

# City of Plainwell



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

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

**“The Island City”**

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## AGENDA City Council – Tuesday December 27, 2016 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – 12/12/2016 regular meeting.
6. **General Public/County Commissioner Report**
  - A. New Firefighter hires
7. **Agenda Amendments**
8. **Mayor's Report**
9. **Recommendations and Reports:**
  - A. **WR Waste Gas Flare Installation**

Council will consider confirming a \$28,200 purchase from Allied Mechanical Services for installation of a recently purchased waste gas flare.
  - B. **DPW Emergency Repair John Deere Loader**

Council will consider confirming an emergency repair to the John Deere Loader from AIS Construction in the amount of \$9,619.44, plus shipping costs.
  - C. **Parks & Trees Member Reappointment**

Council will consider confirming the Mayor’s reappointment of Bunny LaDuke to the Parks & Trees Board for a 2-year term.
  - D. **Resolutions 17-01 through 17-05 - Annual Resolutions**

Council will consider adopting Resolutions 17-01 thru 17-05 for Ordinance Enforcement Officers, 2017 Council Meeting Dates, 2017 Employee Holiday Dates, 2017 Street Flag Dates and 2017 Street Closures.
10. **Communications:** The November 2016 Public Safety and Water Renewal reports, the 12/15/2016 DRAFT Parks & Trees Minutes.
11. **Accounts Payable - \$282,026.64**
12. **Public Comments**
13. **Staff Comments**
14. **Council Comments**
15. **Adjournment**

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

The Island City  
Plainwell is an equal opportunity provider and employer

**MINUTES**  
**Plainwell City Council**  
**December 12, 2016**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Mayor Brooks, Mayor Pro-Tem Steele, Councilman Keeler, Councilman Overhuel and Councilman Keeney. Absent: None.
4. Approval of Minutes/Summary:  
**A motion by Steele, supported by Overhuel, to accept and place on file the Council Minutes and Summary of the 11/28/2016 regular meeting. On voice vote, all voted in favor. Motion passed.**
5. General Public / County Commissioner:  
County Commissioner Don Black noted that retiring Sheriff Blaine Koops challenged the County Commissioners to investigate a county-wide public safety millage in the near future. City Manager Wilson noted that he would be happy to be part of the discussions to make sure the city residents are not over-taxed for services provided principally to township residents and businesses.
6. Agenda Amendments: None.
7. Mayor's Report: None
8. Recommendations and Reports:
  - A. Community Development Manager Siegel briefed Council on the consortium of municipalities working on a non-motorized trail that could connect the Kalamazoo River Valley Trail with similar trails in Kent County. The city issued a Request for Proposal and has hired Wightman & Associates as the planner for the project. The consortium has been awarded a grant from the USDA and will act as fiduciary for the funds. The planner will issue invoices to the City, which will receive reimbursement from the consortium. The action before Council is to authorize the City Manager to execute all documents related to this approved action.  
**A motion by Keeler, supported by Keeney, to approve the updated timeline and proposal for planning for the Interurban Trail project, and to authorize the City Manager to execute all documents related to this action. On a voice vote, all in favor. Motion passed.**
  - B. Director Bomar noted selection of an administrative vehicle to replace one that was totaled in an October 2016 accident. The dealer, Midway Chevrolet, found a great deal on a suitable replacement and the majority of the purchase is funded by insurance proceeds.  
**A motion by Keeney, supported by Keeler to approve the purchase of a 2008 Chevy Impala from Midway Chevrolet. On a roll-call vote, all in favor. Motion passed.**
  - C. City Manager Wilson briefed Council on an engineering study recommending an increase in the sewer tap fee from \$1,000 to \$2,500. The current fee of \$1,000 has been in place for nearly 20 years. Staff is recommending a 3-year implementation of the increased fee to help citizens who need to connect the system with timing of when they choose to connect.  
**A motion by Keeler, supported by Overhuel, to approve Resolution 16-22, increasing sewer tap fees. On a voice vote, all in favor. Motion passed.**
  - D. Clerk/Treasurer Kelley noted that several board/commission member terms were scheduled to end on December 31. Each member was contacted in the fall and confirmed his/her desire to continue serving. The Mayor recommends reappointing each of the members as presented.  
**A motion by Keeler, supported by Steele, to confirm the Mayor's reappointment of Jay Lawson to a 3-year term on the Planning Commission, Sue Miller & Jerry Westergaard to**

**3-year terms on the Board of Review, EJ Hart & Zelda Schippers to 4-year terms on the DDA/BRA/TIFA Board and Sherry Pallett to a 5-year term on the Compensation Board. On a voice vote, all in favor. Motion passed.**

9. Communications:

**A motion by Steele, seconded by Overhuel to accept and place on file the October 2016 Public Safety Report, and the November 2016 Fund Balance and Investment Reports. On a voice vote, all in favor. Motion passed.**

10. Accounts Payable:

**A motion by Keeler, supported by Steele, that the bills be allowed and orders drawn in the amount of \$115,170.09 for payment of same. On a roll call vote, all in favor. Motion passed.**

11. Public Comments

None.

12. Staff Comments

Superintendent Updike noted that there has been snow.

Community Development Manager Siegel noted that the Christmas Festival was not well attended, but was a success in that everyone had a great time. The snowfall set a great Christmas scene and atmosphere. She noted that the Indoor Farmer's Market is wrapping up Saturday December 17 and that all vendors are pleased with the success this season and plan on returning. She also noted continued work on several projects.

Superintendent Pond reporting meeting with Otsego Township representatives about fees/rates.

Director Bomar reminded Council of the Shop With a Cop event on December 19 at Meijer. He also updated Council on the county-wide radio upgrade project and that new fire pagers would be rolling out in the next few months.

Clerk/Treasurer Kelley noted near-completion of the audit and preparing for Clerk functions coming up.

City Manager Wilson noted that several business members near Old City Hall had expressed concerns about traffic cutting through the parking lot and that there was an accident in that area recently. Manager Wilson presented some options for how to handle the situation and discussions led to **Council recommending removing the tree on the corner of the parking lot near the auto parts store, installing speed bumps on both sides of the cross-walk near Old City Hall, making sure the stop signs are properly displayed and installing "No Thru Traffic" signs on both sides of the parking lot, pending a Traffic Control Order from the Public Safety Department.** Council requested these actions take place as soon as possible.

13. Council Comments:

Mayor Pro-Tem Steele noted that she would be out of town for the next meeting.

14. Adjournment:

**A motion by Steele, supported by Keeler to adjourn the meeting at 7:33 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**SUMMARY**  
**Plainwell City Council**  
**December 12, 2016**

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Keeley, Keeler, Overhuel, Steele and Brooks. Absent: None.
4. Approved Minutes/Summary of 11/28/2016 regular meeting.
5. Approved updated timeline and schedule for grant work related to the Interurban Planning Project.
6. Authorized purchase of a 2008 Chevy Impala from Midway Chevrolet for \$4,800.
7. Approved Resolution 16-22 authorizing an increase in sewer tap fees.
8. Confirmed the Mayor's reappointment of six (6) citizens to four (4) Boards/Commissions.
9. Accepted and placed on file the October 2016 Public Safety Report and the November 2016 Fund Balance and Investment Reports.
10. Approved Accounts Payable for \$115,170.09.
11. Adjourned the meeting at 7:33 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer



## "The Island City"

## MEMORANDUM

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

To: Erik J. Wilson, City Manager  
From: Sandy Lamorandier, Human Resource Manager  
CC: Bill Bomar, Director of Public Safety  
Subject: New Hires  
Date: December 22, 2016

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Director Bomar, Sergeant Varley and I interviewed several candidates for Paid on Call Fire Fighter positions within our DPS during October and November. We have hired four of those we interviewed. Two come to us already certified and two who will be attending the Fire Academy in January.

At the December 27<sup>th</sup> Council Meeting Director Bomar will be introducing Kevin Callahan and Henry Peak III who are the two who have their Fire Certifications already; they were sworn in in October and November so that we could begin their field training. Johnathan Tremblay and Robert Stenzel will also be present at the Council meeting and will be sworn in during the meeting.

Rick Brooks, Mayor  
Todd Overhuel, Mayor Pro-Tem  
Roger Kenney, Council Member  
Brad Keeler, Council Member  
Lori Steele, Council Member  
[www.plainwell.org](http://www.plainwell.org)



Bryan D. Pond, Superintendent  
129 Fairlane Street  
Plainwell, Michigan 49080  
Phone: 269-685-5153  
Fax: 269-685-1994  
Email: [BPond@plainwell.org](mailto:BPond@plainwell.org)

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12/09/2016

To: Erik Wilson, City Administrator  
From: Bryan Pond, Superintendent WR  
Cc: Brian Kelly City Treasurer  
RE: Waste Gas Flare Installation

We previously approved the purchase of a new waste gas flare and related parts to "auto ignite" the flare. \$29,000 was budgeted in line item 590-970-971-000 for this project, of which \$5,735 remains to complete the installation.

We recently named Allied Mechanical Services as our mechanical contractor as they were over \$20 less per hour than the next closest billing rate. Their estimate of \$28,200 includes all of the material to complete the installation, labor, and fabrication of a large base that the flare will mount to.

The remaining \$22,465 will be paid for from fund balance generated from line item 590-540-930-000. This line item was for bio-solids removal which was budgeted at \$40,000 which was completed for \$16,680. The balance is from two sources, we did not produce as much bio-solids as previous years, and tank cleaning was not required this year.

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# City of Plainwell



“The Island City”

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

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

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Date: December 20, 2016

To: Erik J. Wilson, City Manager

From: Rick Updike, Public Works Superintendent

Subject: Emergency Repair of John Deere 444 loader

The Department of Public Works unit 61, a John Deere 444 front end loader recently developed driveline noise and the operator also noticed a ride quality issue indicating worn bearings at the articulation point. DPW called for a mobile mechanic from AIS, the John Deere dealer in Grand Rapids. AIS has proven to be the least cost authorized John Deere repair vendor in our area. The mechanic inspected the loader, estimated the repair cost and arranged for the unit to be trailered to Grand Rapids for repairs.

