

City of Plainwell



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

"The Island City"

AGENDA

Plainwell City Council

Monday, December 23, 2024 - 7:00PM

Plainwell City Hall Council Chambers

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Roll Call
5. Approval of Minutes – 12/09/2024 Regular Meeting
6. Public Comments
7. County Commissioner Report
8. Agenda Approval
9. Mayor's Report
10. Recommendations and Reports:
 - A. City – Zoning Board of Appeals Bylaws
Council will consider adopting the Zoning Board of Appeals bylaws as presented.
 - B. Resolutions 2025-01 through 2025-04
Council will consider adopting Resolutions 2025-01 through 2025-04: 2025 Ordinance Enforcement Officers, 2025 Council Meeting Dates, 2025 Employee Holiday Dates, and 2025 Street Flag Dates as presented.
11. **Communications:** The November 2024 DPS and WR reports, the 11/12/2024 DDA/BRA/TIFA meeting minutes and the 11/14/24 Parks & Trees meeting minutes.
12. **Accounts Payable - \$268,304.15**
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
December 09, 2024

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.
2. Invocation: Given by Scott Smail 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, and Councilmember Green.
Absent: Councilmember Wisnaski
A motion by Wisnaski, seconded by Steele, to excuse Councilmember Keeney from the proceedings. On a voice vote, all voted in favor. Motion passed.
5. Approval of Minutes:
A motion by Steele, seconded by Green, to accept and place on file the Council Minutes of the 11/25/2024 regular meeting. On a voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioners Report: None.
8. Agenda approval:
A motion by Steele, seconded by Wisnaski, to approve the Agenda for the December 09, 2024 meeting as presented. On a voice vote, all voted in favor. Motion passed.
9. Mayor's Report: There was a huge crowd for the tree lighting ceremony on Friday- that was nice to see. The parade went great as well.
10. Recommendations and Reports:
 - A. Clerk Leonard stated that several board members' terms end December 31, 2024. She confirmed that these candidates, Rachel Colingsworth (Planning Commission) and Cathy Green (DDA/BRA/TIFA) were willing to serve another term. She welcomed newly appointed Planning Commission member Paul Grimm, who is finishing the remainder of a partial term which ends in June of 2025.
The City is currently accepting applications for two vacancies on the Compensation Board, and one vacancy on DDA/BRA/TIFA.
A motion by Steele, seconded by Wisnaski, a 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. Director Callahan discussed the replacement of the Chief's vehicle. The current vehicle was totaled after being struck in the Plainwell High School parking lot.
A motion by Wisnaski, seconded by Steele, approving the purchase of a used vehicle and associated police vehicle upfitting to replace the current Chief's car for a total cost not to exceed \$14,000.00. On a roll call vote, all voted in favor. Motion passed.
 - C. Superintendent Pond discussed the purchase and use of ferric chloride at the Water Renewal plant. Alexander Chemical, the current supplier, has agreed to maintain the current price through June of 2025.
A motion by Wisnaski, seconded by Steele, approving the purchase of ferric chloride from Alexander Chemical as presented. On a roll call vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
December 09, 2024

- D. City Manager Lakamper discussed executing a quit claim deed to Mark and Lisa Meszaros for the small portion of land between Design Street (former fire station), where the old city jail stood, and the parking lot for Mosaic Distillery (formerly Warnement's). The City did not believe it owned this property. This quit claim deed reiterates that and removes any question of ownership.

A motion by Steele, seconded by Green, authorizing City Manager Justin Lakamper to execute a quit claim deed to convey the property described as: The South 14 Feet of the Unnumbered Lot East of Lot 18 in Block 1 of Thompson's Second Addition to the Village (now City) of Plainwell, to Mark Meszaros and Lisa Meszaros for the sum of \$10.00. On a roll call vote, all voted in favor. Motion passed.

- E. City Manager Lakamper discussed appointing Personnel Coordinator Amanda Kersten as Interim Treasurer. The City has not yet been successful finding a replacement Finance Director. Amanda has trained extensively with the previous Finance Director Brian Kelley, and is able to perform the duties of Treasurer for the City.

A motion by Wisnaski, seconded by Steele, confirming the appointment of Amanda Kersten as Interim Treasurer of the City of Plainwell. On a roll call vote, all voted in favor. Motion passed.

- F. City Manager Lakamper discussed hiring the Offices of Brian Kelley to provide professional accounting services for the City until the position of Finance Director/Treasurer can be filled. Prior to accepting employment with the City of Otsego, Brian Kelley was the Finance Director and Treasurer of Plainwell for over 12 years, and possesses a wealth of knowledge of current financial processes and best practices. As a contractor, Brian would be a valuable resource to the City.

A motion by Steele, seconded by Wisnaski, engaging the Offices of Brian Kelley for professional accounting services. 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 November 2024 Investment and Fund Balance Reports. On a voice vote, all voted in favor. Motion passed.

12. Accounts Payable:

A motion by Wisnaski, seconded by Steele, that the bills be allowed and orders drawn in the amount of \$1,043,201.23 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:

Personnel Coordinator/Interim Treasurer Kersten thanked Council for trusting her to be Interim Treasurer. She has done a lot of training with previous Finance Director Brian Kelley, and shares that it is a challenge she is looking forward to.

Superintendent Nieuwenhuis had nothing to report.

Community Development Manager Siegel stated that she is wrapping up several end of the year projects. She will be working with Clerk Leonard on some documentation required for the City to maintain its Redevelopment Ready certification.

MINUTES
Plainwell City Council
December 09, 2024

Deputy Superintendent Keyser noted that there was an odor study performed, testing levels of hydrogen sulfide at several location in the City, as well as Martin Township and Gunplain Township. Results will be available soon.

Superintendent Pond had nothing to report.

Director Callahan noted that the parade went well.

Clerk Leonard had nothing to report.

City Manager Lakamper thanked Community Development Manager Siegel and the Department of Public Works for a great Christmas celebration. He thanked Dale Burnham for the push to complete and dedicate Brook's Plaza. He stated that he had been in discussion with GHD concerning the restrictive covenants on the Old Mill property. He believes that these covenants will run concurrent with any developer plans without issue.

15. Council Comments:

Councilmember Wisnaski stated that the Christmas lights look great.

Mayor Pro-Tem Steele shared that the tree lighting was nice, and the Brook's Plaza unveiling went well. She noted that the City had a new Santa this year, and thanked Director Callahan. She thanked City staff for doing such a great job at all the holiday events.

Councilmember Green shared that everything downtown went well, and looks great. She thanked everyone for their hard work, and mentioned that having the volume lowered on the frog display was appreciated.

16. Adjournment:

A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:28pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
December 23, 2024

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: Denise Siegel, Community Development Manager
DATE: December 16, 2024
SUBJECT: ZBA Bylaws

SUGGESTED MOTION: I motion to adopt the Zoning Board of Appeals (ZBA) bylaws as presented.

BACKGROUND INFORMATION: Section 603(1) of P.A. 110 of 2006, as amended, (being the Michigan Zoning Enabling Act, M.C.L. 125.3101 et seq.) indicates a zoning board of appeals may have rules of procedure, or bylaws. If a legislative body of a city or village acts as the zoning board of appeals they shall establish separate rules to govern its procedure when acting as the zoning board of appeals (§601(2)). The statute includes a number of topics which should be addressed in rules of procedure:

- How meetings are called (§602(1)).
- To govern the zoning board of appeals procedures (§603(1)).
- To indicate the prescribed time limit within which an appeal must be taken (§604(2)).

ANALYSIS: The City has bylaws for our other appointed boards but, not for ZBA. Since the City Council also acts as the Zoning Board of Appeals, it was determined that bylaws were needed for the ZBA.

BUDGET IMPACT: There is no budget impact to the City for approving these bylaws.

CITY OF PLAINWELL
Zoning Board of Appeals
Bylaws and Rules and Procedures

Section 1- Authority:

These Bylaws and Rules of Procedures are adopted by the Zoning Board of Appeals of the City of Plainwell, County of Allegan, (hereafter known as the ZBA) pursuant to Public Act 110 of 2006, as amended, the Michigan Zoning Enabling Act; and Public Act 267 of 1976, as amended, the Open Meetings Act.

