

City of Plainwell



Brad Keeler, Mayor
Lori Steele, Mayor Pro-Tem
Todd Overhuel, Council Member
Roger Keeney, Council Member
Randy Wisnaski, Council Member

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

“The Island City”

AGENDA

Plainwell City Council
Monday, February 28, 2022 - 7:00PM
Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes – 02/14/2022 Regular Meeting**
6. **General Public Comments**
7. **County Commissioner Report**
8. **Presentation – Distinguished Citizen Award – Joseph Money**
9. **Agenda Amendments**
10. **Mayor’s Report**
11. **Recommendations and Reports:**
 - A. **Resolution 2022-06 – Resolution to Authorize Issuance of General Obligation Limited Tax Bonds, Series 2022 (Taxable)**

Council will consider approving a resolution to authorize issuance of general obligation limited tax bonds, series 2022 (taxable).
 - B. **Ordinance 390 – Single Lot Special Assessment**

Council will consider approving Ordinance 390 Single Lot Special Assessment.
 - C. **Industrial Park Expansion – Preliminary Engineering Report**

Council will consider approving a contract with Richard Postema Associates, P.C. for an engineering report in the amount of \$5,500.
 - D. **DPW – Sale of City Owned Equipment**

Council will consider selling city equipment as required by City Charter.
 - E. **Change Order – Additional Propane Heat – Buildings 2 & 3**

Council will consider approving a change order for \$5,000 for additional propane heat for the Building 2 & 3 projects previously approved.
12. **Communications:** The January 2022 Public Safety Report and the January 2022 Water Renewal Report.
13. **Accounts Payable - \$1,153,698.84**
14. **Public Comments**
15. **Staff Comments**
 - A. **Manager’s Report – Bulk Waste/Recycling RFP**
16. **Council Comments**
17. **Adjournment**

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

Reports & Communications:

A. Resolution 2022-06 – Resolution to Authorize Issuance of General Obligation Limited Tax Bonds, Series 2022 (Taxable)

The notice of intent to issue municipal securities was published as Council approved on December 13, 2021, and the 45 day deadline has passed. The City Manager recommends designating MFCI, LLC to be the municipal advisor and Dickinson Wright PLLC be the bond counsel for issuance of the bonds. The bonds must be taxable in order for the City to sell parcels purchased with bond funds to private companies. City Attorney Roger Swets recommends adoption of a resolution to authorize issuance of general obligation limited tax bonds.

Recommended action: Consider approving Resolution 2022-06 – Resolution to Authorize Issuance of General Obligation Limited Tax Bonds, Series 2022 (Taxable).

B. Ordinance 390 – Single Lot Special Assessment:

The City Administration and the City Attorney recommends amending the Code of Ordinances to include a single lot special assessment to more effectively act on code enforcement issues. The first reading of the proposed ordinance was held at the regular meeting on February 14, 2022 and there were no concerns or amendments brought forward.

Recommended action: Consider approving Ordinance 390 – Single Lot Special Assessment.

C. Industrial Park Expansion –Engineering Report:

The City Manager approved an existing conditions report at a cost of \$2,000 from Richard Postema Associates, P.C. regarding the industrial park expansion project. The next step in the process requires a preliminary engineering report to be completed and submitted with the grant application. The Manager recommends approving a contract for a preliminary engineering report with Richard Postema Associates, P.C. in the amount of \$5,500.

Recommended action: Consider approving a contract with Richard Postema Associates, P.C. for a preliminary engineering report in the amount of \$5,500.00.

D. DPW –Sale of City Owned Equipment:

The Department of Public Works has expired equipment and equipment that the department no longer uses that should be sold or removed from the department to prevent accidental use. Superintendent Nieuwenhuis recommends selling the used and still functional equipment outright or at auction, and gifting the expired equipment to Kalamazoo Valley Community College. The sale will recoup some funding for the City, and gifting the expired equipment will allow otherwise unusable equipment to be used for demonstration purposes during KVCC trainings.

Recommended action: Consider approving the sale of used, functional equipment and gifting expired, unusable equipment to KVCC for demonstration purposes.

E. Change Order – Additional Propane Heat – Buildings 2 & 3

The change order regarding propane heat was previously approved, however the weather has impacted the heat usage. The heat is required to maintain a temperature of 40 degrees or more to heat the mortar properly. The City is being billed for the actual usage, therefore the City Manager is recommending approval of an amount not to exceed \$5,000.00.

Recommended action: Consider approving an increase in the propane heating amount previously approved to ensure proper mortar heat not to exceed \$5,000.00.

Reminder of Upcoming Meetings

- March 2, 2022 – Plainwell Planning Commission – 7.00pm
- March 8, 2022 – Plainwell DDA/BRA/TIFA Board – 7:00pm
- **March 14, 2022 – Plainwell City Council – 7:00pm**

Non-Agenda Items / Materials Transmitted

- None

MINUTES
Plainwell City Council
February 14, 2022

1. Mayor Keeler called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. No invocation was given.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes of the 01/24/2022 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None.
9. Mayor's Report: None.
10. Recommendations and Reports:
 - A. Community Development Manager Denise Siegel reported that the Rental Rehab project at 112 North Main Street required an Environmental Review to be completed before the project could continue. Quotes were received from two businesses however Triterra is the only in-state company to provide a quote and has the ability to complete the review in a timely manner. Manager Siegel recommended using Triterra to complete the Environmental Review. Manager Siegel also noted that she has applied for an extension for the grant to allow time to complete the process.
A motion by Wisnaski, seconded by Keeney, to approve a contract with Triterra to complete an Environment Review at a cost of \$5,350.00. On a roll call vote, all voted in favor. Motion passed.
 - B. David Eberle, Bloom Sluggett PC, spoke regarding the need for an ordinance addressing single lot special assessments. He answered questions and outlined the process a single lot special assessment would take. Council received the first reading of the ordinance and no action was taken.
 - C. Water Renewal Superintendent Bryan Pond reported that the rails and stairs on the Primary Clarifiers needed replacement after years of maintenance. Two companies provided quotes and Superintendent Pond recommended the low bid provided by OIK Metal Fabricators. Superintendent Pond noted that the current railings were corroding due to the environmental exposure and the new railings would not corrode.
A motion by Overhuel, seconded by Steele, to approve the replacement of the rails and stairs at the Primary Clarifier by OIK Metal Fabricators at a cost of \$47,417.00. On a roll call vote, all in favor. Motion passed.

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D. Superintendent Pond reported that the spare chlorine pump had been used to replace an existing pump, leaving the plant without a spare pump. Certain equipment is required to work with the existing layout and other equipment and Kerr Pump and Supply is the sole source vendor. Superintendent Pond recommended buying a new pump to keep on hand as a backup for the existing pumps.

A motion by Keeney, seconded by Wisnaski, to approve the purchase of a chlorine pump from Kerr Pump and Supply in the amount of \$4,982.00. On a roll call vote, all voted in favor. Motion passed.

E. Manager Wilson asked for a Council representative to sit on the Public Safety Director Interview Committee that was created for the upcoming interview process. He stated that the interview committee would include a Department of Public Safety representative, three (3) Fire and Police representatives, and a community representative, along with a City Council representative. Manager Wilson requested that the Council decide among themselves how they would choose who would be the representative, as this conformed with how the Department of Public Safety chose their representative as well. All Councilmembers would be welcome to attend if they were not chosen as the representative, and the interviews would conform with the Open Meetings Act if a quorum of Councilmembers would be present.

A motion by Keeney, seconded by Overhuel, to nominate Randy Wisnaski to the Public Safety Director Interview Committee. On a roll call vote, all voted in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the January 2022 Investment and Fund Balance Reports and the 2021 Annual Public Safety Report. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$581,061.13 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Clerk/Treasurer Kelley reported that Winter Taxes were due today and as of 6pm had collected 97%. He also reported working on the budget and year end work, as well as the upcoming election season.

Deputy Director John Varley reported that the department was recovering from Director Bill Bomar's retirement. He also mentioned that he was happy that Matthew Stafford had won the Super Bowl.

Personnel Manager Sandy Lamorandier reported that she was continuing to train and delegate aspects of her position in preparation for her retirement.

Superintendent Bryan Pond reported on a project to reorganize, clean and paint a storage room at the Water Renewal Plant.

Community Development Manager Siegel reported continuing to work on the rental rehab grant, and mentioned that a date had been set for Plainwell Fest of June 25th. A meeting has been set for tomorrow, February 15, at 5pm to start planning, and DC Strong has committed to assisting and eventually taking over the planning. She also reported that the Chocolate Stroll was a successful event, with every merchant seeing large numbers of shoppers, including many shoppers from out of town. She also noted that many out of town

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shoppers had never been to Plainwell before and commented on how wonderful Plainwell was as a shopping destination.

Superintendent Nieuwenhuis reported the white dump truck repairs were completed and it had been used for snow plowing with no issues. He also wished everyone a happy Valentine's Day.

Deputy City Clerk Fenger reported meeting many of the current election inspectors during election prep with Clerk Kelley, and noted working with Community Development Manager Siegel to create a Plainwell Clerk's Office Facebook page as well as a City of Plainwell LinkedIn page.

15. Council Comments:

Councilmember Overhuel stated that he was glad the Chocolate Stroll went well and thanked Community Development Manager Siegel for her work.

Councilmember Steele thanked Community Development Manager Siegel for her work on the Chocolate Stroll and noted that the pop up market had great attendance as well as the downtown shops.

Councilmember Wisnaski thanked the Council for appointing him to the Public Safety Director Interview Committee and thanked Councilmember Steele for stepping aside from the appointment.

Councilmember Keeney wished everyone a happy Valentine's Day.

