

# City of Plainwell



"The Island City"

Brad Keeler, Mayor  
Lori Steele, Mayor Pro-Tem  
Cathy Green, 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](http://www.plainwell.org)

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## AGENDA

### Plainwell City Council

Monday, June 23, 2025 - 7:00PM

### Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes** – 06/09/2025 Regular Meeting and 06/09/2025 Budget Workshop
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Approval**
9. **Mayor's Report**
10. **Recommendations and Reports:**
  - A. **City - 2024/2025 City Budget Amendments**  
Council will consider approving amendments to the 2024/2025 budget as presented.
  - B. **City - Resolution 2025-11 Water and Wastewater Rates for Fiscal Year 2025/2026**  
Council will consider adopting a resolution to adjust water and wastewater rates for the new budget year.
  - C. **City - Resolution 2025-12 Recycling and Bulk Trash Rates for Fiscal Year 2025/2026**  
Council will consider adopting a resolution to set recycling and bulk trash fee rates for the new budget year.
  - D. **City - Resolution 2025-13 Fines and Fees for Fiscal Year 2025/2026**  
Council will consider adopting a resolution for general fines and fees effective July 1<sup>st</sup>, 2025.
  - E. **City - Public Hearing - 2025/2026 City Budget Adoption**  
Council will hold a Public Hearing for consideration of the 2025/2026 Plainwell City Budget and consider adopting Resolution 2025-14 General Appropriations and Resolution 2025-15 Special & Operating Funds Appropriations for the 2025/2026 Plainwell City Budget.
  - F. **City - Blanket and Confirming Purchase Orders for Fiscal Year 2025/2026**  
Council will consider approving 38 purchase orders for approved work for contract, sole-source and preferred vendors for the new budget year.
  - G. **City - Resolution 2025-16 Public Act 152 Option for Fiscal Year 2025/2026**  
Council will consider adopting a resolution for the 80/20 Health Care Cost Option for Publicly Funded Health Insurance for the new budget year.
11. **Communications:** The May Department of Safety and Water Renewal Reports, the 5/13/2025 DDA/BRA/TIFA meeting minutes, and the 5/15/25 Parks & Trees meeting minutes.
12. **Accounts Payable - \$113,629.12**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

**Agenda Subject to Change**

**Note: All public comment limited to two minutes, when recognized please rise and give your name and address.**  
Plainwell is an equal opportunity provider and employer

**MINUTES**  
**Plainwell City Council**  
**June 09, 2025**

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Scott Fenner of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Wisnaski, Councilmember Keeney and Councilmember Green. Absent: None
5. Approval of Minutes:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 05/27/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner's Report: None.
8. Agenda approval:  
**A motion by Steele, seconded by Wisnaski, to approve the Agenda for the June 09, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.**
9. Mayor's Report: None.
10. Recommendations and Reports:
  - A. Clerk Leonard shared that several board members' terms end on June 30, 2025. Shas confirmed with each candidate their willingness to serve for another term. Appointments are made by the Mayor, and subject to confirmation from Council.  
**A motion by Keeney, seconded by Wisnaski, confirming the Mayor's appointment of several community members to various Boards and Commissions. On a roll call vote, all voted in favor. Motion passed.**
  - B. Superintendent Nieuwenhuis discussed the water tower inspection by Dixon Engineering. Dixon Engineering put together a proposal for the City for the maintenance and repairs recommended following the inspection. Eight bids were received in total. Dixon Engineering recommends Fedewa Inc. for this project.  
**A motion by Keeney, seconded by Wisnaski, approving a contract with Fedewa Inc. to complete the water tower painting and upgrades under the supervision of Dixon Engineering for the cost of \$84,499.00. On a roll call vote, all voted in favor. Motion passed.**
  - C. City Manager Lakamper discussed the two developers interested in the Mill property. Both Allen Edwin Homes and Watts Homes and Construction presented concepts to Council in May. The Michigan Economic Development Corporation (MEDC) will assist the City with this project.  
**A motion by Green, seconded by Keeney, instructing City Manager Lakamper to enter into negotiations to establish a development agreement with Watts Homes & Construction for the creation of a housing development on parcels 2 and 4 of the Mill property, and to negotiate the terms of conveyance for the same parcels. On a roll call vote, all voted in favor. Motion passed.**
11. Communications:  
**A motion by Steele, seconded by Wisnaski, to accept and place on file the May 2025 Investment and Fund Balance Reports. On a voice vote, all voted 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 \$109,567.77 for payment of the same. On a roll call vote, all voted in favor. Motion passed.**
13. Public Comments: None.

**MINUTES**  
**Plainwell City Council**  
**June 09, 2025**

14. Staff Comments:

Personnel Coordinator/Interim Treasurer Kersten had nothing to report.

Superintendent Nieuwenhuis congratulated Bryan Pond, stating that is had been nice working with him.

Deputy Superintendent Keyzer stated the seal repair stopped the escape of methane gas, and thanked Bryan for training him over the past year.

Superintendent Pond shared that the last 30 years working at Plainwell have been great. He appreciated working with a Council and staff that were supportive of building and maintaining a water renewal plant and everything needed to operate it successfully. He is looking forward to retirement and moving up north.

Director Callahan reminded stated that Department Head meetings won't be the same without Bryan, and congratulated him on retirement. He shared that the Color Your World event hosted by Ransom Library was a success, with ~300 people attending. He reminded everyone to lock their cars doors, sharing that there had been a car stolen from Plainwell and recovered in Kalamazoo.

Clerk Leonard congratulated Bryan on his retirement, stating that he would be missed.

City Manager Lakamper thanked Bryan for planning his retirement ahead of time with the City, allowing for a year of training for Luke. He acknowledged Bryan's years of service, and wealth of knowledge. He gave an update on Building #2, stating that the insurance company wants to assess the roof before providing further information. He stated that Plainwell is actively seeking a Finance Director/Treasurer as well as a Downtown Development Manager.

15. Council Comments:

Mayor Pro Tem Steele thanked Bryan for everything he has done for the City, and said she appreciates him training Luke.

Councilmember Wisnaski congratulated Bryan, and thanked him for his service. He shared that he is happy to be working with Watts Homes & Construction.

Councilmember Green thanked Bryan and wished him well in retirement.

Councilmember Keeney thanked Bryan, saying it has been a pleasure working with him.

16. Adjournment:

**A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:27pm. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
June 23, 2025

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JoAnn Leonard, City Clerk

**MINUTES**  
**Plainwell City Council**  
**June 09, 2025**

1. Mayor Keeler called the special meeting to order at 5:30PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, and Councilmembers Green and Wisnaski.  
Absent: Councilmember Keeney.  
**A motion by Steele, seconded by Wisnaski, to excuse Councilmember Keeney from the proceedings. On a voice vote, all in favor. Motion passed.**
4. Approval of Agenda:  
**A motion by Steele, seconded by Wisnaski, to approve the agenda for the Budget Workshop as presented. On a voice vote, all in favor. Motion passed.**
5. New Business:
  - A. Financial Consultant Kelley and City Manager Lakamper gave an overview of the 2025/2026 City Budget to Council. The General Fund was discussed in detail, noting that the operational deficit projected in the budget remains one of the bigger challenges facing the city. There was discussion of future residential and industrial development being the best way to increase the tax base revenue. After a detailed review of the different departments inside the General Fund, there was discussion concerning the Public Safety, noting that it is the City's largest budget, and the Airport Fund. Financial Consultant Kelley went on to give an overview of all the other city funds, commenting on each.
6. Public Comment: None.
7. Staff Comments: None.
8. Council Comments: None.
9. Adjournment:  
**A motion by Wisnaski, seconded by Steele, to adjourn the meeting at 6:42PM. On a voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
JoAnn Leonard  
City Clerk

MINUTES APPROVED BY CITY COUNCIL  
June 23, 2025

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JoAnn Leonard, City Clerk



## **"The Island City"**

### **MEMORANDUM**

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

**TO:** City Council / Justin Lakamper, City Manager  
**FROM:** Justin Lakamper, City Manager  
**DATE:** June 18, 2025  
**SUBJECT:** Budget Amendment – Fiscal Year 2024/2025

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**SUGGESTED MOTION:** I motion to approve budget amendments for the 2024/2025 budget to recognize shifted appropriations and known projects affecting use of fund balance.

**BACKGROUND INFORMATION:** Each year the current year budget is reviewed and compared with actual financial records. Throughout the year, projects are shuffled and modified for various reasons. The budget should be amended to reflect those changes as they impact department, or total fund, appropriations.

**ANALYSIS:** After review, the budget amendments proposed that impact fund balance are summarized below:

Local Streets Fund – There is a decrease of overall fund balance, primarily due to the Old Orchard Project cost adjustments.

Water Fund budgeted expenses are increased by \$125,330 due to additional repair and maintenance costs and unbudgeted debt service. Budgeted revenues are increased by \$65,600 to reflect grant funding, water service connection fees and investment earnings.

The enclosed listing has budget amendments for General Fund, Major Streets, Solid Waste, Downtown Development Authority, Sewer Fund and Motor Pool Fund, but amendments in those funds have no overall impact on fund balance.

It is recommended that City Council approve the budget amendments as presented.

**BUDGET IMPACT:** The amendments would modify the 2024/2025 budget to reflect actual expenditures.

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	2024-25 ACTIVITY THRU 06/30/25	2024-25 PROJECTED ACTIVITY	REQUESTED AMENDMENT	FUND TOTAL
<b>GENERAL FUND</b>						
101-003-490.000	Permits - PCI	15,000	56,295	56,433	(40,000)	
101-004-504.000	Federal Grant		60,291	60,291	(60,200)	
101-005-573.000	Local Community Stabilization Share		7,988	7,988	(7,500)	
101-007-654.262	Charge for Services - Elections		14,361	14,361	(14,000)	
101-009-665.000	Interest Earnings - Investments	24,000	57,270	57,356	(35,815)	
101-010-675.020	Charitable Contributions Received		12,874	12,874	(10,000)	
101-101-707.001	Wages - Council, Boards & Commissions	10,000	9,350	10,150	200	
101-101-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	765	715	777	15	
101-257-933.000	Software Maintenance Agreements		1,782	1,782	1,000	
101-262-752.000	Supplies - Operating	1,000	2,413	2,413	1,000	
101-262-960.000	Education & Training - Professional	1,000	2,590	2,590	1,000	
101-265-703.000	Salaries/Wages - Full Time Employees	41,506	54,030	59,249	18,000	
101-265-704.001	Wages - Part Time Employees	5,062	6,312	7,214	3,000	
101-265-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	4,075	5,091	5,564	1,600	
101-265-712.001	Cash in Lieu of Benefits - Insurance Buy	2,925	3,287	3,586	1,000	
101-265-713.001	Overtime Pay	6,178	4,007	4,668	(1,000)	
101-265-716.000	Retirement - Defined Contribution 401a	4,058	5,360	5,928	2,000	
101-265-718.001	Health Insurance Premiums - Current EE	2,272	3,555	3,907	2,000	
101-265-718.013	Health Insurance - HSA - Employer Paid	522	799	903	500	
101-265-751.000	Supplies - Office	1,000	1,453	1,753	1,000	
101-265-752.000	Supplies - Operating	200	2,434	2,434	3,000	
101-265-801.265	Professional Services-Buildings/Grounds		12,676	12,176	14,000	
101-265-801.336	Professional Services - Fire Department		901	901	1,000	
101-265-802.200	Contract Services - Administration		5,443	7,269	7,000	
101-265-820.000	Service Agreements		1,477	1,650	2,000	
101-265-850.000	Communications - Land Line Phones	840	857	1,285	500	
101-265-850.001	Communications - Cell Phones	600	981	894	500	
101-265-852.000	Internet Services		900	900	900	
101-265-882.000	Property Taxes - City Property	9,590	6,075	6,075	(3,000)	
101-265-902.000	Copy Charges		1,093	1,194	1,200	
101-265-919.000	Waste & Rubbish Removal		4,957	4,957	5,000	
101-265-920.000	Utilities - Electric	36,000	25,110	31,226	(4,000)	
101-265-921.000	Utilities - Natural Gas	7,500	9,870	11,048	4,000	

