

City of Plainwell



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

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

“The Island City”

AGENDA Plainwell City Council Monday, September 24, 2018 7:00PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary** – 09/10/2018 Regular Meeting
6. **General Public Comments**
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**
 - A. Site Plan Review – 950 Lincoln Parkway – HyTech Spring**
Council will consider a site plan for a building addition for HyTech Springs at 950 Lincoln Pk.
 - B. Resolution 18-22 – Redevelopment Liquor License – 112 N. Main St.**
Council will consider adopting Resolution 18-22 for a Class C Redevelopment Liquor License for Rose Restaurant Group at 112 N. Main Street.
 - C. DPW – Paving North Anderson City Lot**
Council will consider approving a paving project with A-1 Asphalt for the North Anderson Parking Lot for \$6,480.00.
 - D. DPS – Sale of City-Owned Equipment**
Council will consider authorizing the sale of a 1978 American LaFrance Fire Truck, four (4) tires/wheels and some patrol vehicle seating at auction.
 - E. Water Fund – Testing and Planning**
Council will consider confirming purchases in the water fund for testing and contingency planning.
11. **Communications:** The July 2018 Public Safety Report, the August 2018 Water Renewal Report and the Planning Commission Draft Meeting Minutes from September 19, 2018.
12. **Accounts Payable - \$128,885.12**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

The Island City

The City of Plainwell is an equal opportunity provider and employer

MINUTES
Plainwell City Council
September 10, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in City Hall Council Chambers.
2. Matt Hooper of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilman Keeler, and Councilman Overhuel.
Absent: Councilman Keeney.
5. Approval of Minutes/Summary:
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 08/27/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor. Motion passed.
6. General Public Comments: None
7. County Commissioner Report: None.
8. Presentations:
City Manager Wilson recognized Public Safety Director Bill Bomar on 40 years of service to Plainwell, citing also Mr. Bomar's community service as well as making our department one of the best agencies in the County. Director Bomar thanked Council, the Administration and the community for the opportunities he's had within the department and serving as a coach, a scout leader and on the school board. Director Bomar was presented with a certificate of achievement and a gift certificate.
9. Agenda Amendments: None.
10. Mayor's Report:
Mayor Brooks encouraged all who seek public office to regularly attend public meetings.
11. Recommendations and Reports:
 - A. City Manager Wilson introduced Paul Rizzo from Rizzo Packaging, Inc. which seeks approval for a new building at its site. The plans were reviewed by the Planning Commission, which recommends approval, with all requirements having been satisfied.
A motion by Steele, seconded by Overhuel, to approve the site plan for Rizzo Packaging for a new building at 938 Lincoln Parkway. On a voice vote, all in favor. Motion passed.
 - B. Personnel Manager Lamorandier reported changes to the Organization Chart (eliminated individual names) included within the Title VI Non-Discrimination Plan. The Plan is required for all organizations receiving federal funds.
A motion by Steele, seconded by Overhuel, to accept and place on file the updated Title VI Non-Discrimination Plan. On a voice vote, all in favor. Motion passed.
 - C. City Manager Wilson thanked and praised Airport Manager Virgil Williams for excellent volunteer work over the past 16-plus years making the airport a destination for pilots and tenants, and for making the airport self-sustaining. The current year budget included a painting project. Additional work is recommended to add doors to the existing hangars, with tenants sharing costs. Without the work, the hangars are less attractive to tenants and the city has lost tenants recently due to the lack of doors. Hoyt Builders agreed to work with the city and the tenants to add doors.

A motion by Overhuel, seconded by Keeler, to approve several airport improvement projects at a cost not to exceed \$10,000. On a roll-call vote, all in favor. Motion passed.