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:36 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Maggie Fenger
Deputy City Clerk

MINUTES APPROVED BY CITY COUNCIL
February 28, 2022

Maggie Fenger, Deputy City Clerk

**CITY OF PLAINWELL
(Allegan County, Michigan)**

Resolution No. 2022-06

**RESOLUTION TO AUTHORIZE ISSUANCE OF
GENERAL OBLIGATION LIMITED TAX BONDS, SERIES 2022 (TAXABLE)**

Minutes of a regular meeting of the City Council of the City of Plainwell, Allegan County, Michigan, held on February 28, 2022, at 7:00 p.m., local time.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and supported by _____:

WHEREAS, pursuant to Act 34, Public Acts of Michigan, 2001, as amended (“Act 34”), the City of Plainwell (the “City”) has the authority to issue bonds to pay the costs of any capital improvement items; and

WHEREAS, the City desires to finance the acquisition of certain capital improvements, including without limitation, the acquisition of approximately 52.50 acres of real estate located at 830 Miller Road, Plainwell, Michigan, and appurtenances necessary or incidental to this acquisition, and such other capital improvements as the City shall determine to make (the “Improvements”); and

WHEREAS, the Improvements will enable the City to provide more efficient and better quality public services to City residents; and

WHEREAS, to finance the cost of making the Improvements the City Council deems it necessary to borrow funds and to issue its General Obligation Limited Tax Bonds, Series 2022 (Taxable) therefor pursuant to the provisions of Act 34.

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

1. NECESSITY. It is necessary for the public health, safety, and welfare of the City to acquire the Improvements and issue bonds of the City, pursuant to Act 34 to finance the cost of acquiring the Improvements.
2. PERIOD OF USEFULNESS. The estimated period of usefulness of the Improvements is determined to be in excess of twenty (20) years.

3. ISSUANCE OF BONDS. To defray a portion of the cost of acquiring the Improvements, including legal, engineering, financial and other expenses, the City shall issue its bonds known as General Obligation Limited Tax Bonds, Series 2022 (Taxable) (the “Bonds”), in the aggregate principal amount of not to exceed \$500,000, as finally determined by the Authorized Officer (defined below) in an order signed by the Authorized Officer (the “Sale Order”). The balance of the cost of acquiring the Improvements, if any, shall be paid by grants or funds appropriated by the City.

4. BOND TERMS. The Bonds shall be issued in fully registered form as to both principal and interest, in denominations of \$1,000 each, or any multiple thereof or such other denominations determined by the Authorized Officer (“Authorized Denominations”). The Bonds shall be numbered consecutively in the order of their registration; shall be dated the date of delivery or such other date determined by the Authorized Officer in the Sale Order, and shall be payable serially or as term bonds with mandatory sinking fund redemptions on the dates and in the amounts determined by the Authorized Officer in the Sale Order. The Bonds shall bear interest at a rate or rates, payable as determined by the Authorized Officer in the Sale Order. The Authorized Officer may determine or alter the Bond terms within the parameters of this resolution as hereafter provided.

5. PAYMENT OF PRINCIPAL AND INTEREST. Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America to the person appearing on the Bond registration books as the registered owner thereof. Payment of interest on the Bonds shall be paid to the registered owner at the address as it appears on the registration books, as of the determination date. Initially, the determination date shall be the date as of the fifteenth (15th) day of the month prior to the payment date for each interest payment; however, the determination date may be changed by the City to conform to market practice.

6. PLEDGE OF LIMITED TAX FULL FAITH AND CREDIT, GENERAL OBLIGATION. As security for the payment of the Bonds, the City hereby pledges its limited tax, full faith and credit, general obligation for the prompt payment of the principal of and interest on the Bonds as and when due. Each year, the City shall be obligated, as a first budget obligation, to advance money from its General Fund to pay the principal of and interest on the Bonds. In the event there are insufficient moneys for the payment of principal of and interest on the Bonds, the City shall levy a tax on all taxable property in the City for the prompt payment of

principal and interest on the Bonds, which tax shall be limited as to rate and amount by applicable constitutional, statutory and charter limitations on the taxing power of the City.

7. PRIOR REDEMPTION. The Bonds shall be subject to redemption prior to maturity as determined by the Authorized Officer at the time of sale.

8. PAYING AGENT AND REGISTRATION.

(a) Appointment of Paying Agent. From time to time the Authorized Officer is authorized to designate and appoint a Paying Agent (the “Paying Agent”), which may also act as transfer agent and bond registrar, and is authorized to remove the Paying Agent and appoint a successor Paying Agent. The initial Paying Agent shall be appointed by the Authorized Officer. In the event of a change in the Paying Agent, notice shall be given in writing by certified mail to each Registered Owner not less than sixty (60) days prior to the next interest payment date. The Paying Agent shall keep the official books for the recordation of the Registered Owners of the Bonds.

(b) Book-Entry Eligible. At the option of the initial purchaser of the Bonds, the Bonds may be issued initially in book-entry-only form as one fully registered bond per maturity and will be registered in the name of Cede & Co., as bondholder and nominee for DTC. If this option is selected, DTC will act as securities depository for the Bonds, purchase of the Bonds will be made in book-entry-only form, in Authorized Denominations and purchasers will not receive certificates representing their interest in Bonds purchased. Payment of principal and interest will be made by the Paying Agent to DTC. While the Bonds are held in book-entry-only form, then the Bonds shall be transferred in accordance with the procedures established by DTC. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent or bond registrar shall have no responsibility with respect to such transfers. The Authorized Officer shall have the authority from time to time to appoint a successor depository trustee to serve in the place of DTC. While the Bonds are issued in book-entry-only form the Paying Agent shall serve as paying agent only.

(c) Registration of Bonds Outside of Book-Entry-Only. In the event the book-entry-only system is not selected or is discontinued, the following provisions would apply to the Bonds. Registration of the Bonds shall be recorded in the registration books of the City kept by the Paying Agent. Bonds may be transferred only by submitting the same to the Paying

Agent, together with a satisfactory instrument of transfer signed by the Registered Owner or his legal representative duly authorized in writing, after which a new Bond or Bonds shall be issued by the Paying Agent to the transferee (new registered owner) in the amount of the aggregate principal balance of the Bonds transferred. No transfer of Bonds shall be valid unless and until recorded on the bond registration books in accordance with the foregoing. The person in whose name any bond is registered may for all purposes, notwithstanding any notice to the contrary, be deemed and treated by the City and the Paying Agent as the absolute owner thereof, and any payment of principal and interest on any Bond to the Registered Owner thereof shall constitute a valid discharge of the City's liability upon such Bond to the extent of such payment. No Bond shall be transferred less than fifteen (15) days prior to an interest payment date nor after the Bond has been called for redemption. So long as the Bonds are registered to DTC or another bond depository, the Paying Agent, acting as bond registrar, shall have no responsibility with respect to such transfers.

9. BOND FORM. The Bonds shall be substantially in the form attached hereto as Exhibit A, and incorporated herein, with such changes as are recommended by the City's Bond Counsel and approved by the officers of the City signing the Bonds, whose signature thereon shall be conclusive evidence of such approval.

10. EXECUTION OF BONDS. The Mayor or the Mayor Pro Tem, and the Clerk or the Deputy Clerk of the City are hereby authorized and directed to sign the Bonds, either manually or by facsimile signature, on behalf of the City. Upon execution, the Bonds shall be delivered by the City to the purchaser thereof upon receipt of the purchase price in accordance with the accepted bid therefor, plus accrued interest, if any, to the date of delivery.

11. BONDS MUTILATED, LOST OR DESTROYED. If any Bond shall become mutilated, the City, at the expense of the holder of the Bond, shall execute, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this Resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft may be submitted to the Paying Agent and, if this evidence is satisfactory to both the City and the Paying Agent and indemnity satisfactory to the Paying Agent shall be given, the City, at the expense of the owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like tenor, which shall bear the statement required by Act 354, Public

Acts of Michigan, 1972, as amended, or any applicable law hereafter enacted, in lieu of and in substitution for the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

12. BOND PAYMENT FUND. For payment of principal of and interest on the Bonds, there shall be established and maintained a debt service fund for the Bonds (the "Bond Payment Fund"). The accrued interest, if any, and capitalized interest, if any, received at the time of delivery of the Bonds and such amount of any premium determined by the Authorized Officer shall be placed into the Bond Payment Fund. The City shall budget annually a sufficient amount to pay the annual principal of and interest on the Bonds and deposit such amount in the Bond Payment Fund as needed to make payments of principal and interest as they become due. Moneys in the Bond Payment Fund shall be expended solely for payment of principal and interest on the Bonds that first come due. Any monies remaining in the Bond Payment Fund after the annual payments of principal of and interest on the Bonds shall be transferred to the appropriate fund and shall no longer be pledged hereunder.

13. CONSTRUCTION FUND. Prior to delivery and sale of the Bonds, there shall be established a construction fund (the "Construction Fund"). After deducting the sums which are required to be deposited in the Bond Payment Fund, the balance of the proceeds of the Bonds shall be deposited into the Construction Fund. The moneys on deposit in the Construction Fund from time to time shall be used solely for the purpose for which the Bonds were issued. Any unexpended balance shall be used for such purposes as allowed by law. Any monies remaining in the Construction Fund after payment of all such costs shall be transferred to the Bond Payment Fund. After completion of the Improvements and disposition of any remaining bond proceeds, pursuant to the provisions of this Section, the Construction Fund shall be closed.

14. DEPOSITORY AND FUNDS ON HAND. Monies in the several funds and accounts maintained pursuant to this Resolution may be kept in one or more accounts at financial institutions designated by resolution of the City, and if kept in one account, the monies shall be allocated on the books and records of the City in the manner and at the times provided in this Resolution.

15. ADDITIONAL BONDS. In accordance with the provisions of Act 34, the City reserves the right to issue additional bonds, which shall be of equal standing and priority with the Bonds.

16. SALE OF BONDS. The Authorized Officer is hereby authorized to negotiate the sale of the Bonds to a purchaser selected by the Authorized Officer or to circulate or to cause to be circulated a request for proposals to purchase the Bonds and to negotiate the sale of the Bonds to such purchaser as the Authorized Officer shall determine (the "Purchaser"). The City determines that a negotiated sale is the most efficient and expeditious process to sell the Bonds, and will result in the lowest interest cost to the City.