Section 2 - Membership:

Pursuant to the applicable Public Acts, and consistent with the requirements of *Chapter 53 Zoning: Article XX Board of Zoning Appeals* of the Plainwell Code of Ordinances, the ZBA shall consist of the current members of the Plainwell City Council.

Duties: The Chair shall preside at all meetings and shall conduct all meetings by the rules provided herein. The Vice-Chair shall act in the capacity of the chair in the absence of the Chair. The City Clerk shall act as the recording Secretary and be responsible for the preparation of minutes, keeping of pertinent public records, delivering communications, reports, and related items of business of the ZBA, issuing notices of public hearings, and performing related administrative duties to assure efficient and informed ZBA operations. In the event the Secretary is absent, the chair or acting chair shall appoint a temporary secretary for such meeting.

Section 3 - Meeting Time and Place:

Meetings of the ZBA shall be held at the call of the Chair and at other times as the Board may specify. The business which the ZBA may perform shall be conducted at a public meeting held in compliance with the Michigan Zoning Enabling Act. Public notice of the time, date, and location of the meeting shall be given in a manner as required by the Michigan Zoning Enabling Act. All meetings of the ZBA shall be public. For the ZBA to conduct business or take official action, a quorum consisting of at least 3 members shall be present.

Section 5 – Officers:

The Chair (or Vice-Chair in the absence of the Chair) shall preside at all meetings of the ZBA. The Chair shall be considered a first among equals, having no superior authority or vote in the actions taken by the ZBA.

Section 6 - Quorum:

A majority of the current members of the ZBA shall constitute a quorum.

Section 7 - Voting Procedure:

A quorum being present, a simple majority of those voting shall be required for the adoption of a general motion.

Section 8 - Method of Calling a Special Meeting:

If during a regular meeting, it is determined that extra or special meetings are warranted, it shall be so moved and supported, and must receive a majority vote of the members present, to schedule.

A special meeting of the ZBA may be called by the Secretary on the request of the Chair, or any two members of the Board on eighteen (18) hours' notice to each member of the ZBA, designating the purpose of such meeting. Notice of such a meeting including time, date, location and topic shall be posted in accordance with statute.

Section 9 - Membership Responsibility:

Each member of the ZBA shall be responsible for the following:

- a) Attendance at all regularly scheduled meetings of the ZBA.

Should a member be unable to attend a scheduled meeting, the member shall contact the Chair or City Administrative staff before noon on the day of the meeting.

- b) Voting on all matters brought before the ZBA.

Each member of the ZBA who shall be recorded as present at any meeting, shall be required to vote on all matters cited by the ZBA at such meeting unless excused by three (3) of the members present or in any case where there is a conflict of interest. Any member not excused can be considered in violation of these rules when so determined by the ZBA.

- c) Familiarity with the subject matter of the meeting.

This includes the actions taken at previous meetings and timely preparation and submission of assigned projects or research material.

- d) Knowledge of the fundamentals of Robert's Rules of Order, covering parliamentary procedure with respect to making motions, supporting motions, etc.

- e) Becoming familiar with the variety of background information necessary to contribute to the ZBA.

This includes, but is not limited to, an understanding of all levels of government, land use planning, zoning, plan review standards, and other functions of the Board.

Section 10 – Conflict of Interests:

For purposes of these Bylaws, a conflict of interest is a direct personal or financial interest in a matter before the ZBA that is not generally shared by members of the community. Knowingly voting upon any matter in which a member has a conflict of interest shall constitute malfeasance in office.

Section 11 - Amendments:

These rules as adopted shall be effective for the term of the ZBA and may be amended by a vote of a majority of the members of the Board.

ADOPTED: _____

DRAFT

City of Plainwell
Resolution No. 2025-01

WHEREAS, the Plainwell City Council has adopted Ordinance Number 236 creating the Ordinance Enforcement Officer Ordinance, and

WHEREAS, the Plainwell City Council must, by resolution, appoint individuals to act as Ordinance Enforcement Officers.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS: That the following individuals are hereby appointed as Ordinance Enforcement Officers for 2025:

| Name of Appointee | Title or Position | Department |
|--------------------------|-----------------------------------|-----------------------------|
| Justin Lakamper | City Manager | Administration |
| Kevin Callahan | Public Safety Director | Department of Public Safety |
| John Varley | Public Safety Deputy Director | Department of Public Safety |
| David L. Rantz | Public Safety Officer | Department of Public Safety |
| James R. Pell | Public Safety Officer | Department of Public Safety |
| Jeffrey S. Welcher | Public Safety Officer | Department of Public Safety |
| Michael Bruce | Public Safety Officer | Department of Public Safety |
| Joseph C. Culver | Public Safety Officer | Department of Public Safety |
| Brady Roberts | Public Safety Officer | Department of Public Safety |
| Don McGehee | Public Safety Officer – Part-Time | Department of Public Safety |
| Debora VanHouten | Ordinance / Records | Department of Public Safety |
| Michael L. Pallett | Firefighter | Department of Public Safety |
| David W. Kuitert | Firefighter | Department of Public Safety |
| Spencer Brignall | Firefighter | Department of Public Safety |
| Anthony Banas | Firefighter | Department of Public Safety |
| Nathan N. Nash | Firefighter | Department of Public Safety |
| Ronald R. Farr | Firefighter | Department of Public Safety |
| Devin Thomas | Firefighter | Department of Public Safety |
| Rodd Leonard | Firefighter | Department of Public Safety |
| Bud Smith | Firefighter | Department of Public Safety |
| Robert Nieuwenhuis | Superintendent | Department of Public Works |
| Bryan D. Pond | Superintendent | Wastewater Treatment Plant |
| Luke Keyser | Assistant Superintendent | Wastewater Treatment Plant |
| JoAnn Leonard | City Clerk | Administration |

BE IT STILL FURTHER RESOLVED THAT terms as Ordinance Enforcement Officers do not expire except upon adoption of a new resolution, which supersedes this resolution, or upon termination of employment.

YES:
NO:
ABSENT:

Resolution Declared Adopted this 23rd day of December, 2024.

JoAnn Leonard, City Clerk

CERTIFICATE:

I the undersigned, the duly qualified Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify the forgoing is true and complete copy of a Resolution adopted by the City Council of the City of Plainwell, Michigan, at a regular meeting of the City Council on the 23rd day of December, 2024.

JoAnn Leonard, City Clerk

City of Plainwell
Resolution No. 2025-02

A RESOLUTION REGARDING THE 2025 MEETINGS OF THE PLAINWELL CITY COUNCIL:

WHEREAS, pursuant to Section 5(2) of Act 267 of 1976, the Open Meetings Act, the Plainwell City Council must establish and post notice of its regularly scheduled meetings; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the Plainwell City Council Regular Meetings for 2025 are scheduled for the following dates:

| | | | |
|------------------|-----------|------------|-----------|
| January | 13 | and | 27 |
| February | 10 | and | 24 |
| March | 10 | and | 24 |
| April | 14 | and | 28 |
| May | 12 | and | 27 |
| June | 09 | and | 23 |
| July | 14 | and | 28 |
| August | 11 | and | 25 |
| September | 08 | and | 22 |
| October | 13 | and | 27 |
| November | 10 | and | 24 |
| December | 08 | and | 22 |

YES:

NO:

ABSENT:

Adopted: December 23, 2024

JoAnn Leonard, City Clerk

The City Council for the City of Plainwell and all Boards and Commissions for the City of Plainwell will comply with the spirit and intent of the Americans with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Please contact us if you need further information at 269-685-6821, Monday through Friday from 8am – 4pm.