- D. Superintendent Nieuwenhuis reported body repairs needed on Truck 20. Bids were solicited and insurance will cover most of the cost of the repair.
A motion by Keeler, seconded by Overhuel, to approve repairs to Truck 20 with H&H Auto Body at a cost of \$6,512.16. On a voice-vote, all in favor. Motion passed

- E. Superintendent Pond reported beginning the construction phase of the screw-pump replacement project and recommends using Fleis & Vandenbrook for engineering services at the reduced cost of \$16,000.
A motion by Overhuel, seconded by Steele, to approve the construction engineering project with Fleis & Vandenbrink for a cost of \$16,000.00. On a voice-vote, all in favor. Motion passed.

12. Communications:

- A. **A motion by Steele, seconded by Overhuel, to accept and place on file the August 2018 Investment and Fund Balance Reports and the Planning Commission Draft Meeting Minutes from 09/05/2018. On a voice vote, all in favor. Motion passed.**

13. Accounts Payable:

- A motion by Keeler, seconded by Overhuel, that the bills be allowed and orders drawn in the amount of \$295,298.75 for payment of same. On a roll call vote, all in favor. Motion passed.**

14. Public Comments None

15. Staff Comments

Superintendent Nieuwenhuis reported the paving on Wedgewood is complete and Chart/Starr is scheduled for this week/weekend.

Community Development Manager Siegel reported the scheduled opening of Barbed Wire Café for September 17 at 6am. She reported the Scarecrow Stroll Contest is underway and voting is underway for the photo contest.

Director Bomar briefed Council on the recent breaking & entering incident with excellent response by Officer Jeff Glerum.

Clerk/Treasurer Kelley reported the auditors will be on-site next week to conduct the annual audit.

City Manager Wilson reported continued ongoing negotiations for a School Resource Officer.

16. Council Comments:

Each Councilmember thanked Director Bill Bomar for his service.

17. Adjournment:

- A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:30 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

SUMMARY
Plainwell City Council
September 10, 2018

1. Mayor Brooks called the regular meeting to order at 7:00 PM in Council Chambers at City Hall.
2. Invocation was given by Matt Hooper of Lighthouse Baptist Church.
3. Pledge of Allegiance was given by all present.
4. Roll Call: Present: Brooks, Steele, Keeler, and Overhuel. Absent: Keeney.
5. Approved Minutes/Summary of the 08/27/2018 regular meeting.
6. Recognized Public Safety Director Bill Bomar for 40 years of service.
7. Approved site plan for a new building at 938 Lincoln Parkway for Rizzo Packaging.
8. Approved changes to the Title VI Non-Discrimination Plan.
9. Approved airport improvement projects not to exceed \$10,000.00.
10. Approved repairs to DPW Vehicle 20 with H&H Auto Body for \$6,512.16
11. Approved a construction engineering contract with Fleis & Vandenbrink for a project cost of \$16,000.00.
12. Accepted and placed on file the August 2018 Investment and Fund Balance Reports and the Planning Commission Draft Meeting Minutes from 09/05/2018.
13. Approved Accounts Payable for \$295,298.25.
14. Adjourned the meeting at 7:30 pm.

Submitted by,
Brian Kelley
City Clerk/Treasurer

The City of Plainwell is an equal opportunity provider and employer

Allegan County Board of Commissioners



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269-673-0203 Main Office
269-686-5331 Main Fax
<http://www.allegancounty.org>

Dean Kapenga, Chairman
Max Thiele, Vice Chairman

BOARD OF COMMISSIONERS MEETING – AGENDA

Thursday, September 13, 2018 – 1PM
Board Room – County Services Building

DISTRICT 1
Dean Kapenga
616-218-2599
dkapenga@
allegancounty.org

9:00AM **CALL TO ORDER:**

DISCUSSION ITEMS:

DISTRICT 2
Jim Storey
616-848-9767
jstorey@
allegancounty.org

1. Road Commissioner Candidate Interviews (*Larry Brown previous Director of Allegan County Road Commission and Terri Kelly previous Towbtidge Township Supervisor of 16 years and 26 years of various Bank Manager; Motion to make decision on September 27, 2018; passed unanimously*)
2. Facilities Planning (*Discussed providing more space for indigent defense 2,400 sq. ft. in the court house, basement or first floor?*)
3. Draft 2019 Budget (*General Revenue \$32,190,734, 3.9% change from 2018—11 additional employees were requested; 5-sheriff dept., 1- facilities, 1-information services, 1-parks, 1-youth detention, 2-prosecuting attorney. Within the current budget none recommended*)
4. Administrative Update (*; passed unanimously*)

DISTRICT 3
Max R. Thiele
269-673-4514
mthiele@
allegancounty.org

1PM

CALL TO ORDER:

DISTRICT 4
Mark DeYoung
616-688-5619
mdeyoung@
allegancounty.org

OPENING PRAYER: Commissioner Don Black (*Today was my last invocation before this body. I want to thank God for the pleasure serving District #7 and working with each present and past commissioner, county administrator and staff, department heads and their employees, and every person who came before the Board of Commissioners. May we pray and give thanks to God.....*)

DISTRICT 5
Tom Jessup
269-637-3374
tjessup@
allegancounty.org

PLEDGE OF ALLEGIANCE:

ROLL CALL:

COMMUNICATIONS: Attached

APPROVAL OF MINUTES: Attached

August 23, 2018

DISTRICT 6
Gale Dugan
269-694-5276
gdugan@
allegancounty.org

PUBLIC PARTICIPATION:

ADDITIONAL AGENDA ITEMS:

APPROVAL OF AGENDA:

ADMINISTRATIVE REPORTS:

CONSENT ITEMS:

DISTRICT 7
Don Black
616-920-2875
dblack@
allegancounty.org

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (9/7/18 & 9/14/18) (*\$286,138.16, \$330001.61; passed unanimously*)

Mission Statement

“The Allegan County Board of Commissioners shall plan, develop, and evaluate the necessary policies and resources to ensure our county continues to progress and prosper”

ACTION ITEMS:

1. 2018 Millage Levy—amend County Millage Rates (172-005) (*Total 6.0708; County Operating 4.5578, County Road Tax 1.0000, Senior Services 0.4930, Allocated Veterans Relief Fund .0200; passed unanimously*)
2. Child Care Fund—approve FY2019 Budget Plan (171-514) (*\$5,220,847.00, 50% state and county; passed unanimously*)
3. Court Collective Bargaining (*Pursue planning; passed 6-1 Thiele*)
4. Allegan County Emergency Plan (*Approve Emergency Plan; passed unanimously*)
5. Facilities Management—Sewage Lagoon Pump Repair (169-903) (*Repair pump \$15,393; passed unanimously*)

DISCUSSION ITEMS:

1. Draft 2019 Budget (*\$32,940,734, 230 or more pages. Additional people requested 4-Sheriff Dept., 1-Facilities, 1-Information Services, 1-Parks, 1-Youth Detention, 2-Prosecuting Attorney and none recommended within budget at a cost of \$1,956,000. 2018 Budget \$31,850,343*)

PUBLIC PARTICIPATION:

FUTURE AGENDA ITEMS:

REQUEST FOR PER DIEM/MILEAGE:

BOARDS AND COMMISSIONS REPORTS:

ROUND TABLE:

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(What are we going to do about the Revenue Sharing letter that was sent to Roger VanVolkingburg at last meeting)*
- District-4-Mark DeYoung-*(Nothing)*
- District-5-Tom Jessup-*(Absent next meeting-MAC is opposing indigent defense at the state level)*
- District-6-Gale Dugan-*(Having fun at business in Lansing)*
- District-7-Don Black-*(I attended our last Economic Development Commission at The Tulip Airport)*

District #7 Commissioner (616) 920-2875 Don Black Synopsis-September 13, 2018
(Comments in italics are my opinions and interpretation of the Commission meeting and actions)