17. AUTHORIZED OFFICER. Notwithstanding any other provision of this Resolution, the Mayor, the City Manager and the Clerk/Treasurer or any one of them acting alone (the "Authorized Officer"), are authorized within the limitations set forth below to determine the title of the Bonds, the interest rate or rates, maximum interest rate, amount of discount or premium, amount of maturities, principal amount, amount of good faith deposit, if any, denominations, dates of issuance, dates of maturities, interest payment dates, optional and mandatory redemption rights, and term bond options. The authority granted to the Authorized Officer by this Section, is subject to the following limitations:

- (a) The par amount of the Bonds shall not exceed \$500,000.
- (b) The interest rate on the bonds shall not exceed five percent (5%) per annum.
- (c) The final maturity date of the Bonds shall not be later than December 1, 2037.
- (d) The Bonds shall not be sold at a price of less than 98.00% of the par value of the Bonds.
- (e) In addition, the Authorized Officer is authorized to agree to such fees as may be included in the proposal of the Purchaser.

The Authorized Officer is hereby authorized for and on behalf of the City, without further City Council approval, to: (a) enter into a Bond Purchase Agreement or otherwise award the sale of the Bonds; (b) engage a placement agent, if necessary; (c) make any elections or designations under the Internal Revenue Code of 1986, as amended (the "Code"); and (d) do all

other acts and take all other necessary procedures required to effectuate the sale, issuance and delivery of the Bonds.

Approval by the City of the matters delegated in this section or any other sections may be evidenced by execution or approval of a Sale Order or such documents by the Authorized Officer. The Authorized Officer is authorized to execute any documents or certificates necessary to complete the transaction, including, but not limited to, any applications including applications to the Michigan Department of Treasury (including an Application for State Treasurer's Approval to Issue Long-Term Securities, applications for any waivers, and the submission of any supporting or related documents), any certificates, receipts, orders, agreements, instruments, security reports, a blanket letter of representations, and any certificates relating to federal or state securities laws, rules or regulations, and to pay any fees required by the State of Michigan.

The City intends to issue the bonds as taxable bonds. Should the Authorize Officer determine it is advantageous to issue the bonds as tax-exempt bonds, the Authorized Officer is authorized on behalf of the City to covenant with all requirements of the Code necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The Authorized Officer and other appropriate officials of the City are authorized to do all things necessary (including the making of such covenants of the City as shall be appropriate) to assure that the interest on the Bonds will be and will remain excludable from gross income for federal income tax purposes.

18. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional or mandatory redemption, the principal of, premium, if any, and interest on the bonds, shall be deposited in trust, this Resolution shall be defeased and the owners of the bonds shall have no further rights under this Resolution except to receive payment of the principal of, premium, if any, and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.

19. BOND COUNSEL. The firm of Dickinson Wright PLLC is hereby employed as bond counsel to the City for the issuance of the Bonds and the Authorized Officer is authorized

to sign an engagement letter with bond counsel with such fee as is provided in the financial report for the Bonds. The City acknowledges that Dickinson Wright PLLC represents a number of financial institutions, including financial institutions that may potentially purchase the Bonds, and consents to Dickinson Wright PLLC's representation of the City as bond counsel and, and waives any conflict of interest arising from such representation of a financial institution or underwriter that may purchase the Bonds in other matters not involving the City.

20. REGISTERED MUNICIPAL ADVISOR. The firm of MFCI, LLC is hereby employed as registered municipal advisor to the City for the issuance of the Bonds.

21. CUSIP NUMBERS. CUSIP identification number may be printed on the Bonds if requested by the purchaser thereof; provided the purchaser of the Bonds pays all costs invoiced by the CUSIP Service Bureau therefor.

22. RESOLUTION SUBJECT TO MICHIGAN LAW. The provisions of this Resolution are subject to the laws of the State of Michigan.

23. SECTION HEADINGS. The section headings in this Resolution are furnished for convenience of reference only and shall not be considered to be a part of this Resolution.

24. SEVERABILITY. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Resolution.

25. CONFLICT. Except as provided above, all resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed; provided, that the foregoing shall not operate to repeal any provision thereof, the repeal of which would impair the obligation on the Bonds.

26. EFFECTIVE DATE OF RESOLUTION. This Resolution is determined by the City Council to be immediately necessary for the preservation of the peace, health and safety of the City and shall be in full force and effect from and after its passage.

YEAS: _____

NAYS: _____

ABSTAIN: _____

RESOLUTION DECLARED ADOPTED.

Brian Kelley, Clerk
City of Plainwell

CERTIFICATION

I, Brian Kelley, the duly qualified and acting Clerk of the City of Plainwell, Allegan County, Michigan (the “City”), do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a meeting held on February 28, 2022, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with Act 267, Public Acts of Michigan, 1976.

Dated: February 28, 2022

Brian Kelley, Clerk
City of Plainwell

DRAFT

EXHIBIT A

NO. ____

THIS BOND HAS NOT BEEN REGISTERED UNDER THE SECURITIES ACT OF 1933, AS AMENDED, IN RELIANCE UPON EXEMPTIONS UNDER SUCH ACT. ANY RESALE OR OTHER TRANSFER OF THIS BOND MAY BE MADE ONLY UPON REGISTRATION UNDER SUCH ACT OR IN AN EXEMPT TRANSACTION UNDER SUCH ACT AND UPON COMPLIANCE WITH THE CONDITIONS SET FORTH HEREIN

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF ALLEGAN
CITY OF PLAINWELL
GENERAL OBLIGATION LIMITED TAX BONDS, SERIES 2022 (TAXABLE)**

Interest Rate

Maturity Date

Date of Original Issue

Registered Owner: [Insert Name]

Principal Amount: [Insert Par Amount] Dollars (\$_____)

The City of Plainwell, Allegan County, Michigan (the “City”), acknowledges itself indebted and, for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Date of Maturity specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon from the Date of Original Issue specified above, or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, payable on the first day of [Insert Date] and [Insert Date] of each year beginning [Insert Date], until the Principal Amount hereof and interest thereon is paid, except as the provisions hereinafter set forth with respect to redemption of this bond prior to maturity may become applicable thereto.

This Bond is one of a total authorized issue of bonds of even date and like tenor except as to date of maturity and rate of interest, numbered in order of registration, aggregating the principal sum of \$[Insert Amount], issued in accordance with the provisions of Act 34, Public Acts of Michigan, 2001, as amended (Act “34”), and a resolution adopted by the City Council on February 28, 2022, for the purpose of paying a portion of the cost of acquiring real property.

The City has pledged the limited tax, full faith, credit and resources of the City for the prompt payment of the principal of and interest on the Bonds, in which event the City may levy a tax on all taxable property in the City for the payment of principal and interest on the Bonds, which tax shall be limited as to rate and amount by applicable constitutional, statutory and charter limitations on the taxing power of the City. The City reserves the right to issue additional bonds in accordance with the provisions of Act 34 that shall be of equal standing and priority with the Bonds.

[Insert Name] shall act as initial paying agent, bond registrar, and transfer agent (the “Paying Agent”). The City may hereafter designate an alternate Paying Agent by notice mailed to the Registered Owner not less than sixty (60) days prior to the next interest payment date. Interest on this Bond is payable to the Registered Owner of record as of the fifteenth (15th) day of the month preceding the payment date as shown on the registration books of the City maintained by the Paying Agent. Payments of principal and interest shall be made to the Registered Owner, by check or draft, electronic transfer or such other manner of payment acceptable to the Registered Owner.

[Bonds or portions of Bonds maturing on [Insert Date] (the “Term Bonds”) are subject to mandatory redemption prior to maturity in part, by lot, and will be redeemed at the par value thereof plus accrued interest to the redemption date as follows:

Redemption Date

Principal Amount

*maturity

I

Bonds maturing on or before [Insert Date], shall not be subject to redemption prior to maturity. Bonds maturing on or after [Insert Date], are subject to redemption prior to maturity as a whole or in part, at the option of the City, in such order as the City shall determine, on any dates, on or after [Insert Date]. Bonds called for redemption shall be redeemed at the par value thereof and accrued interest to the date of redemption, without a premium.

Notice of the call of any Bonds for redemption shall be given by first class mail not less than thirty (30) days prior to the date fixed for redemption, to the Registered Owner at the registered address. Bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the Paying Agent to redeem such Bonds. Bonds shall be called for redemption in multiples of \$1,000, and Bonds of denominations of more than

\$1,000 shall be treated as representing the number of bonds obtained by dividing the denomination of the Bond by \$1,000, and such Bonds may be redeemed in part. The notice of redemption of Bonds redeemed in part shall state that upon surrender of the Bond to be redeemed, a new Bond or Bonds in aggregate principal amount equal to the unredeemed portion of the Bond surrendered shall be issued to the Registered Owner thereof. So long as the book-entry-only system remains in effect, the Paying Agent will give notice to Cede & Co., as nominee of The Depository Trust Company, a New York corporation, only, and only Cede & Co. will be deemed to be a holder of the Bonds.

This Bond shall be registered in the name of the Registered Owner on the registration books kept by the Paying Agent and such registration noted hereon and thereafter no transfer shall be valid unless made upon the registration books and likewise noted hereon. This Bond is exchangeable at the request of the Registered owner hereof, in person or by his attorney duly authorized in writing, at the office of the Paying Agent, but only in the manner, subject to the limitations and at his sole expense, for other bonds of an equal aggregate amount, upon surrender of this Bond to the Paying Agent. Upon such transfer, a new registered bond or bonds of the same series and the same maturity of authorized denomination will be issued to the transferee in exchange therefor.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Bond, exist and have been done and performed in regular and due time and form as required by law and that the total indebtedness of the City including this Bond, does not exceed any constitutional, statutory or charter limitation.

IN WITNESS WHEREOF, the City of Plainwell, Allegan County, Michigan, by its City Council, has caused this Bond to be signed, by the manual or facsimile signatures of its Mayor and its City Clerk, all as of the [Insert Date].

Brad Keeler, Mayor

Brian Kelley, Clerk

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____

(please print or type social security number or taxpayer identification number and name and address of transferee)
the within bond and all rights thereunder, and does hereby irrevocably constitute and appoint _____ attorney to transfer the within bond on the books kept for registration thereof, with full power of substitution in the premises.