City of Plainwell
Resolution No. 2025-03

A RESOLUTION REGARDING THE 2025 HOLIDAY DATES APPROVED AS HOLIDAYS FOR ALL CITY EMPLOYEES:

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

WHEREAS, as required in Section 8 Employee Policy Handbook, Time off, Section C, Holidays, the City Council is hereby requested to approve these specific dates for such holidays for the calendar year of 2025;

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

| | | | |
|------------------------|-----------|--------------|------|
| New Year's Eve | Tuesday | December 31 | 2024 |
| New Year's Day | Wednesday | January 01 | 2025 |
| Good Friday | Friday | April 18 | 2025 |
| Memorial Day | Monday | May 26 | 2025 |
| Independence Day | Friday | July 04 | 2025 |
| Labor Day | Monday | September 01 | 2025 |
| Thanksgiving Day | Thursday | November 27 | 2025 |
| Day after Thanksgiving | Friday | November 28 | 2025 |
| Christmas Eve | Wednesday | December 24 | 2025 |
| Christmas Day | Thursday | December 25 | 2025 |

YES:

NO:

ABSENT:

Adopted: December 23, 2024

JoAnn Leonard, City Clerk

Resolution 2025-04
City of Plainwell

A RESOLUTION REGARDING THE 2025 DATES APPROVED AS DATES THE PLAINWELL CITY STREET FLAGS WILL BE FLOWN:

WHEREAS, the City of Plainwell City Council details the Dates which are approved to fly the Street flags, and

WHEREAS, the City Council is hereby requested to approve these specific dates for such street flags to be flown for the calendar year of 2025,

NOW, THEREFORE, BE IT RESOLVED THAT the Plainwell City Council hereby approves and mandates the Flag days and dates as follows:

| Holiday / Event | Day | Date |
|---|--------------------------|--------------------------|
| Martin Luther King Day | 3 rd Monday | January 20, 2025 |
| Presidents' Day | 3 rd Monday | February 17, 2025 |
| Peace Officers Memorial Day | Thursday | May 15, 2025 (1/2 staff) |
| Armed Forces Day | 3 rd Saturday | May 17, 2025 |
| Memorial Day | Last Monday | May 26, 2025 |
| Flag Day | Saturday | June 14, 2025 |
| Independence Day | Friday | July 04, 2025 |
| Labor Day | 1 st Monday | September 01, 2025 |
| Patriot Day | Thursday | September 11, 2025 |
| Veterans' Day | Tuesday | November 11, 2025 |
| Pearl Harbor Day | Sunday | December 07, 2025 |
| Also for any State or Federal Election Day. | | |

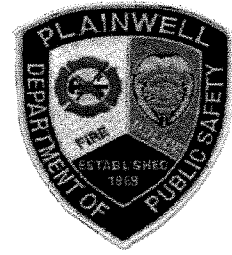
YES:

NO:

ABSENT:

Adopted: December 23, 2024

JoAnn Leonard, City Clerk



PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

November 2024

Prepared by Director Kevin Callahan

Plainwell Department of Public Safety

Scheduled Hours By Activity for November 2024

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.

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
1,043

Percentage of Total Hours
2.41%

25

143 13.73%

535 51.32%

339 32.55%

703 67.45%

Plainwell Department of Public Safety

Complaints/Activities for November 2024

ARRESTS

| | | |
|-------------------|---|---|
| CUSTODIAL ARRESTS | 1 | An individual taken into custody for a criminal offense and jailed for that offense. |
| ARREST COUNTS | 1 | Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s). |

TRAFFIC ENFORCEMENT & CITATIONS

| | | |
|----------------------------------|----|--|
| HAZARDOUS CITATIONS | 5 | Uniform Law Citations issued by officers to individuals for moving traffic violations. (Drag racing, Speeding, etc.) |
| NON-HAZARDOUS CITATIONS | 4 | 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 | 25 | Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc. |
| VERBAL WARNINGS | 12 | Traffic enforcement where no citation was issued but warnings were given. |
| TOTAL TRAFFIC CITATIONS/WARNINGS | 46 | |

COMPLAINTS

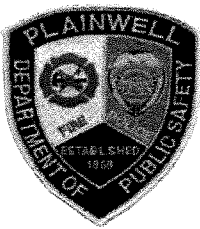
| | | |
|------------------------------|-----|--|
| ORIGINAL DISPATCH COMPLAINTS | 237 | Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office. |
| PATROL INITIATED COMPLAINTS | 15 | Complaints observed by the officer while on patrol or came to their attention by personal observation. |
| TOTAL COMPLAINTS | 252 | |

OTHER ACTIVITIES

| | | |
|------------------------------------|-----|---|
| MOTORISTS ASSISTS | 3 | 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 | 7 | Total motor vehicle accidents both on public roads or private property. |
| COMMERCIAL BUILDING SECURITY CHECK | 723 | 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 | November | Year to Date |
|------------------------------|--|----------|--------------|
| 900 | Murder and Non-Negligent Manslaughter | 0 | 0 |
| 1000 | Kidnapping | 0 | 0 |
| 1100 | Sexual Assault | 0 | 9 |
| 1200 | Robbery | 0 | 0 |
| 1300 | Aggravated & Non-Aggravated Assault | 8 | 27 |
| PROPERTY CRIMES | | | |
| 2000 | Arson | 0 | 0 |
| 2100 | Extortion | 0 | 0 |
| 2200 | Burglary | 0 | 4 |
| 2300 | Larceny | 2 | 33 |
| 2400 | Motor Vehicle Theft | 1 | 3 |
| 2500 | Forgery/Counterfeiting | 0 | 0 |
| 2600 | Fraudulent Activities | 2 | 25 |
| 2700 | Embezzlement | 0 | 0 |
| 2800 | Stolen Property - Buying, receiving | 0 | 0 |
| 2900 | Damage to Property | 1 | 5 |
| 3500 | Violation of Controlled Substances Act | 0 | 3 |
| MORALS/DECENCY CRIMES | | | |
| 3600 | Sex Offenses (Other than Sexual Assault) | 0 | 0 |
| 3700 | Obscenity | 0 | 3 |
| 3800 | Family Offenses | 2 | 2 |
| 4100 | Liquor Violations | 0 | 0 |
| PUBLIC ORDER CRIMES | | | |
| 4800 | Obstructing Police - Offenses Which Interfere with Investigations | 0 | 0 |
| 4900 | Escape/Flight - Fleeing and Eluding a Officer's Custody | 0 | 1 |
| 5000 | Obstructing Justice | 1 | 10 |
| 5200 | Weapons Offenses | 1 | 3 |
| 5300 | Public Peace | 5 | 40 |
| 5400 | Traffic Investigations - Any Criminal Traffic Complaints | 5 | 12 |
| 5500 | Health and Safety | 6 | 146 |
| 5600 | Civil Rights | 0 | 0 |
| 5700 | Invasion of Privacy | 4 | 11 |
| 6200 | Conservation Law Violation | 0 | 0 |
| 7300 | Miscellaneous Criminal Offense | 0 | 0 |
| GENERAL NON-CRIMINAL | | | |
| 9100 | Juvenile/Minor/School Complaints | 3 | 19 |
| 9200 | Civil Custody | 0 | 11 |
| 9300 | Traffic Non-Criminal (Reports Only - Does not include Citations Issued) | 0 | 9 |
| 9400 | False Alarm Activation | 3 | 28 |
| 9500 | Fires (Other than Arson) | 2 | 7 |
| 9700 | Accidents, All Other | 8 | 20 |
| 9800 | Inspections, Unfounded FIRS | 0 | 0 |
| 9900 | General Assistance (All Except Other Police Agencies) | 85 | 636 |
| 9911 & 9912 | General Assistance (Other Police Agencies) | 71 | 541 |
| FIRS | Medical First Responder | 32 | 202 |



November Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 71 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 |
|-------------|----------------------|---------------------|--|-------------------------|---|-------------------|------------|------------|
| 10/21/2024 | 09:49 | 09:59 | 10 th St / 110 th St | Vehicle Accident | Provide Manpower, Control Traffic, Hazardous Materials Leak Control & Containment | C2, E17, T63 | 4 | 3 |
| 10/21/2024 | 11:45 | 11:46 | 209 E. Bridge St | Gas Leak | Investigate, Notify Other Agencies | C3, E17, S62 | 4 | 3 |
| 10/21/2024 | 12:41 | 12:43 | 211 W. Hill St | Possible Vehicle Fire | Investigate | C6, E17, T63 | 3 | 3 |
| 11/02/2024 | 11:15 | 11:25 | NB US 131 49mm | Vehicle Accident | Control Traffic | E11, E17 | 2 | 3 |
| 11/02/2024 | 11:28 | 11:28 | 320 Brigham St | EMS Call | Disregarded Prior to En Route | | 0 | 1 |
| 11/02/2024 | 12:14 | 12:14 | M-89 / US 131 | Vehicle Accident | Control Traffic | E11, E17, T63 | 3 | 3 |
| 11/02/2024 | 18:18 | 18:20 | 124 W. Grant St | Fire Alarm | Investigate | C5 | 2 | 2 |
| 11/07/2024 | 22:28 | 22:39 | 631 Marsh Rd | Building Fire | Assist GPF, Extinguish, Salvage & Overhaul | C5, E17 | 3 | 4 |
| 11/08/2024 | 23:10 | 23:10 | S. Sherwood / N. Sherwood | Vehicle Accident | Disregarded Prior to En Route | | 1 | 5 |
| 11/09/2024 | 23:41 | 23:47 | 409 Naomi St | EMS Call | EMS Services, Other | S62 | 1 | 6 |
| 11/10/2024 | 17:10 | | N. Anderson St / Cushman St | Electrical - Wiring | Investigate/Fire Crew Cancelled | C5 | 1 | 3 |
| 11/13/2024 | 15:46 | 15:52 | 942 Industrial Pkwy | Vehicle Fire (X5) | Extinguish, Salvage & Overhaul | C4, E11, E17, T63 | 4 | 2 |
| 11/15/2024 | 7:37 | 7:39 | 800 E. Bridge St | Fire Alarm | Investigate | C6 | 1 | 1 |
| | | | | | | | | |
| 11/20/2024 | 7:53 | 7:59 | 320 Brigham St, 107 #2 | EMS Call | Provide Basic Life Support | C6, S62 | 3 | 2 |
| 11/27/2024 | 7:59 | 8:09 | 225 Colfax St | Possible Structure Fire | Investigate, Shut Down System | C3, C4, E11 | 3 | 2 |

Calls for Service at Plainwell Schools

Plainwell High School: 4
684 Starr Road

Gilkey Elementary School: 0
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

Ordinance Report

We had 5 Ordinance Complaints.

This is a breakdown of the Ordinance Violations for the month of November 2024:

- 1 – Litter/Blight/Permit Issues
- 1 – Lighting Issues
- 2 - Litter
- 1 – Leaf Issues

Water Renewal
Superintendent: Bryan Pond
November 2024



Significant Department Actions and Results

Semi annual cleaning of all lift stations was completed.
Electric motor on Biobed fan got replaced.
Thee odor study data collection was completed. Waiting on the final analysis.

Pending Items (including CIP) FY 24/25

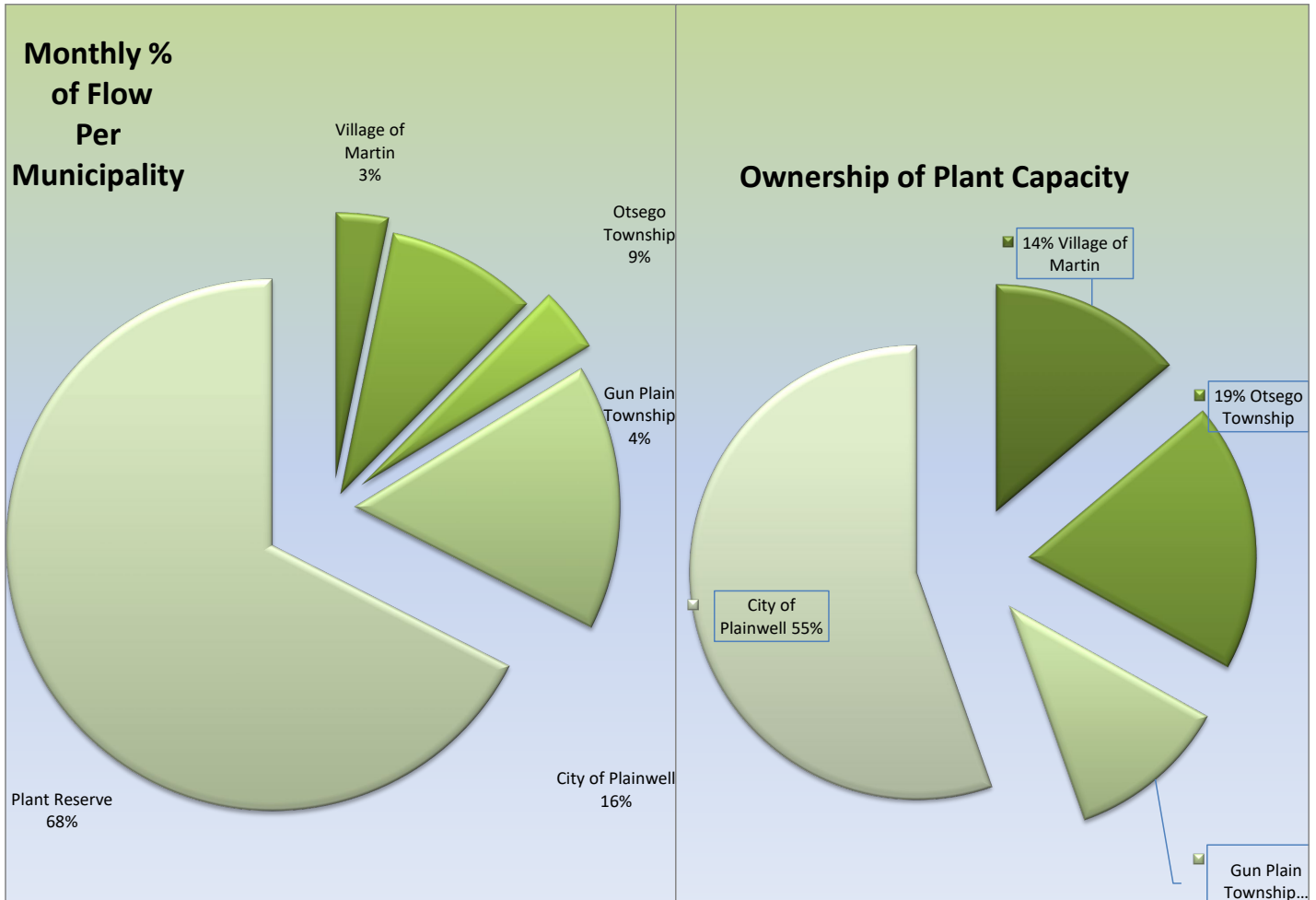
Expenditure Summary/Issues

| | <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> | completed |
| | \$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 |
|--|---------------|------------------------------------|---------|-----------------------------|
| Village of Martin | 803,204 | | | |
| Gun River MH Park | 393,000 | | | |
| US 131 Motor Sports Park | 0 | | | |
| Total: | 1,196,204 | | | |
| AVG. DAILY: | 42,722 | 180,000 | 76% | 14% |
| Otsego Township | 3,462,057 | | | |
| AVG. DAILY: | 123,645 | 250,000 | 51% | 19% |
| Gun Plain Township | 1,039,000 | | | |
| Ridderman Gas Station | 20 | | | |
| USA Earthworks | 2,000 | | | |
| North Point Church | 2,000 | | | |
| North 10th Street | 257,276 | | | |
| Gores Addition | 181,000 | | | |
| TOTAL | 1,481,296 | | | |
| AVG. DAILY | 6,464 | 150,000 | 96% | 12% |
| City of Plainwell | 6109046 | | | |
| AVG. DAILY: | 210656.76 | 720,000 | 71% | 55% |
| Avg. Daily Plant Flow from entire service district | | 0.39 | | |



State Required Reporting Compatible Pollutants

| MI State Requirement | City Benchmark | Monthly Avg. Reported/MDEQ |
|----------------------|----------------|----------------------------|
|----------------------|----------------|----------------------------|

Carbonaceous Biochemical oxygen demand (CBOD-5):

| | | |
|---------|----|------|
| 25 mg/l | 15 | 4.96 |
|---------|----|------|

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 | 8 |
|---------|----|---|

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):