The John Deere loader is a critical piece of equipment for many Public Works activities, particularly snow fighting. The loader, with the 14' wide, quick change snow pusher eliminates the need for one operator and one piece of equipment and is critical for efficient clean up in the Central Business District. I instructed AIS to procure the necessary parts and make repairs as soon as possible. The cost for repairs to the rear axle and new bearings at the articulation points are estimated to be \$9619.44. Shipping on the parts was unknown and is in addition to the above. The November end of the month financial report showed \$14,127.19 in Repair and Maintenance Supplies. I am requesting that Council approve the repairs to unit 61 by AIS Equipment of Grand Rapids, MI for \$9619.44, plus shipping costs.



GRAND RAPIDS  
600 AIS Drive S.W.  
Grand Rapids, MI 49548  
(616) 538-2400

LANSING  
3600 N. Grand River Ave.  
Lansing, MI 48906  
(517) 321-8000

NORTHEAST DETROIT  
65809 Gratiot Avenue  
Lenox, MI 48050  
(586) 727-7502

SAGINAW  
4600 AIS Drive  
P.O. Box 253  
Bridgeport, MI 48722  
(989) 777-0090

TRAVERSE CITY  
8300 M-72 East  
P.O. Box 190  
Williamsburg, MI 49690  
(231) 267-5060

WEST DETROIT  
56555 Pontiac Trail  
New Hudson, MI 48165  
(248) 437-8121

Ship To :

CITY OF PLAINWELL  
126 FAIRLANE STREET  
PLAINWELL MI 49080

Invoice To :

CITY OF PLAINWELL  
126 FAIRLANE STREET  
PLAINWELL MI 49080-1616

Branch G - GRAND RAPIDS		
Date 12/14/2016	Time 12:43:40 (O)	Page 1
Account No. 362540	Phone No. 2696859363	Invoice No. 05 013265
Ship Via	Purchase Order ?	
Sales Tax License No.	Federal Exemption No.	
		Salesperson MJB / MJB

ESTIMATE EXPIRY DATE: 01/11/2017

**DESCRIPTION**

\*\*\*\*\* Segment 01 \*\*\*\*\*

Stock #: 057684      444H LOADER #61      MS #: DW444HX569768  
Make: JD Model: 444H  
Is to have the following work done

Center pin's,

COMPLAINT:

1. Replace center pin's, bearings, and seals. ETC At hing area.

CORRECTION:

Split machine to replace pins, bearings, seal's, at hinge area.. Replace bolt that hold's main pin and torque bolt to spec.

\*\*\*\*\* IF FRAME NEEDS LINE BORING WOULD BE ABOVE ESTIMATE\*\*\*

Part#	Description	Qty	Price	Amount
T146246	WASHER	3	2.67	8.01
19M8029	METRIC BOLT	3	1.44	4.32
T167860	COVER	1	258.00	258.00
19M8353	CAP SCREW	1	9.22	9.22
19M7493	CAP SCREW	6	1.63	9.78
T182265	BUSHING	1	62.21	62.21
AT206751	PIN *	1	193.92	193.92
JD7759	LUBRICATION FI	2	.74	1.48
19M7496	CAP SCREW	12	1.90	22.80
24M7240	WASHER	12	.75	9.00
T200888	COVER	2	274.45	548.90
T157029	SEAL	2	16.67	33.34
T130057	SHIM	2	8.60	17.20
T130058	SHIM *	2	6.58	13.16
T130059	SHIM	2	5.23	10.46
AT203483	BEARING	2	170.97	341.94
T157030	SPACER	2	31.61	63.22
T156993	PIN *	1	225.48	225.48

If you have any questions or concerns, please call your local AIS branch. Thank you.

FINANCE CHARGE ON OVERDUE ACCOUNTS AT THE RATE OF 1.5% PER MONTH.  
(SEE REVERSE SIDE FOR IMPORTANT INFORMATION)

Cores must be returned within 60 days for full credit (pending inspection)

Customer Name:
Customer Signature:

IMPORTANT PROVISIONS OF CONTRACT ON REVERSE SIDE.



GRAND RAPIDS  
600 AIS Drive S.W.  
Grand Rapids, MI 49548  
(616) 538-2400

LANSING  
3600 N. Grand River Ave.  
Lansing, MI 48906  
(517) 321-8000

NORTHEAST DETROIT  
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126 FAIRLANE STREET  
PLAINWELL MI 49080

Invoice To :

CITY OF PLAINWELL  
126 FAIRLANE STREET  
PLAINWELL MI 49080-1616

Branch G - GRAND RAPIDS		
Date 12/14/2016	Time 12:43:40 (O)	Page 2
Account No. 362540	Phone No. 2696859363	Invoice No. 05 013265
Ship Via	Purchase Order ?	
Sales Tax License No.	Federal Exemption No.	
		Salesperson MJB / MJB

ESTIMATE EXPIRY DATE: 01/11/2017

**DESCRIPTION**

Part#	Description	Qty	Price	Amount
T60752	SEAL	2	14.68	29.36
T182265	BUSHING	1	62.21	62.21

MISCELLANEOUS CHARGES:	Description	Price	Amount
	SHOP SUPPLIES & WASTE		

Parts: 1924.01  
Labor: 2145.00  
Miscellaneous: 128.70  
Subtotal: 4197.71

Authorization: \_\_\_\_\_

\*\*\*\*\* Segment 02 \*\*\*\*\*

Rear axle metal in rear axle.

COMPLAINT:

1. Metal in rear axle took axle apart to find what repairs are needed.

\*\*\*\*Found bearing on pionon shaft starting to fail, and needs new brake disk.

Replace bearings on ring gear and pionon shaft, Install new brake disk they are wore down. Set up ring and gear back lash, Install new brake disk and oil in axle, change oil in front axle, Install axle back in machine and bolt wheels back on.

\*\*\*\*\*

CAUSE:

Bearing on pionon shaft starting to come apart.

Part#	Description	Qty	Price	Amount
R37410	SEAL	1	32.46	32.46
T54629	THRUST WASHER	1	4.60	4.60
R89581	SEAL	1	13.91	13.91

If you have any questions or concerns, please call your local AIS branch. Thank you.

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 600 AIS Drive S.W.  
 Grand Rapids, MI 49548  
 (616) 538-2400

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 3600 N. Grand River Ave.  
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 56555 Pontiac Trail  
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CITY OF PLAINWELL  
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 PLAINWELL MI 49080

Invoice To :

CITY OF PLAINWELL  
 126 FAIRLANE STREET  
 PLAINWELL MI 49080-1616

Branch <b>G - GRAND RAPIDS</b>		
Date <b>12/14/2016</b>	Time <b>12:43:40 (O)</b>	Page <b>3</b>
Account No. <b>362540</b>	Phone No. <b>2696859363</b>	Invoice No. <b>05</b> <b>013265</b>
Ship Via	Purchase Order <b>?</b>	
Sales Tax License No.	Federal Exemption No.	
		Salesperson <b>MJB / MJB</b>

ESTIMATE EXPIRY DATE: 01/11/2017

**DESCRIPTION**

Part#	Description	Qty	Price	Amount
U10289	O-RING	1	3.54	3.54
R48733	WASHER	2	2.75	5.50
R48734	WASHER	2	2.71	5.42
R48735	WASHER	2	9.63	19.26
JD8240	BEARING CUP	1	21.49	21.49
JD8974	BEARING CONE	1	35.19	35.19
R45197	SHIM *	2	1.96	3.92
R45198	SHIM *	2	2.28	4.56
R45199	SHIM *	3	2.36	7.08
R45200	SHIM *	2	2.60	5.20
R163333	SPACER	1	26.31	26.31
R163180	SHIELD	1	10.60	10.60
R134404	SHIM	2	2.60	5.20
R134405	SHIM	2	2.96	5.92
R134406	SHIM	2	3.89	7.78
RE63575	TAPERED RO	1	119.69	119.69
R131797	O-RING	3	47.52	142.56
R26286	O-RING (#5)ORB	1	1.37	1.37
F3171R	O-RING (#12)ORB	5	2.37	11.85
T44604	O-RING	1	.60	.60
JD8210	BEARING CUP	1	17.33	17.33
R120461	BEARING CO	1	44.79	44.79
R135114	BEARING CUP	1	49.72	49.72
R135115	BEARING CONE	1	53.19	53.19
T39741	RING	1	6.01	6.01
R93172	LOCK PLATE	1	20.76	20.76
R157151	SEAL	1	34.07	34.07
R157152	SEAL	1	35.81	35.81
RE159197	DISK, WITH	4	56.24	224.96
R161861	PLATE	6	80.51	483.06
AR69444	HYGARD OIL 5GL	3	69.40	208.20

If you have any questions or concerns, please call your local AIS branch. Thank you.

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 (SEE REVERSE SIDE FOR IMPORTANT INFORMATION)

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Customer Signature:

IMPORTANT PROVISIONS OF CONTRACT ON REVERSE SIDE.



## **Appointment List December 2016**

**Parks & Trees Board      2-year term**

Bunny (Rosemary) LaDuke 12/2018

\*There is a vacancy on the Compensation Board at this time

# City of Plainwell Resolution No. 17-01

**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:

Name of Appointee	Title or Position	Department
Erik J. Wilson	City Manager	Administration
Bill Bomar	Public Safety Director	Department of Public Safety
John Varley	Sergeant PSO	Department of Public Safety
Aaron D. Chapman	Public Safety Officer	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
Eric S Luthy	Public Safety Officer	Department of Public Safety
Joy Sausaman	Public Safety Ordinance / Records	Department of Public Safety
Anne Conn	Public Safety Records	Department of Public Safety
Jeffrey Glerum	Public Safety Officer - Part Time	Department of Public Safety
Jeff Lehmann	Public Safety Officer – Part-Time	Department of Public Safety
Joseph C. Culver	Public Safety Officer – Part-Time	Department of Public Safety
Michael L. Pallett	Fire Officer Sergeant	Department of Public Safety
David W. Kuitert	Firefighter	Department of Public Safety
Spencer Brignall	Firefighter	Department of Public Safety
Travis J. Taylor	Firefighter	Department of Public Safety
Dillon Thomas	Firefighter	Department of Public Safety
Richard K McCall	Firefighter	Department of Public Safety
Nathan N. Nash	Firefighter	Department of Public Safety
Wade Keyzer	Firefighter	Department of Public Safety
Aaron Bird	Firefighter	Department of Public Safety
Ronald R. Farr	Firefighter	Department of Public Safety
Brandon Sparks	Firefighter	Department of Public Safety
Kevin Callahan	Firefighter	Department of Public Safety
Henry Peak	Firefighter	Department of Public Safety
Rick Updike	Superintendent	Department of Public Works
Bryan D. Pond	Superintendent	Wastewater Treatment Plant
Brian Kelley	City Clerk/Treasurer	Administration

**BE IT STILL FURTHER RESOLVED THAT** terms as Ordinance Enforcement Officers are Unexpiring except upon adoption of a new resolution, which supersedes this resolution, or termination of employment.