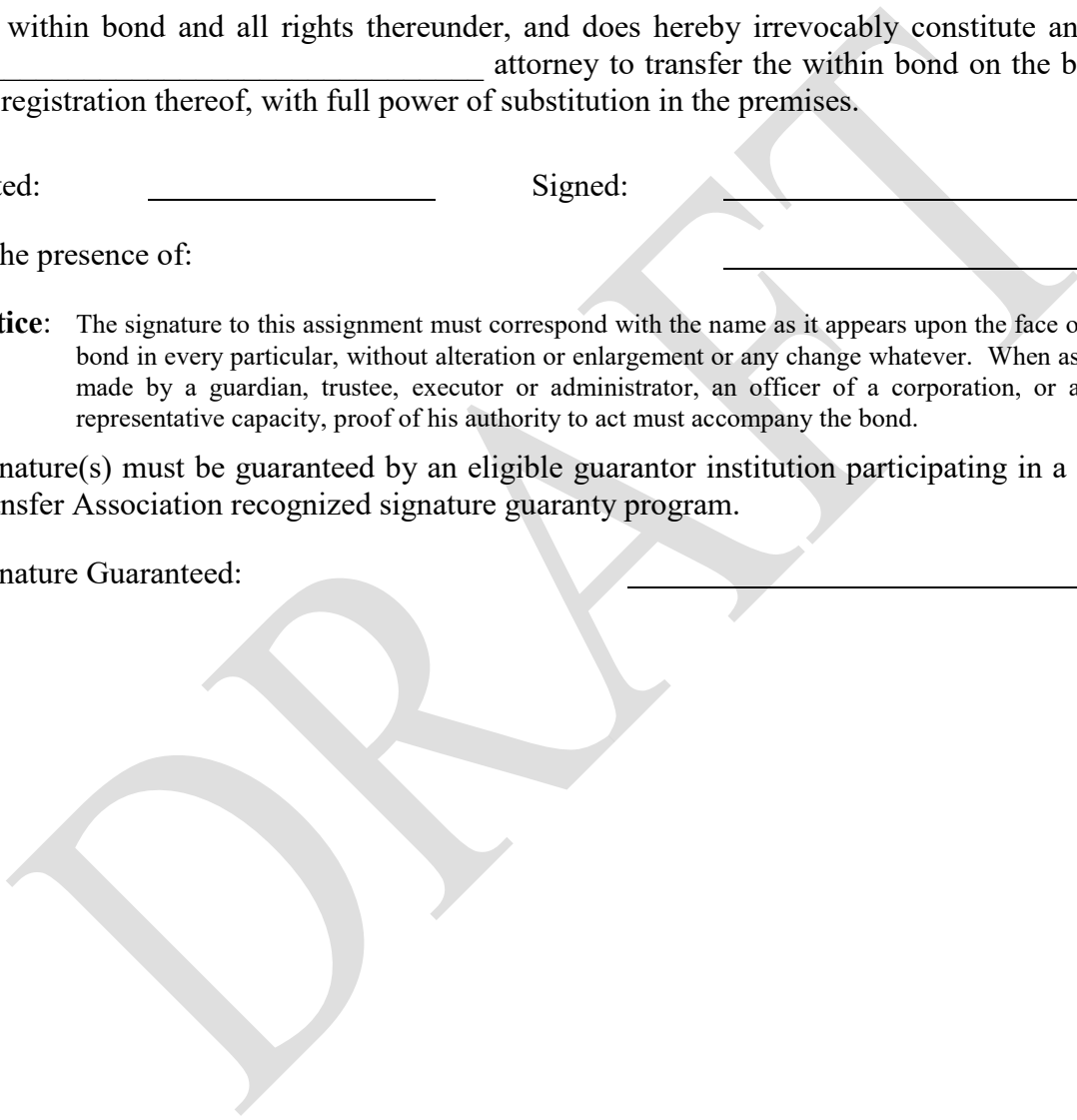
Dated: _____ Signed: _____

In the presence of: _____

Notice: The signature to this assignment must correspond with the name as it appears upon the face of the within bond in every particular, without alteration or enlargement or any change whatever. When assignment is made by a guardian, trustee, executor or administrator, an officer of a corporation, or anyone in a representative capacity, proof of his authority to act must accompany the bond.

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guaranty program.

Signature Guaranteed: _____



**CITY COUNCIL
CITY OF PLAINWELL
ALLEGAN COUNTY, MICHIGAN**

(Ordinance No. 390)

At a regular meeting of the City Council for the City of Plainwell held at City Hall on February 28, 2022, and beginning at 7:00p.m., the following Ordinance was offered for adoption by Council Member _____ and was seconded by Council Member _____:

**AN ORDINANCE TO AMEND CHAPTER 16, SECTION 16-1 ENTITLED
“DEFINITIONS;” CHAPTER 16, SECTION 16-2 ENTITLED
“AUTHORITY;” AND TO ENACT CHAPTER 16, SECTION 16-28
ENTITLED “SINGLE LOT SPECIAL ASSESSMENTS” OF THE CODE
OF ORDINANCES FOR THE CITY OF PLAINWELL.**

THE CITY OF PLAINWELL (the “City”) ORDAINS:

Section 1. Amendment of Section 16-1. Chapter 16, Section 16-1 of the Code of Ordinances for the City of Plainwell entitled “Definitions” is hereby amended and reads in its entirety as follows:

Sec. 16-1 DEFINITIONS.

For the purposes of this chapter, the following definitions will apply unless the context clearly indicates or requires otherwise:

COST: Means, but is not limited to, the cost of services, plans, studies, condemnation, acquisition, abatement, demolition, removal, construction, improvement, maintenance, replacement, notices, advertising, legal fees, special assessments, financing, and all other costs incidental to the making of any local improvement. If the service rendered is rendered by City employees, the City may include the fair and reasonable cost of rendering the service.

LOCAL PUBLIC IMPROVEMENT: Means any public work or public or special improvement which the City is empowered to undertake and which is of such a nature as to especially benefit any real property within the City, including without limitation the following:

- (a) The acquisition, construction, improvement, and maintenance of storm sewers, sanitary sewers, combined storm and sanitary sewers, and treatment facilities;
- (b) The acquisition, construction, improvement, and maintenance of water systems and water treatment facilities;

- (c) The acquisition, construction, improvement, and maintenance of public streets and roads;
- (d) The acquisition, improvement, and maintenance of public parks;
- (e) The acquisition, construction, improvement, and maintenance of sidewalks and elevated structures for foot travel over streets and roads in the City;
- (f) The acquisition, condemnation, collection, removal, and abatement of garbage, rubbish, structures, hazards, or any other condition declared to be a public nuisance;
- (g) The acquisition, construction, improvement, and maintenance of bicycle paths;
- (h) The construction, improvement, and maintenance of erosion control structures or dikes;
- (i) The planting, maintenance, and removal of trees;
- (j) The installation, improvement, and maintenance of lighting systems;
- (k) The eradication or control of aquatic weeds, plants, and insects;
- (l) The construction, improvement, and maintenance of private roads;
- (m) The construction, improvement, and maintenance of snow melt systems and equipment; and
- (n) The construction, improvement, and maintenance of public parking systems.

Section 2. Amendment of Section 16-2. Chapter 16, Section 16-2 of the Code of Ordinances for the City of Plainwell entitled “Authority” is hereby amended as reads in its entirety as follows:

Sec 16-2. AUTHORITY.

The whole cost, or any part thereof, incidental to any local improvement may be defrayed by a special assessment upon the property especially benefitted by the improvement in the manner provided for in this chapter.

Section 3. Enacting of Section 16-28. Chapter 16, Section 16-28 of the Code of Ordinances for the City of Plainwell entitled “Single Lot Special Assessments” is hereby enacted as reads in its entirety as follows:

Sec 16 -28. SINGLE LOT SPECIAL ASSESSMENTS.

- A. *General.* Notwithstanding any other provision of this chapter to the contrary, when the City incurs or anticipates incurring a cost incidental to a local improvement which is or may be chargeable against a single lot or parcel, any special assessment regarding such cost will be implemented and governed by the provisions of this section.
- B. *General Non-applicability.* Chapter 16, sections 16-3 thru 16-12, inclusive, do not apply to special assessments implemented and governed under this section.
- C. *General Applicability.* Withstanding the provisions of this section to the contrary, chapter 16, sections 16-13 thru 16-27, inclusive, apply to special assessments implemented and governed under this section
- D. *Procedures.* Special assessments implemented and governed under this section will comply with the following requirements:
 - 1. *Report to City Council.* When the City incurs or anticipates incurring a cost incidental to a public improvement which is or may be chargeable against a single lot or parcel, the estimated amount of applicable costs, with a description of the lot or parcel for which the cost was or is anticipated to be incurred, and the name of the owner or owners, if known, will be reported to the City Council.
 - 2. *Determination of City Council.* After reviewing the report, the City Council may determine by resolution what amount or part of such estimated costs will be charged and the property upon which the charge will be levied as a special assessment. The City Council will determine the number of installments in which the assessment may be paid, determine the rate of interest to be charged, designate the property upon which the special assessment may be levied, direct the preparation of a special assessment roll, and fix the time and place for the hearing when the City Council will review the assessment roll. Such hearing will not be less than ten calendar days after notice of the time and place for the hearing has been provided to the owner of or party in interest in the property to be assessed whose name appeared on the last local tax assessment records. Notice will be provided to each owner of or party in interest in the property to be assessed whose name appeared upon the last local tax assessment records, by mailing such notice via regular first-class mail to the owner of or party in interest at the address shown on the last local tax assessment records. Notice will be deemed effective

three business days following such mailing or upon receipt, whichever is earlier.