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	2024-25 ACTIVITY THRU 06/30/25	2024-25 PROJECTED ACTIVITY	REQUESTED AMENDMENT	FUND TOTAL
101-265-922.000	Utilities - Water/Sewer	2,400	3,079	3,500	1,100	
101-265-930.001	Land & Building Repairs/Maintenance		7,484	8,000	8,000	
101-265-931.000	Equipment Repair & Maintenance	33,014	20,765	23,000	(9,000)	
101-265-933.000	Software Maintenance Agreements		3,227	3,227	3,500	
101-265-934.000	Other Repair & Maintenance		2,464	2,464	2,500	
101-265-935.001	Property Liability Insurance	11,781	7,211	7,211	(4,000)	
101-265-940.000	Rentals - Equipment	36,000	43,801	44,036	8,000	
101-301-703.000	Salaries/Wages - Full Time Employees	659,029	628,961	684,565	25,000	
101-301-801.265	Professional Services-Buildings/Grounds		1,331	1,331	1,500	
101-301-801.301	Professional Services-Police Department		7,843	7,843	8,000	
101-301-820.000	Service Agreements		727	531	800	
101-301-921.000	Utilities - Natural Gas	2,200	2,152	2,300	100	
101-301-931.000	Equipment Repair & Maintenance	15,495	925	4,000	(10,400)	
101-336-703.000	Salaries/Wages - Full Time Employees	54,711	18,920	22,379	(25,000)	
101-336-704.001	Wages - Part Time Employees	27,300	29,174	35,092	8,100	
101-336-801.013	Professional Services - Attorney		368	368	400	
101-336-801.336	Professional Services - Fire Department		9,615	9,615	10,000	
101-336-820.000	Service Agreements		286	300	300	
101-336-920.000	Utilities - Electric	7,200	7,318	8,000	1,000	
101-336-921.000	Utilities - Natural Gas	2,100	2,152	2,300	200	
101-448-925.000	Utilities - Street Lights	51,600	46,096	51,317	3,000	
101-701-801.701	Professional Services - Planning	2,000	2,380	3,200	1,000	
101-701-803.000	Administrative Services - Permits PCI	15,000	56,295	56,433	40,000	
101-701-803.200	Administrative Services - Admin		608	664	1,000	
101-751-703.000	Salaries/Wages - Full Time Employees	36,756	43,527	47,573	10,000	
101-774-703.000	Salaries/Wages - Full Time Employees	8,315	11,468	12,965	6,000	
101-774-704.001	Wages - Part Time Employees	977	717	1,312	500	
101-775-703.000	Salaries/Wages - Full Time Employees	4,056	4,702	5,452	1,500	
101-775-704.001	Wages - Part Time Employees	355	629	1,013	1,000	
101-965-995.243	Interfund Transfer Out - Brownfield Fund	30,000	27,500	30,000	10,000	0
<b>MAJOR STREETS FUND</b>						
202-467-931.000	Equipment Repair & Maintenance	25,000	4,000	4,000	(2,000)	
202-471-934.000	Other Repair & Maintenance		2,949	1,427	2,000	0

GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	2024-25 ACTIVITY THRU 06/30/25	2024-25 PROJECTED ACTIVITY	REQUESTED AMENDMENT	FUND TOTAL
<b>LOCAL STREETS FUND</b>						
203-000-582.001	County Contributions - METRO Act	9,000	10,865	10,865	(1,000)	
203-000-665.000	Interest Earnings - Investments	8,000	11,478	11,978	(4,000)	
203-489-970.028	Capital Outlay - Construction Local	332,979	351,595	348,715	30,000	
203-497-703.000	Salaries/Wages - Full Time Employees	29,568	26,080	30,195	2,000	
203-515-703.000	Salaries/Wages - Full Time Employees	12,953	9,747	10,418	(2,000)	25,000
<b>SOLID WASTE FUND</b>						
230-000-665.000	Interest Earnings - Investments	1,200	4,209	4,358	(2,300)	
230-529-940.661	Equipment Rental - Outside Rentals	12,000			(12,000)	
230-900-971.000	Capital Purchase		14,215	14,215	14,300	0
<b>BROWNFIELD REDEVELOPMENT AUTHORITY FUND</b>						
243-000-699.101	Interfund Transfer In - General Fund	30,000	27,500	40,000	(10,000)	
243-443-801.013	Professional Services - Attorney	15,000	1,593	1,912	(2,000)	
243-443-931.000	Equipment Repair & Maintenance	15,000	6,950	7,380	(5,671)	
243-443-935.001	Property Liability Insurance	7,392	3,785	3,785	(4,500)	
243-905-991.243	Principal - EGLE Loan BRA 2020-2444		21,507	21,507	21,507	
243-905-992.243	Interest - EGLE Loan BRA 2020-2444		664	664	664	0
<b>DOWNTOWN DEVELOPMENT AUTHORITY FUND</b>						
248-443-931.000	Equipment Repair & Maintenance	7,028	525		(3,000)	
248-775-880.021	Community Promotion - Special Events	4,950	6,478	7,645	3,000	0
<b>SEWER FUND</b>						
590-000-635.000	Utility Connection Charge - Inside City		37,500	37,500	(37,500)	
590-000-665.000	Interest Earnings - Investments	10,000	42,049	44,000	(34,000)	
590-540-775.000	Supplies - Repairs and Maintenance	37,690	64,488	66,000	30,000	
590-550-752.000	Supplies - Operating	40,500	40,383	52,383	15,000	
590-550-934.000	Other Repair & Maintenance		12,603	12,603	13,000	
590-560-703.000	Salaries/Wages - Full Time Employees	137,643	131,242	154,440	17,000	
590-560-803.010	Administrative Services - GIS Mapping	3,234	7,028	7,028	5,000	
590-560-820.000	Service Agreements	1,500		1,500	1,500	



GL NUMBER	DESCRIPTION	2024-25 AMENDED BUDGET	2024-25 ACTIVITY THRU 06/30/25	2024-25 PROJECTED ACTIVITY	REQUESTED AMENDMENT	FUND TOTAL
590-900-972.000	Capital Outlay - Contracted Services	1,164,169	712,639	712,639	(98,701)	
590-905-991.006	Debt Service - Principal - 2024 LTGO		40,000	40,000	40,000	
590-905-992.006	Debt Service - Interest - 2024 LTGO		48,701	48,701	48,701	0
<b>WATER FUND</b>						
591-000-540.000	State Grant		15,640	15,640	(15,600)	
591-000-635.000	Utility Connection Charge - Inside City		23,505	23,505	(23,000)	
591-000-665.000	Interest Earnings - Investments	5,000	31,465	33,000	(27,000)	
591-540-703.000	Salaries/Wages - Full Time Employees	49,613	34,868	38,943	(9,000)	
591-540-713.001	Overtime Pay	8,221	3,703	8,221	(3,000)	
591-540-931.000	Equipment Repair & Maintenance	15,300	5,952	5,952	(8,000)	
591-540-940.000	Rentals - Equipment	10,000	3,604	4,604	(4,000)	
591-545-703.000	Salaries/Wages - Full Time Employees	34,200	35,894	40,607	10,000	
591-545-775.000	Supplies - Repairs and Maintenance	16,000	30,663	31,725	17,000	
591-545-801.000	Professional Services - Engineering	9,539	379	379	(6,000)	
591-545-934.000	Other Repair & Maintenance		10,791	10,791	10,800	
591-560-933.000	Software Maintenance Agreements		4,869	4,869	5,000	
591-905-991.006	Debt Service - Principal - 2024 LTGO		50,000	50,000	50,000	
591-905-992.006	Debt Service - Interest - 2024 LTGO		62,530	62,530	62,530	59,730
<b>MOTOR POOL FUND</b>						
661-000-692.002	Other Finance Source - Liability Ins		49,383	49,383	(30,000)	
661-900-971.000	Capital Purchase	24,895	52,905	52,905	30,000	0



## "The Island City"

## MEMORANDUM

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

TO: City Council  
FROM: Justin Lakamper, City Manager  
DATE: June 20, 2025  
SUBJECT: Water and Wastewater Rates for 2025/2026

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**SUGGESTED MOTION:** I motion to adopt Resolution 2025-11 to establish water and wastewater rates for Fiscal Year 2025/2026.

**BACKGROUND INFORMATION:** In 2023, the city conducted a full water rate study as part of the DWAM Grant. Upon presentation of that rate study, Council adopted Resolution 2023-18 to formally establish water rates as well as updating the wastewater rates. That resolution implemented practice of annual rate adjustments based on Consumer Price Index (CPI).

**ANALYSIS:** The CPI Factor for all urban customers, category Water, Sewer and Trash for December 2024 was 5.2%. This factor is used in adjusting the current rates for usage and ready-to-serve charges for both water and wastewater, as well as industrial pretreatment for wastewater.

**BUDGET IMPACT:** There is no specific budget impact as a result of this action. The 2025/2026 budget is reflective of the new rates.

**City of Plainwell  
Allegan County, Michigan  
Resolution No. 2025-11**

At a regular meeting of the City Council for the City of Plainwell held at City Hall on June 23, 2025, and commencing at 7:00pm, the following Resolution was offered for adoption by Council Member \_\_\_\_\_ and was seconded by Council Member \_\_\_\_\_:

**A RESOLUTION ESTABLISHING WATER AND WASTEWATER USER FEES  
AND CHARGES.**

**WHEREAS**, the City of Plainwell (the "City") desires to update and establish various water and wastewater fees such that they reasonably reflect the City's cost to provide these services to users within City and Customer Communities;

**WHEREAS**, the City conducted a comprehensive water rate study, which was reviewed by the City Council on June 12, 2023, and is on file with the Plainwell City Clerk;

**WHEREAS**, the City has reviewed historical data and future projections regarding usage, rates, and the cost to provide these services to users within City and Customer Communities; and

**WHEREAS**, the City finds that the following water and wastewater user fees and charges serve a regulatory purpose and are proportionate to the necessary costs of the service being provided; and

**WHEREAS**, the City adopted, with Resolution 2023-18, the practice of implementing annual fee adjustments for wastewater and water rates based on inflation as determined by the Consumer Price Index for All Urban Customers (CPI-U) category Water, Sewer, and Trash as published by the U.S. Bureau of Labor Statistics.

**NOW, THEREFORE, BE IT RESOLVED,**

1. The CPI-U factor for December 2024 was 5.2%.
2. The City adopts the wastewater rates as follows:

User Charge - O&M Commodity:	\$7.56 per thousand gallons
User Charge - Industrial Pretreatment Program (IPP):	\$0.34 per thousand gallons
Ready-to-serve Charge:	\$3.33 per thousand gallons

The above wastewater rates will be effective July 1, 2025.

3. The City adopts the water rates as follows:

User Charge - O&M Commodity:		\$4.16 per thousand gallons
Ready-to-serve Charge:	Meter size	
	¾"	\$16.22 per month
	1"	\$27.09 per month
	1 ½"	\$54.01 per month
	2"	\$86.45 per month
	3"	\$162.20 per month
	4"	\$270.39 per month
	6"	\$540.61 per month

The above water rates will be effective July 1, 2025.