YES:  
NO:  
ABSENT:

Resolution Declared Adopted this 27th day of December, 2016

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

**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 27th day of December, 2016

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

**Resolution 17-02  
City of Plainwell**

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

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

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

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

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

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

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

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

YES:

NO:

ABSENT:

Dated: December 27, 2016

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

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



**Resolution 17-04  
City of Plainwell**

**A RESOLUTION REGARDING THE 2017 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 2017,

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

<b>Holiday/Event</b>	<b>Day</b>	<b>Date</b>
Martin Luther King Day	3rd Monday	January 16, 2017
Presidents' Day	3rd Monday	February 20, 2017
Peace Officers Memorial Day	Monday	May 15, 2017 (1/2 Staff)
Armed Forces Day	3rd Saturday	May 20, 2017
Memorial Day	Last Monday	May 29, 2017
Flag Day	Wednesday	June 14, 2017
Independence Day	Tuesday	July 4, 2017
Labor Day	First Monday	September 4, 2017
Patriots' Day	Monday	September 11, 2017 (1/2 Staff)
Veterans' Day	Saturday	November 11, 2017
Pearl Harbor Day	Thursday	December 7, 2017 (1/2 Staff)

Also for any State or National Election Day.

YES:

NO:

ABSENT:

Adopted: December 27, 2016

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**Brian Kelley, City Clerk/Treasurer**

## RESOLUTION

17-05

To be used by Governmental Units in connection with Applications to Construct, Operate, Use and/or Maintain Within the Right-Of-Way; or to Close a State Trunk Line

RESOLVED, that the **Director of Public Safety** is hereby authorized to make application to the Michigan Department of State Highways & Transportation on behalf of the **City of Plainwell** in the county of Allegan, Michigan for the necessary permit(s) to allow for any parade or other event that would require the **closing of State Highway M-89** for the calendar year 2017 January 1, 2017 to December 31, 2017 within the right-of-way of State Trunk Line M-89, and that the **City of Plainwell** in the county of Allegan, Michigan, will faithfully fulfill all permit requirements, and will indemnify and save harmless all persons from claims of every kind arising out of operations authorized by such permit(s) as is (are) issued.

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the **Plainwell City Council** of the **City of Plainwell** at a Regular meeting held on the 27th day of December A.D. 2016

Signed \_\_\_\_\_

Title: **Brian Kelley, City Clerk/Treasurer**



# PLAINWELL PUBLIC SAFETY

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Police, Fire and Medical First Responder Services

# MONTHLY REPORT

## November 2016

Prepared by Director Bill G. Bomar

A handwritten signature in black ink, consisting of stylized initials that appear to be "BB".

# Plainwell Department of Public Safety

## Scheduled Hours By Activity for November 2016

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

Total Hours  
1,039

Percentage of Total Hours

### TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

Totals of all the below mentioned areas.

### HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

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.

92 8.84%

226 21.77%

440 42.39%

280 27.00%

758 73.00%

# Plainwell Department of Public Safety

## Complaints/Activities for November 2016

### ARRESTS

CUSTODIAL ARRESTS	8	<i>An individual taken into custody for a criminal offense and jailed for that offense.</i>
ARREST COUNTS	19	<i>Criminal complaints or cases cleared by the custodial arrest or issuance of a warrant(s).</i>

### TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS	8	<i>Uniform Law Citations issued by officers to individuals for moving traffic violations.(Drag racing, Speeding, etc.)</i>
NON-HAZARDOUS CITATIONS	0	<i>Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)</i>
DRUNK DRIVING CITATIONS	0	<i>This is an activity that we specifically monitor that would normally be considered a hazardous citation.</i>
PARKING CITATIONS	5	<i>Citations issued in violation of city ordinance. This would include Overnight Parking, Time Limitation Parking, etc.</i>
VERBAL WARNINGS	8	<i>Traffic enforcement where no citation was issued but warnings were given.</i>
TOTAL TRAFFIC CITATIONS/WARNINGS	21	

### COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS	193	<i>Complaints that are call in or the officer is dispatched to by Allegan County Central Dispatch (911) or our business office.</i>
PATROL INITIATED COMPLAINTS	19	<i>Complaints observed by the officer while on patrol or came to their attention by personal observation.</i>
TOTAL COMPLAINTS	212	

### OTHER ACTIVITIES

MOTORISTS ASSISTS	32	<i>Motorist contacts caused by mechanical breakdown or similar problem.</i>
PROPERTY INSPECTIONS	9	<i>Checks of homes or business specifically requested by a home or business owner.</i>
MOTOR VEHICLE ACCIDENTS	6	<i>Total motor vehicle accidents both on public roads or private property.</i>
COMMERCIAL BUILDING SECURITY CHECK	6,084	<i>Nightly security inspections of business' conducted by officers to assure windows and doors are locked.</i>
FOUND UNSECURED	1	<i>The number of business' found unlocked or unsecured.</i>

# 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	1	7
1200	Robbery	0	0
1300	Aggravated & Non-Aggravated Assault	7	78
<b>PROPERTY CRIMES</b>			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	4	14
2300	Larceny	2	67
2400	Motor Vehicle Theft	0	3
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	6	22
2700	Embezzlement	0	0
2800	Stolen Property - Buying, receiving	0	2
2900	Damage to Property	5	22
3500	Violation of Controlled Substances Act	5	23
<b>MORALS/DECENCY CRIMES</b>			
3600	Sex Offenses (Other than Sexual Assault)	0	0
3700	Obscenity	0	2
3800	Family Offenses	0	5
4100	Liquor Violations	0	7
<b>PUBLIC ORDER CRIMES</b>			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	0
5000	Obstructing Justice	1	23
5200	Weapons Offenses	0	2
5300	Public Peace	4	89
5400	Traffic Investigations - Any Criminal Traffic Complaints	6	49
5500	Health and Safety	3	24
5600	Civil Rights	0	0
5700	Invasion of Privacy	3	14
6200	Conservation Law Violation	0	1
7300	Miscellaneous Criminal Offense	0	0
<b>GENERAL NON-CRIMINAL</b>			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal ( Reports Only - Does not include Citations Issued)	11	151
9400	False Alarm Activation	3	48
9500	Fires (Other than Arson)	2	21
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	21	280
9900	General Assistance (All Except Other Police Agencies)	52	676
9911 & 9912	General Assistance (Other Police Agencies)	53	490
FIRS	Medical First Responder	23	265



## November Reports for Plainwell Department of Public Safety

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

The Plainwell Department of Public Safety was dispatched to 53 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
11/4/16	2209	2210	408 S. Main Street	Medical	Medical	Patrol cars	3	2
11/5/16	1442	1448	403 N. Main Street	Medical	Medical	E-11	3	3
11/5/16	0255	0255	411 Naomi Street	Smoke	Investigate	Patrol cars	2	0
11/5/16	0254	0256	203 W. Bridge Street	Smoke	Investigate	Patrol cars	2	0
11/6/16	1055	1102	US 131	Vehicle fire	Extinguish, control traffic	E-11, E-17, E-63,	5	2
11/23/16	1653	1703	441 W. Franklin Street	Structure fire	Extinguish, manpower	E-11, E-17	5	4