3. *Certificate of roll.* When the assessment roll has been completed, it will be filed with the City Clerk who will present it to the City Council.
 4. *Objections to roll.* Any party claiming to be aggrieved by the special assessment roll may file an objection and protest in writing with the City Clerk at or prior to the time of the hearing. Any objection must specify how the party is aggrieved. If the objection is timely and properly filed, the objecting party's in person appearance is not required at the hearing.
 5. *Review of roll.* The City Council will review the special assessment roll at the hearing provided for herein and consider any objections. The City Council may correct the roll as to any assessment or description of any lot or parcel of land or other errors. Any changes made in the roll must be noted in the minutes.
 6. *Confirmation of roll.* After the hearing, the City Council may confirm the special assessment roll, with any corrections that were made. Following the confirmation of the special assessment role by the City Council, the City Clerk will endorse the date of confirmation and, upon confirmation, the roll will be final and conclusive. Thereafter, all charges and amounts confirmed will be a lien on the property and collected in the manner authorized by law.
- E. *Objections.* If, at or prior to the final confirmation of the special assessment roll, the record owner or owners of the property to be assessed object in writing to the proposed improvement, the assessment will not be made without a four-fifths affirmative vote of the City Council.
- F. *Actual Cost Exceeds Estimate Cost.* An increase in the estimate of the cost to be assessed up to ten percent of the original estimate may be made without further notice and hearing. An increase in the estimate of the cost to be assessed in excess of ten percent of the original estimate will not be made unless notice and hearing is given as provided herein.
- G. *Failure to provide notice.* A special assessment will not be declared invalid as to any property if the owner or the party in interest of that property actually received notice, waived notice, or paid any part of the assessment. If an assessment is declared void by a court of competent jurisdiction, a reassessment against the property may be made.

Section 4. Conflict.

A. Nothing in this Ordinance will be construed in such a manner so as to conflict with existing City ordinances except as otherwise stated herein.

B. Nothing in the Ordinance will be construed in such a manner so as to conflict State law.

Section 5. Repealer.

Any other ordinances in conflict with this Ordinance are, to the extent of such conflict, hereby repealed.

Section 6. Savings Clause.

The provisions of this Ordinance are severable. If any clause, sentence, paragraph, chapter, or section is declared void or inoperable for any reason by a court of competent jurisdiction, such declaration will not void any or render inoperable other part or portion of this Ordinance.

Section 7. Effective Date.

This Ordinance is effective ten days following its publication in the manner required by law.

The vote regarding the adoption of this Ordinance was as follows:

YEAS: _____

NAYS: _____

ABSTAIN/ABSENT: _____

ORDINANCE DECLARED ADOPTED.

Brad Keeler
Mayor

Brian Kelley
City Clerk

CERTIFICATION

It is hereby certified that the foregoing Ordinance was adopted by the City Council for the City of Plainwell, Allegan County, Michigan, at a meeting of the City Council duly called and held on February 28, 2022

Adopted: 2/28/2022

Published:

Effective:

By:

Brian Kelley
City Clerk

DRAFT



February 24, 2022

Eric J. Wilson, Manager
City of Plainwell
211 N. Main Street
Plainwell, Michigan 49080
1-269-685-6821 (O)

RE: Proposal for Engineering Services

Dear Erik:

Thank you for considering Richard Postema Associates, P.C. for your architectural and engineering needs. We are pleased to provide the following services for your proposed project.

This project involves the production of a preliminary engineering report to comply with the criteria outlined below. The City of Plainwell is proposing a 9 lot Industrial Park addition on a 52.5 acre parcel (PP 08-020-560-00X). The proposal is based on the City of Plainwell providing the statement required by condition 2 (below) and the beneficiaries of the project. .

1. PRELIMINARY ENGINEERING REPORT: \$5,500.00

At a minimum, provide the following information (as required in EDA Application):

1. Description of project components. Provide a general description of all project components involved in the project. Indicate whether the project involves the construction of new infrastructure or facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc.
2. A statement verifying that the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section B.2 of Form ED-900. Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section B.2 of Form ED-900 will not be considered valid.
3. Drawings showing the general layout and location of the existing site conditions and of the project components as well as location of any project beneficiary identified in Section B.9 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.

4. A feasibility analysis for the constructability of the project. Include a review of the existing conditions and note particular features, alignments, and circumstances affecting construction of project components.

5. The proposed method of construction. Indicate whether construction procurement will be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, the applicant's own forces, or a third-party construction manager. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13C.F.R. § 305.6(a).

6. The number of construction contracts anticipated. If multiple contracts are proposed, describe the project components included in each contract. If separate contracts are anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project phasing request must be provided to EDA for approval per EDA's regulation at 13 C.F.R. § 305.9(a).

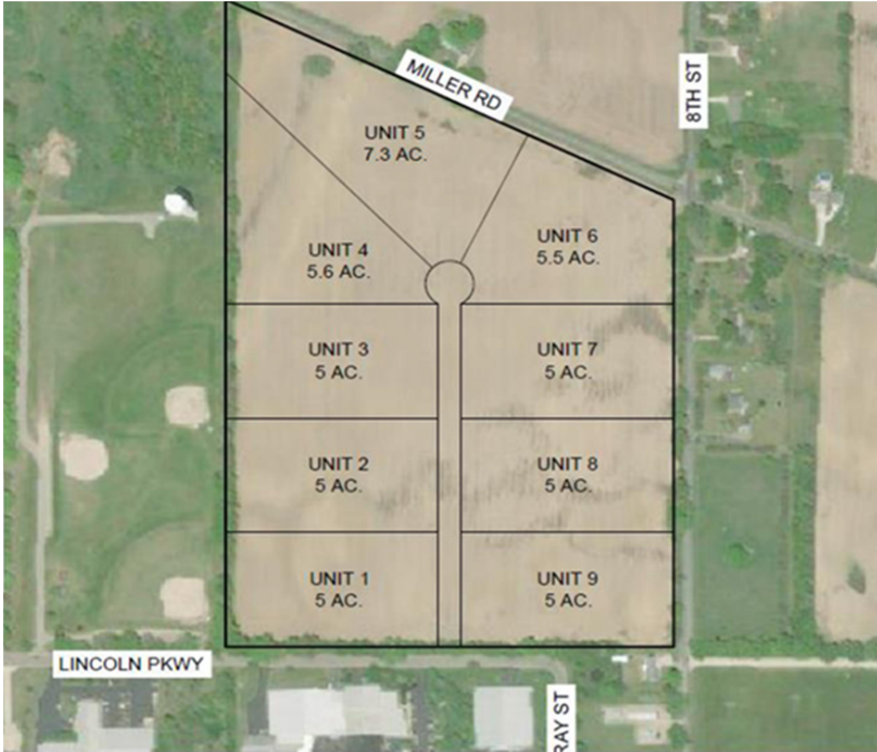
7. A current detailed construction cost estimate for each of the project components. Show quantities, unit prices, and total costs and provide a basis for the determination of construction contingencies. The total of this estimate should match the construction line item of the SF-424C.

8. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of way, explain any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.

9. An overall estimated project schedule. This schedule should agree with the project schedule outlined in the ED-900. Include the number of months for each of the following:

- i. design period;
- ii. period of time to obtain required permits;
- iii. period of time to obtain any required easements or rights-of-way;
- iv. solicitation of bids and awarding of contracts, and
- v. construction period.

10. Overall project budget breakdown. For each "cost classifications" line item that the applicant indicates will be included in the project budget on Form SF-424C, the applicant must provide a breakdown of the proposed project costs and tasks that is



The Engineering Report will be completed on or prior to March 18, 2022 provided approval of this proposal is granted by March 1, 2022

Billing Terms:

Billing for all work covered by this proposal will be as follows:
 Progress billing will be made approximately every month, bills due upon receipt. Outstanding bills past 30 days will be charged a \$30.00 late fee per month plus 10% APR interest charge on balances past the due date. If you find the proposals acceptable, please sign below and return one copy to our office. This proposal is good for 30 days.

Thank you for the opportunity to provide you with this proposal. It looks like an exciting project and we look forward to working with you on it.

Thanks
 Sincerely

Robert Postema
Richard Postema Associates PC
 Architects & Engineers
 1580 44th St SW
 Wyoming, Mi 49509

AGREED:

SIGN ABOVE
 City of Plainwell

PRINT NAME

DATE



"The Island City"

MEMORANDUM

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

To: City Council
From: Robert Nieuwenhuis
Subject: Sale, gift or auction of old equipment
Date: 2/24/2022

I am looking for guidance on how to proceed with some old City equipment.

The City of Plainwell staff is no longer doing confined space entry and has some outdated fall arrest equipment and tri pod that we can gift to KVCC for training purposes. They will give a letter stating what the equipment will be used for and that the City gifted it. If we don't gift this we will need to destroy the equipment so know one can use it.

The City has decommissioned well #5 a few years ago from the City water distribution system. The well house had a motor PTO drive and fuel tank that worked as a generator for the well. We are no longer in need of this motor and fuel tank. It is Minneapolis Moline diesel motor from the 1950's, the fuel tank is 150-gallon tank I am looking for recommendation on whether to send this to auction or sell it outright and I have no idea of an estimated value.

Robert Nieuwenhuis



"The Island City"

MEMORANDUM

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

To: City Council
From: Erik J. Wilson, City Manager
Subject: Gas Heat – Bld 2 & 3
Date: 2-25-2022

As part of the change order for buildings 2 & 3, a \$5,000 budget was allotted in propane to heat the mortar properly. BRI Restoration stated the mortar needs a temperature of 40 degrees or more to cure. Given the weather lately, our budget will expire soon. BRI is recommending another (not to exceed) \$5,000 to ensure proper heating.

The City is provided a breakdown of heating costs so we will only be billed what is actually used. I recommend we approve (not to exceed) an additional \$5,000 in propane heat.

BRI's break down of the work (dated September 22, 2021) indicate that work was required here. HopkinsBurns agrees, and it should be included.

This Work was shown on HopkinsBurns' anotated Bulletin photographs and should be included.



Work in red area should be toothed into repaired corner.