Control Yourself

Self-respect is the root of discipline: The sense of dignity grows with the ability to say no to oneself. Abraham Joshua Heschel

ADJOURNMENT: Next Meeting – Thursday, September 27, 2018, 1PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**



City of Plainwell – Zoning Permit Application

Rev: 2/2010

Fee: \$5.00 / Additional review fees may be imposed

Date: 9.7.2018

Permit #:

Address of Project: 950 LINCOLN PARKWAY

Parcel ID Number: _____

Owner: HYTECH SPRINGContractor: DELTA DESIGN SYSTEMS

Owner's Address:

Contractor Address: 8240 STADIUM DR
KALAMAZOO, MI 49009Owner's Phone Number: 685-1768Contractor Phone Number: 269-353-7800**Work to be done (please check all that apply):**☐ New Building Construction☒ Existing Building Addition/Alteration☐ Building Demolition☐ Moving a Building☐ Fence☐ Sign☐ Other (please describe): _____**Zoning District of this property (check):**☐ Single Family Residential(R-1A)☐ Single Family Residential (R-1B)☐ Single and Two Family Residential (R-1C)☐ Multi-Family Residential (R-2)☐ Planned Mobile Home (R-MH)☐ Local Commercial (C-1)☐ Planned Unit Development (PUD)☐ General Commercial (C-2)☐ Central Business (CBD)☐ Service Business (SB)☐ Community Service(C-S)☒ Restricted Manufacturing (M-1)☐ General Manufacturing (M-2)

General Description of Project (use back of page if necessary):

Will the work performed in this application change the Use of this property? ____ Yes ☒ NoTotal Cost of Project: \$1,300,000.-

After project is complete, the setbacks established will be (if applicable):

Front: 50 ft. Back: 46 ft. Side: 150 ft. Side — ft.

Does this project involve a (check one): ____ Non-conforming use ____ Non-conforming structure

☒ N/AIs this a home occupation? NO If so what kind _____Any type of special equipment use? NO Electrical _____ Plumbing _____Is this project consistent with the Master Plan ☒ yes ____ no If no please explain on back.Will this project result in an increase in off-street parking? ☒ yes ____ no

I understand that before the issuance of a building permit, I must have an approved Zoning Permit Application. Additionally, the UNDERSIGNED affirms that he/she/they is (are) the owner of subject property authorized to represent the interests of all property owners involved in this application and that the answers and statements herein contained and all maps, plans, and other information herewith submitted and attached are in all respects true to the best of his/her/their knowledge and belief. Additionally, the UNDERSIGNED acknowledges they have received or have been made available all applicable Ordinances relevant to said project, and further, will comply with said Ordinances.

Signature of Applicant(s):

Date of Signature(s):

Office Use Only

Approved: _____ Denied: _____

Signature and Date of Zoning Administrator (or designate): _____

Remarks:



Preliminary Site Plan Checklist

City of Plainwell Administration Department

211 N. Main St. Plainwell, MI 49080

269-685-6821

Plainwell.org

Project Name: HyTech Springs Addition

Parcel Number: 55-206-020-20

Current Zoning District: I (industrial)

Item	Requirement	Shown	NO – N/A
1.	Provide name, address and phone number of applicant	x	
2.	Provide name, address, phone number and sealed with signatures of Michigan licensed architect, engineer, designer, landscape architect or planner who prepared the plan. Plan should be stamped "Preliminary or titled Preliminary Site Plan	x	
3.	Has the Zoning Permit has been completed?	x	
4.	Include the north arrow, legend, graphic and written scale on all sheets	x	
5.	Include the land description	X	
6.	Include the zoning of the site and adjacent parcels	X	
7.	Include the gross land area	X	
8.	Include scale	X	
9.	Include Structure location(s) Dimensions of lot and property lines- Location of all structures on subject and abutting properties- Location of each proposed structure, w/use(s), w/number of stories, gross building area Distances between structures and lot lines, setback lines	X	
10.	Include Occupancy type and Fire exits	X	
11.	Parking and Paving Proper number of parking spots/handicap? Location of loading docks/zone? Adequate loading space? Asphalt or gravel requirement met?	X	
12.	Landscaping Location and volume meets requirement for zoning district	X	
13.	Lighting Exterior lighting kept substantially on property?	X	
14.	Traffic Flow (vehicular and pedestrian) Driveway permit needed? Does traffic circulation provide safe vehicular and pedestrian flow Public safety vehicle access? Fire lanes needed?		N/A
15.	Storm Water Retention Location of proposed storm collection area shown? Is it an adequate size? Need to verify that the existing retention pond can handle the new water	Need information	
16.	Dumpster Location and screening met for zoning district		N/A