\*\*\*\*\*

### **Calls for Service at Plainwell Schools**

Plainwell High School: 4  
684 Starr Road

Gilkey School: 1  
707 S. Woodhams Street

Plainwell Middle School: 1  
720 Brigham Street

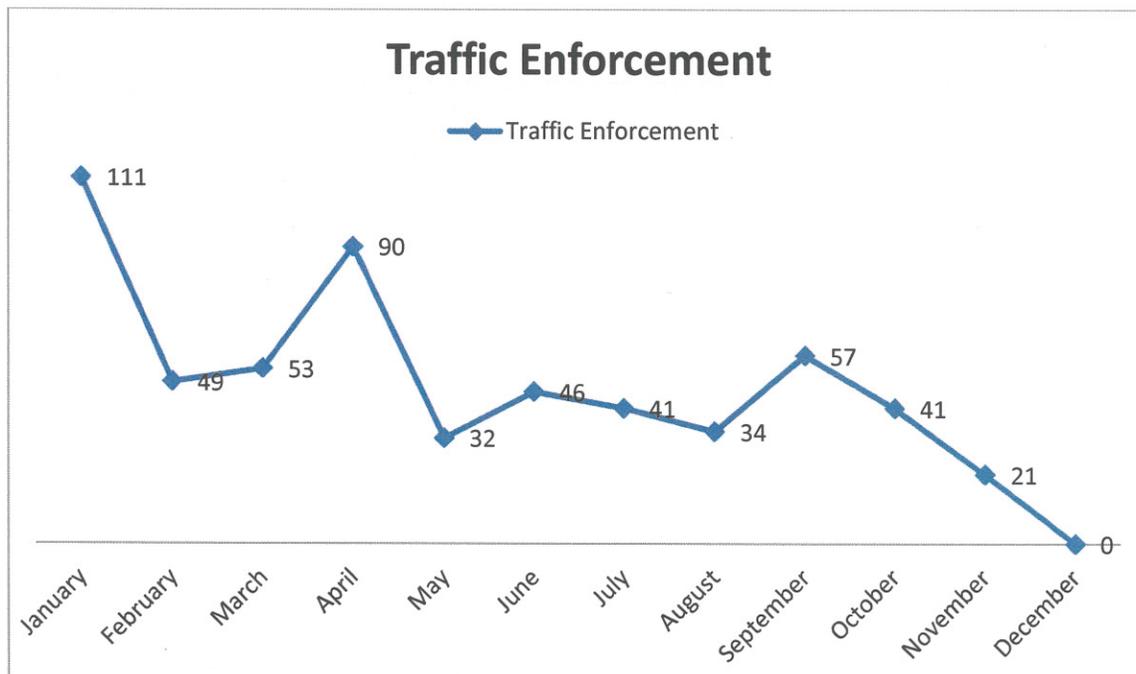
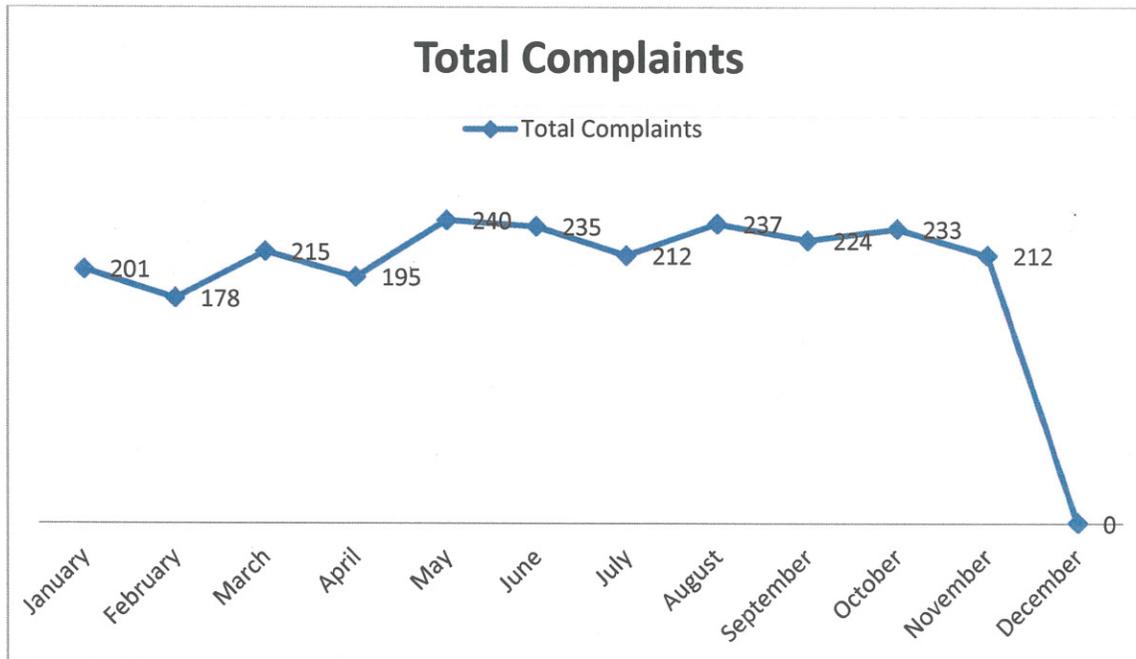
Starr Elementary: 1  
601 school Drive

Early Childhood Development: 0  
307 E. Plainwell Street

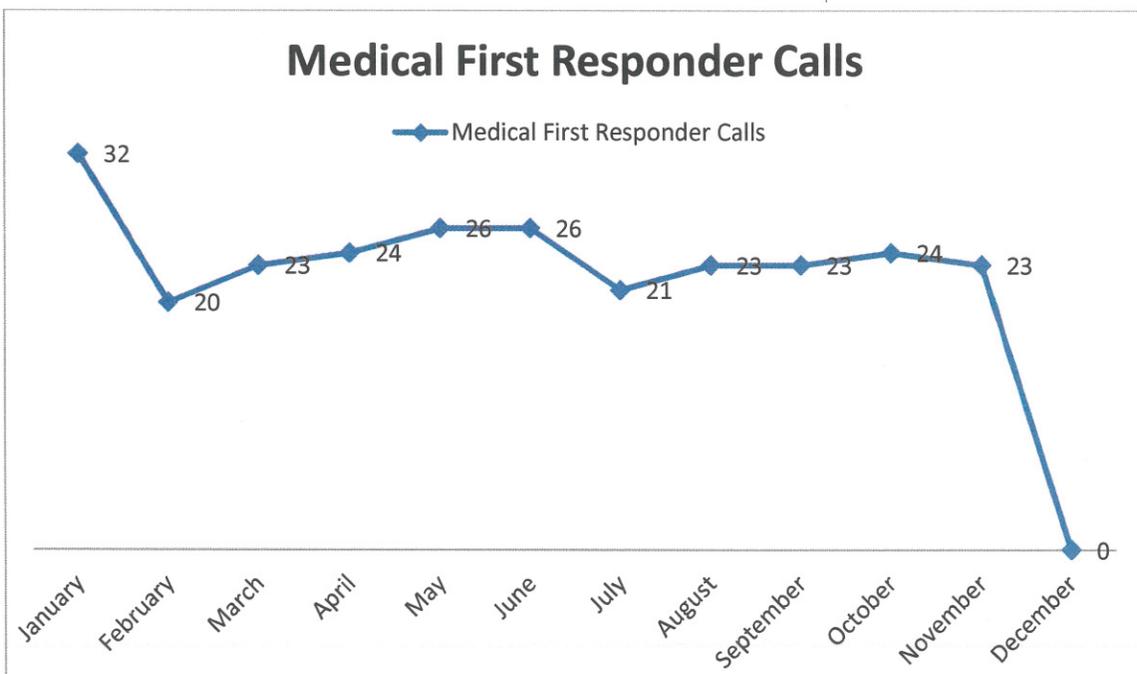
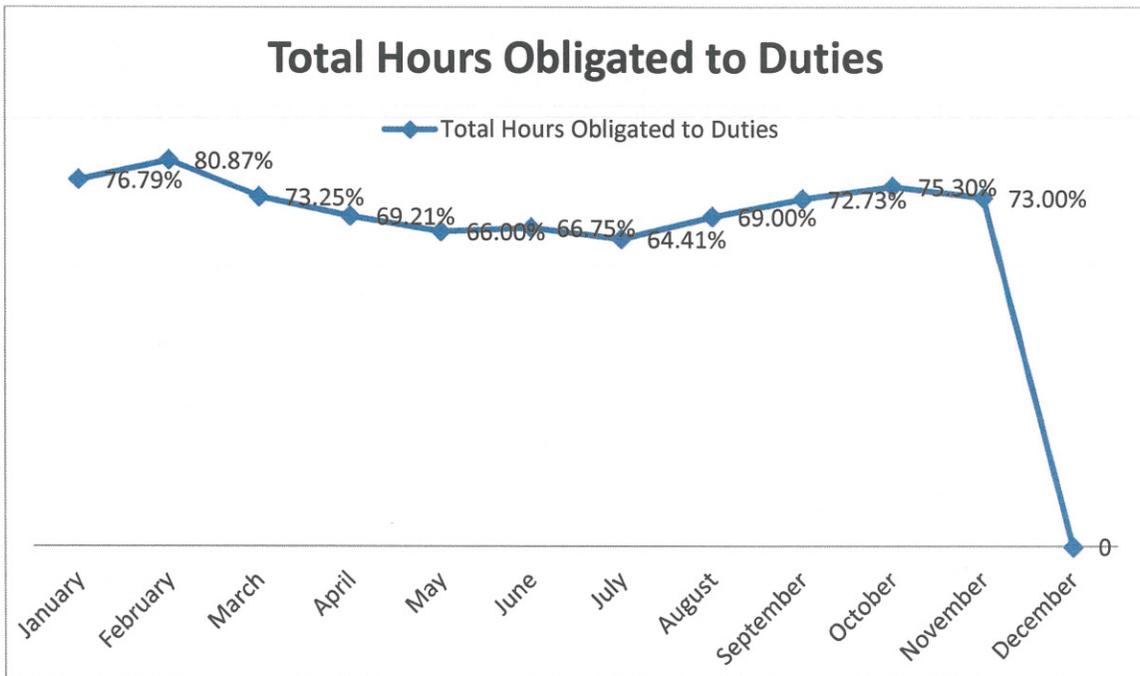
Renaissance School: 3  
422 Acorn Street

Admin, Maintenance & Bus Garage: 0  
600 School Drive

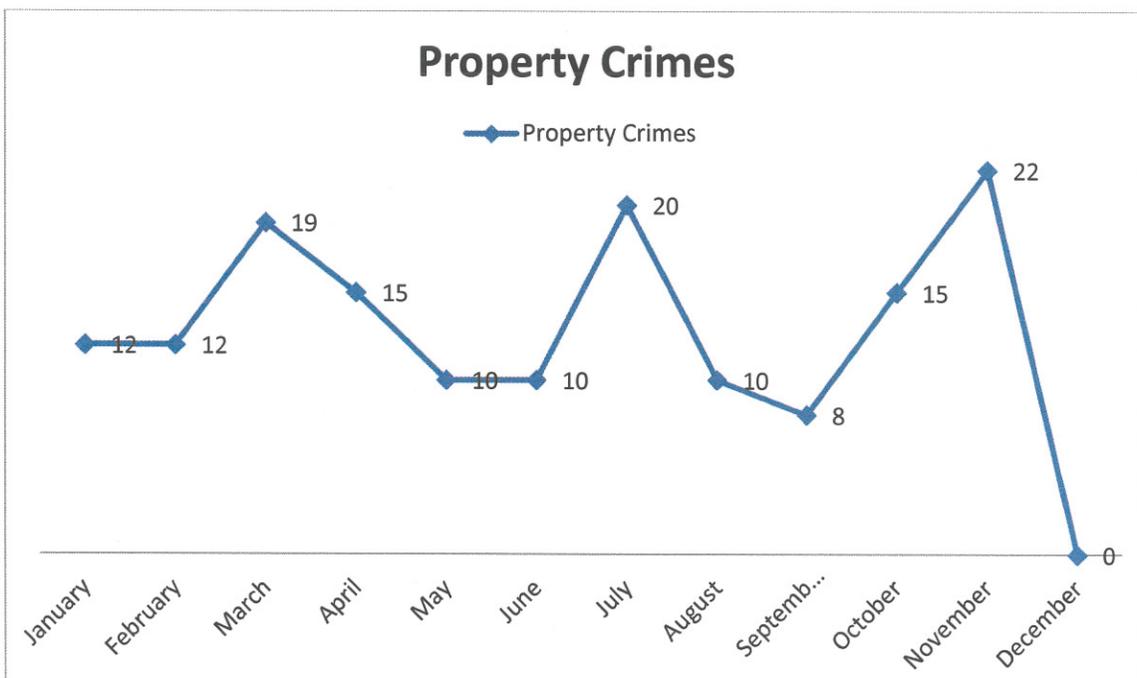
# Plainwell Department of Public Safety Monthly Activity Comparison Summary 2016