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

January 2022

Prepared by Interim Director John Varley

Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	January	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	1	1
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	2	2
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	0	0
2300	Larceny	5	5
2400	Motor Vehicle Theft	1	1
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	0	0
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	1	1
3500	Violation of Controlled Substances Act	0	0
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	0
3800	Family Offenses	0	0
4100	Liquor Violations	1	1
PUBLIC ORDER CRIMES			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	0
5000	Obstructing Justice	3	3
5200	Weapons Offenses	1	1
5300	Public Peace	7	7
5400	Traffic Investigations - Any Criminal Traffic Complaints	0	0
5500	Health and Safety	5	5
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	0
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	1	1
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	3	3
9200	Civil Custody	14	14
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	6	6
9400	False Alarm Activation	3	3
9500	Fires (Other than Arson)	1	1
9700	Accidents, All Other	1	1
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	47	47
9911 & 9912	General Assistance (Other Police Agencies)	43	43
FIRS	Medical First Responder	23	23

Plainwell Department of Public Safety

Complaints/Activities for January 2022

ARRESTS

CUSTODIAL ARRESTS	10	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	12	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	4	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	6	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	1	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	32	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	7	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	50	

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	165	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	4	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	169	

OTHER ACTIVITIES

MOTORISTS ASSISTS	19	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	0	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	8	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	1,374	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	0	<i>The number of business' found unlocked or unsecured.</i>
FOOT PATROL	335	

Plainwell Department of Public Safety

Scheduled Hours By Activity for January 2022

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

Total Hours
1,076

Percentage of Total Hours

TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

Totals of all the below mentioned areas.

HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

50 4.61%

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

HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

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

188 17.46%

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

HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

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

425 39.48%

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

TOTAL UNOBLIGATED PATROL HOURS

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

414 38.46%

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

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

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

662 61.54%

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



January Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 43 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

Fire Suppression/Call Out Incident Report

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
1/6/2022	10:08	10:26	US 131/NB	Fire/crash/assist	Traffic control	E11, T63, C6	4	3
1/13/2022	19:05	19:18	US 131/ NB	Fire/crash/assist	Traffic Control/ medical assist	E11, E17, T63, c4	1	6
1/22/2022	15:46	17:17	618 N. Main St	Fire	Extinguish , Salvage & overhaul	E17, E11, T63, C1, C6	5	5
1/25/2022	07:21	07:25	720 Brigham St	Fire Alarm	Investigate	E11, C2, C6	2	3

Calls for Service at Plainwell Schools

Plainwell High School: 2
684 Starr Road

Gilkey School: 0
707 S. Woodhams Street

Plainwell Middle School: 4
720 Brigham Street

Starr Elementary: 0
601 School Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
798 E. Bridge Street

Admin, Maintenance & Bus Garage: 0
600 School Drive

Water Renewal

Superintendent: Bryan Pond

January 2022



Significant Department Actions and Results

The annual plant bio-solids were hauled from the storage tanks, this is an annual expense which is about \$18,000/yr.

The annual Storm Water Management Plan was filed as part of the permit.

The budgeted handrail project went out for bid and will be awarded in February.

The #1 blower was leaking oil and the seal was changed out under the one year warranty guarantee which expires in February.

Pending Items (including CIP) FY 21/22

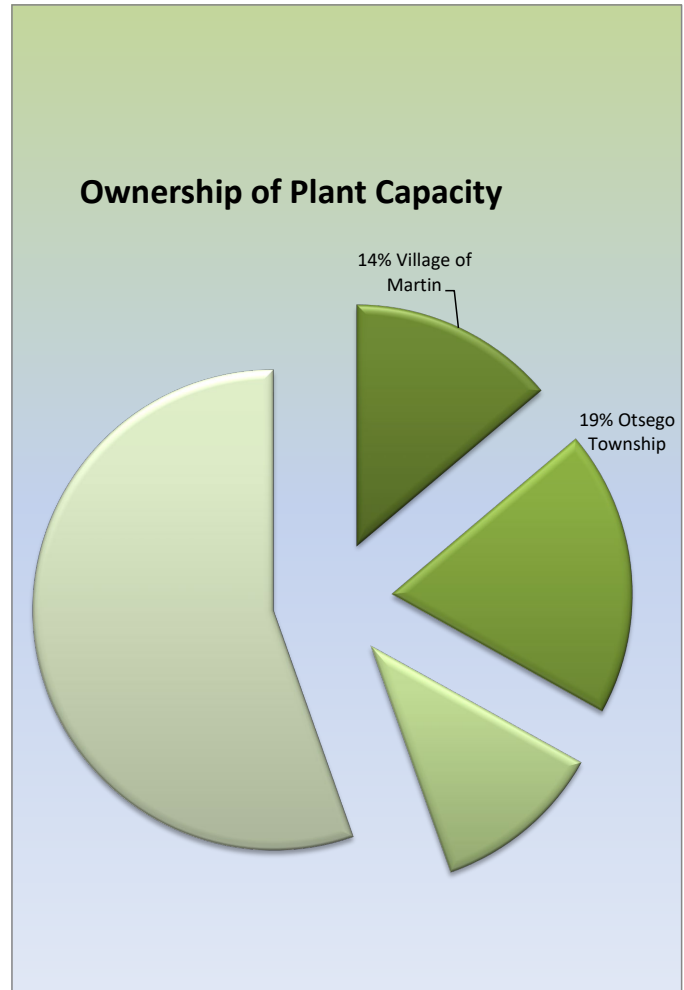
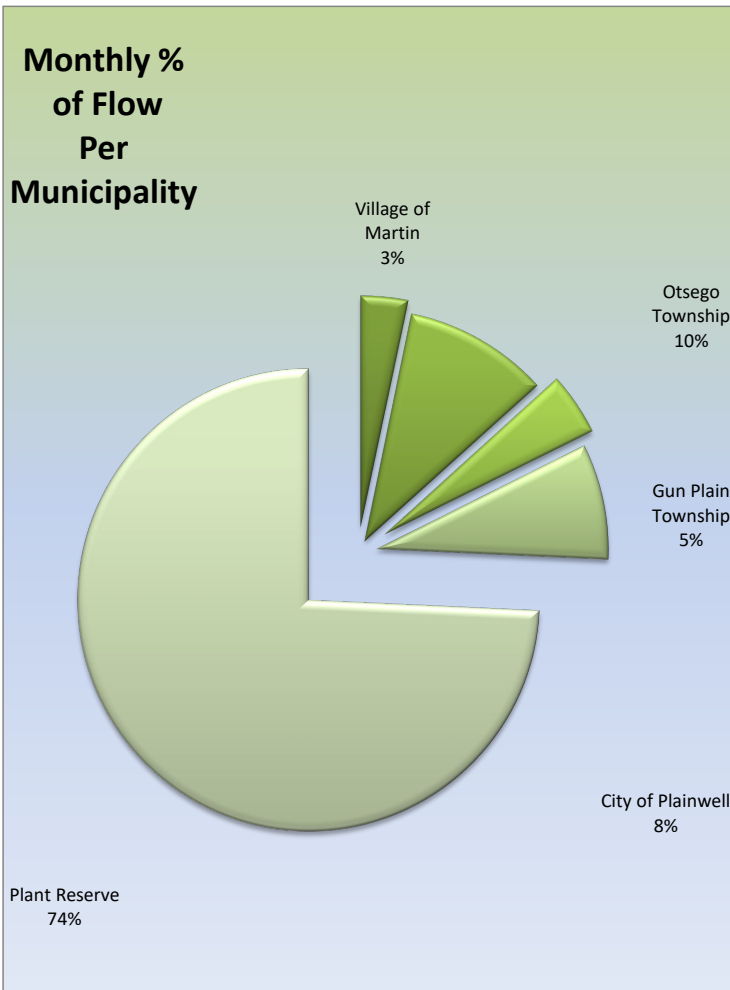
Expenditure Summary/Issues

	<u>(budgeted)</u>	(completed)
Replace truck #2 (equipment fund)	\$32,000	done
Replace Dystor Gas Membrane {Recommended manufacturer equipment life 15-17 yrs. Installed in 2005 is 17 yrs. in 2022}	\$150,000	eng. & bid complete install next fiscal yr.
Influent manhole structure replacement {Cement structure from 1980; evaluation and replacement as a collapse of structure would be a catastrophic failure}	<i>evaluation</i> 5,000	
Replace (6) DOORS {Steel doors from 1980 replace with fiberglass or anodized aluminum}	\$40,000	awarded parts purchased
MAHL Study for IPP program necessary to update ever 10 years	\$52,000	75% complete
Replace remainder of 1980 HANDRAILS {Steel handrails have been maintained replace with aluminum}	\$55,000	awarded
DYSTOR PLC {Last PLC SLC 50-05 operating in plant, replace with updated PLC}	12,000	parts purchased
	<u>TOTAL</u>	
	314,000	

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	857,113			
Gun River MH Park	442,000			
US 131 Motor Sports Park	0			
Total:	1,299,113			
AVG. DAILY:	38,209	180,000	79%	14%
Otsego Township	Total: 4,061,263			
AVG. DAILY:	119,449	250,000	52%	19%
Gun Plain Township	Total: 1,230,000			
North Point Church	1,000			
North 10th Street	330,661			
Gores Addition	197,000			
AVG. DAILY	51,725	150,000	66%	12%
City of Plainwell	Total: 3246030			
AVG. DAILY:	104710.65	720,000	85%	55%
Avg. Daily Plant Flow from entire service district	0.32			



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	14.40
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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):