4. All resolutions or parts of resolutions in conflict with this Resolution are, to the extent of such conflict, hereby rescinded.
5. This Resolution is effective immediately.

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

YES:

NO:

ABSENT:

**Resolution Declared Adopted.**

\_\_\_\_\_  
Bradley Keeler, Mayor

\_\_\_\_\_  
JoAnn Leonard, City Clerk

#### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council at a regular meeting held on June 23, 2025, the original of which is on file in my office and available to the public.

\_\_\_\_\_  
JoAnn Leonard, City Clerk



## "The Island City"

### MEMORANDUM

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

TO: City Council  
FROM: Justin Lakamper, City Manager  
DATE: June 20, 2025  
SUBJECT: Recycling and Bulk Trash Rates for 2025/2026

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**SUGGESTED MOTION:** I motion to adopt Resolution 2025-12 to establish recycling and bulk trash rates for Fiscal Year 2025/2026.

**BACKGROUND INFORMATION:** The City has offered monthly curbside recycling to all residential dwellings for many years. Those same dwellings, along with some larger apartment communities and the mobile home park, can participate in a semi-annual bulk trash pickup. The City administers the contract for these pickups and charges a fee to all the participants based on the current contract pricing.

The current contract with Republic Services began on August 1, 2022 and goes through July 31, 2027. Resolution 2023-25, adopted July 24, 2023 ratified the contract and set the annual rates.

**ANALYSIS:** During the budget process, the actual costs of recycling and bulk trash were reviewed and used to determine expected costs, considering rate increases included in the contract with Republic. The analysis suggests slight reductions to the fees charged to the residents due to minimal risk of fuel surcharge fees included in the contract, and relative consistent participation with the bulk trash program.

The fees recommended on Resolution 2025-12 cover the period from August 1, 2025 through July 31, 2026. These fees would be collected on the 2025 Summer tax bill.

**BUDGET IMPACT:** This action establishes the revenue needed to cover the costs. The fees have been included in the calculations for the 2025/2026 City Budget.

**City of Plainwell  
Allegan County, Michigan  
Resolution No. 2025-14**

At a regular meeting of the City Council for the City of Plainwell held at City Hall on June 23, 2025, and beginning at 7:00pm, the following Resolution was offered for adoption by Council Member \_\_\_\_\_ and was seconded by Council Member \_\_\_\_\_:

**A RESOLUTION ESTABLISHING MONTHLY RECYCLING AND SEMI-ANNUAL  
TRASH COLLECTION FEES FOR AUGUST 1, 2025 THROUGH JULY 31, 2026.**

**WHEREAS**, the City of Plainwell (the “City”) previously enacted Chapter 30 Article II of the City’s Code of Ordinances (the “Code”) establishing a Waste Management Project.

**WHEREAS**, all persons who are owners, lessees, or occupants of a residential unit shall participate in the monthly curbside recycling and semi-annual curbside trash collection program established in Chapter 30 Article II of the Code.

**WHEREAS**, the City Council finds that monthly residential recycling and semi-annual trash collection promote public health, safety, and welfare by conserving natural resources and by preventing the improper disposal of trash and recyclables.

**WHEREAS**, the rates, including late fees, to be charged for the collection of recyclables and trash shall be established from time to time by resolution of the City Council.

**WHEREAS**, the City Council finds that the service fee and late fee adopted herein serve a regulatory purpose and are proportionate to the cost of the services being provided.

**WHEREAS**, the City contracted with City-Star Services, Inc d/b/a Republic Services of West Michigan to supply recycling and trash collection services for the City’s Waste Management Project and ratified the July 27, 2023 Waste Materials Services Agreement.

**NOW, THEREFORE, be it resolved as follows:**

- Section 1. All residential units shall pay a service fee according to the following schedule:
- (a) Monthly Recycling: \$53.36 per residential unit annually, in addition to any late fees.
  - (b) Semi-Annual Trash Collection: \$22.66 per residential unit annually, in addition to any late fees.

- Section 2. Annual residential unit monthly recycling service fees shall be due July 1, 2025, and annual semi-annual trash collection service fees shall be due July 1, 2025. A late payment fee of 4% of the total bill shall be added if the bill is not paid in full within 45 days. Thereafter, an additional 1% monthly late fee will be added until payment is made.
- Section 3. No monthly recycling or semi-annual trash collection services will be provided to a property with an outstanding payment balance.
- Section 4. The rates established by this Resolution shall become effective July 1, 2025, and will cover services from August 1, 2025 through July 31, 2026.
- Section 5. Service fees and penalty fees shall be a lien on the premises for which the services have been provided. Amounts delinquent for three months or more may be entered upon the next tax roll against the premises to which the services have been rendered. The charges shall be collected and the lien enforced in the same manner as provided for the collection of taxes assessed upon the tax roll and the enforcement of a lien for unpaid taxes.
- Section 6. All resolutions and parts of resolutions are, to the extent of any conflict with this resolution, rescinded.
- Section 7. This Resolution is effective immediately.

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

YES:

NO:

ABSENT:

**Resolution declared adopted.**

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Brad Keeler, Mayor

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JoAnn Leonard, City Clerk

### **CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council at a regular meeting held on June 23, 2025, the original of which is on file in my office and available to the public.

---

JoAnn Leonard, City Clerk



## "The Island City"

### MEMORANDUM

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

TO: City Council  
FROM: Justin Lakamper, City Manager  
DATE: June 16, 2025  
SUBJECT: General Fines and Fees

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**SUGGESTED MOTION:** I motion to adopt Resolution 2025-13 to set city-wide general fines and fees, effective July 1, 2025.

**BACKGROUND INFORMATION:** Each year, as part of the budget process, all fines and fees are reviewed and adjusted as needed to cover costs.

**ANALYSIS:** The fines and fees remain unchanged for the new budget year, with the following two exceptions:

- Under the heading **Water Turn-On Turn-Off Fee**, the non-emergency water turn-on/turn-off fee (snowbirds) will increase to **\$25.00**.
- Under the heading **Meter Fees**, there is a new water Meter function/accuracy testing fee at a cost of **\$300.00**.

It is recommended that City Council adopt the resolution as presented.

**BUDGET IMPACT:** The fines and fees have been considered during the preparation of the 2025/2026 City Budget.



**City of Plainwell  
Allegan County, Michigan  
Resolution No. 2025-12**

**WHEREAS**, the Plainwell City Council has reviewed the various fees and fines currently levied by the City;

**NOW BE IT HEREBY RESOLVED THAT** effective July 1, 2025, the following fees and fines shall apply:

<b>Basic Reports (UD10) (NFRS 1)</b>	\$5.00 per request
<b>Other Reports</b>	Based on Search and Copy Time
<b>Preliminary Alcohol Breath Test</b>	\$10.00 per request
<b>Bail / Bond Administration Fee</b>	\$10.00 per request
<b>Fingerprints (Ink only)</b>	\$10.00 per request
<b>Sex Offender Registration Fee</b>	per current State of Michigan rates levied
<b>Right of Way Permit (Contractor / Street Opening)</b>	\$25.00 per request
<b>Parking Permit</b>	\$25.00 per request
<b>Special Event Permit Application Fee</b>	\$50.00 per application
<b>Parks Facility Reservations</b>	depending on facility and amenities on application

**Subpoena and/or Witness Compensation:** per current State of Michigan rates

**Parking Fines:**

Lots	\$10.00 per violation
Prohibited	\$10.00 per violation
Wrong Side	\$10.00 per violation
Double	\$10.00 per violation
30' Stop Sign	\$10.00 per violation
15' Hydrant	\$15.00 per violation
On Street – 2am - 5am	\$10.00 per violation
Other:	\$10.00 per violation

**Parking Fines shall triple if fine not paid within ten (10) calendar days.**

**Door-to-Door Sales:**

less than 1 month	\$20.00 per week
one month	\$50.00 per application
three months	\$100.00 per application
six months	\$175.00 per application
annual	\$350.00 per application

**Returned Payment Fee (check/ACH/credit card):** \$25.00 per payment

**Vehicle Mileage Reimbursement:** per current IRS standard mileage rate

<b>Absent Voter Listing:</b>	\$25.00 for each listing for any election
<b>Notary Services:</b>	
Residents	No charge
Non-residents	\$5.00 per stamp/seal
<b>Copies:</b>	\$0.25 per page
CD's or DVD's	\$40.00
Digital Photos	\$5.00 (3 x 5) or \$10.00 (8 x 10)
<b>Faxed/Mailed Information Request:</b>	\$1.00 per page
<b>Marriages:</b>	\$25.00
<b>Applications:</b>	
Zoning Permit Application	\$20.00 per application
Back Yard Chicken Application	\$35.00 per application
Tax Exemption Applications (eg Act 198 or CRD)	\$300.00 per application
Re-zoning Application	\$250.00 per application
Variance Application	\$150.00 per application
Special Use Application	\$100.00 per application
<b>Site Plan Review:</b>	
Change of Use	\$20.00 per review
Minor Review	\$50.00 per review
Major Review	\$50.00 plus cost of staff and consults per review
ZBA Appeals	\$100.00 per application
<b>Water Turn-On Turn-Off Fee:</b>	
Turn On/ Turn Off – non-emergency (snowbirds)	\$25.00 per turn
Delinquency Fee for past-due accounts on shut-off list	\$50.00
Call Out Fee for Turn On After Hours	\$150.00
<b>Water Connection Fees:</b>	
1"	\$1,950.00
1 ½"	\$2,500.00
2"	\$2,750.00
Over 2"	\$2,750.00 plus time and materials
Fire Suppression Fee	Regular connection fee plus \$2,500.00
<b>Meter Fees:</b>	Based on meter size plus setup
¾", 1", 1 ½", 2", 3", 4"	per vendor pricing at time of purchase
Meter function/accuracy testing	\$300.00
<b>IPP Fees:</b>	As Set by Ordinance #274 to be charged annually
Permit Fees	\$700.00 Significant Industrial Users

\$350.00 Non-significant Users

**Sewer Connection Fees:**

\$2,500.00

All other fees and costs will be handled in accordance with the Freedom of Information Act Policy as adopted by the City of Plainwell.

YES:

NO:

ABSENT:

**Resolution Declared Adopted.**

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JoAnn Leonard, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council at a regular meeting held on June 23, 2025, the original of which is on file in my office and available to the public.