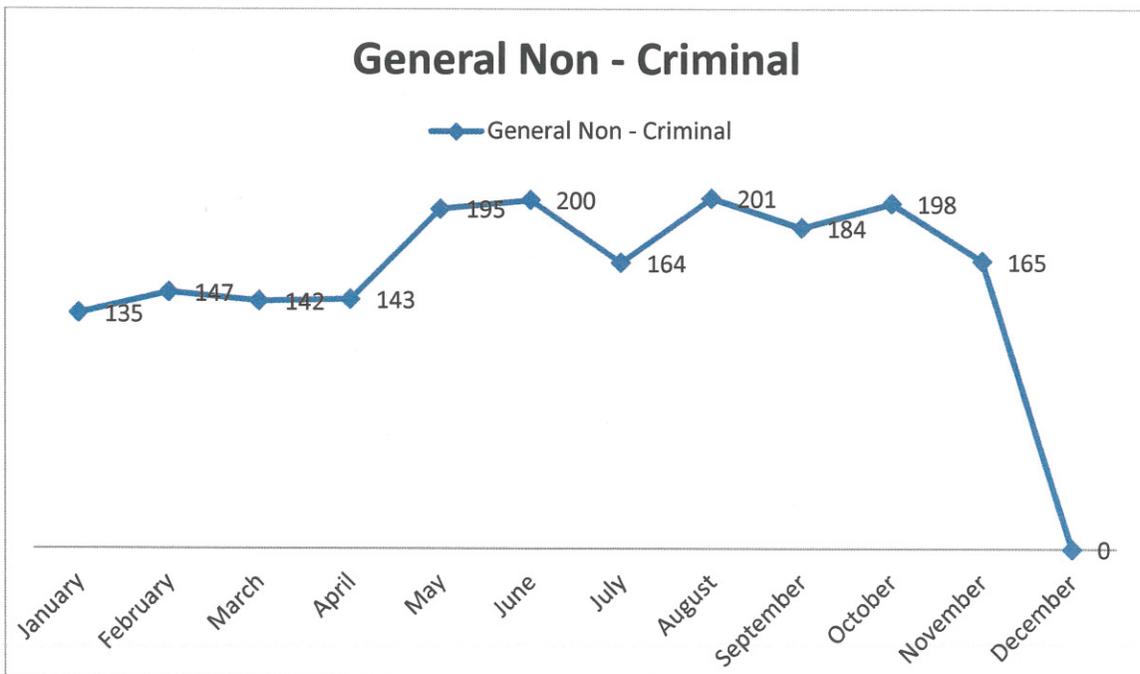
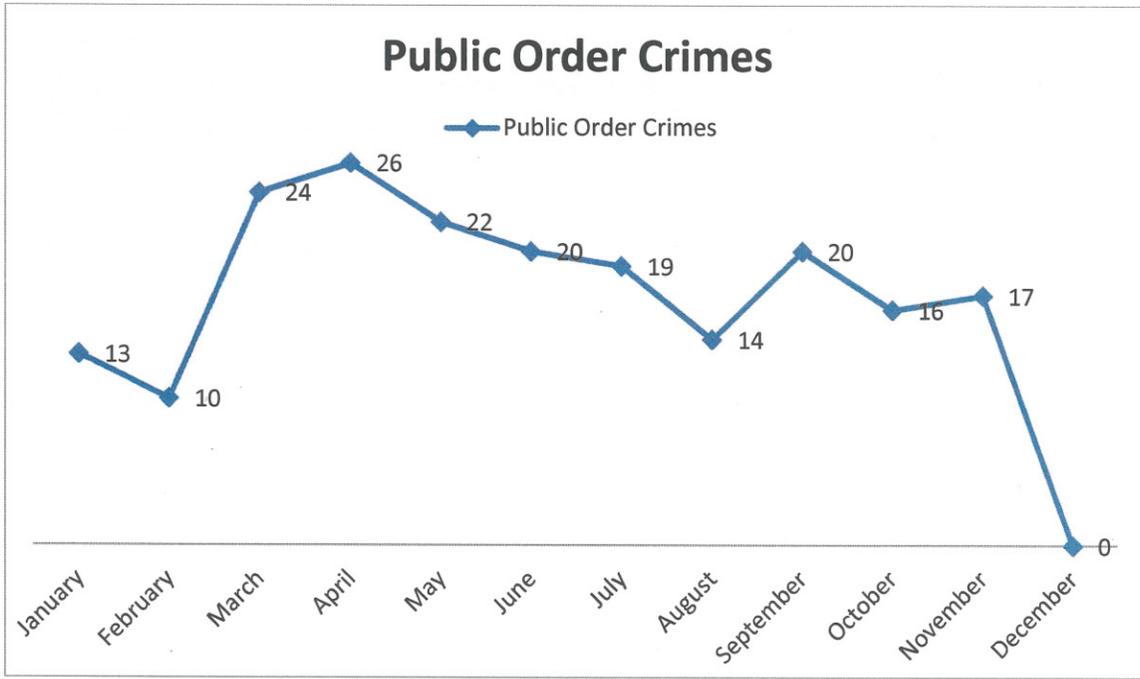
# Plainwell Department of Public Safety Monthly Activity Comparison Summary 2016



# Plainwell Department of Public Safety Monthly Activity Comparison Summary 2016



# Plainwell Department of Public Safety Monthly Activity Comparison Summary 2016



# Water Renewal

Superintendent: Bryan Pond

November 2016



## Significant Department Actions and Results

We disposed of approximately 450,000 gallons of bio solids to a field in the Shelbyville area the cost was about \$17,000.

The parts for the waste gas burner arrived for the work next month I also met with the installation contractor to go over planning.

All of the lift stations were cleaned of grease and debris as part of bi-annual maintenance.

## Pending Items (including CIP)

Replace 1989 Fiberglass Chemical Storage Bldgs.  
Replace Dystor SCADA PLC  
Replace 1980 Control Bldg.HVAC  
Replace Control Panel Wedgewood Lift Station  
Replace 1980 Waste Gas Flare  
Move Plant Powere Supply Pole  
Replace Hot Water Heating Loop

## Expenditure Summary/Issues

(budgeted)

(completed)

22,000

Arrived 12 -2016

6,000

Winter 2017

55,000

Specification due 12-2016

11,000

Scheduled late 12-2016 early 201

29,000

Work to start 12-2016

55,000

Complete \$17,000

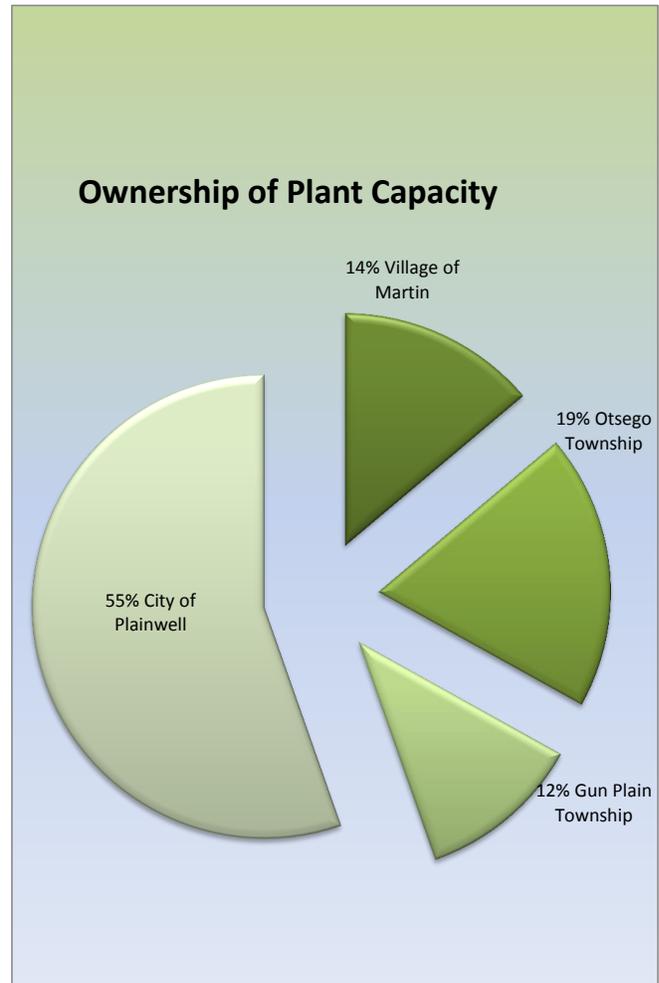
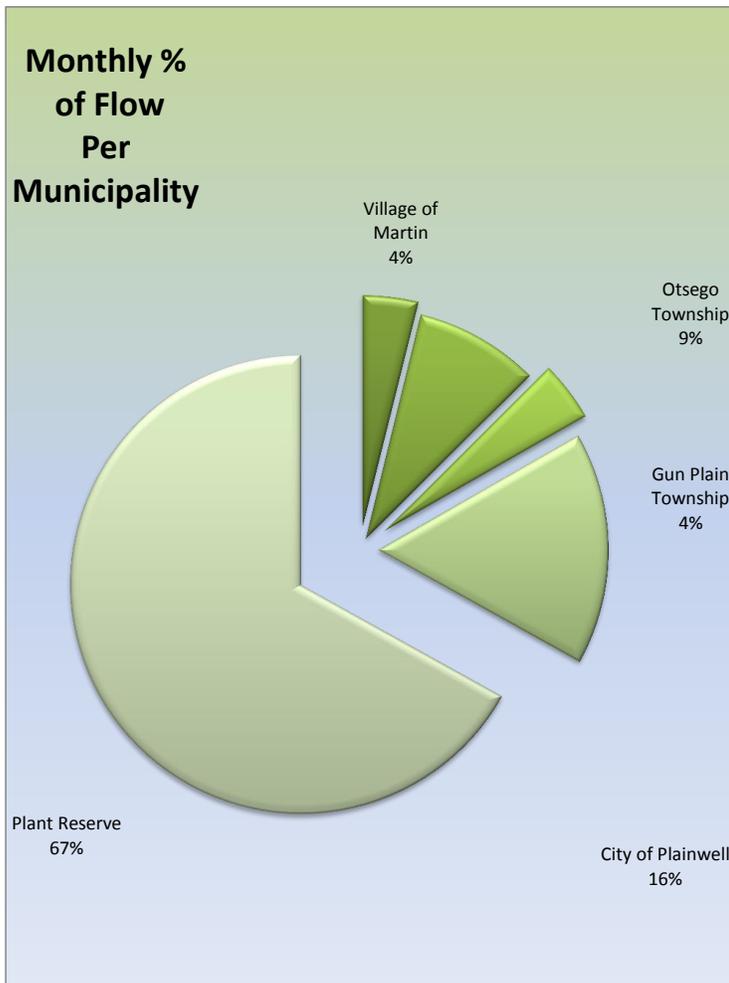
90,000