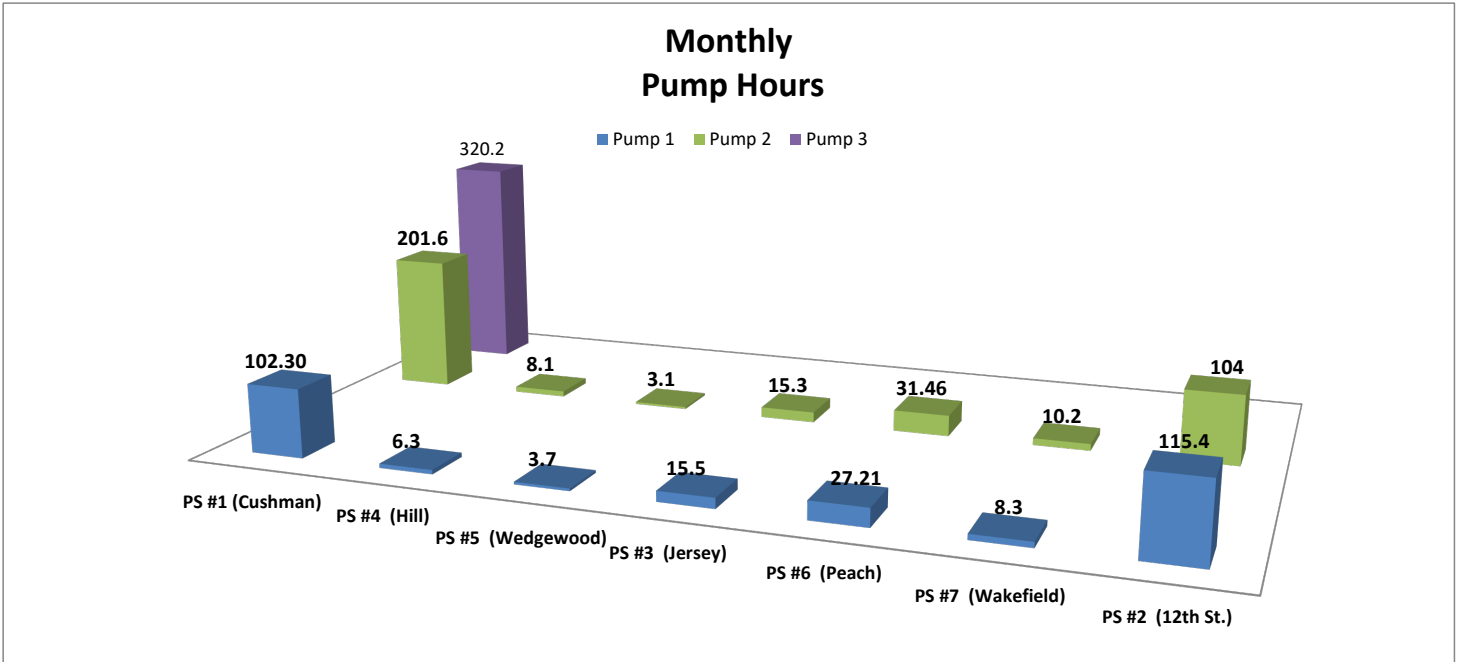
1.0 mg/l	0.45	0.49
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases 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	2
--------------	----	---

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.

02/24/2022

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
EXP CHECK RUN DATES 02/28/2022 - 02/28/2022
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: UBAP

Vendor Code	Vendor Name	Description	Amount
000002	AT&T		
	1957JAN-22	AIRPORT FUEL PUMP LINE THROUGH 02/13/202	43.01
TOTAL FOR: AT&T			43.01

000009	CONSUMERS ENERGY		
	203321023335	612 ALLEGAN ST - ELECTRIC FEBRUARY 2022	6,461.42
	9322375863	LAND RENTS/LEASE - ELECTRIC 201 ALLEGAN ST	25.00
TOTAL FOR: CONSUMERS ENERGY			6,486.42

000010	RIDDERMAN & SONS OIL CO INC		
	149650	DPW DIESEL FUEL DELIVERED 02/11/2022	944.38
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			944.38

000034	VERIZON		
	9899771946	DPW/WR ONE TALK 01/18/2022 - 02/17/2022	221.34
TOTAL FOR: VERIZON			221.34

000035	APPLIED IMAGING		
	1903755	DPW/WR COPIER CHARGES TO 02/15/2022	37.06
TOTAL FOR: APPLIED IMAGING			37.06

000047	M & K QUALITY TRUCK SALES OF GR LLC		
	64937	TRUCK #12 - ADDITIONAL REPAIRS	3,000.00
TOTAL FOR: M & K QUALITY TRUCK SALES OF GR LLC			3,000.00

000153	FLEIS & VANDENBRINK INC		
	61194	PREPARE RFQ FOR WATER METER REPLACEMEN	3,935.99
	61198	MAHL STUDY LOCAL SEWER LIMITS	5,900.00
TOTAL FOR: FLEIS & VANDENBRINK INC			9,835.99

000155	BRAVE INDUSTRIAL FASTENER		
	157139	DPW - HOSE, FASTENERS, ETC	164.57
TOTAL FOR: BRAVE INDUSTRIAL FASTENER			164.57

000356	LOCK MASTER SECURITY LLC		
	11113	DPW - SERVICE ACCESS CONTROL SYSTEM	140.00
	11114	DPW - DUPLICATE KEYS (10)	30.00
TOTAL FOR: LOCK MASTER SECURITY LLC			170.00

000393	RON JACKSON INSURANCE/AUTO OWNERS		
	221300	NOTARY BOND - M FENGER 01/04/2021 -05/19/	60.00
TOTAL FOR: RON JACKSON INSURANCE/AUTO OWNERS			60.00

000941	WEST MICHIGAN CRIMINAL JUSTICE TC		
	4727	TRAINING - CULVER 04/08/2022 DEWOLF FTO B/	200.00
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE TC			200.00

001043	BS&A SOFTWARE		
	139412	WORK ORDER TRAINING - IN HOUSE 01/19/2022	1,130.00
TOTAL FOR: BS&A SOFTWARE			1,130.00

001136	ENTENMANN-ROVIN CO		
	0163788-IN	REPAIR DIRECTOR BOMAR'S BADGE	87.50
TOTAL FOR: ENTENMANN-ROVIN CO			87.50

001711	DETROIT SALT COMPANY		
	S122-13133	ROAD SALT 2021-2022 SEASON	3,248.42
	S122-13261	ROAD SALT 2021-2022 SEASON	3,051.43
TOTAL FOR: DETROIT SALT COMPANY			6,299.85

001829	PERCEPTIVE CONTROLS INC		
	15343	WR - DIGESTER PLC UPGRADE	4,440.00
TOTAL FOR: PERCEPTIVE CONTROLS INC			4,440.00

002160	AAA SLING INDUSTRIAL SUPPLY INC		
	0354638-IN	ALLOW CHAIN SLINGS, ASSORTED SIZES	1,255.62
TOTAL FOR: AAA SLING INDUSTRIAL SUPPLY INC			1,255.62

002246	ELHORN ENGINEERING CO.		
	291280	DPW - CHEMICALS FOR WELLS	540.00
TOTAL FOR: ELHORN ENGINEERING CO.			540.00

002272	PLAINWELL FLOWERS		
	2022.02GOLDEN	GOLDEN TICKET/ MIDWAY CHEVY DOLLARS	225.00
TOTAL FOR: PLAINWELL FLOWERS			225.00

002650	FUEL MANAGEMENT SYSTEM/PACIFIC PRID		
	152291	DPS FUEL 02/01/2022 - 02/15/2022	657.93
TOTAL FOR: FUEL MANAGEMENT SYSTEM/PACIFIC PRID			657.93

002787	ESPER ELECTRIC		
	25205	CH - REPAIR CEILINGS FANS, ADDED EXHAUST FA	920.04
TOTAL FOR: ESPER ELECTRIC			920.04

004167	B & B FIRE DIVISION MASON DYNAMICS		
	4152	ENGINE 17 SERVICE REPAIR	648.35

TOTAL FOR: B & B FIRE DIVISION MASON DYNAMICS			648.35
004190	WATERSOLVE LLC		
	9255	WR - POLYMER SOLVE 137 (465 LB DRUM)	1,095.00
TOTAL FOR: WATERSOLVE LLC			1,095.00
004205	HOEKSTRA ROOFING COMPANY INC.		
	17055	ROOF REPAIR OF CITY BUILDINGS FROM HAIL DA	104,450.00
TOTAL FOR: HOEKSTRA ROOFING COMPANY INC.			104,450.00
004241	GHD SERVICES INC		
	340-0021095	UTILITIES/COMMON AREA DECEMBER 2021	2,754.89
TOTAL FOR: GHD SERVICES INC			2,754.89
004805	LAKELAND ASPHALT		
	40093	COLD PATCH (2.11 TONS)	227.88
TOTAL FOR: LAKELAND ASPHALT			227.88
004807	OTIS ELEVATOR COMPANY		
	100400676824	MILL SERVICE ELEVATOR 03/01/2022 - 05/31/20	149.55
TOTAL FOR: OTIS ELEVATOR COMPANY			149.55
004814	WILLIAMS & WORKS		
	93790	RRC GRANT - 1ST INSTALLMENT PAYMENT - MAS	5,525.00
	93791	PARKS & REC PLAN UPDATE - PHASE 1 & 2	892.50
TOTAL FOR: WILLIAMS & WORKS			6,417.50
004855	PLAINWELL ACE HARDWARE		
	9584	DPW SHOP - CORD STARTER (3)	0.69
	9585	DPW - TRUCK #5 SUPPLIES	15.36
	9595	CLEANER & PAINT - COUNCIL CHAMBERS FLAG P	2.58
	9597	DPW TOOL ROOM - BRACKET HANGER	15.18
	9621	TRUCK #5 (WATER VAN) - PRIMER & SPRAY PAINT	11.98
	9637	DPW - MISC FASTENERS	9.98
	9654	DPW - TRUCK #5, BATTERIES & 12PC SAWZALL	44.98
	9673	DPW - #11, FLEX SEAL & BRUSH	33.98
	9675	DPW - WASHERS & LOCK NUTS	2.48
TOTAL FOR: PLAINWELL ACE HARDWARE			137.21
004902	BLOOM SLUGGETT PC		
	22367	LEGAL SERVICES - JANUARY 2022	3,386.50
	22368	LEGAL SERVICES - MEERT PROP - JANUARY 2022	1,225.00
TOTAL FOR: BLOOM SLUGGETT PC			4,611.50
004906	CULLIGAN OF ALLEGAN		
	561X00617603	REPLACEMENT TANK FOR WATER SOFTENER @ I	1,700.00
TOTAL FOR: CULLIGAN OF ALLEGAN			1,700.00