---

JoAnn Leonard, City Clerk

# City of Plainwell

## 2025-2026 Budget



"The Island City"

<b>Fund</b>	<b>2025 - 2026 Total Revenue</b>	<b>2025 - 2026 Total Expenditures</b>	<b>2025 - 2026 Revenues/Under Expenditures</b>	<b>Estimated Cash Balance as of 6/30/2026</b>	<b>%</b>
<b>General</b>	\$ 2,575,286	\$ 2,877,467	\$ (302,181)	\$ 778,834	27%
<b>Major Street</b>	\$ 495,241	\$ 407,121	\$ 88,120	\$ 525,129	129%
<b>Local Street</b>	\$ 192,254	\$ 186,056	\$ 6,198	\$ 224,852	121%
<b>Solid Waste Removal</b>	\$ 237,657	\$ 227,027	\$ 10,630	\$ 80,095	35%
<b>BRA</b>	\$ 146,248	\$ 145,904	\$ 344	\$ 1,731	1%
<b>TIFA</b>	\$ 127,249	\$ 54,533	\$ 72,716	\$ 355,480	652%
<b>DDA</b>	\$ 112,843	\$ 123,334	\$ (10,491)	\$ 175,699	142%
<b>Revolving Loan</b>	\$ 3,406	\$ 10,000	\$ (6,594)	\$ 40,318	403%
<b>Capital Improvement</b>	\$ 114,118	\$ 92,125	\$ 21,993	\$ 124,527	135%
<b>Fire Reserve</b>	\$ 113,618	\$ 77,294	\$ 36,324	\$ 114,253	148%
<b>Airport</b>	\$ 66,048	\$ 92,298	\$ (26,250)	\$ 3,495	4%
<b>Sewer</b>	\$ 1,735,459	\$ 1,710,653	\$ 24,806	\$ 988,389	58%
<b>Water</b>	\$ 913,162	\$ 697,281	\$ 215,881	\$ 1,157,957	166%
<b>Motor Pool (Equipment)</b>	\$ 341,570	\$ 230,495	\$ 111,075	\$ 260,473	113%
<b>OPEB</b>	\$ 59,381	\$ 58,781	\$ 600	\$ 108,130	184%
	<b>\$ 7,233,540</b>	<b>\$ 6,990,369</b>	<b>\$ 243,171</b>	<b>\$ 4,939,361</b>	

**City of Plainwell**  
**Allegan County, Michigan**  
**General Appropriations Act**  
**Fiscal Year 2025-2026**  
**Resolution No. 2025-14**

**WHEREAS**, Public Act 621 of 1978 mandates a provision for expenditures of appropriations and disposition of revenues, and

**WHEREAS**, it is necessary to provide for a tax levy to fund the various appropriations, and

**WHEREAS**, it is necessary to provide for the implementation, operation and periodic amendment of this act,

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Council of the City of Plainwell having reviewed the proposed budget document finds that the total revenues and transfers necessary for operation of the General Fund in fiscal year 2025/2026 are as follows:

Property Taxes.....	\$1,413,641
License and Permits.....	\$56,500
Intergovernmental Revenue – Federal.....	\$0
Intergovernmental Revenue – State .....	\$546,347
Charges for Services .....	\$502,774
Fines and Fees .....	\$1,000
Interest and Rents .....	\$23,776
Other Revenue.....	\$400
Other Financing Sources.....	\$0
Transfers from Other Funds.....	\$30,848
<b>TOTAL:.....</b>	<b>\$2,575,286</b>

**BE IT FURTHER RESOLVED THAT** the City Council having reviewed the proposed budget hereby establishes Budget Control Activities and appropriates in the amount and for the purposes set forth as follows:

Legislative.....	\$11,437
Administrative .....	\$546,150
Assessor/Board of Review .....	\$26,446
Elections .....	\$37,273
Buildings & Grounds.....	\$303,454
Public Safety / Police .....	\$1,278,291
Public Safety / Fire .....	\$149,481
Street Lighting.....	\$52,800
Health & Safety - Ambulance.....	\$10,622
Planning/Community Development.....	\$58,765
Parks .....	\$185,168
Flowers/Beautification.....	\$48,880
Special Events.....	\$16,152
Capital Outlay .....	\$80,000
Debt Service .....	\$42,548
Transfers to Other Funds .....	\$30,000
<b>TOTAL:.....</b>	<b>\$2,877,467</b>

**BE IT FURTHER RESOLVED THAT** the City Council, having reviewed the above revenues and expenditures and being advised that the City Assessor has certified the taxable value of all real and personal property in the City to be **116,767,591** and the value of the property subject to the Industrial and Commercial Facilities tax to be **2,716,660**, hereby directs that the tax levy for 2025/2026 be set at **15.2743** which includes 13.9743 mills of the city's total authorized amount of 16.0000 mills for general operations and 1.3000 mills of the city's total authorized amount of 3.0000 mills for solid waste removal and further directs that the Treasurer prepare a tax roll and levy said taxes to be due and payable on July 1, 2025 for the purposes as shown in the proposed budget document.

**BE IT FURTHER RESOLVED THAT** no member of the City Council or employees of the City shall expend any funds or obligate the expenditure of any funds except pursuant to the appropriations act adopted by the City Council. Changes in the amount of any appropriation shall require approval of the City Council.

**BE IT FURTHER RESOLVED THAT** the City Manager is charged with the supervision and execution of the budget adopted under this general appropriations act and shall be responsible for the performance of the programs within the amounts appropriated by the City Council unless such amounts appropriated are amended.

**BE IT FURTHER RESOLVED THAT this resolution is effective July 1, 2025.**

This resolution is hereby adopted on June 23, 2025 by the City Council of the City of Plainwell with the following YES and NO vote:

YES:  
NO:  
ABSENT:

ATTEST:

CITY OF PLAINWELL:

\_\_\_\_\_  
JoAnn Leonard, City Clerk

\_\_\_\_\_  
Bradley Keeler, Mayor

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council, County of Allegan, State of Michigan, at a meeting held on June 23, 2025, the original of which is on file in the City Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976 including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

\_\_\_\_\_  
JoAnn Leonard, City Clerk

**City of Plainwell**  
**Allegan County, Michigan**  
**Special and Operating Funds Appropriations Act**  
**Fiscal Year 2025-2026**  
**Resolution 2025-15**

**WHEREAS**, it is necessary to provide for the expenditure of appropriations and the disposition of revenues, and

**WHEREAS**, it is necessary to provide for tax levies and other charges to fund the various appropriations;

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

That the City Council of the City of Plainwell having reviewed the proposed revenues, expenditures and unappropriated fund balances of the various special and operating funds hereby establishes Budget Control Activities and appropriates in the amounts and for the purposes set forth as follows:

Major Street Fund .....	\$407,121
Local Street Fund .....	\$186,056
Solid Waste Fund .....	\$227,027
Brownfield Redevelopment Authority Fund .....	\$145,904
Tax Increment Finance Authority .....	\$54,533
Downtown Development Authority Fund .....	\$123,334
Revolving Loan Fund .....	\$10,000
Capital Improvement Fund .....	\$92,125
Fire Reserve Fund .....	\$77,294
Airport Fund .....	\$92,298
Sewer Fund .....	\$1,710,653
Water Fund .....	\$697,281
Motor Pool Fund .....	\$230,495
Other Post Employment Benefit Fund .....	\$58,781

**BE IT FURTHER RESOLVED THAT** no member of the City Council or employee of the City shall expend any funds or obligate the expenditure of any funds except pursuant to the special and operating funds appropriations act adopted by the City Council. Changes in the amount of any appropriations shall require Council approval.

**BE IT FURTHER RESOLVED THAT** the City Manager is charged with the supervision of the budget adopted under the special and operating funds appropriations act and shall be responsible for the performance of the programs within the amounts appropriated by the City Council unless so amended.

**BE IT FURTHER RESOLVED THAT** this resolution is effective July 1, 2025.

This resolution is hereby adopted on June 23, 2025 by the City Council of the City of Plainwell with the following YES and NO vote:

YES:

NO:

ABSENT:

ATTEST:

CITY OF PLAINWELL:

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JoAnn Leonard, City Clerk

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Bradley Keeler, Mayor

**CERTIFICATION:**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council, Allegan County, State of Michigan, at a meeting held on June 23, 2025, the original of which is on file in the City Clerk's office and available to the public. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan of 1976, including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

---

JoAnn Leonard, City Clerk





## "The Island City"

### MEMORANDUM

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

TO: City Council /  
FROM: Justin Lakamper, City Manager  
DATE: June 20, 2025  
SUBJECT: Summary Purchase Order Approval for Fiscal 2025/2026

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**SUGGESTED MOTION:** I motion to approve a listing of confirming and blanket purchase orders for Fiscal Year 2026.

**BACKGROUND INFORMATION:** The City routinely performs recurring and regular purchases from existing vendors for products and services. The Purchasing Policy requires purchase orders for all purchases over \$1,000, and Council Approval for specific purchases over \$5,000.00.

Several purchases are made under contracts previously approved by Council. Other purchases are made from sole-source providers for specialized equipment, or from preferred vendors known to be inside the city limits, or offering the best prices.

**ANALYSIS:** During the budget process, the known purchases from contracted, sole-source or preferred vendors for the upcoming year are entered as blanket or confirming purchase orders. The blanket purchase orders cover routine purchases only; any specific project or purchase exceeding \$5,000 would require separate Council approval.

Approving this request for purchase orders will ensure efficient acquisitions of goods and services needed for city operations.