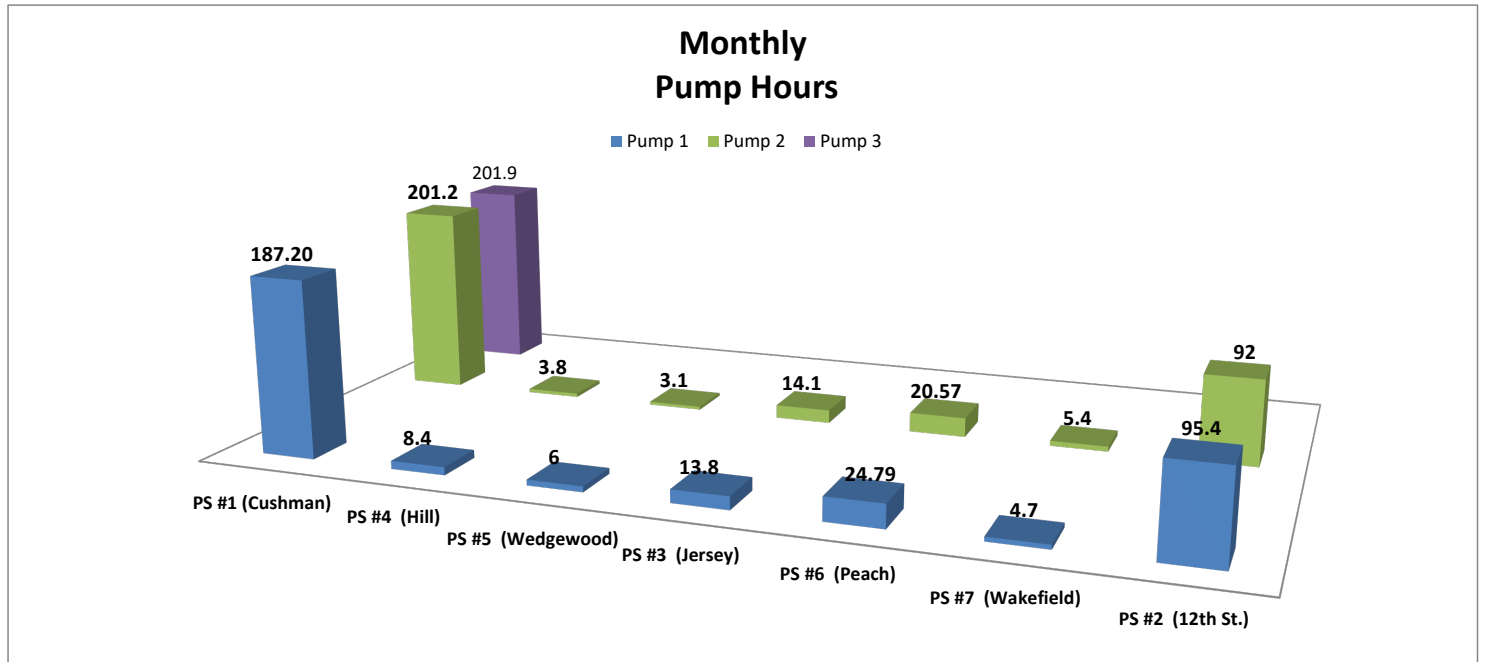
| | | |
|----------|------|------|
| 1.0 mg/l | 0.45 | 0.15 |
|----------|------|------|

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 |
|--------------|----|---|

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
November 12, 2024

1. Call to Order: Meeting was called to order at 7:30 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call:
Members Present: Randy Wisnaski, Kevin Seckel, Nick Larabel, Jim Turley, Adam Hopkins, Cathy Green, Justin Lakamper
Excused: Paul Rizzo
4. Approval of Minutes from 10/08/24: **A motion was made by Turley to approve the minutes and place on file, seconded by Hopkins.**
5. General Public: None
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable for October of \$281.78 was made by Green and seconded by Sackel. All in favor vote. Motion passed.**
8. DDA Action Items
 - A. Downtown Clock Restoration options – more discussion needed, tabled until next meeting.
 - B. **Motion to accept accounts payable for October of \$4,738.54 was made by Larabel and seconded by Turley. All in favor vote.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable for October of \$339.53 was made by Wisnaski and seconded by Seckel. All in favor vote. Motion carried.**
9. Communications: 09/23/24, 10/14/24 Council Minutes and the Financial Report/Summary as of 10/31/2024
10. Public Comments: None
11. Staff Comments: Updates were given by Siegel, Community Development Manager development of DDA properties; Updates events. Lakamper, City Manager provided information on the Mill Site Developments
12. Member Comments: None
13. Adjournment: **A Motion to adjourn the meeting was made by Hopkins and seconded by Larabel at 8:55 a.m.**

Submitted by Denise Siegel, Community Development Manager

**MINUTES
CITY OF PLAINWELL
PARKS & TREES COMMISSION
November 14, 2024**

1. Bunny LaDuke called the meeting to order at 5:04 PM.
2. Roll Call: Present: Marsha Keeler, Bunny LaDuke, Shirley DeYoung, Cory Redder and Public Works Superintendent Bob Nieuwenhuis Absent: Matthew Bradley and Council Member Todd Overhuel.
3. Approval of Minutes:

Shirley DeYoung moved to accept and place on file the minutes of, October 17, 2024. Marsha Keeler supported the motion. On voice vote, motion carried unanimously.

4. Parks:

Bob reported that:

1. Sherwood Park had the Veteran's Day event this past Monday and had a good turnout the parks are cleaned up and this restroom will stay open all winter.
2. We have been getting Pell Park ready for Christmas. The guys are working on the lights and displays at the shop.
3. In Hicks Park and downtown they had the Ladies night this past Friday and had a great turnout. We put some red lights on the trees and they will stay up through the Christmas holiday.
4. Pell Park is getting ready also. The guys plugged the frog in at the shop and its working.
5. We will be renting a hurricane blower to blow the leaves at Kenyon and Cook Parks next week.
6. We are waiting for USA Earthworks to get back to us on the damage done to Cook Park during the construction.
7. The number of people using out Pickle Ball Courts has decreased we think because of some other local cities adding new courts for people to use.
8. We will be ordering the dock for Darrow Park soon.
9. The State of Michigan will be still going forward with the river area development.
10. Lois is still working on getting grants for the erosion issues.
11. Bob would like ideas for the tree memorial plaques.
12. We poured the cement slabs for the picnic tables that Marsha purchased for Hicks Park.
13. We picked out a Christmas tree and will be getting it after Thanksgiving.

Sherwood Park Maintenance Report – Shirley DeYoung

Shirley reported that the park is ready for winter. The beds are all cleaned out.

Pell Park Maintenance Report – Marsha Keeler

Marsha reported that the park is fine.

Hicks Park Maintenance Report – Matthew Bradley

Matthew was unable to attend the meeting.

Cook Park Maintenance Report – Cory Redder

Cory reported that the contractors working at the Old Orchard project seeded where the equipment had damaged the park. There is still lots of damage. The slide up there needs new wood. The park looks fine and there are not very many people playing pickle ball. The Dog Park is very busy.

Kenyon Park Maintenance Report – Bob Nieuwenhuis

Bob reported that the DPW is renting a hurricane blower to take care of the leaves.

Darrow Park Maintenance Report – Bunny LaDuke

Bunny reported that the park looks good and we are still waiting on the kayak/canoe launch. It will probably get put in next spring.

Riverwalk, Band Shell & CBD Maintenance Report – Cory Redder

Cory reported that the area looks good. There was a light discussion with Bob about some ideas and grants to redo the trestle.

5. New Business
 - A. None.
6. Open Business
 - A. Nothing was really discussed on the soil erosion by the river. The board members have decided to leave it on the agenda.
7. Public Comments
 - None.
8. Staff Comments
 - Cheryl let the board know that we had the debt crew paint the fire hydrants. They turned out really nice plus we saved money having them do it.
9. Chairman's Report
 - None.
10. Commissioners' Comments
 - Bunny said the DPW was wonderful as they helped with the new tree by the industrial park sign. She also let us know that there was going to be a Wellhead Protection program about clean water at the Library next Thursday November 21. The City will have some flyers to hand out.
11. Items For Next Agenda
 - Keep the soil erosion on the agenda.
12. Next Meeting
 - The next meeting will be Thursday, December 12, 2024 at 5 PM.
13. Adjournment

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

There being no further business, the meeting adjourned at 5:45PM.