005004	ACTIVE 911 INC		
	386718	CELL PHONE PAGER SUBSCRIPTION	273.00
TOTAL FOR: ACTIVE 911 INC			273.00

005032	M & C REPAIR LLC		
	10071	TRUCK #16 - SERVICE CALL TO INSPECT & DIAGN	600.00
TOTAL FOR: M & C REPAIR LLC			600.00

005038	BARNES & THORNBURG LLP		
	2575234	LEGAL SERVICES THROUGH 02/10/2022	472.00
TOTAL FOR: BARNES & THORNBURG LLP			472.00

005047	STAPLES, INC.		
	3497798720	WR - PENCILS, ERASERS, HEADPHONES	49.55
TOTAL FOR: STAPLES, INC.			49.55

005095	VITAL RECORDS CONTROL		
	0509876	PAPER SHREDDING SERVICES 02/15/2022	61.60
TOTAL FOR: VITAL RECORDS CONTROL			61.60

999999	FORTRESS OF SOLITUDE		
	2022.02GOLDEN	GOLDEN TICKET/ MIDWAY CHEVY DOLLARS	195.00
TOTAL FOR: FORTRESS OF SOLITUDE			195.00

TOTAL - ALL VENDORS			160,561.74

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:

Amanda Kersten

Digitally signed by Amanda Kersten
DN: cn=Amanda Kersten, o=City of Plainwell, ou=City Hall, email=akersten@plainwell.org, c=US
Date: 2022.02.24 12:42:56 -05'00'

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2022.02.25 10:01:41 -05'00'

Bryan Pond, Water Renewal Plant Supt.

Bill Bomar, Public Safety Director

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

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

Insert Signature:

Bryan Pond

Digitally signed by Bryan Pond
Date: 2022.02.25 11:38:03 -05'00'

Insert Signature:

John Varley

Digitally signed by John Varley
Date: 2022.02.24 15:46:18 -05'00'

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: 2022.02.25 07:36:05 -05'00'

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
Date: 2022.02.25 12:56:13 -05'00'

02/24/2022

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 02/11/2022 - 02/25/2022

Check Date	Check	Vendor Name	Description	Amount
Bank CBGEN Huntington Bank - formerly Chemical Bank				
Check Type: EFT Transfer - Automatic Payments				
02/11/2022	1890(E)	SILVERSCRIPT INSURANCE COMPANY	FEBRUARY 2022 RETIREE PRESCRIPTION COVER	26.60
02/11/2022	1891(E)	SILVERSCRIPT INSURANCE COMPANY	FEBRUARY 2022 RETIREE PRESCRIPTION COVER	26.60
02/15/2022	1892(E)	HUNTINGTON NATIONAL BANK	JANUARY 2022 HUNTINGTON BANK FEES	67.60
Total EFT Transfer:				120.80
Bank UBAP United Bank - General Checking				
Check Type: ACH Transaction - Property Tax Distributions (based on collections)				
02/18/2022	574(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2021 TAX COLLECTIONS THROUGH 02/12/2022	49,744.48
02/18/2022	575(A)	ALLEGAN COUNTY TREASURER	2021 TAX COLLECTIONS THROUGH 02/12/2022	18,600.99
02/18/2022	576(A)	PLAINWELL COMMUNITY SCHOOLS	2021 TAX COLLECTIONS THROUGH 02/12/2022	198,245.70
02/18/2022	577(A)	RANSOM DISTRICT LIBRARY	2021 TAX COLLECTIONS THROUGH 02/12/2022	7,722.42
02/25/2022	581(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2021 TAX COLLECTIONS W/E 02/19/2022	50,226.74
02/25/2022	582(A)	ALLEGAN COUNTY TREASURER	2021 TAX COLLECTIONS W/E 02/19/2022	19,198.71
02/25/2022	583(A)	PLAINWELL COMMUNITY SCHOOLS	2021 TAX COLLECTIONS W/E 02/19/2022	231,324.01
02/25/2022	584(A)	RANSOM DISTRICT LIBRARY	2021 TAX COLLECTIONS W/E 02/19/2022	7,876.90
Total ACH Transaction:				582,939.95
Check Type: EFT Transfer - Automatic Payments				
02/14/2022	578(E)	UNITED BANK	ACH FEE - UB PAYMENT UPLOAD	7.00
02/16/2022	579(E)	UNITED BANK	ACH FEE - TAX DISTRIBUTION	7.00
02/17/2022	580(E)	UNITED BANK	RETURNED PAYMENT FEE	7.50
02/22/2022	585(E)	UNITED BANK	ACH FEE - PROPERTY TAX DISTRIBUTION	7.00
Total EFT Transfer:				28.50
Check Type: Paper Check - Manual Checks				
02/16/2022	18365	STATE OF MICHIGAN- MIDEAL	2022 MEMBERSHIP MI-DEAL PURCHASING PLAN	180.00
02/16/2022	18366	MELCHING, INC.	DEMO PROJECT PAY APP 7 THROUGH 09/02/202	403,720.65
02/18/2022	18367	MICHIGAN GAS UTILIITIES CORP	GAS UTILITY THROUGH 02/10/2022	5,923.94
02/18/2022	18368	AMERICAN OFFICE SOLUTIONS	DPS COPIER LEASE & USAGE JAN 2022	139.26
02/18/2022	18369	CHARTER COMMUNICATIONS	AIRPORT INTERNET THROUGH 03/06/2022	84.00
Total Paper Check:				410,047.85

REPORT TOTALS:

Total of 20 Checks:

Less 0 Void Checks:

Total of 20 Disbursements:

993,137.10

0.00

\$ 993,137.10

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: 2022.02.24 16:06:45 -05'00'

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
Date: 2022.02.25 12:55:50 -05'00'



"The Island City"

MEMORANDUM

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

TO: City Council
FROM: Erik J. Wilson, City Manager
DATE: February 25, 2022
SUBJECT: Bulk Waste/Recycling Contract Renewal

The current bulk waste & recycling contract expires June 30, 2022. If you recall, the original contract was with Chef, however, Republic bought the company and recognized the provisions of the existing contract with us. Currently, an annual assessment is levied to our residents (through tax billing) of \$29.50 for curbside recycling and \$19.50 for bulk waste.

To continue offering this service, the city will need to send out a request for proposals.

The staff has compiled information on the options available prior to sending out an RFP, including researching the providers other communities use.

Republic Services has become the dominant waste removal and recycling company in the area, with a large portion of Allegan County and Kalamazoo County municipalities utilizing Republic for their bulk waste and recycling needs.

The remaining companies identified as possible options to secure competitive bidding in providing bulk waste and recycling services for Plainwell are:

Waste Management
Best-Way Disposal
Arrowaste

The cost of bulk waste and recycling collection has increased. Allegan County Resource Recovery reported that 8 of the 8 communities utilizing the county recycling program needed to increase their charges in 2020 in order to ensure the amount collected by the municipality covered the amount billed by the county for the services. Based on this and other greater issues such as increased inflation, staff believes the cost for the new contract may be greater than anticipated.

Reports & Communications:

A. Resolution 2022-06 – Resolution to Authorize Issuance of General Obligation Limited Tax Bonds, Series 2022 (Taxable)

The notice of intent to issue municipal securities was published as Council approved on December 13, 2021, and the 45 day deadline has passed. The City Manager recommends designating MFCI, LLC to be the municipal advisor and Dickinson Wright PLLC be the bond counsel for issuance of the bonds. The bonds must be taxable in order for the City to sell parcels purchased with bond funds to private companies. City Attorney Roger Swets recommends adoption of a resolution to authorize issuance of general obligation limited tax bonds.

Recommended action: Consider approving Resolution 2022-06 – Resolution to Authorize Issuance of General Obligation Limited Tax Bonds, Series 2022 (Taxable).

B. Ordinance 390 – Single Lot Special Assessment:

The City Administration and the City Attorney recommends amending the Code of Ordinances to include a single lot special assessment to more effectively act on code enforcement issues. The first reading of the proposed ordinance was held at the regular meeting on February 14, 2022 and there were no concerns or amendments brought forward.

Recommended action: Consider approving Ordinance 390 – Single Lot Special Assessment.

C. Industrial Park Expansion –Engineering Report:

The City Manager approved an existing conditions report at a cost of \$2,000 from Richard Postema Associates, P.C. regarding the industrial park expansion project. The next step in the process requires a preliminary engineering report to be completed and submitted with the grant application. The Manager recommends approving a contract for a preliminary engineering report with Richard Postema Associates, P.C. in the amount of \$5,500.

Recommended action: Consider approving a contract with Richard Postema Associates, P.C. for a preliminary engineering report in the amount of \$5,500.00.

D. DPW –Sale of City Owned Equipment:

The Department of Public Works has expired equipment and equipment that the department no longer uses that should be sold or removed from the department to prevent accidental use. Superintendent Nieuwenhuis recommends selling the used and still functional equipment outright or at auction, and gifting the expired equipment to Kalamazoo Valley Community College. The sale will recoup some funding for the City, and gifting the expired equipment will allow otherwise unusable equipment to be used for demonstration purposes during KVCC trainings.

Recommended action: Consider approving the sale of used, functional equipment and gifting expired, unusable equipment to KVCC for demonstration purposes.

E. Change Order – Additional Propane Heat – Buildings 2 & 3

The change order regarding propane heat was previously approved, however the weather has impacted the heat usage. The heat is required to maintain a temperature of 40 degrees or more to heat the mortar properly. The City is being billed for the actual usage, therefore the City Manager is recommending approval of an amount not to exceed \$5,000.00.

Recommended action: Consider approving an increase in the propane heating amount previously approved to ensure proper mortar heat not to exceed \$5,000.00.

Reminder of Upcoming Meetings

- March 2, 2022 – Plainwell Planning Commission – 7.00pm
- March 8, 2022 – Plainwell DDA/BRA/TIFA Board – 7:00pm
- **March 14, 2022 – Plainwell City Council – 7:00pm**

Non-Agenda Items / Materials Transmitted

- None