**BUDGET IMPACT:** The amounts on these purchase orders are already included in 2025/2026 City Budget.

CITY OF PLAINWELL  
PURCHASE ORDERS FOR FISCAL 2026  
As of July 1, 2025

Req Number	Vendor Name	PO Type	Description	Funding Source	Amount
000002111	MICHIGAN MUNICIPAL LEAGUE LIA & PRO	Regular	GENERAL LIABILITY INSURANCE - FISCAL 2025/2026	All Funds	103,605.00
000002112	MML WORKERS COMP FUND	Regular	WORKERS COMP INSURANCE FOR 2025/2026	All Funds	19,117.00
000002113	ARROW ENERGY INC	Blanket	AIRPORT FUEL PURCHASES FOR 2025/2026	Airport	29,470.00
000002114	RIDDERMAN & SONS OIL CO INC	Blanket	DPW GASOLINE & DIESEL FUEL PURCHASES FYE 06/30/2026	Motor Pool	28,500.00
000002115	FLYERS ENERGY	Blanket	PUBLIC SAFETY FUEL PURCHASES FYE 06/30/2026	Motor Pool	27,300.00
000002116	GHD SERVICES INC	Blanket	2025/2026 COMMON AREA/CITY HALL UTILITIES/MAINTENANCE	General Fund	30,684.96
000002117	STATE OF MICHIGAN	Regular	BIOSOLIDS LAND APP FEE 2024	Water Renewal	2,000.00
000002118	STATE OF MICHIGAN	Regular	NDPES ANNUAL PERMIT FEE, 20258	Water Renewal	5,700.00
000002119	BS&A SOFTWARE	Blanket	2025/2026 SOFTWARE SUPPORT	All Funds	11,245.00
000002120	WYOMING ASPHALT PAVING INC.	Blanket	ASPHALT PURCHASES FOR SMALL PAVING PROJECTS FY2025	Major/Local Streets	12,000.00
000002121	PLAINWELL REDI MIX - COSGROVE ENTER	Blanket	CONCRETE PURCHASES FY2025	Major/Local Streets	6,800.00
000002122	WAANDERS CONCRETE	Blanket	CONCRETE PURCHASES FY2025	Major/Local Streets	6,000.00
000002123	DAN'S TREE SERVICE	Blanket	TREE REMOVALS FY2025	General/Major/Local	8,000.00
000002124	HONEYTREE ARBORIST SERVICE	Regular	EAB TREATMENT - ASH TREES SPRING 2026	Parks/Major/Local	3,600.00
000002125	CITY OF ALLEGAN	Blanket	WATER TESTING SERVICES FISCAL YEAR 2025	Water Fund	2,400.00
000002126	AIS CONSTRUCTION-JOHNDEERE	Blanket	MISC EQUIPMENT REPAIRS/MAINTENANCE FY 2025/2026	Equipment Fund	8,000.00
000002127	ETNA SUPPLY	Blanket	MISC WATER PARTS FY 2025/2026	Water Fund	6,000.00
000002128	FERGUSON WATERWORKS	Blanket	MISC WATER PARTS FY 2025/2026	Water Fund	6,000.00
000002129	ELHORN ENGINEERING	Blanket	CHEMICALS FOR WELLS FY 2025/2026	Water Fund	13,000.00
000002130	NORTH CENTRAL NCL OF WISCONSIN	Blanket	VARIOUS LAB SUPPLIES FOR TESTING FISCAL 2025	Water Renewal	5,000.00
000002131	ALEXANDER CHEMICAL	Blanket	FERRIC CHLORIDE FY 2025/2026	Water Renewal	55,460.00
000002132	ALEXANDER CHEMICAL	Blanket	CHLORINE GAS AND SULFUR DIOXIDE FY 2025/2026	Water Renewal	13,000.00
000002133	WATERSOLVE	Blanket	POLYMER PURCHASES FY 2025/2026	Water Renewal	10,800.00
000002134	EVOQUA WATER TECHNOLOGIES	Blanket	2025-2026 BIOXIDE FULL SERVICE ODOR CONTROL PROGRAM	Water Renewal	63,360.00
000002135	PLUMMERS ENVIRONMENTAL	Confirming	YEAR 3 OF 3 TANK CLEANING CONTRACT FY 2025/2026	Water Renewal	26,000.00
000002136	ESPER ELECTRIC	Blanket	MISC ELECTRICAL WORK AT PLANT AND LIFT STATIONS FY 2025/2026	Water Renewal	8,000.00
000002137	USABUEBOOK	Blanket	MISC SUPPLIES LAB/TESTING FY 2025/2026	Water Renewal	3,500.00
000002138	BORGESS FOUNDATION	Confirming	2025/2026 AMBULANCE SERVICE AGREEMENT	General Fund	10,622.00
000002139	WATKINS ROSS PC	Regular	OPEB ACTUARIAL VALUATION AS OF JUNE 30, 2025	All Funds	1,800.00
000002140	L.L. JOHNS & ASSOCIATES INC	Confirming	2025/2026 AIRPORT LIABILITY INSURANCE	Airport	6,007.00
000002141	SIEGFRIED CRANDALL PC	Regular	AUDIT SREVICES FOR JUNE 30, 2025	All Funds	12,500.00
000002142	REPUBLIC SERVICES (RECYCLE)	Confirming	MONTHLY RECYCLING SERVICES FISCAL YEAR 2025/2026 PER CONTRACT	Solid Waste	60,888.84
000002143	REPUBLIC SERVICES (RECYCLE)	Confirming	CONTRACTED BULK TRASH PICKUPS FOR FISCAL YEAR 2026 - YEAR 4 OF 5	Solid Waste	28,182.10
000002144	GUN PLAIN TOWNSHIP	Regular	2025 TAXES PER 2021 425 AGREEMENT	General Fund	6,075.00
000002145	R & R ASSESSING INC	Confirming	ASSESSING SERVICES FOR FISCAL YEAR 2026	General Fund	21,100.00
000002146	LEXIPOL	Regular	ANNUAL POLICE SOFTWARE AND MANUAL	Police	7,868.78
000002147	TRACKER PRODUCTS	Regular	SAFE CLOUD EVIDENCE TRACKING SOFTWARE LICENCE 8/2025 - 8/2026	Police	4,079.25
000002148	WATERWAY TWIN TEAR LLC	Regular	ANNUAL FIRE HOSE TESTING FISCAL YEAR 2025/2026	Fire	4,000.00
					<u>677,664.93</u>



## "The Island City"

### MEMORANDUM

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

TO: City Council  
FROM: Justin Lakamper, City Manager  
DATE: June 20, 2025  
SUBJECT: Health Insurance Contributions – Public Act 152

---

**SUGGESTED MOTION:** I motion to adopt Resolution 2025-15 for the 80%/20% Employer/Employee Health Care Cost Option.

**BACKGROUND INFORMATION:** Public Act 152 of 2011 was signed by the Governor on September 24, 2011 and gave three (3) options for providing healthcare coverage for employees.

The first option was to adopt a "hard cap" limit on the employer's total annual health care costs for employees based on coverage levels. The second option was to limit the employer's share of the annual health care costs to 80%. The third option was for the city to exempt itself from the requirements of the Act, which required an annual 2/3 vote of the governing body.

**ANALYSIS:** After review, the City Council originally opted for the 80%/20% option, where employees contribute 20% of the healthcare costs through a payroll deduction. This option has been renewed each year. After an updated review as part of the budget process, the Administration recommends continuing the 80%/20% option.

**BUDGET IMPACT:** There is no specific budget impact as a result of this action.

**City of Plainwell  
Allegan County, Michigan  
Resolution No. 2025-16**

**RESOLUTION TO ADOPT 80/20 EMPLOYER/EMPLOYEE HEALTH CARE  
COST OPTION AS SET FORTH IN 2011 PUBLIC ACT 152, THE PUBLICLY  
FUNDED HEALTH INSURANCE CONTRIBUTION ACT**

**WHEREAS**, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

**WHEREAS**, the Act contains three options for complying with the requirements of the Act;

**WHEREAS**, the three options are as follows:

- 1) Section 3 - “Hard Caps” Option - limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 - “80%/20%” Option - limits a public employer’s share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - “Exemption” Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

**WHEREAS**, the Plainwell City Council has decided to adopt the 80%/20% option as its choice of compliance under the Act, as noted in Resolution 13-12, and as adopted with the City’s most recent Annual Budget, Resolutions 2025-14 and 2025-15;

**NOW, THEREFORE, BE IT RESOLVED** the City Council of the City of Plainwell confirms its prior elections to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the 80%/20% option for the medical benefit plan coverage year **August 1, 2025 through July 31, 2026.**

Yes:

No:

Absent:

**RESOLUTION DECLARED ADOPTED.**

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Plainwell City Council at a regular meeting held on June 23, 2025, the original of which is on file in my office and available to the public.

---

JoAnn Leonard, City Clerk

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# **PLAINWELL PUBLIC SAFETY**

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Police, Fire and Medical First Responder Services

# **MONTHLY REPORT**

## **May 2025**

**Prepared by Director Kevin Callahan**

# Plainwell Department of Public Safety

## Scheduled Hours By Activity for May 2025

*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 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.

*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.

*nature.*

*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.

*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.

*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.

*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.*

Total Hours  
807

Percentage of Total Hours

43 5.30%

159 19.70%

246 30.53%

359 44.47%

448 55.53%



# Plainwell Department of Public Safety

## Complaints/Activities for May 2025

### ARRESTS

#### CUSTODIAL ARRESTS

**2** *An individual taken into custody for a criminal offense and jailed for that offense.*

#### ARREST COUNTS

**2** *Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).*

### TRAFFIC ENFORCEMENT & CITATIONS

#### HAZARDOUS CITATIONS

**6** *Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.)*

#### NON-HAZARDOUS CITATIONS

**1** *Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)*

#### DRUNK DRIVING CITATIONS

**0** *This is an activity that we specifically monitor that would normally be considered a hazardous citation.*

#### PARKING CITATIONS

**0** *Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.*

#### VERBAL WARNINGS

**5** *Traffic enforcement where no citation was issued but warnings were given.*

#### TOTAL TRAFFIC CITATIONS/WARNINGS

**12**

### COMPLAINTS

#### ORIGINAL DISPATCH COMPLAINTS

**5** *Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.*

#### PATROL INITIATED COMPLAINTS

**302** *Complaints observed by the officer while on patrol or came to their attention by personal observation.*

#### TOTAL COMPLAINTS

**307**

### OTHER ACTIVITIES

#### MOTORISTS ASSISTS

**0** *Motorist contacts caused by mechanical breakdown or similar problem.*

#### PROPERTY INSPECTIONS

**0** *Checks of homes or business specifically requested by a home or business owner.*

#### MOTOR VEHICLE ACCIDENTS

**5** *Total motor vehicle accidents both on public roads or private property.*

#### COMMERCIAL BUILDING SECURITY CHECK

**1,771** *Nightly security inspections of business' conducted by officers to assure windows and doors are locked.*

#### FOUND UNSECURED

**0** *The number of business' found unlocked or unsecured.*

# Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	May	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	2	6
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	7	37
<b>PROPERTY CRIMES</b>			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	1	4
2300	Larceny	7	21
2400	Motor Vehicle Theft	0	1
2500	Forgery/Counterfeiting	0	1
2600	Fraudulent Activities	4	11
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	3	9
3500	Violation of Controlled Substances Act	0	1
<b>MORALS/DECENCY CRIMES</b>			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	1	2
3800	Family Offenses	0	8
4100	Liquor Violations	0	0
<b>PUBLIC ORDER CRIMES</b>			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding an Officer's Custody	0	0
5000	Obstructing Justice	0	13
5200	Weapons Offenses	0	1
5300	Public Peace	8	35
5400	Traffic Investigations - Any Criminal Traffic Complaints	3	11
5500	Health and Safety	39	86
5600	Civil Rights	0	0
5700	Invasion of Privacy	1	9
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
<b>GENERAL NON-CRIMINAL</b>			
9100	Juvenile/Minor/School Complaints	2	13
9200	Civil Custody	0	3
9300	Traffic Non-Criminal ( Reports Only - Does not include Citations Issued)	8	24
9400	False Alarm Activation	3	13
9500	Fires (Other than Arson)	0	4
9700	Accidents, All Other	10	20
9800	Inspections, Unfounded FIRS	0	0
9900	General Assistance (All Except Other Police Agencies)	100	422
9911 & 9912	General Assistance (Other Police Agencies)	78	333
FIRS	Medical First Responder	30	178





## May Reports for Plainwell Department of Public Safety

### **PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION**

The Plainwell Department of Public Safety was dispatched to 78 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as Priority 1 Assists.

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### **Fire Suppression/Call Out Incident Report**

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions Taken	Apparatus	PSO	POC
04/21/2025	10:54	10:59	371 12 <sup>th</sup> St	EMS Call	Emergency Medical Services, Other	E11, S62	1	3
04/26/2025	19:14	19:20	1323 M-89 / 13 <sup>th</sup> St	Assist OFD	Emergency Medical Services, Other	C5, S62	1	5
04/26/2025	19:27	19:40	342 W Franklin St	Lift Assist/ Rider to Bronson	Emergency Medical Services, Other	S62	0	5
05/01/2025	21:53	21:59	112 E Chart St	EMS Call	Emergency Medical Services, Other	C4	2	5
05/15/2025	21:00	21:00	119 Island Ave	Severe Weather/ Storm Standby	Standby	C1, C2, C5, E11, E17, S62	5	3
05/15/2025	23:00	23:00	720 Brigham St	Hazardous Condition	Establish Safe Area, Control Traffic	E17, S62	1	2
05/15/2025	23:00	23:00	W Bridge St / Brigham St	Hazardous Condition	Establish Safe Area, Control Traffic	C1	1	0
05/15/2025	23:10	23:20	945 E Bridge St	Power Lines Down	Establish Safe Area, Control Traffic	C1, C5, E11	3	1
05/15/2025	23:12	23:15	717 E Bridge St / Acorn St	Power Lines Down	Establish Safe Area, Control Traffic	C1, C5, E11, S62	3	2

05/16/2025	00:25	00:35	1032 S Peach Ct	Hazardous Condition	Establish Safe Area, Control Traffic	E11	0	2
05/16/2025	00:30	00:35	W Hill St / Gladys St	Hazardous Condition	Establish Safe Area, Control Traffic	E17, S62	1	2
05/17/2025	13:01	13:12	Kalamazoo River / US 131	Search For Person	Search	C1, C2, C6, T63, Boat X2	6	2
05/21/2025	15:48	15:49	N 10 <sup>th</sup> St / Miller Rd	Assist - Vehicle Accident	Mutual Aid, Control Traffic	C4, E17, T63	5	1
05/24/2025	06:24	06:34	327 12 <sup>th</sup> St Apt C21	EMS Call	Emergency Medical Services, Other	C5	2	1
05/27/2025	14:55	15:13	Kalamazoo River	Assist ACSO – Body Recovery	Recovery	C6, T63, Boat	3	2

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### Calls for Service at Plainwell Schools

Plainwell High School: 0  
684 Starr Road

Gilkey School: 1  
707 S. Woodhams Street

Plainwell Middle School: 3  
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

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### Ordinance Report

We had 39 Ordinance Complaints.