Item	Requirement	Shown	No- N/A
17.	Water and Sewer Lines (hookups) Will permits be needed? Size and location of water connections/meter(s)? Need to know size and need a meter Is a backflow preventer required? Yes Size and location of sewer connections? Hydrant location 242 East; 243 Northeast; 244 North; 245 West	More information needed	
18.	Noise, Odor, Particulate, Vibration, Combustible or Hazardous Material Concerns		N/A
19	Signage Plan Describe plan and show signage plan		N/A
20	Outside Storage Will outside storage be required? Proper screen age and distances met?		N/A
21.	Is Minimum/Maximum Lot Width Requirement Met	x	
22.	Is Minimum/Maximum Lot Area Requirement Met	x	
23.	Is Minimum/Maximum Height Requirement Met	x	
24	Are the Setback Requirements met for the zoning district Front - 50 Back - 150 Side - 40	x	
25	Is this a phase Construction? If so Description of each phase:		N/A
26.	Fire Suppression Considerations (if applicable) Is sprinkler needed or recommended YES Fire Pump needed (3 stories or more) N/A	X	
27.	Is this project in a wellhead Protection/Flood Hazard District?		X
28.	Include a brief description of the project- 22, 000 square foot addition	X	

Reviewed by:

Community Development Manager

DS 9/7/2018

Public Works Superintendent

BN 9/13/18

Director of Public Safety

BB 9/12/18

Waste Water Superintendent

City Manger

Internal Use Only

Site Plan Checklist

Date: **9/07/2018**

Project Name: **HyTech Springs Addition**

Site Address: 950 Lincoln parkway

Telephone number:

Permit #: **2018-35**

Contact Person: **Scott Musser**

Parcel #: **55-206-020-02**

Email Address: **Scott@deltadesignsystems.com**

Approval Date: _____ Planning Commission

Approval Date: _____ City Commission

1. Minutes sent to applicant

2. Conditions of approval none

A. Soil Erosion and Sedimentation control Permit required from Allegan County Water Resources Commissioner

B. Take care of any Fire Department Concerns

C. Provide a CAD compatible plan

3. Sign Plan Signed by City and Applicant

4. Sealed Site Plans sent to PCI: Date _____

5. Site Plan complete: Date _____

6. Easements Required Private Public Date to City Commission _____

HYTECH SPRING & MACHINE

MANUFACTURING EXPANSION

950 LINCOLN PKWY; PLAINWELL, MI 49080

DELTA DESIGN SYSTEMS, INC.

KALAMAZOO, MI

PRE-ENGINEERED STEEL BUILDING BY AMERICAN BUILDINGS COMPANY

OWNER

HYTECH SPRING & MACHINE

950 LINCOLN PKWY
PLAINWELL, MI 49080
PHONE: (269) 685-1768

PROJECT MANAGER CONSTRUCTION MANAGER

DELTA DESIGN SYSTEMS, INC.