Minutes Respectfully Submitted,
Cheryl Pickett

12/19/2024

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL

INVOICE ENTRY DATES 12/06/2024 - 12/19/2024

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

| Vendor Code | Vendor Name | | |
|--|-----------------------------|--|----------|
| | Invoice | Description | Amount |
| 000004 | PLAINWELL AUTO SUPPLY INC | | |
| | 729201 | DPW - CORE DEPOSIT #5 REFUND | (18.00) |
| | 729273 | WR - DEGREASER/DIP BRUSH/SPARK PLUG BP | 37.96 |
| | 729467 | WR - DETAILER/MICROFIBER CLOTH LK | 28.78 |
| | 729673 | DPW - CONNECTORS(50/RINGS(15) CHRISTMAS AB | 41.35 |
| | 729719 | DPW - OIL & FILTER/SLIP COAT #19A AB | 46.41 |
| | 729911 | DPW - MIRROR #15 AB | 38.59 |
| | 730007 | DPW - KROIL 100Z SHOP AB | 18.79 |
| | 730135 | DPW - KODIAK PASS MIRRORS #12 & #15 AB | 670.00 |
| TOTAL FOR: PLAINWELL AUTO SUPPLY INC | | | 863.88 |
| 000009 | CONSUMERS ENERGY | | |
| | 2024.11.2 | CITY WIDE ELECTRIC NOVEMBER 2024 | 4,363.42 |
| TOTAL FOR: CONSUMERS ENERGY | | | 4,363.42 |
| 000010 | RIDDERMAN & SONS OIL CO INC | | |
| | 183742 | DPW - 375GL 30-#2 DYED DIESEL | 887.19 |
| | 183743 | DPW - 375GL 5-87 REG 10% ETHANOL GASOLINE | 798.89 |
| TOTAL FOR: RIDDERMAN & SONS OIL CO INC | | | 1,686.08 |
| 000013 | RATHCO SAFETY SUPPLY INC | | |
| | 183602 | DPW - SIGNS FOR OLD ORCHARD CP | 212.50 |
| TOTAL FOR: RATHCO SAFETY SUPPLY INC | | | 212.50 |
| 000034 | VERIZON | | |
| | 6100777570 | DPW/WR - ALARM SERVICE 11/11 - 12/10/2024 RB | 48.21 |
| TOTAL FOR: VERIZON | | | 48.21 |
| 000035 | APPLIED INNOVATION | | |
| | 262494 | DPW/WR - COPIER LEASE/CHARGES 11/16 - 12/15/2024 | 105.62 |
| | 2689696 | CITY HALL COPIER CHARGES 11/13 - 12/12/2024 RB | 172.27 |
| TOTAL FOR: APPLIED INNOVATION | | | 277.89 |
| 000046 | EMERGENCY VEHICLE PRODUCTS | | |
| | S0019928 | DPS - REMOVAL OF EMERGENCY EQUIP #14 KC | 290.00 |
| | S0019949 | DPS - SERVICE ENGINE 11 KC | 2,961.19 |
| TOTAL FOR: EMERGENCY VEHICLE PRODUCTS | | | 3,251.19 |
| 000079 | ALLEGAN COUNTY NEWS | | |

| | | | |
|--------------------------------------|---------------------------|---|----------|
| | 2024.12.10 | ADMIN - ANNUAL SUBSCRIPTION 2025 | 40.00 |
| TOTAL FOR: ALLEGAN COUNTY NEWS | | | 40.00 |
| | | | |
| 000138 | AMERICAN OFFICE SOLUTIONS | | |
| | 38071318 | DPS - COPIER LEASE/USAGE NOVEMBER 2024 | 194.47 |
| TOTAL FOR: AMERICAN OFFICE SOLUTIONS | | | 194.47 |
| | | | |
| 000164 | ETNA SUPPLY CO INC | | |
| | S106021261.001 | DPW - BRONZE OP NUT/OP STEM WITH COLLAR 123.NET | 237.50 |
| | S106033346.001 | DPW - COUPLING/CURB STOP 208 E PLAINWELL SERVICE | 147.00 |
| TOTAL FOR: ETNA SUPPLY CO INC | | | 384.50 |
| | | | |
| 000166 | FISHER SCIENTIFIC | | |
| | 7265317 | WR - PH PROBE/BUFFERS BP | 456.06 |
| TOTAL FOR: FISHER SCIENTIFIC | | | 456.06 |
| | | | |
| 000233 | PEERLESS-MIDWEST INC | | |
| | 82240 | DPW - ANNUAL WELL & PUMP MAINTENANCE #4 WK | 975.00 |
| | 82241 | WR - ANNUAL WELL & PUMP MAINTENANCE #7 WK | 975.00 |
| TOTAL FOR: PEERLESS-MIDWEST INC | | | 1,950.00 |
| | | | |
| 000243 | JIFFY PRINT | | |
| | 23937 | DPS - PARKING PERMITS 3.5"X5.5" (100) KC | 434.00 |
| TOTAL FOR: JIFFY PRINT | | | 434.00 |
| | | | |
| 000276 | WEST SHORE FIRE, INC | | |
| | 34140 | DPS - AIR COMPRESSOR FRESH AIR INTAKE KC | 1,175.00 |
| | 34141 | DPS - AIR TEST KIT # 162954 KC | 130.00 |
| TOTAL FOR: WEST SHORE FIRE, INC | | | 1,305.00 |
| | | | |
| 000461 | BOB'S HARDWARE | | |
| | 92046 | DPW - 1-1/2 BLK UNION #21 DR | 25.99 |
| TOTAL FOR: BOB'S HARDWARE | | | 25.99 |
| | | | |
| 000609 | MIDWAY CHEVROLET | | |
| | 17138 | DPS - 2021 CHEVY *6452 LT/RT MANIFOLD SEALS REPLA | 525.61 |
| TOTAL FOR: MIDWAY CHEVROLET | | | 525.61 |
| | | | |
| 000744 | OVERHEAD DOOR CO INC | | |
| | INVOHD000191752 | DPS - SERVICE/REPAIR ON 16' DOOR KC | 369.00 |
| TOTAL FOR: OVERHEAD DOOR CO INC | | | 369.00 |
| | | | |
| 000910 | GRAINGER | | |
| | 9335849841 | WR - SCADA BATTERY BACKUP LK | 190.15 |
| TOTAL FOR: GRAINGER | | | 190.15 |
| | | | |
| 000962 | STATE OF MICHIGAN | | |

| | | | |
|---------------------------------------|-------------------------------|---|----------|
| | 761-11279831 | WR - NDPES ANNUAL PERMIT FEE 2025 | 5,500.00 |
| TOTAL FOR: STATE OF MICHIGAN | | | 5,500.00 |
| | | | |
| 000964 | RAPA ELECTRIC INC | | |
| | R138724 | WR - REWOUND/REPLACE OPE BEARINGS WILO SUB PUM | 1,665.03 |
| TOTAL FOR: RAPA ELECTRIC INC | | | 1,665.03 |
| | | | |
| 001413 | NCL OF WISCONSIN | | |
| | 513107 | WR - LAB SUPPLIES BROMCRESOL/AMMONIA/PETRI DISH | 554.60 |
| TOTAL FOR: NCL OF WISCONSIN | | | 554.60 |
| | | | |
| 001669 | DR HOOKS SIGNS INC | | |
| | 142588 | ADMIN - NAME PLATES: LK/CG/BN/PG GL | 58.00 |
| TOTAL FOR: DR HOOKS SIGNS INC | | | 58.00 |
| | | | |
| 001748 | REPUBLIC SERVICES | | |
| | 0249-008399417 | DPW - TWO CONTAINER SERVICE DECEMBER 2024 | 433.77 |
| | 0249-008399711 | WR - TWO CONTAINER SERVICE DECEMBER 2024 | 285.00 |
| TOTAL FOR: REPUBLIC SERVICES | | | 718.77 |
| | | | |
| 002002 | USABBLUEBOOK | | |
| | INV00566691 | WR - GAS DETECTION EQUIPMENT FINAL BP/LK | 8,478.60 |
| TOTAL FOR: USABBLUEBOOK | | | 8,478.60 |
| | | | |
| 002018 | CDW-G | | |
| | AB7IA6Q | DPS - PUBLIC SAFETY FIREWALL UPGRADE JL | 1,316.96 |
| TOTAL FOR: CDW-G | | | 1,316.96 |
| | | | |
| 002030 | DRUG SCREEN PLUS INC | | |
| | 24NOV1339 | ADMIN - SCREENING RN AK | 47.00 |
| | AF 251339 | ADMIN - 2025 ANNUAL FEES FOR SCREENING AK | 159.00 |
| TOTAL FOR: DRUG SCREEN PLUS INC | | | 206.00 |
| | | | |
| 002116 | CHARTER COMMUNICATIONS | | |
| | 005582801120124 | CITY HALL PHONE/INTERNET/TV DECEMBER 2024 | 555.54 |
| | 005583601120124 | DPW/WR INTERNET DECEMBER 2024 | 149.98 |
| TOTAL FOR: CHARTER COMMUNICATIONS | | | 705.52 |
| | | | |
| 002149 | DONNIE'S AUTO REPAIR | | |
| | 2024.12.05 | DPS - #6 2020 FORD THERMOSTAT KC | 197.34 |
| TOTAL FOR: DONNIE'S AUTO REPAIR | | | 197.34 |
| | | | |
| 002247 | PLUMBER'S PORTABLE TOILETS | | |
| | 408296 | DDA - LIGHT UP THE NIGHT PORTABLE TOILET DS | 135.00 |
| TOTAL FOR: PLUMBER'S PORTABLE TOILETS | | | 135.00 |
| | | | |
| 002285 | MICHIGAN DOWNTOWN ASSOCIATION | | |