This is a breakdown of the Ordinance Violations for the month of May 2025:

- (4) - Litter/Clutter.
- (2) - Yard Waste/Furniture at Curbside.
- (1) - Brush Blocking Bike Lane.
- (2) - Unlicensed Vehicles.
- (2) - Travel Trailer Storage.
- (1) - Person Living in Trailer on Property.
- (30) - Long Grass.

Water Renewal  
Superintendent: Bryan Pond  
May 2025



Significant Department Actions and Results

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Pending Items (including CIP) FY 24/25

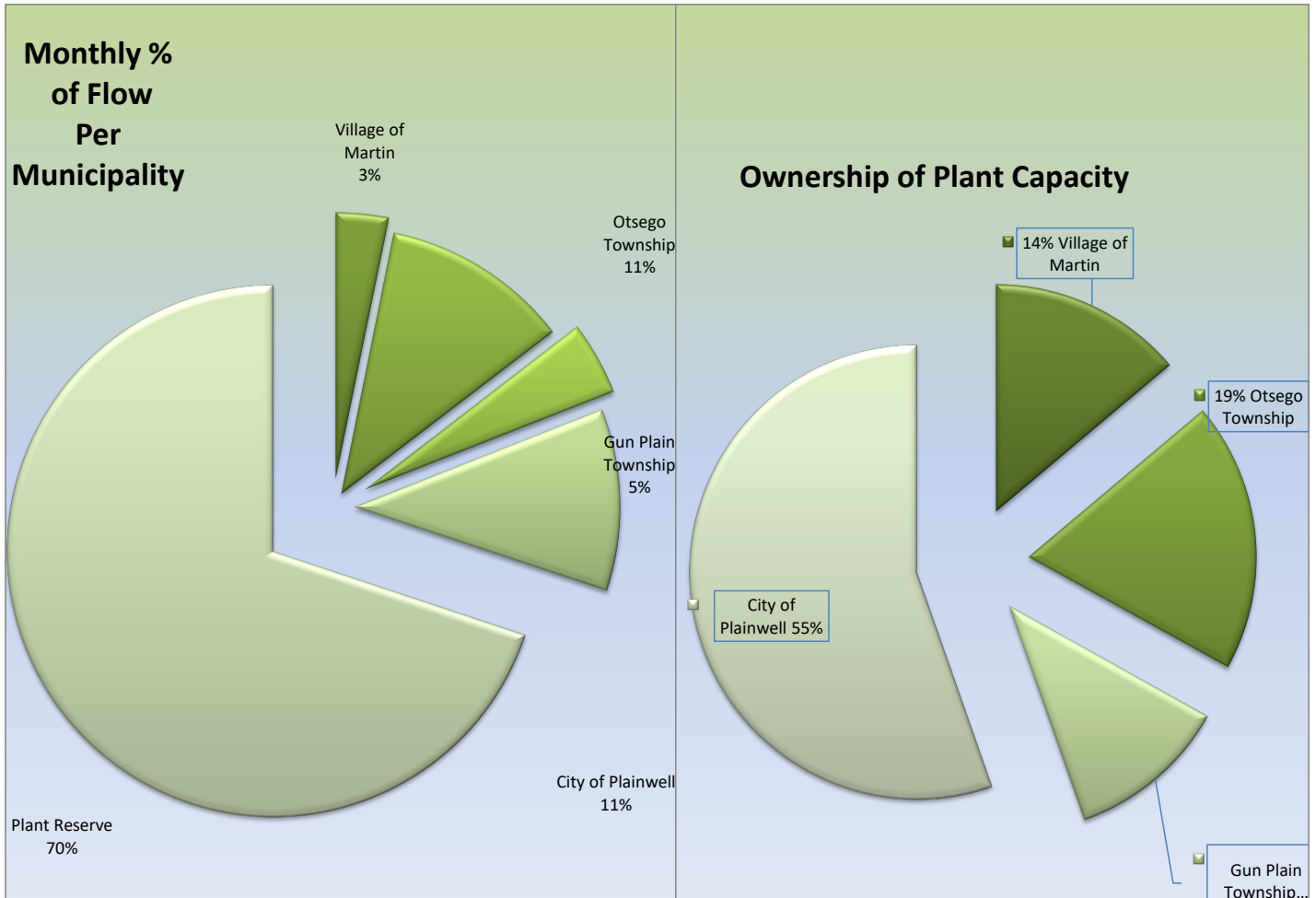
Expenditure Summary/Issues

	<u>(budgeted)</u>	(completed)
Hydronic Loop Addition	\$10,000	
Odor Control Study	\$10,000	
Repair Sewer Manhole Michigan St	\$20,000	
CIP Sewers Washington, Kester, Glenview	62,000	
HACH DR 3900 Phosphorus test equipment	<u>\$10,000</u>	x
	\$112,000	

## 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
<b>Village of Martin</b>	903,840			
Gun River MH Park	352,000			
US 131 Motor Sports Park	19,000			
<b>Total:</b>	1,274,840			
<b>AVG. DAILY:</b>	36,424	180,000	80%	14%
<b>Otsego Township</b>	4,607,683			
<b>AVG. DAILY:</b>	131,648	250,000	47%	19%
<b>Gun Plain Township</b>	1,204,000			
Ridderman Gas Station	25			
USA Earthworks	2,000			
North Point Church	3,000			
North 10th Street	348,778			
Gores Addition	237,000			
<b>TOTAL</b>	1,794,803			
<b>AVG. DAILY</b>	6,771	150,000	95%	12%
<b>City of Plainwell</b>	4446109			
<b>AVG. DAILY:</b>	143422.88	720,000	80%	55%
Avg. Daily Plant Flow from entire service district		0.37		



## 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	8.74
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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	10
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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):

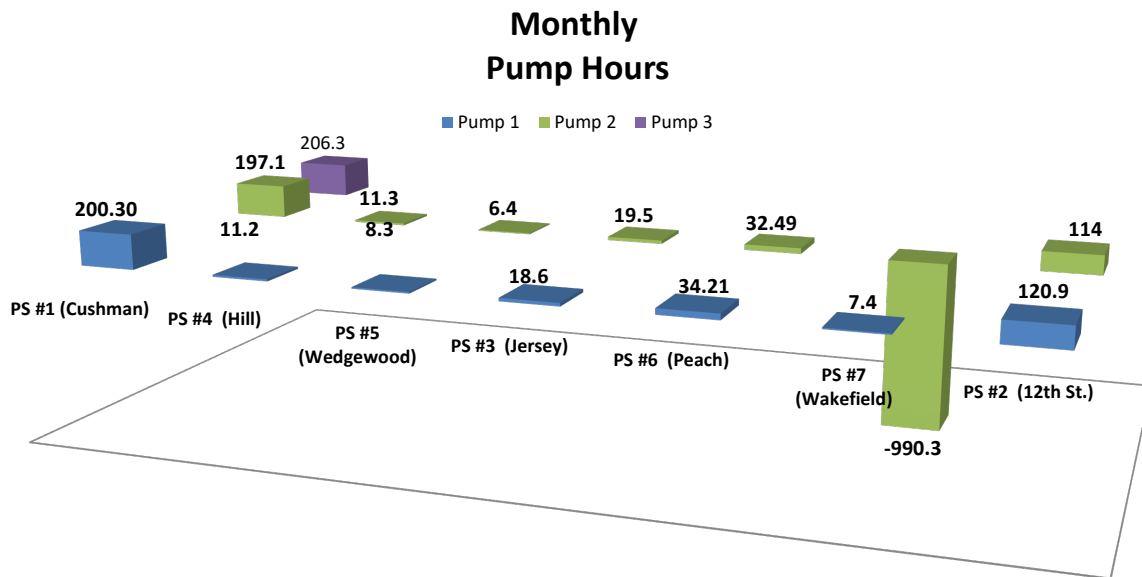
1.0 mg/l	0.45	0.45
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*Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to 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	1
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*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.

**Minutes**  
**Plainwell DDA, BRA, and TIFA**  
**May 13, 2025**

1. Call to Order: Meeting was called to order at 7:30 a.m. by Rizzo
2. Pledge of Allegiance was given by all present.
3. Roll Call:  
Present: Randy Wisnaski, Adam Hopkins, Cathy Green, Justin Lakamper, Jim Turley, Paul Rizzo  
Excused: Kevin Seckel, Nick Larabel
4. Approval of Minutes from 04/08/25: **A motion was made by Turley to approve the minutes and place on file, seconded by Green. All in favor vote. Motion passed.**
5. Public Comment: None
6. Chairman's Report: None
7. BRA Action Items:
  - A. Updates on Mill Property Housing Development:  
City Staff provided an update on the presentations from Watts Construction and Allen Edwin Homes for development on the Mill property. Discussion and updates were given by Lakamper on building #2 regarding demolition or reconstruction after the damage from the storm. Insurance, cost and timeline are all to be determined.
  - B. **Motion to accept accounts payable for April of \$11,152.02 was made by Hopkins and seconded by Turley. All in favor vote. Motion passed.**
8. DDA Action Items:
  - A. **A motion was made by Green and seconded by Rizzo to accept Kevin Seckel's resignation from the DDA Board. All in favor vote. Motion passed.**
  - B. Discussion and review of the Revolving Loan Quarterly Report.
  - C. Review of the Hicks Park designs from Progress and Williams and Works. It was decided that the city would go back and ask both companies to resubmit proposals for construction drawings for the design and that City staff would do most of the work on the project. This will reduce cost significantly.
  - D. **Motion to accept accounts payable for April of \$789.59 was made by Rizzo and seconded by Wisnaski. All in favor vote. Motion passed.**
9. TIFA Action Items
  - A. **Motion to accept accounts payable for April of \$313.27 was made by Hopkins and seconded by Wisnaski. All in favor vote. Motion passed.**
10. Review of the first draft DDA BRA TIFA 2025-2026 Budget:  
**A motion was made by Green and seconded by Wisnaski to accept the budget with an amendment adding Capital Outlay of \$50,000 to the DDA Budget. All in favor vote. Motion passed.**
11. Communications: 03/24/25 & 4/14/25 Council Minutes and the Financial Report/Summary as of 4/30/2025
12. Public Comments: None
13. Staff Comments: Business updates for downtown and Industrial Park; Upcoming Events
14. Member Comments: None
15. Adjournment: **Meeting adjourned at 8:49 a.m.**

**MINUTES  
CITY OF PLAINWELL  
PARKS & TREES COMMISSION  
May 15th, 2025**

1. Matthew Bradley called the meeting to order at 5:03 PM.
2. Roll Call: Present: Matthew Bradley, Marsha Keeler, Bunny LaDuke, Shirley DeYoung, Cory Redder and Public Works Superintendent Bob Nieuwenhuis and Council Member Brad Keeler. Lori Steele attended part of the meeting also.
3. Approval of Minutes:

***Shirley DeYoung moved to accept and place on file the minutes of, May 15, 2025. Cory Redder supported the motion. On voice vote, motion carried unanimously.***

4. Parks:

Bob reported that:

1. The DPW has been cutting the grass on our properties in the city.
2. Meeting with US Earth Works will be this coming Friday to talk about the issues with the project.
3. The gutters will be going on the Pell Park bathroom soon.
4. We will be picking up the flowers on May 21, 2025.