\$268,000

## 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>	951,480			
Gun River MH Park	539,000			
US 131 Motor Sports Park	0			
<b>Total:</b>	1,490,480			
<b>AVG. DAILY:</b>	53,231	180,000	70%	14%
<b>Otsego Township</b>	<b>Total:</b> 3,400,000			
	<b>AVG. DAILY:</b> 121,429	250,000	51%	19%
<b>Gun Plain Township</b>	<b>Total:</b> 1,148,000			
North 10th Street	274,943			
Gores Addition	215,000			
<b>AVG. DAILY</b>	58,498	150,000	61%	12%
<b>City of Plainwell</b>	<b>Total:</b> 6,367,611			
<b>AVG. DAILY:</b>	212,254	720,000	71%	55%
<b>Avg. Daily Plant Flow from entire service district</b>	0.414			



## 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	7.64
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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	9
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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):**

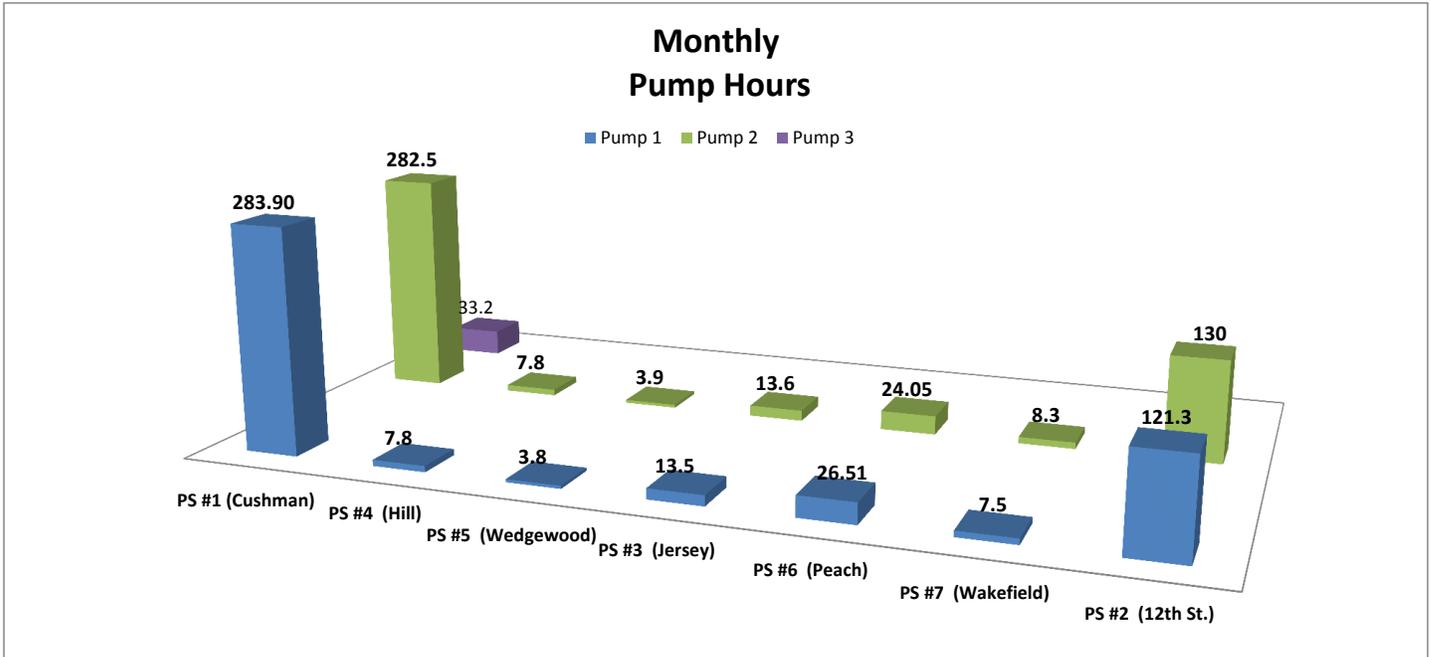
1.0 mg/l	0.45	0.25
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*Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to 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	7
--------------	----	---

*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  
CITY OF PLAINWELL  
PARKS & TREES COMMISSION  
December 15, 2016**

1. Marcus Taylor called the meeting to order at 5:00 PM.
2. Roll Call: Present: Marcus Taylor, Matthew Bradley, Sandy Lamorandier, Bunny LaDuke, Justin Burchett. Absent: Marsha Keeler, Todd Overhuel. Also attending: Public Works Superintendent Rick Updike.

3. Approval of Minutes:

***Sandy Lamorandier moved to accept and place on file the minutes and summary of the regular monthly meeting of November 17, 2016 as presented. Marcus Taylor supported the motion. On voice vote, motion carried unanimously.***

4. Parks:

Sherwood

A: Park Maintenance Report - Marsha Keeler  
Nothing new to report.

Pell

A: Park Maintenance Report - Bunny LaDuke  
Nothing new to report.

Hicks

A: Park Maintenance Report - Todd Overhuel  
Todd was not present but commissioners noted that the park looked festive during recent celebrations.

Cook

A: Park Maintenance Report - Justin Burchett  
Justin reported that someone has been cutting donuts with a vehicle in the park. He has not yet seen anyone sledding.

Kenyon

A: Park Maintenance Report – Matthew Bradley  
Matthew noted that park is snowy and we are out-of-season for projects. He asked about meetings for the proposed trail. Erik noted that the committee is in the planning and grant-seeking stages. The West Michigan Trails web page has current information.

Darrow

A: Park Maintenance Report - Sandy Lamorandier  
Nothing new to report.

Riverwalk Park \ Band Shell \ CBD

A: Park Maintenance Report - Marcus Taylor  
Nothing new to report.

5. New Business

None.

6. Open Business

A. Dog Park update

Marcus reported that they received quotes for black vinyl-coated chain link fencing and it will increase costs by about \$5000. Commissioners received the concept drawings for the project via email. The real work will start in January.

B. New Commissioner Information Packets – Marcus Taylor

Marcus did not receive the 2015 Annual Parks & Trees Report. Sheryl will email it.

C. Park Reservations, Rules, Permit, Signage – Justin Burchett

Sandy reported that city hall staffers reviewed the draft and had comments; she will email those to Justin.

D. Pickle Ball Courts in Cook Park

Tabled until spring.

E. Plainwell Auto Landscaping

Rick reported that the mural on the side of the building is painted on a board. He noted that Sheryl suggested painting the larger mural on a fence offset from the building if the property owner was not willing to have it on the building itself, but he feels that it might offend the owner to have a fence two feet from his windows. He noted that the stop signs were reinstalled at the cross walk behind Plainwell Auto because a motorist hit a car that was backing out of Plainwell Auto while speeding through the short cut. The tree at the northwest corner of the building blocks clear vision and should be lifted or removed.

Commissioners discussed what they were hoping for with this property. They would like the owner to fund a car-themed bike rack. They were thinking of a concrete slab with a bench and trash container, and flower planters. Rick noted that it would take a lot of concrete. They had also considered a small tree or bush to soften the aspect, and a larger mural on the side of the building. They had wanted Denise Siegel, the Economic Development Director, to talk to the owner about a façade grant.

Rick noted that the trees obtained through the Consumers Energy grant can only be planted under electrical wires, but the city nursery has pear trees, dogwoods, tree lilacs and others that would serve for a number of years.

Sandy left the meeting at 5:29 PM.

F. Bike Rack Locations Downtown

Tabled until the Plainwell Auto issue is finished.

7. Public Comments

None.

8. Staff Comments

Rick noted that the two part time DPW employees are keeping the sidewalk at Hicks open. He plans to install the skating rink soon.

Sheryl noted that Sandy placed the flower order. Sandy obtained a bid from the company that approached us last fall but Napps Greenhouse was still significantly cheaper, and has our order again this year.

9. Chairman's Report

None.

