.18
	3286	FERTILIZER, CHIP BRUSH SET	30.98
	3293	TRMMR LINE	14.99
	3294	SUNLOT TRASH CORRAL	12.90
	3295	GILKEY SCHOOL/MISC	24.85
	3297	PIPE THREAD, ADAPTER PVC, MISC PARTS	8.57
	3300	PAINT PARK BENCH/POST	79.98
	3301	F-17 REPAIR & SHOP SUPPLY	19.15
	3327	SOAP COOK PARK BATHROOMS	5.18
	3340	PAINT SUPPLIES	7.52
	3362	PAINTBRUSHES	8.60
	3364	PAINT BRUSHES - KENYON PARK BALL SEATS	12.99
	3367	ROLLERS FOR BLUE STAR ROCK	8.99
	3370	PRUNER FOR FLOWERS	19.99
	3378	MARKING PAINT	13.18
TOTAL FOR: PLAINWELL ACE HARDWARE			457.74
004888	PAGE FREEZER SOFTWARE INC		
	INV-6447	PAGEFREEZER FOR SOCIAL MEDIA 2019/2020 - 12 MONTHS	1,188.00
TOTAL FOR: PAGE FREEZER SOFTWARE INC			1,188.00

004894	BORGESS CORPFIT OCCUPATIONAL HEALTH		
	357704	HEP B VAC K. BROWN	68.00
TOTAL FOR: BORGESS CORPFIT OCCUPATIONAL HEALTH			<u>68.00</u>

004902	BLOOM SLUGGETT PC		
	19355	JULY 2019 LEGAL SERVICES	1,430.50
TOTAL FOR: BLOOM SLUGGETT PC			<u>1,430.50</u>

005009	LKM PRINTING		
	17136	CITY PARKS BROCHURE	175.00
TOTAL FOR: LKM PRINTING			<u>175.00</u>

REFUND TAX	CORELOGIC CENTRALIZED REFUNDS		
	08/05/2019	2019 Sum Tax Refund 55-029-019-10	1,448.11
	08/05/2019	2019 Sum Tax Refund 55-120-016-00	1,111.07
	08/05/2019	2019 Sum Tax Refund 55-120-047-00	26.50
	08/05/2019	2019 Sum Tax Refund 55-220-016-00	1,560.52
TOTAL FOR: CORELOGIC CENTRALIZED REFUND			<u>4,146.20</u>

REFUND UB	VAUGHN, WILMA		
	08/07/2019	UB refund for account: 02-00019600-02	16.64
TOTAL FOR: VAUGHN, WILMA			<u>16.64</u>

TOTAL - ALL VENDORS			190,671.85
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INVOICE AUTHORIZATION

Person Compiling Report

Brian Kelley, City Clerk/Treasurer

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

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2019.08.08 14:39:53 -04'00'

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2019.08.09 10:17:06 -04'00'

Bryan Pond, Water Renewal Plant Supt.

Bill Bomar, Public Safety Director

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

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

Insert Signature:

Bill Bomar

Digitally signed by Bill Bomar
Date: 2019.08.08 15:47:41 -04'00'

Bob Nieuwenhuis, Public Works Supt.

Erik J. Wilson, City Manager

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

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

Insert Signature:

Robert Nieuwenhuis

Digitally signed by Robert Nieuwenhuis
Date: 2019.08.09 08:03:53 -04'00'

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: 2019.08.08 18:26:35 -04'00'