Sherwood Park Maintenance Report – Shirley DeYoung

Shirley reported that she drove by today and it wasn't very busy. She saw 3 young kids playing the exercise equipment. No one was playing basketball and the park looks beautiful.

Pell Park Maintenance Report – Marsha Keeler

Marsha reported that the park looks good and is ready for flower planting.

Hicks Park Maintenance Report – Matthew Bradley

Matthew reported that he walked through tonight and the new tables look good. There were kids playing in the park and the plants have started coming up.

Cook Park Maintenance Report – Cory Redder

Cory reported that Upper Cook still looks disheveled. Lower Cook looks nice. There were dogs in the dog park and the pickle ball courts are getting busy.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Brad drove through the park on Sunday and didn't notice any problems. Bob said Plainwell Schools will be using the ball fields for a couple of weeks the end of May and beginning of June.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny reported that she had nothing new to report. She asked about the status of the new dock. Bob said we would be trying to get it in the end of this month.

River walk, Band Shell & CBD Maintenance Report – Cory Redder

Cory reported that there was nothing new. Just wondered if we were going to be updating/fixing the board walk. Bob said he and Justin had walked through there because the fence near the band shell needs to be repaired. They are hoping the city can fix up that area a little at time. They are hoping to get a new fence and new deck composite. A question was also asked about the trestle. Bob's response was the company that was going to work with us on cost has sold to another company that is not interested in the plan that would make this more affordable for the city. We are now back at the beginning of trying to figure it out. Bunny suggested we apply for grants but Justin said we already tried to get them. Most grants are a fifty percent match. The city does not have the money for the match.

5. New Business



- A. Choose trees for the NAPA/PNC south side of parking lot. Bob suggested that we get palm trees that can grow in cold weather to go with our "Island City" theme. He has contacted a place out of Atlanta Georgia. It's called a windmill palm and will adapt to our climate and we would store them in the winter. We would have them in pots so they could easily be moved. We could put lights on them for the holidays. Matthew Bradley made a motion to approve this idea and Cory Redder supported it. On a voice vote the board unanimously passed this motion.
6. Open Business
- A. Choose Memorial sign/plaques for the memorial trees in our city: It was decided a while ago to get rid of the memorial tree individual signs. Bob brought some pictures for the board to choose from. The DPW will contact Dr. Hooks to get prices and ideas from them for getting the plaques and name plates that will hold up in the weather. Shirley DeYoung made a motion to approve the idea the board liked for the look of the sign. Matthew Bradley supported this on a voice vote the board passed this motion.
- B. Changing the meetings to quarterly meetings from the last meeting discussion: (Bunny had to leave early for another meeting) There was a lengthy discussion and some compromise on changing the meeting schedule. Some board members would also like to change the day and time of the meetings. They also want to check into changing the yearly meeting that is mandatory to March instead of January. They also don't want to have the meetings in the winter months. Matthew Bradley made a motion to not have quarterly meetings to meet more during the spring/summer months when we have items for the agenda. Also, to possible change the day of the week to Tuesday instead of Thursday. Brad Keeler supported the motion. On a voice vote the motion was unanimously passed. Brad Keeler also let the board know that Lori Steele would be the council person on the board instead of him. Justin LaKamper will look into the process on how to change the mandatory meeting to March instead of January. Lori Steele left the meeting early.
7. Public Comments  
Terry Pickett spoke and said he was very impressed by the board members and how much they care about the city. He also said that we need more of people like our board members that care about Plainwell.
8. Staff Comments  
Bob Nieuwenhuis had a light comment about having a more productive agenda for the meetings with deadlines for topics.
9. Chairman's Report  
None.
10. Commissioners' Comments  
Cory Redder said he was concerned that things might have fallen off and not got done if we would have stayed with quarterly meetings.
11. Items For Next Agenda  
Vote to possible move meetings to 7:00pm.
12. Next Meeting  
The next meeting will be Thursday, June 12<sup>th</sup>, 2025 at 5 PM.
13. Adjournment

***Shirley DeYoung moved to adjourn the meeting. Brad Keeler supported the motion. On voice vote, motion carried unanimously.***

There being no further business, the meeting adjourned at 6:45 PM.

Minutes Respectfully Submitted,  
Cheryl Pickett



06/19/2025

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 INVOICE ENTRY DATES 06/06/2025 - 06/19/2025  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name		
	Invoice	Description	Amount
000004	PLAINWELL AUTO SUPPLY INC		
	741810	DPW - PLIERS FOR SHOP AS	7.59
	741982	DPW - CABLE TIES FLOWERS DR	12.79
	742225	DPW - SUPER BLUE(8) SHOP DR	48.72
	742239	DPW - KENDALL SUPER BLUE(10) DR	60.90
	742608	DPS - 30AMP FUSE JW	12.00
	742707	DPS - 30 AMP FUSE(4) CAR 5 KC	23.96
	743335	DPS - 10" DIP BRUSH HEAD(2) KC	25.58
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			191.54
000010	RIDDERMAN & SONS OIL CO INC		
	189325	DPW - 206GL 30-#2 DYED DIESEL CP	485.11
	189454	DPW - 460GL 5-87 REG 10% ETHANOL GAS CP	1,029.58
	41965	AIRPORT FUEL 28.02GL VW	101.55
TOTAL FOR: RIDDERMAN & SONS OIL CO INC			1,616.24
000013	RATHCO SAFETY SUPPLY INC		
	184789	DPW - RIVERWALK CAUTION SIGNS CP	150.00
	184790	DPW - MAPLE STREET SIGN REPLACEMENT CP	43.75
	184841	DPW - LEFT CURVE ARROW SIGN CP	57.81
TOTAL FOR: RATHCO SAFETY SUPPLY INC			251.56
000035	APPLIED INNOVATION		
	2853498	CITY HALL COPIER CHARGES 5/13 - 6/12/2025	170.05
	2856829	DPW/WR COPIER LEASE/USAGE 5/16 - 6/15/2025 CP	141.30
TOTAL FOR: APPLIED INNOVATION			311.35
000134	HAROLD ZEIGLER FORD		
	352423	DPS - 2018 EXPLORER *7081 STARTING/GATEWAY KC	513.40
TOTAL FOR: HAROLD ZEIGLER FORD			513.40
000138	AMERICAN OFFICE SOLUTIONS		
	39402210	DPS - COPIER LEASE/USAGE MAY 2025	173.49
TOTAL FOR: AMERICAN OFFICE SOLUTIONS			173.49
000140	HACH CO		
	321398056	DPW - SPADNS2 (ARSENIC FREE) FLOURIDE(16) CP	985.14
TOTAL FOR: HACH CO			985.14

000164	ETNA SUPPLY CO INC		
	S106289833.001	DPW - METERS/COPPERHORN STOCK CP	937.88
TOTAL FOR: ETNA SUPPLY CO INC			937.88
000760	ALLEGAN COUNTY SHERIFFS DEPT		
	2025.4	DPW - SHERIFFS CREW ASSIST APRIL 2025 CP	222.00
TOTAL FOR: ALLEGAN COUNTY SHERIFFS DEPT			222.00
000897	SHERWIN WILLIAMS CO		
	4221-9	DPW - PAINT LOCAL/MAJOR STREET STOP BARS CP	2,150.98
TOTAL FOR: SHERWIN WILLIAMS CO			2,150.98
000941	WEST MICHIGAN CRIMINAL JUSTICE TC		
	6339	DPS - NON-CRIMINAL BARRICADE NO SHOW FEE VARLEY	50.00
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE TC			50.00
000991	SAFETY SERVICES INC		
	139352	DPW - JERSEY/NITRILE GLOVES CP	92.19
	139695	DPW - REFLECTIVE CONES FOR EVENTS/CONSTRUCTION	1,129.65
TOTAL FOR: SAFETY SERVICES INC			1,221.84
001041	TELE-RAD INC		
	919781	DPS - REPLACE BROKEN FIRE PAGERS(2) KC	1,240.00
TOTAL FOR: TELE-RAD INC			1,240.00
002002	USABBLUEBOOK		
	INV00737572	WR - M-FC BROTH W/ROSOLIC 50/PK LK	361.44
TOTAL FOR: USABBLUEBOOK			361.44
002092	MULDER WATERPROOFING & SEALANT INC		
	20108	WR - DIGESTER COATING SEAL REPAIR LK	5,450.00
TOTAL FOR: MULDER WATERPROOFING & SEALANT INC			5,450.00
002116	CHARTER COMMUNICATIONS		
	005582801060125	CITY HALL INTERNET/PHONE/TV JUNE 2025	506.42
	005583601060125	DPW/WR INTERNET JUNE 2025	149.99
TOTAL FOR: CHARTER COMMUNICATIONS			656.41
002201	VOSS LIGHTING		
	20201828-00	DPW - STREET LIGHT BULBS CP	475.00
TOTAL FOR: VOSS LIGHTING			475.00
002246	ELHORN ENGINEERING CO.		
	306897	DPW - CHEMICALS FOR WELLS 4 & 7 CP	986.00
TOTAL FOR: ELHORN ENGINEERING CO.			986.00
002247	PLUMBER'S PORTABLE TOILETS		

	410700	DDA - PORTABLE TOILET MARKET 5/13 - 6/10/25 PS	135.00
TOTAL FOR: PLUMBER'S PORTABLE TOILETS			135.00
002281	HOME DEPOT		
	1620238	DPW - DRIPPERS FOR IRRIGATION JF	93.61
	2013994	DPW - LANDSCAPE TIMBER(4) PNC LOT DR	115.12
	2113816	DPW - LANDSCAPE TIMBER(4) RETURN DR	(115.12)
	5014668	DPW - PIPE EAST BRIDGE IRRIGATION DR	39.00
	6023730	DPW - CLAMP/ELBOW EAST BRIDGE IRRIGATION DR	26.79
	7014389	DPW - PVC EAST BRIDGE IRRIGATION DR	155.68
	7014425	DPW - PVC EAST BRIDGE IRRIGATION DR	45.36
	7101683	DPW - PIPE/INSERTS IRRIGATION AB	99.85
	7122165	DPW - PVC ADAPTER RETURN DR	(32.40)
	7122170	DPW - PVC PIPE RETURNS DR	(66.72)
TOTAL FOR: HOME DEPOT			361.17
002371	RENEWED EARTH INC		
	34271	DPW - YARD BLEND(2) OLD ORCHARD CATCH BASINS AB	60.00
	34275	DPW - YARD BLEND(2) OLD ORCHARD CATCH BASINS AB	60.00
	34299	DPW - BROWN MULCH(3) PARK FLOWER BEDS CP	120.00
TOTAL FOR: RENEWED EARTH INC			240.00
002402	STEENSMA LAWN & POWER EQUIPMENT		
	1232455	WR - OIL/FILTER #73 MOWER LK	46.56
	1233522	WR - WEED EATER STRING LK	16.19
	1234412	DPW - FUEL PUMP/FUEL FILTER/SPARK PLUG(2) #22 CP	158.92
	1234455	DPW - FUEL PUMP 322 RETURN CP	(104.78)
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			116.89
002539	BELDEN SAND & GRAVEL		
	7817	DPW - OLD ORCHARD/PNC PARKING LOT CP	748.73
TOTAL FOR: BELDEN SAND & GRAVEL			748.73
002703	CONTINENTAL LINEN SERVICES INC		
	4221048	DPS RUGS KC	45.62
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			45.62
002869	PLUMMERS ENVIRONMENTAL SERVICES INC		
	25196876	WR - LIFT STATION CLEANING LK	11,408.50
	25196883	DPW - HYDRO EXCAVATED OLD ORCHARD CATCH BASINS	2,879.25
TOTAL FOR: PLUMMERS ENVIRONMENTAL SERVICES INC			14,287.75
003024	BRIAN KELLEY		
	1003	TREASURY/FINANCE SUPPORT FEBRUARY 2025	825.00
	1004	TREASURY/FINANCE SUPPORT MARCH 2025	1,031.25
	1005	TREASURY/FINANCE SUPPORT APRIL 2025	675.00
	1006	TREASURY/FINANCE SUPPRT MAY 2025	3,112.50