10. Commissioners' Comments

Bunny asked about landscaping the right-of-way along M-89 east of US-131, noting that she read in the minutes that the right-of-way belongs to MDOT. Rick noted that the city would need a permit from MDOT, which is easily obtainable, and would need to buy the trees or bushes. The city would also need the adjacent property owners/occupants to agree to maintain the plantings and mow around them. Sheryl noted that Sweetwater Donuts is coming to the lots adjacent to Dee-Tails, and Rick noted that developers are required to plant trees by city ordinances. Rick noted that the right-of-way is crowded with utilities and many areas have concrete from their building to the street. Bunny stated

that the city's survey said that this entrance is not inviting and she feels we need to develop a program to promote an improved appearance. She would at least like to see planters placed through there. Rick noted that the city struggles to get property owners to mow their lawns and curb lawns; many properties are occupied by renters who don't seem to care.

11. Next Meeting

The next meeting will be Thursday, January 14, 2017 at 5 PM.

12. Adjournment

***Justin Burchett moved to adjourn the meeting. Marcus Taylor supported the motion. On voice vote, motion carried unanimously.***

There being no further business, the meeting adjourned at 6:10 PM.

Minutes Respectfully Submitted,  
Sheryl Gluchowski  
Deputy Clerk

DRAFT

12/22/2016 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 POST DATES 12/27/2016 - 12/27/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL 10014944	DEPOSIT REFUND DPW	(100.00)
	SCM 10002765	ANNUAL PURCHASE OF CHLORINE & SULFUR DIOXIDE	(1,300.00)
	SLS 10054040	ANNUAL PURCHASE OF CHLORINE & SULFUR DIOXIDE	1,534.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			134.00
003036	ALLSHRED SERVICES		
	72110	SHREDDING DEC 2016	52.85
TOTAL FOR: ALLSHRED SERVICES			52.85
000002	AT&T - SBC		
	2016-12 AIRPORT FUEL	11/14/16 - 12/13/16 AIRPORT FUEL PUMP	104.01
	2016-12 CITY DATA GA	11/14/16 - 12/13/16 CITY DATA GATE	115.63
	2016-12 DPS	11/14/16 - 12/13/16 DPS NON PUBLISHED #	137.39
	2016-12 DPS TRAINING	11/14/16 - 12/13/16 DPS TRAINING ROOM	240.69
	2016-12 DPW CENTRAL	11/14/16 - 12/13/16 DPW CENTRAL DIALER	495.14
	2016-12 DPW SECURITY	11/14/16 - 12/13/16 DPW SECURITY GATE	121.62
	2016-12 WR	11/14/16 - 12/13/16 WR PHONES	471.82
TOTAL FOR: AT&T - SBC			1,686.30
000843	B & C TROPHY		
	42891	JACKET FOR VIRGIL WILLIAMS	87.00
	42935	NAME PLATES FOR COUNCIL ROOM MEETINGS	162.00
TOTAL FOR: B & C TROPHY			249.00
002323	BELLE TIRE		
	28958804	PD CAR WINTER TIRES	386.00
TOTAL FOR: BELLE TIRE			386.00
000461	BOB'S HARDWARE		
	040278	PLUG DPW	9.99
	040285	MISC DPW	10.12
	040292	DPW PARTS #21	52.32
	040497	GLOVES	9.99
TOTAL FOR: BOB'S HARDWARE			82.42
001423	BORGESS MEDICAL CENTER		
	91529C10634	PHYSICAL 11/29/16	58.00
TOTAL FOR: BORGESS MEDICAL CENTER			58.00
002527	C.O.P.S. TRUST INSURANCE		
	2017-01	JAN 2017 HEALTH INS	14,977.45
TOTAL FOR: C.O.P.S. TRUST INSURANCE			14,977.45
001925	CENTURYLINK		
	2016-11	NOV 2016 LONG DISTANCE	4.60
TOTAL FOR: CENTURYLINK			4.60
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	2016-12 DPS/FIRE	12/19/16 - 1/18/17 DPS/FIRE INTERNET/PHONE	485.74
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			485.74
002890	CHEF CONTAINER LLC		
	390284	MONTHLY RECYCLE SERVICES	2,691.00
TOTAL FOR: CHEF CONTAINER LLC			2,691.00

000083	CORNERSTONE OFFICE SYSTEMS, INC.		
	IN81302	PD COPIER	125.00
TOTAL FOR: CORNERSTONE OFFICE SYSTEMS, INC.			125.00
-----			
000157	DAVID RANTZ		
	2016-12	MILEAGE	14.04
TOTAL FOR: DAVID RANTZ			14.04
-----			
002030	DRUG SCREEN PLUS INC		
	AF 171339	ANNUAL FEES FOR DRUG SCREENS	159.00
TOTAL FOR: DRUG SCREEN PLUS INC			159.00
-----			
004784	DUPERON CORPORATION		
	15770	WR	560.22
TOTAL FOR: DUPERON CORPORATION			560.22
-----			
002889	EJ USA, INC (EAST JORDAN IRON WOR)		
	1101601103186	STORM DRAIN CASTINGS - NO PO	1,413.74
TOTAL FOR: EJ USA, INC (EAST JORDAN IRON WOR)			1,413.74
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000046	EMERGENCY VEHICLE PRODUCTS		
	0009624	ENGINE 17 REPAIR	269.38
TOTAL FOR: EMERGENCY VEHICLE PRODUCTS			269.38
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000164	ETNA SUPPLY CO INC		
	S102050179.001	2016-17 BLANKET PO FOR WATER PARTS	580.94
	S102054522.001	2016-17 BLANKET PO FOR WATER PARTS	119.29
TOTAL FOR: ETNA SUPPLY CO INC			700.23
-----			
002331	FIVE ALARM FIRE & SAFETY EQUIP INC		
	162760-01	FIRE DEPT	716.07
TOTAL FOR: FIVE ALARM FIRE & SAFETY EQUIP INC			716.07
-----			
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	1635001	PD/FIRE GAS 12/15/16	558.24
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			558.24
-----			
004199	GOODYEAR COMMERCIAL TIRE & SERVICE		
	157-1058651	FRONT TIRE REPLACED	858.92
TOTAL FOR: GOODYEAR COMMERCIAL TIRE & SERVICE			858.92
-----			
000910	GRAINGER DIV OF W W**		
	9297015365	PARTS NECESSARY TO HEAT TRACE METHANE WASTE LIN	43.80
	9297274368	PARTS NECESSARY TO HEAT TRACE METHANE WASTE LIN	2,132.86
TOTAL FOR: GRAINGER DIV OF W W**			2,176.66
-----			
000140	HACH CO. **		
	10231328	WR SUPPLIES	391.72
TOTAL FOR: HACH CO. **			391.72
-----			
000104	HARDINGS MARKET #380		
	2016-12	SIDEWALK SALT	87.50
TOTAL FOR: HARDINGS MARKET #380			87.50
-----			
000203	HONEYTREE ARBORIST SERVICES		
	303	DEC 2016 CITY HALL/GAZEBO/MILL & CLOCK	630.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES			630.00
-----			
002818	JIM MARTIN TIRE		
	24078	REAR TIRES FOR #10 SALT TRUCK	1,400.00
TOTAL FOR: JIM MARTIN TIRE			1,400.00
-----			
002301	JOYFUL CLEANING - SID TUBBS		
	794	OFFICE CLEANING CITY HALL/DPW/WR/PS	964.00
TOTAL FOR: JOYFUL CLEANING - SID TUBBS			964.00
-----			

TOTAL FOR: JOYFUL CLEANING - SID TUBBS			964.00
000113	KAR LAB INC 616389	DRINKING H2O SAMPLES	112.00
TOTAL FOR: KAR LAB INC			112.00
004148	KELLY WHITE DESIGN 4286	NOV 2016 WEBSITE UPDATES	37.50
TOTAL FOR: KELLY WHITE DESIGN			37.50
001993	KERKSTRA PORTABLE RESTROOMS INC 101624	EXTRA RESTROOM @ SHERWOOD PARK	70.00
	101625	HANDI-CAP RESTROOMS @ SHERWOOD PARK	95.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOMS INC			165.00
000356	LOCK MASTER SECURITY LLC 7446	WR	90.00
TOTAL FOR: LOCK MASTER SECURITY LLC			90.00
004206	MADISON NATIONAL LIFE INSURANCE CO 1236162	JAN 2017 LIFE INSURANCE	102.43
TOTAL FOR: MADISON NATIONAL LIFE INSURANCE CO			102.43
000682	MAIN-TECH SERVICES INC 61134	ANNUAL MECHANICAL MAIN OF PLANT & LIFT STATION	9,817.30
TOTAL FOR: MAIN-TECH SERVICES INC			9,817.30
001155	MARTIN SPRING & DRIVE 76894	TRUCK #10 REPAIR (EMERGENCY)	2,265.28
TOTAL FOR: MARTIN SPRING & DRIVE			2,265.28
000077	MCMASTER-CAR SUPPLY 92506674	WR	111.91
	93091309	WR	27.56
	93297867	WR	60.99
TOTAL FOR: MCMASTER-CAR SUPPLY			200.46
000014	MICHIGAN GAS UTILITIES CORP. 2016-12 GAS BILLS	11/9/16 - 12/9/16 GAS BILLS	2,542.68
TOTAL FOR: MICHIGAN GAS UTILITIES CORP.			2,542.68
002708	MORGAN BIRGE' & ASSOCIATES 23781	DECEMBER 2016 PHONE MAINT	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
003071	NATIONAL CREATIVE ENTERPRISES NCE 25740	LIFEPAK 500 FOR FIRE DEPT	141.50
TOTAL FOR: NATIONAL CREATIVE ENTERPRISES NCE			141.50
000488	NATIONAL FLAG COMPANY 00192654	6 X 10 US FLAGS	766.97
TOTAL FOR: NATIONAL FLAG COMPANY			766.97
004195	NIEBOER HEATING & COOLING 64771	WR BOILER	360.00
TOTAL FOR: NIEBOER HEATING & COOLING			360.00
000095	ONE WAY PRODUCTS INC 619803	C-FOLD TOWELS FOR WR PLANT	326.70
TOTAL FOR: ONE WAY PRODUCTS INC			326.70
001859	POLLARDWATER.COM 0062396	MANHOLE HOOKS	267.02
TOTAL FOR: POLLARDWATER.COM			267.02