08/09/2019

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 07/25/2019 - 08/15/2019

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction - Property Tax Distributions & Fuel Purchases					
07/26/2019	CBGEN	1577(A)	ALLEGAN COUNTY TREASURER	2019 SUMMER TAX COLLECTED W/E 07/20/2019	29,081.03
07/26/2019	CBGEN	1578(A)	RANSOM DISTRICT LIBRARY	2019 SUMMER TAX COLLECTED W/E 07/20/2019	4,222.85
08/02/2019	CBGEN	1584(A)	ALLEGAN COUNTY TREASURER	2019 SUMMER TAXES COLLECTED W/E 07/27/20	37,237.46
08/02/2019	CBGEN	1585(A)	RANSOM DISTRICT LIBRARY	2019 SUMMER TAXES COLLECTED W/E 07/27/20	5,430.49
08/09/2019	CBGEN	1589(A)	ALLEGAN COUNTY TREASURER	2019 SUMMER TAX COLLECTED W/E 08/03/2019	80,831.99
08/09/2019	CBGEN	1590(A)	RANSOM DISTRICT LIBRARY	2019 SUMMER TAX COLLECTED W/E 08/03/2019	11,854.89
08/07/2019	CBGEN	1591(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2018 WINTER DELQ PP TAX COLLECTED 07/19/	277.58
08/07/2019	CBGEN	1592(A)	ALLEGAN COUNTY TREASURER	2018 WINTER DELQ PP TAX COLLECTED 07/19/	84.66
08/07/2019	CBGEN	1593(A)	PLAINWELL COMMUNITY SCHOOLS	2018 WINTER DELQ PP TAX COLLECTED 07/19/	753.11
08/07/2019	CBGEN	1594(A)	RANSOM DISTRICT LIBRARY	2018 WINTER DELQ PP TAX COLLECTED 07/19/	48.20
08/06/2019	CBGEN	1597(A)	FUEL MANAGEMENT SYSTEM/PACIFIC PRID	DPS & FIRE FUEL 7/16/19 - 7/31/19	699.03
Total ACH Transaction:					170,521.29
Check Type: EFT Transfer - Automatic/Recurring Payments					
07/25/2019	CBGEN	1579(E)	FIRST NATIONAL BANK (CREDIT CARD)	CITY CREDIT CARD 07/22/2019	2,833.36
08/15/2019	CBGEN	1587(E)	CITY OF PLAINWELL	AUGUST 2019 CITY UTILITY BILLS	1,870.49
08/05/2019	CBGEN	1588(E)	CENTURYLINK	JULY 2019 LONG DISTANCE	2.00
08/05/2019	CBGEN	1595(E)	UNITED HEALTHCARE INSURANCE COMPAN	RETIREE HEALTH INSURANCE AUGUST 2019 - W	196.88
08/05/2019	CBGEN	1596(E)	UNITED HEALTHCARE INSURANCE COMPAN	RETIREE HEALTH INSURANCE AUGUST 2019 - T	190.10
08/12/2019	CBGEN	1598(E)	SILVERSCRIPT INSURANCE COMPANY	AUGUST 2019 RETIREE PRESCRIPTION COVERAG	30.80
08/12/2019	CBGEN	1599(E)	SILVERSCRIPT INSURANCE COMPANY	AUGUST 2019 RETIREE PRESCRIPTION COVERAG	30.80
Total EFT Transfer:					5,154.43

Check Type: **Paper Check - Manual Checks**

08/01/2019	CBGEN	14099	PRIORITY HEALTH	AUGUST 2019 HEALTH INSURANCE PREMIUM	26,769.46
07/30/2019	CBGEN	14100	AT&T - SBC	PHONES THROUGH 7/13/19	1,452.63
07/30/2019	CBGEN	14101	PITNEY BOWES/PURCHASE POWER	POSTAGE ON METER 06/25/19	503.50
07/30/2019	CBGEN	14102	MICHIGAN GAS UTILIITIES CORP.	GAS UTILITY THROUGH 07/10/19	93.38
07/30/2019	CBGEN	14103	VERIZON	UTILITY MACHINE CELL SERVICE 6/11/19 - 0	268.54
07/30/2019	CBGEN	14104	CHARTER COMMUNICATIONS (SPECTRUM)	DPS PHONES/TV/INT 07/19/19 - 08/18/19	534.43
07/30/2019	CBGEN	14105	POSTMASTER	TO MAIL UTILITY BILLS	562.28
08/01/2019	CBGEN	14108	REPUBLIC SERVICES (RECYCLE)	RECYCLING SERVICE 08/01/19 - 08/31/19	2,519.40
08/01/2019	CBGEN	14109	STATE OF MICHIGAN - GREAT SEAL OFFI	NOTARY FOR A KERTEN	10.00
08/01/2019	CBGEN	14110	US BANK EQUIPMENT FINANCE (COPIER)	CH COPIER LEASE PAYMENT AUG 2019	147.00
Total Paper Check:					32,860.62

CBGEN TOTALS:

Total of 28 Checks:

208,536.34

Less 0 Void Checks:

0.00

Total of 28 Disbursements:

208,536.34

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
Date: 2019.08.09 07:46:05 -04'00'

Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=COP, cn=Erik Wilson, email=ewilson@plainwell.org
Date: 2019.08.09 10:12:50 -04'00'

Received

JUL 31 2019

City of Plainwell
Clerk/Treasurer's Office

STATE OF MICHIGAN
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION
NOTICE OF HEARING
FOR THE GAS CUSTOMERS OF
CONSUMERS ENERGY COMPANY
CASE NO. U-20209

- Consumers Energy Company requests Michigan Public Service Commission's approval for reconciliation of its Gas Cost Recovery (GCR) plan (Case No. U-18411) for the 12-month period April 2018-March 2019.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

DATE/TIME: Tuesday, August 13, 2019, at 10:00 AM

BEFORE: Administrative Law Judge Kandra Robbins

LOCATION: Michigan Public Service Commission
7109 West Saginaw Highway
Lansing, Michigan 48917

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 pre-hearing to consider Consumers Energy Company's June 28, 2019 application requesting Commission approval of their April 1, 2018 through March 31, 2019 GCR plan reconciliation; and their \$17,520,929 under-recovery, including interest, to be rolled into the 2019-2020 GCR reconciliation beginning balance.

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

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by August 6, 2019. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

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 Michigan Office of Administrative Hearings and Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's application may be reviewed on the Commission's website at: michigan.gov/mpscedockets, and at the office of Consumers Energy 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.

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

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

[THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY CONSUMERS ENERGY'S GAS COST RECOVERY RECONCILIATION AND OTHER PROPOSALS IN WHOLE OR IN PART, AND MAY APPROVE LESSER OR GREATER AMOUNTS THAN THOSE REQUESTED.]

Reports & Communications:

A. City Council Vacancy:

On Monday August 5, 2019, the city advertised on its website that Council was seeking applications for city residents wishing to be appointment to fill the vacant City Council seat. The Clerk's Office will accept applications until 4pm August 16, 2019, at which time the applications will be routed to the City Councilmembers for individual consideration. During the week of August 19, 2019, the City Council will call special meetings, as needed, to interview and/or appoint the new City Councilmember. The appointment will need to be made within the 30 days allowed by City Charter, which is August 24, 2019. The new Councilmember will take the Oath of Office at or before the Council meeting on August 26, 2019, at which time a new Mayor and Mayor Pro Tem will be elected.

Recommended action: Consider confirming the process to seek application for the vacant City Council position.

B. Cook Park – Pickleball Court Donations & Upgrades:

Community Member Tony Gless has raised \$10,000 in donations for pickleball court upgrades. He will brief City Council on the plan to complete those upgrades, including quotes from the same vendors used when the city did a similar project a few years ago. The current upgrades are fully funded by the contributions raised by Mr. Gless.

Recommended action: Consider acknowledging private donations totaling \$10,000 and approving related upgrades to the pickleball courts at Cook Park for \$10,000.

C. WR – Annual Purchase of Chlorine & Sulfur Dioxide Gasses:

Superintendent Pond reports recurring purchases of chlorine and sulfur dioxide gasses for regular operational needs at the Wastewater Treatment Plant. The purchases are recurring, with irregular timing, from a sole-source provider.

Recommended action: Consider approving the annual chlorine and sulfur dioxide gas purchases with Alexander Chemical at an estimated cost of \$10,000.00.

D. DPW – Cartegraph / BS&A Work Order Conversion:

The Department of Public Works currently uses Cartegraph software to maintain the vehicle fleet and to allocate equipment and payroll costs. The annual license requires an annual payment of \$5,940.00. The Department has previewed and recommends conversion to the BS&A Work Order system, which will save the city in the long-run by allowing for operational efficiencies. The cost of the BS&A system including software, conversion from Cartegraph, installation and training is estimated at \$16,370.00.

Recommended action: Consider approving a final payment of \$5,940.00 for an annual Cartegraph software license and approving a project to convert to BS&A Work Orders at a project cost of \$16,370.00.

Reminder of Upcoming Meetings

- August 22, 2019 – Allegan County Board of Commissioners – 1:00pm
- August 13, 2019 – Plainwell DDA/BRA/TIFA Board – 7.30am
- August 17, 2019 – Plainwell Planning Commission – 7:00pm
- August 16, 2019 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- Notice of Public Hearing – Consumers Energy – August 13, 2019 9am