TOTAL FOR: BRIAN KELLEY			5,643.75
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004195	NIEBOER HEATING & COOLING		
	150945	WR - SERVICE CALL/REPLACE INLET GASKET LK	90.00
TOTAL FOR: NIEBOER HEATING & COOLING			90.00
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004221	R.W. LAPINE INC		
	68966	WR - SPRING PM LK	567.29
TOTAL FOR: R.W. LAPINE INC			567.29
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004241	GHD SERVICES INC		
	340-0149831	UTILITES/Common Area Maintenance April 2025	1,671.84
TOTAL FOR: GHD SERVICES INC			1,671.84
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004768	GRAND ELK RAILROAD INC		
	92567141	DPW - SIGNAL MAINTENANCE CP	1,521.75
TOTAL FOR: GRAND ELK RAILROAD INC			1,521.75
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004837	MUNIWEB		
	1067	MAY 2025 WEB HOSTING/RES SCHEDULING JL	250.00
TOTAL FOR: MUNIWEB			250.00
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004855	PLAINWELL ACE HARDWARE		
	19947	DPW - QUIKRETE(4) OLD ORCHARD AB	47.96
	19953	DPW - PEX CLAMP DR	6.99
	19954	DPW - PEX CLAMP DR	7.99
	19973	DPW - MANIFOLD 4-WAY SHUT OFF JF	24.99
	19977	DPW - ADAPTER/HOSE CLAMP(2)/TUB RL	8.36
	20022	DPW - BAR & CHAIN OIL DR	21.99
	20025	DPS - MISC FASTENERS/GALV NIPPLE BR/KC	3.08
	20027	WR - ROLLERS(4)/HANDLE/FERTILIZER LK	71.13
	20048	DPW - HOSE CLAMP(4) HICKS PARK IRRIG DR	11.16
	20051	DPW - SPRINKLER N MAIN FLOWER BED JF	11.99
	20054	DPW - 6' LEADER HOSE N MAIN FLOWER BED JF	12.99
	20055	DPW - ADAPTER HOSE N MAIN FLOWER BED JF	6.99
	20058	DPS - BATTERIES KC	16.99
	20069	DPW - SWIVEL MNT LIGHT SHERWOOD PARK DR	29.98
	20073	DPW - SHERWOOD PARK IRRIGATION POP UP JF	4.59
	20082	DPW - CLAMPS(4)/FASTENERS(6) RIVERWALK SIGNS JF	13.61
	20087	DPW - CLAMP(2)/FASTENERS(6) RIVERWALK SIGNS JF	7.63
	20104	DPW - DISINFECTANT RESTROOMS JF	9.98
	20105	WR - BATTERIES LK	5.99
TOTAL FOR: PLAINWELL ACE HARDWARE			324.39
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004858	FERGUSON WATERWORKS		
	0223921	DPW - STORM CASTINGS OLD ORCHARD CP	2,973.25
TOTAL FOR: FERGUSON WATERWORKS			2,973.25
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004886	REPUBLIC SERVICES		
	0249-008567659	JUNE 2025 CITY WIDE RECYCLE	4,799.06
TOTAL FOR: REPUBLIC SERVICES			4,799.06
004894	ASCENSION MI EMPLOYER SOLUTIONS		
	570154	ADMIN - SCREENING AK	111.00
TOTAL FOR: ASCENSION MI EMPLOYER SOLUTIONS			111.00
004896	WALTERS SWEEPING		
	1976	DPW - SPRING SWEEPING 6/12 & 6/13/25 JL	3,100.00
TOTAL FOR: WALTERS SWEEPING			3,100.00
004902	BLOOM SLUGGETT PC		
	26638	MAY 2025 PROFESSIONAL SERVICES JL	726.00
TOTAL FOR: BLOOM SLUGGETT PC			726.00
005011	SAFEGUARD BUSINESS SYSTEMS		
	9008075989	ADMIN - AP CHECKS AK/RB	448.00
TOTAL FOR: SAFEGUARD BUSINESS SYSTEMS			448.00
005012	UNITED BANK		
	2025.06.06 10:23	ACH FEES UB PRENOTE	7.00
	2025.06.09	BANK FEES - PAYROLL ACH PRENOTE	7.00
	2025.06.11 2:18	ACH FEES UB	7.00
	2025.06.11 9:21	ACH FEES - PAYROLL PRENOTE	7.00
	2025.06.16	ADMIN - RETURNED ACH PAYMENT FEE - AK	7.50
	2025.06.17 10:14	ACH FEES PAYROLL	7.00
	2025.06.18 1:28	ACH FEES AP BILL LISTING	7.00
TOTAL FOR: UNITED BANK			49.50
005015	CHECKALT-KLIK		
	229009	ELOCKBOX FEES MAY 2025	141.25
TOTAL FOR: CHECKALT-KLIK			141.25
005034	JETT PUMP & VALVE LLC		
	25917	WR - REPLACEMENT WILO EMU MOTOR LK	11,613.75
TOTAL FOR: JETT PUMP & VALVE LLC			11,613.75
005122	GREAT LAKES ELEVATOR, LLC		
	12479	MILL FREIGHT ELEVATOR CAT 1 ANNUAL TESTING RN	800.00
	12480	DPS - ANNUAL CAT 1 TESTING RN	800.00
TOTAL FOR: GREAT LAKES ELEVATOR, LLC			1,600.00
005171	FLYERS ENERGY LLC		
	CFS-4283560	DPS FUEL FOR POLICE VEHICLES 6/15/2025	738.65
TOTAL FOR: FLYERS ENERGY LLC			738.65

005185	SOIL EXPLORATION SERVICES, INC		
	20242647	AIRPORT - FUEL SYSTEM 1/4LY INSPECTION OCTOBER 202	175.00
	20243570	AIRPORT - FUEL SYSTEM 1/4LY INSPECTION JANUARY 202	175.00
	20250819	AIPORT - FUEL SYSTEM 1/4LY INSPECTION APRIL 2025	175.00
TOTAL FOR: SOIL EXPLORATION SERVICES, INC			525.00
005197	ED'S TRUCK REPAIR LLC		
	25-10667	DPW - '06 INTERNATIONAL #16 SERVICE HIGH TEMP OPE	1,282.23
TOTAL FOR: ED'S TRUCK REPAIR LLC			1,282.23
CBEFT	HUNTINGTON NATIONAL BANK		
	2025.05 1	ADMIN - HUNTINGTON BANK SERVICE FEES MAY 2025 - R	45.00
TOTAL FOR: HUNTINGTON NATIONAL BANK			45.00
STATE MICH	STATE OF MICHIGAN		
	2024	2024 PILOT DISTRIBUTION	41,677.98
TOTAL FOR: STATE OF MICHIGAN			41,677.98
TOTAL - ALL VENDORS			113,629.12

## INVOICE AUTHORIZATION

### Person Compiling Report

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

Insert Signature:

Roxanne  
Branch

Digitally signed by  
Roxanne Branch  
Date: 2025.06.19  
14:06:39 -04'00'

### Amanda Kersten, HR/Interim Treasurer

I verify that I have reviewed the expenditures and to the best of my knowledge the attached invoice listing is accurate and matches invoices physically authorized by Department Heads.

Insert Signature:

Amanda  
Kersten

Digitally signed by  
Amanda Kersten  
Date: 2025.06.19  
16:25:40 -04'00'

### Luke Keyzer, Water Renewal Plant Supt.

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

Insert Signature:

Luke Keyzer

Digitally signed by Luke  
Keyzer  
Date: 2025.06.19  
14:26:26 -04'00'

### Kevin Callahan, Public Safety Director

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

Insert Signature:

Kevin A  
Callahan

Digitally signed by Kevin  
A Callahan  
Date: 2025.06.20  
11:56:46 -04'00'

### Bob Nieuwenhuis, Public Works Supt.

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

Insert Signature:

### Justin Lakamper, City Manager

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

Insert Signature:

Justin  
Lakamper

Digitally signed by Justin  
Lakamper  
Date: 2025.06.20  
14:52:41 -04'00'

## Reports & Communications:

### A. City - 2024/2025 City Budget Amendments

This is a housekeeping item to account for budgetary shifts and/or projects within the 2024/2025 budget.

**Recommended action:** Consider approving the recommended budget amendments as presented.

### B. City - Resolution 2025-11 – Water and Wastewater Rates for Fiscal Year 2025/2026

Water and Wastewater rates have been adjusted by CPI-U and updated as part of the budget process.

**Recommended action:** Consider adopting a resolution to adjust water and wastewater rates for the new budget year.

### C. City - Resolution 2025-12 – Recycling and Bulk Trash Rates for Fiscal Year 2025/2026

Recycling and bulk trash costs and rates to charge taxpayers have been reviewed and updated as needed as part of the budget process.

**Recommended action:** Consider adopting a resolution to set recycling and bulk trash fee rates for the new budget year.

### D. City - Resolution 2025-13 – Fines and Fees for Fiscal Year 2025/2026

Fines and fees charges for services rendered have been reviewed and updated as needed as part of the budget process.

**Recommended action:** Consider adopting a resolution for general fines and fees effective July 1<sup>st</sup>, 2025.

### E. City - Public Hearing – 2025/2026 City Budget Adoption

This is the annual Public Hearing to consider Resolution 2025-14 General Appropriations and Resolution 2025-15 Special & Operating Funds Appropriations, thereby setting the 2025/2026 Plainwell City Budget.

**Recommended action:** Consider adopting Resolution 2025-14 General Appropriations and Resolution 2025-15 Special & Operating Funds Appropriations to adopt the 2025/2026 Plainwell City Budget.

### F. City - Blanket and Confirming Purchase Orders Fiscal Year 2025/2026

This is a listing of known purchase orders needed for the newly adopted budget. These items are for previously approved contracts, sole-source purchases or blankets for recurring purchases.

**Recommended action:** Consider approving 38 Fiscal Year 2026 purchase orders as presented.

### G. City - Resolution 2025-16 – Public Act 152 Option for Fiscal Year 2025/2026

Public Act 152 from 2011 sets forth guidelines under which government entities can offer health insurance to its employees. There are three options for funding healthcare – setting a hard-cap limit for what the employer pays, an 80/20 option where the employee pays 20% of the health care costs, or exemption from the Act by a 2/3 vote of the governing body. The city has operated under the 80%/20% rule since the Act was enforced. Resolution 2025-16 confirms what was done through the budget process.

**Recommended action:** Consider adopting a resolution for the 80/20 Health Care Cost Option for the Publicly Funded Health Insurance for the new budget year.

## Reminder of Upcoming Meetings

- July 02, 2025 – Planning Commission – 6:30pm
- July 08, 2025 – Plainwell DDA/BRA/TIFA – 7:30am
- July 08, 2025 – Parks & Trees – 4:00pm
- **July 14, 2025 – Plainwell City Council – 7:00pm**
- July 16, 2025 – Planning Commission– 6:30pm

## Agenda Subject to Change

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

Plainwell is an equal opportunity provider and employer