000372	PREMIERE PRINTING CORP.		
	230213	PAYABLE CHECKS	484.93
TOTAL FOR: PREMIERE PRINTING CORP.			484.93
003084	QUALITY AIR SERVICE INC		
	QAS 20163079	WR	223.00
TOTAL FOR: QUALITY AIR SERVICE INC			223.00
000734	SAFETY KLEEN CORP		
	72092682	SERVICE PARTS WASHER	283.18
TOTAL FOR: SAFETY KLEEN CORP			283.18
004795	SHAND & JURS		
	13272193-00	NEW METHANE WAST GAS BURNER WR	218.20
	150600	ADDITIONAL PARTS FOR NEW FLARE	4,081.19
TOTAL FOR: SHAND & JURS			4,299.39
004796	SILVERSCRIPT INSURANCE COMPANY		
	2017.01	MONTHLY PREM RXID G6Z157474 & G6C474511	47.90
TOTAL FOR: SILVERSCRIPT INSURANCE COMPANY			47.90
000962	STATE OF MICHIGAN		
	761-8127099	NPDES ANNUAL PERMIT FEE 2017 M10020494 WR	3,000.00
TOTAL FOR: STATE OF MICHIGAN			3,000.00
002673	STATE OF MICHIGAN MDOT		
	591-8127969	STATEWIDE CRACK SEALING FOR AIRPORT	2,399.83
TOTAL FOR: STATE OF MICHIGAN MDOT			2,399.83
000855	STATE OF MICHIGAN- MIDEAL		
	MIDEAL-364 2017	2017 MIDEAL-364 CITY OF PLAINWELL	180.00
TOTAL FOR: STATE OF MICHIGAN- MIDEAL			180.00
002713	SYSTEMS SPECIALTIES CO		
	80070710	NEW LEVEL DETECTOR FOR PEACH CT LIFT STATION	3,436.00
TOTAL FOR: SYSTEMS SPECIALTIES CO			3,436.00
000269	TIME EMERGENCY EQUIPMENT		
	119033	FIRE DEPT	76.19
TOTAL FOR: TIME EMERGENCY EQUIPMENT			76.19
000500	TRUCK & TRAILER SPECIALTIES, INC.		
	C48235	FEED CHAIN FOR SALTER	982.92
TOTAL FOR: TRUCK & TRAILER SPECIALTIES, INC.			982.92
004794	UNITED HEALTHCARE INSURANCE COMPANY		
	2017-01	JAN 2017 RETIREE HEALTH CARE WHITNEY	166.49
TOTAL FOR: UNITED HEALTHCARE INSURANCE COMPANY			166.49
002653	VAN MANEN OIL COMPANY		
	2053363	DIESEL DPW 12/12/16	873.82
	2053684	REGULAR GAS 12/14/16	609.01
TOTAL FOR: VAN MANEN OIL COMPANY			1,482.83
004190	WATER SOLVE LLC		
	6867	WR	975.00
TOTAL FOR: WATER SOLVE LLC			975.00
000714	WEBB CHEMICAL SERVICES		
	451622	ANNUAL COST OF FERRIC BASED ON 20,000 GAL PURCHA	3,978.35
TOTAL FOR: WEBB CHEMICAL SERVICES			3,978.35
REFUND UB	YOUNG, EVAN & KRISTAL		

12/21/2016

UB refund for account: 01-00012400-04

10.14

TOTAL FOR: YOUNG, EVAN & KRISTAL

10.14

TOTAL - ALL VENDORS

71,183.07

### INVOICE AUTHORIZATION

#### Person Compiling Report

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

Insert Signature:

**Cheryl Pickett**

Digitally signed by Cheryl Pickett  
DN: c=US, st=Michigan, i=Plainwell,  
o=City of Plainwell, ou=CoP, cn=Cheryl  
Pickett, email=cpickett@plainwell.org  
Date: 2016.12.22 08:23:16 -05'00'

#### Brian Kelley, City Treasurer

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

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
DN: c=US, st=MI, i=City of Plainwell,  
o=Internet Wldgts Pty Ltd, cn=Brian  
Kelley, email=bkelley@plainwell.org  
Date: 2016.12.22 09:30:03 -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:

**Bryan Pond**

Digitally signed by Bryan Pond  
DN: c=US, st=Michigan, i=Plainwell,  
o=City of Plainwell, ou=CoP, cn=Bryan  
Pond, email=stpond@plainwell.org  
Date: 2016.12.22 10:02:31 -05'00'

#### Bill Bomar, Public Safety Director

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

Insert Signature:

**Bill Bomar**

Digitally signed by Bill  
Bomar  
Date: 2016.12.22  
08:56:13 -05'00'

#### Rick Updike, Public Works Supt.

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

Insert Signature:

**Rick Updike**

Digitally signed by Rick Updike  
DN: c=US, st=Michigan, i=Plainwell,  
o=City of Plainwell, cn=Rick Updike,  
email=rupdike@plainwell.org  
Date: 2016.12.22 10:08:47 -05'00'

#### Erik J. Wilson, City Manager

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik  
Wilson  
Date: 2016.12.22  
12:57:42 -05'00'

12/22/2016

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 12/13/2016 - 12/30/2016

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank APPNC PNC Accounts Payable Checking					
12/30/2016	426(E)	PNCSC	PNC BANK (SERVICE CHARGE)	DECEMBER 2016 PNC SERVICE CHARGES	91.64
APPNC TOTALS:					
Total of 1 Checks:					91.64
Less 0 Void Checks:					0.00
Total of 1 Disbursements:					91.64
Bank CBGEN Chemical Bank - General AP Account					
12/13/2016	10282	001650	STATE OF MICHIGAN	RENEW "B" WASTE WATER LICENCE JERRY LAWR	95.00
12/13/2016	1031(E)	PNCCC	PNC BANK (CREDIT CARD)	NOV 2016 STATEMENT	6,262.30
12/14/2016	10281	000609	MIDWAY CHEVROLET	2008 CHEVROLET IMPALA	4,800.00
12/15/2016	10283	REFUND TAX	TOUCHPOINT SUPPORT SERVICES	Sum Tax Refund 55-908-080-40	11.35
12/16/2016	1027(A)	AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY	2016 WINTER TAX COLLECTED W/E 12/10/2016	26,479.56
12/16/2016	1028(A)	ACACH	ALLEGAN COUNTY TREASURER	2016 SUM/WIN TAX/INT COLL W/E 12/10/2016	3,469.89
12/16/2016	10284	RANSOM	RANSOM DISTRICT LIBRARY	Due to Taxpayers (overpmts thru A/Pay)	21.39
12/16/2016	1029(A)	PCSACH	PLAINWELL COMMUNITY SCHOOLS	2016 WINTER TAX COLLECTED W/E 12/10/2016	60,481.77
12/16/2016	1030(A)	RDLACH	RANSOM DISTRICT LIBRARY	2016 SUM/WIN TAX/INT COLL W/E 12/10/2016	79.88
12/19/2016	10285	REFUND TAX	INTS & MARLENE AUSTRINS	Sum Tax Refund 55-240-034-00	1,282.83
12/20/2016	10286	002699	GARY HERBERT, TREASURER	CD INTEREST THROUGH 12/19/2016	132.84
12/22/2016	10345	004241	GHD SERVICES INC	COMMON AREA MAINT/UTIL NOV 2016	1,618.29
12/23/2016	1032(A)	AAESAACH	ALLEGAN AREA EDUCATION SVC AGENCY	2016 WINTER TAX COLLECTED W/E 12/17/2016	25,196.11
12/23/2016	1033(A)	ACACH	ALLEGAN COUNTY TREASURER	2016 SUM/WIN TAX/INT COLL W/E 12/17/2016	7,837.33
12/23/2016	1034(A)	PCSACH	PLAINWELL COMMUNITY SCHOOLS	2016 WINTER TAX COLLECTED W/E 12/17/2016	72,918.81
12/23/2016	1035(A)	RDLACH	RANSOM DISTRICT LIBRARY	2016 SUMMER TAX/INT COLLECTED W/E 12/17/	64.58
CBGEN TOTALS:					
Total of 16 Checks:					210,751.93
Less 0 Void Checks:					0.00
Total of 16 Disbursements:					210,751.93
REPORT TOTALS:					
Total of 17 Checks:					210,843.57
Less 0 Void Checks:					0.00
Total of 17 Disbursements:					210,843.57

## Off Cycle Payment Authorization

**Brian Kelley, City Treasurer**

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

Insert Signature:

**Brian  
Kelley**

Digitally signed by Brian Kelley  
DN: c=US, st=MI, l=City of  
Plainwell, o=Internet Widgits Pty  
Ltd, cn=Brian Kelley,  
email=bkelley@plainwell.org  
Date: 2016.12.22 10:21:26 -05'00'

**Erik J. Wilson, City Manager**

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

Insert Signature:

**Erik  
Wilson**

Digitally signed by  
Erik Wilson  
Date: 2016.12.22  
12:56:51 -05'00'

## Reports & Communications:

### **A. WR Waste Gas Flare Installation:**

Superintendent Pond recommends using Allied Mechanical Services, the city's mechanical contractor, for a specific project to install a recently purchase waste gas flare. The estimated cost of the project is \$28,200.

**Recommended action:** Consider approving the purchase as presented.

### **B. DPW Emergency Repair John Deere Loader:**

This is a 20-year Capital Improvement Program required to maintain the existing permits. Included in this packet is overview of the projected projects.

**Recommended action:** Consider adopting the Capital Improvement Program as presented.

### **C. Parks & Trees Member Reappointment:**

Mayor Brooks is reappointing Bunny (Rosemary) LaDuke to a 2-year term on the Parks & Trees Board.

**Recommended action:** Consider confirming the Mayor's appointment.

### **D. Resolutions 17-01 through 17-05 – Annual Resolutions:**

Council will consider adopting Resolutions 17-01 thru 17-05 for Ordinance enforcement officers, 2017 Council meetings, 2017 Employee Holiday dates, Street Flag dates and Street closures.

**Recommended action:** Consider adopting Resolutions 17-01 thru 17-05 as presented.