| | | |
|---|--|----------|
| 3580 | DDA - ANNUAL MEMBERSHIP DUES 10/1/2024 - 10/1/2025 | 350.00 |
| TOTAL FOR: MICHIGAN DOWNTOWN ASSOCIATION | | 350.00 |
| 002325 | SEVERANCE ELECTRIC CO INC | |
| 13100 | DPW - SERVICE/REPAIR HS TRAFFIC LIGHT CP | 124.31 |
| TOTAL FOR: SEVERANCE ELECTRIC CO INC | | 124.31 |
| 002368 | ORTON, TOOMAN, HALE, MCKOWN & KIEL | |
| 2024.11 | DPS - PROFESSIONAL SERVICES NOVEMBER 2024 | 812.50 |
| TOTAL FOR: ORTON, TOOMAN, HALE, MCKOWN & KIEL | | 812.50 |
| 002402 | STEENSMA LAWN & POWER EQUIPMENT | |
| 1187837 | WR - BLADE ROTORS/SCRAPER/SCREW/WASHER/NUT LK | 115.53 |
| TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT | | 115.53 |
| 002703 | CONTINENTAL LINEN SERVICES INC | |
| 4080198 | CITY HALL RUGE | 46.79 |
| TOTAL FOR: CONTINENTAL LINEN SERVICES INC | | 46.79 |
| 002787 | ESPER ELECTRIC | |
| 33871 | WR - VACUUM SWITCH ALARM DYSTOR BUILDING LK/BP | 195.00 |
| 33879 | WR - REPLACE BAD FLOAT HILL ST REPAIRS BP/LK | 270.00 |
| TOTAL FOR: ESPER ELECTRIC | | 465.00 |
| 004001 | WATKINS ROSS | |
| 96348 | ADMIN - ACTUARIAL VALUATION OPEB BK | 4,600.00 |
| TOTAL FOR: WATKINS ROSS | | 4,600.00 |
| 004168 | SBF ENTERPRISES | |
| 2024.12 | ADMIN - 2025 CITY CALENDAR POSTAGE PS | 591.53 |
| TOTAL FOR: SBF ENTERPRISES | | 591.53 |
| 004179 | MEEKHOF TIRE SALES & SERVICE INC | |
| 24-0337632-071 | DPW - WHEEL CHANGES TRUCK #15 CP | 862.05 |
| TOTAL FOR: MEEKHOF TIRE SALES & SERVICE INC | | 862.05 |
| 004221 | R.W. LAPINE INC | |
| 63805 | WR - TESTED UNIT HEATERS/QUOTED BAD INDUCER LK | 357.50 |
| 64112 | ADMIN - CITY HALL HVAC PREVENTATIVE MAINTENANCE, | 644.58 |
| 64420 | WR - EXHAUST FAN ON DIGESTER BLDG SERVICE/REPAIR | 314.76 |
| TOTAL FOR: R.W. LAPINE INC | | 1,316.84 |
| 004234 | WOOD TV 8 | |
| 4686005-1 | DDA - LADIES NIGHT ADVERTISING DS | 1,750.00 |
| TOTAL FOR: WOOD TV 8 | | 1,750.00 |
| 004241 | GHD SERVICES INC | |

| | | | |
|--|---------------------------------|--|----------|
| | 340-0131760 | OCTOBER 2024 UTILITIES/COMMON AREA MAINTENANC | 1,798.69 |
| TOTAL FOR: GHD SERVICES INC | | | 1,798.69 |
| <hr/> | | | |
| 004837 | MUNIWEB | | |
| | 55755 | NOVEMBER 2024 WEBSITE HOSTING/RES SCHEDULING | 250.00 |
| TOTAL FOR: MUNIWEB | | | 250.00 |
| <hr/> | | | |
| 004855 | PLAINWELL ACE HARDWARE | | |
| | 18440 | DPW - TIE DOWN(2) SHOP AS | 47.98 |
| | 18445 | DPW - HG PAINT FOR FAKE PRESENTS CP | 23.97 |
| | 18467 | DPW - LED LIGHT (2) CITY HALL AB | 9.98 |
| | 18473 | DPW - CONNECTORS(7)/2WIRE PLUGS(7) CHRISTMAS JF | 48.86 |
| | 18474 | DPW - QUIKRETE(4) BROOKS PLAZA SIGN AS | 31.96 |
| | 18476 | DPW - TIME DELAY FUSE STREET LIGHT DR | 21.99 |
| | 18485 | DPS - PAILS FOR SAND/SALT MIX JW/KC | 16.72 |
| | 18494 | WR - NOZZLE/CARB&CHOKE CLNR/HOSE MENDR/ARMR / | 45.95 |
| | 18506 | DPW - ANCHOR WEDGE/MISC FASTENERS(4) HICKS PARK | 30.75 |
| | 18508 | DPW - MISC FASTENERS(10) STREET LIGHTS DR | 9.90 |
| | 18510 | DPW - AAA BATTERIES/HOOK COUP 3/4"/DRILL BIT 5/64" | 16.57 |
| | 18511 | DPW - HAMMER DRILL BIT 1/2"X6" SHOP AB | 12.99 |
| | 18519 | DPW - LED HILM 300W PARKING LOT LIGHT DR | 32.99 |
| | 18523 | DPW - ELEC TAPE/WIRE CONNECTORS/WINGGRD STREE | 17.17 |
| | 18529 | DPW - CONDUIT/TERMINAL/2WIRE PLUG/CONNECTOR C | 57.88 |
| | 18532 | DPW - OUTLET PLATE/SCREWDRIVER SET/MISC FASTENEI | 29.97 |
| | 18534 | DPW - LIGHT TORCH TB CHRISTMAS LIGHTS JF | 7.99 |
| | 18538 | DPW - TITANIUM DRILL BIT HYDRANTS WK | 5.59 |
| | 18543 | DPW - CONDUIT/SCH40 PLUG CHRISTMAS AB | 16.76 |
| | 18552 | DPW - BLUE SPRYPNT/PRIMER WK | 12.76 |
| | 18557 | DPW - SNOW SHOVEL AB | 27.99 |
| | 18569 | DPW - TIME DELAY FUSE 20A DR | 21.99 |
| | 18579 | DPW - LED LIGHTS DPW DR | 27.98 |
| | 18581 | DPW - WIRE BRUSH/MISC FASTENERS/COLD ROLL #15 AI | 34.92 |
| | 18590 | DPW - ANTIFREEZE FOR ROLLERS JF | 36.72 |
| | 18600 | DPW - 2WIRE PLUG/CONNECTOR/TAP CUBE SHOP AS | 17.55 |
| | 18601 | DPW - MISC FASTENERS/HAMMER BIT/PRCUSION BIT CO | 25.18 |
| | 18602 | DPW - PIPE INSULATION FOR CHAMBER DOORS JF | 23.96 |
| | 18604 | DPW - DUST BRUSH END SHOP VAC WK | 13.99 |
| TOTAL FOR: PLAINWELL ACE HARDWARE | | | 729.01 |
| <hr/> | | | |
| 004886 | REPUBLIC SERVICES | | |
| | 0249-008402749 | DECEMBER 2024 CITY WIDE RECYCLING | 4,799.06 |
| TOTAL FOR: REPUBLIC SERVICES | | | 4,799.06 |
| <hr/> | | | |
| 004894 | ASCENSION MI EMPLOYER SOLUTIONS | | |
| | 555904 | ADMIN - CHAIN OF CUSTODY/SCREENING AS/RN AK | 100.00 |
| TOTAL FOR: ASCENSION MI EMPLOYER SOLUTIONS | | | 100.00 |
| <hr/> | | | |