8240 STADIUM DRIVE
KALAMAZOO, MICHIGAN 49009
PHONE: (269) 353-7800
FAX: (269) 353-7900

ARCHITECT / ENGINEER

BISHOP ARCHITECTURAL GROUP, LLC

2962 ARCTIC AVE.
KALAMAZOO, MICHIGAN 49009
PHONE: (269) 353-7800
FAX: (269) 353-7900

BUILDING CODE REVIEW

2015 MICHIGAN BUILDING CODE, 2015 MICHIGAN PLUMBING CODE.
2015 MICHIGAN MECHANICAL CODE, 2012 MICHIGAN UNIFORM ENERGY CODE
2014 NATIONAL ELECTRICAL CODE

GENERAL BUILDING DESCRIPTION:

WIDTH:	204'-0"
LENGTH:	107'-10"
EAVE HEIGHT:	24'-3" WEST / 24'-5" EAST
PEAK HEIGHT:	28'-7"
SLOPE:	0'-0 1/2"
STORIES:	1
TOTAL SQUARE FOOT:	21,998 S.F.
BAY SPACING:	1 @53'-10", 1 @54'-0"

DESIGN LOADS

COLLATERAL LOAD:	5.0 PSF
GROUND SNOW LOAD:	35.0 PSF
ULTIMATE DESIGN WIND SPEED:	115.0 MPH
WIND EXPOSURE:	C
SEISMIC INFORMATION:	Ss: 0.104 S1: 0.046 SITE CLASS: D
SERVICABILITY DESIGN WIND SPEED (3 SEC.):	76.0 MPH
CALCULATED ROOF SNOW LOAD:	24.50 PSF BASED ON GROUND SNOW AND FACTORS.

PURLINS:	ROOF LIVE OR SNOW LOAD	L/60
PURLINS:		
SUPPORTING METAL ROOF ONLY:	ROOF LIVE LOAD	L/150
SUPPORTING METAL ROOF ONLY:	ROOF SNOW LOAD	L/180
SUPPORTING NON-PLASTER CEILING:	ROOF LIVE OR SNOW LOAD	L/240
SUPPORTING PLASTER / DRYWALL CEILING:	ROOF LIVE OR SNOW LOAD	L/360

RAFTERS:		
SUPPORTING METAL ROOF ONLY:	ROOF LIVE OR SNOW LOAD	L/180
SUPPORTING NON-PLASTER CEILING:	ROOF LIVE OR SNOW LOAD	L/240
SUPPORTING PLASTER / DRYWALL CEILING:	ROOF LIVE OR SNOW LOAD	L/360

WALL PANELS:	LATERAL WIND LOAD	L/60
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GIRTS:		
SUPPORTING METAL WALL:	LATERAL WIND LOAD	L/90
SUPP. MASONRY/TILT/STUCCO/EIFS WALL	LATERAL WIND LOAD	L/240 <= 1 1/2" (ASSUME PINNED BASE MASONRY.)

FRAMES:		
SUPPORTING METAL WALL:	LATERAL WIND LOAD *	H/60 @ EAVE HT.
SUPP. MASONRY/TILT/STUCCO/EIFS WALL	LATERAL WIND LOAD *	H/100 @ EAVE HT. (ASSUME PINNED BASE MASONRY.)

SPANDREL BEAMS		
SUPPORTING MASONRY WALL	LATERAL WIND LOAD *	L/240 <= 1 1/2"