| | | | |
|---------------------------------------|----------------------------|--|----------|
| 004902 | BLOOM SLUGGETT PC | | |
| | 25902 | PROFESSIONAL SERVICES NOVEMBER 2024 JL | 1,041.00 |
| TOTAL FOR: BLOOM SLUGGETT PC | | | 1,041.00 |
| | | | |
| 005011 | SAFEGUARD BUSINESS SYSTEMS | | |
| | 9006511873 | ADMIN - DEPOSIT SLIPS BK/AK | 94.44 |
| TOTAL FOR: SAFEGUARD BUSINESS SYSTEMS | | | 94.44 |
| | | | |
| 005012 | UNITED BANK | | |
| | 2024.12.10 | ACH FEES PAYROLL PRENOTE RB | 7.00 |
| | 2024.12.11 | ACH FEES FOR TAX DISTRIBUTION RB | 7.00 |
| | 2024.12.12 | ACH FEES FOR TAX DISTRIBUTION 2ND RB | 7.00 |
| | 2024.12.13 | ACH FEES UB PAYMENTS RB/PS | 7.00 |
| | 2024.12.17 | ADMIN - RETURNED ACH PAYMENT FEE - AK | 7.50 |
| | 2024.12.18 11:07 | ACH FEES TAX DISTRIBUTION RB | 7.00 |
| | 2024.12.18 11:08 | ACH FEES PAYROLL AK/RB | 7.00 |
| | 2024.12.19 10:17 | ACH FEES UNION DUES AK/RB | 7.00 |
| | 2024.12.19 10:19 | ACH FEES 2025 CALENDAR POSTAGE RB | 7.00 |
| TOTAL FOR: UNITED BANK | | | 63.50 |
| | | | |
| 005015 | CHECKALT-KLIK | | |
| | 223342 | ELOCKBOX FEES NOVEMBER 2024 | 131.88 |
| TOTAL FOR: CHECKALT-KLIK | | | 131.88 |
| | | | |
| 005029 | SPECTRUM PRINTERS | | |
| | 84041 | ADMIN - ELECTION SUPPLIES FOR 2025 GL | 1,975.71 |
| TOTAL FOR: SPECTRUM PRINTERS | | | 1,975.71 |
| | | | |
| 005041 | EVOQUA WATER TECHNOLOGIES | | |
| | 906795178 | WR - 1271GL BIOIODE BP/LK | 4,842.51 |
| TOTAL FOR: EVOQUA WATER TECHNOLOGIES | | | 4,842.51 |
| | | | |
| 005047 | STAPLES, INC. | | |
| | 6018738634 | DPW - PAPER/CALENDARS CP | 102.54 |
| | 6019241357 | ADMIN - DESK CALENDARS(2)/GLUE STICKS RB | 41.96 |
| TOTAL FOR: STAPLES, INC. | | | 144.50 |
| | | | |
| 005069 | LEXIS NEXIS | | |
| | 1030000772 | DPS - E CITATION SUPPORT/MAINTENANCE 11/1/2024 - 1 | 572.00 |
| TOTAL FOR: LEXIS NEXIS | | | 572.00 |
| | | | |
| 005086 | JORGE'S LANDSCAPING | | |
| | 1752 | DPW - 2024 WREATH & BRIDGE/GAZEBO LIGHTS/GARLA | 1,945.11 |
| TOTAL FOR: JORGE'S LANDSCAPING | | | 1,945.11 |
| | | | |
| 005171 | FLYERS ENERGY LLC | | |
| | CFS-4101831 | DPS FUEL FOR POLICE/FIRE VEHICLES 12/15/2024 | 693.42 |

| | | | |
|--|-------------------------------------|--|------------|
| TOTAL FOR: FLYERS ENERGY LLC | | | 693.42 |
| <hr/> | | | |
| 005212 | MARK'S SALES AND SERVICE | | |
| | 2024.12DPS | VEHICLE PURCHASE - 2016 FORD EXPLORER | 10,820.00 |
| TOTAL FOR: MARK'S SALES AND SERVICE | | | 10,820.00 |
| <hr/> | | | |
| 999999 | LOIS LIBIRAN | | |
| | 172687175 | SEWER BACKUP RESIDENT REIMBRUSEMENT JL/RN | 385.00 |
| | 2024.12.14 | DDA - CRAFT SHOW/TREE LIGHTING SINGING DS | 200.00 |
| TOTAL FOR: MID-LAKES CHORUS | | | 585.00 |
| <hr/> | | | |
| AAESAACH | ALLEGAN AREA EDUCATION SVC AGENCY | | |
| | 2024.12.07 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/07/2024 | 21,055.29 |
| | 2024.12.14 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/14/2024 | 18,671.35 |
| TOTAL FOR: ALLEGAN AREA EDUCATION SVC AGENCY | | | 39,726.64 |
| <hr/> | | | |
| ACACH | ALLEGAN COUNTY TREASURER | | |
| | 2024.12.07 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/07/2024 | 8,666.92 |
| | 2024.12.14 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/14/2024 | 7,169.80 |
| TOTAL FOR: ALLEGAN COUNTY TREASURER | | | 15,836.72 |
| <hr/> | | | |
| PCSACH | PLAINWELL COMMUNITY SCHOOLS | | |
| | 2024.12.07 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/07/2024 | 62,172.62 |
| | 2024.12.14 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/14/2024 | 64,845.05 |
| TOTAL FOR: PLAINWELL COMMUNITY SCHOOLS | | | 127,017.67 |
| <hr/> | | | |
| RDLACH | RANSOM DISTRICT LIBRARY | | |
| | 2024.12.07 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/07/2024 | 2,869.48 |
| | 2024.12.14 | DISTRIBUTE 2024 TAX COLLECTIONS W/E 12/14/2024 | 2,481.96 |
| TOTAL FOR: RANSOM DISTRICT LIBRARY | | | 5,351.44 |
| <hr/> | | | |
| REFUND TAX | COAK REBECCA & JEFFREY & KELLY TANY | | |
| | 12/11/2024 | 2024 Sum Tax Refund 55-160-094-00 | 608.40 |
| | 12/11/2024 | 2024 Sum Tax Refund 55-911-090-00 | 2,029.13 |
| TOTAL FOR: J RIDDLE LLC | | | 2,637.53 |
| <hr/> | | | |
| TOTAL - ALL VENDORS | | | 268,304.15 |

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: 2024.12.19
12:21:46 -05'00'

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: 2024.12.19
12:42:20 -05'00'

Bryan Pond, Water Renewal Plant Supt.

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

Insert Signature:

Luke Keyzer

Digitally signed by Luke
Keyzer
Date: 2024.12.19
13:45:30 -05'00'

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:

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:

Reports & Communications:

A. City – Zoning Board of Appeals Bylaws

Section 603(1) of P.A. 110 of 2006, as amended, (being the Michigan Zoning Enabling Act, M.C.L. 125.3101 et seq.) indicates a zoning board of appeals may have rules of procedure, or bylaws. If a legislative body of a city or village acts as the zoning board of appeals they shall establish separate rules to govern its procedures when acting as the zoning board of appeals (§601(2)). The City has bylaws for appointed development related boards and commissions. Since the City Council also acts as the Zoning Board of Approval, it was determined that ZBA bylaws were needed.

Recommended action: Consider adopting the Zoning Board of Appeals bylaws as presented.

B. Resolutions 2025-01 through 2025-04

At the end of each year, the City Council adopts resolutions that set dates and designate various employees for certain duties for the upcoming year. Resolutions 2025-01 through 2025-04 designate Ordinance Enforcement Officers, set Council meeting dates, approve Employee Holidays and set Street Flag dates for 2025.

Recommended action: Consider adopting Resolutions 2025-01 through 2025-04 as presented.

Reminder of Upcoming Meetings

- January 13, 2025 – City Council – 7:00pm
- January 14, 2025 – DDA/BRA/TIFA – 7:30am
- January 15, 2025 – Planning Commission – 6:30pm
- January 16, 2025 – Parks & Trees – 5:00pm

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