NOTES:
L= DESIGN LENGTH OF MEMBER (SPAN)
H= HEIGHT FOR MEASURED DEFLECTION

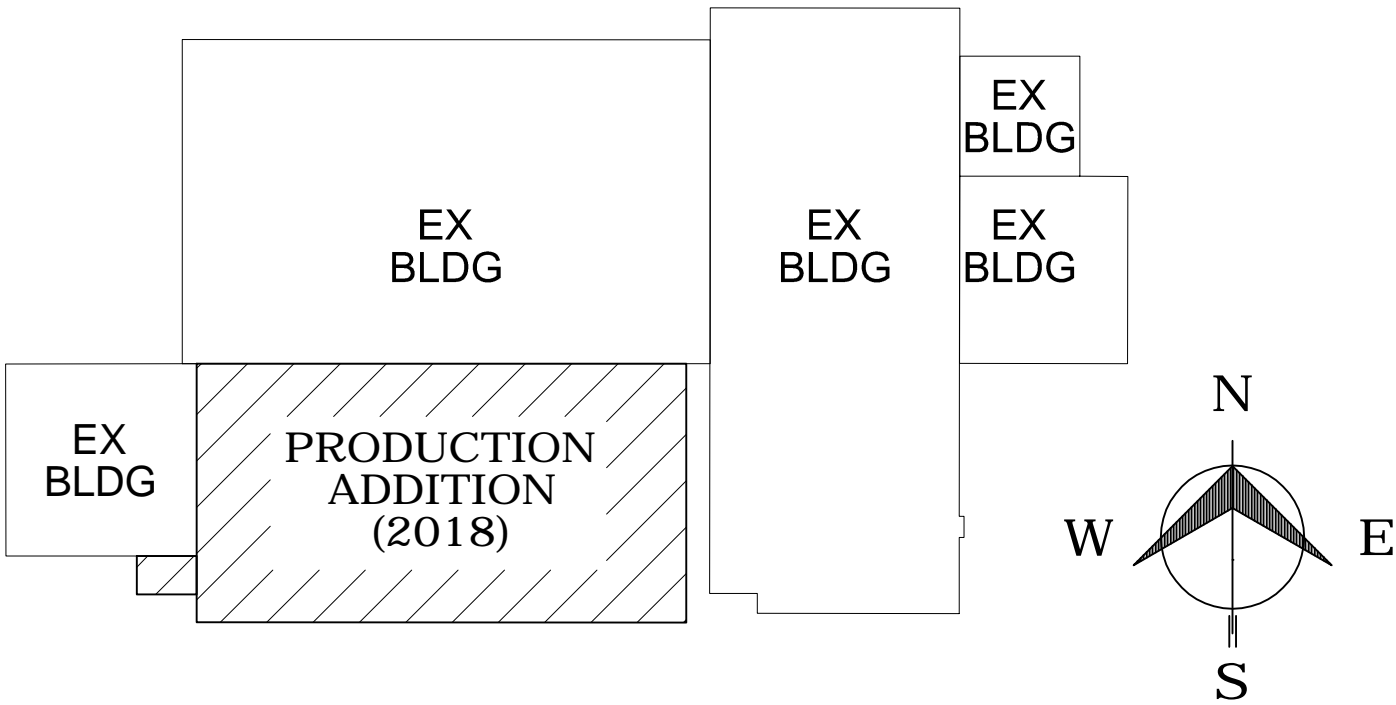
ROOF SNOW = FACTORED 50 YEAR GROUND SNOW
DEFLECTION AS MEASURED PERPENDICULAR TO THE PLANE OF THE ROOF
WIND LOAD IS PERMITTED TO BE TAKEN AS 0.7 TIMES THE COMPONENT AND CLADDING LOAD.
* SERVICABILITY DESIGN WIND LOAD (SERVICEABILITY WIND PRESSURE = 42% X 50 YR WIND DESIGN PRESSURE)
** DRIFT LIMITS SHOWN ASSUME PINNED BASE MASONRY

DRAWING INDEX:

CO1	COVER SHEET
C-1	PROJECT LAYOUT
C-2	SITE LAYOUT
A-1	ELEVATION
A-2	FLOOR PLAN
MP-1	MECHANICAL AND PLUMBING
E-1	ELECTRICAL
F-1	FOUNDATION
D-1	SECTIONS AND DETAILS

PRE-ENGINEERED METAL BUILDING:

AMERICAN BUILDING COMPANY



HYTECH SPRING AND MACHINE

950 LINCOLN PARKWAY
PLAINWELL, MI 49080

REVISION:

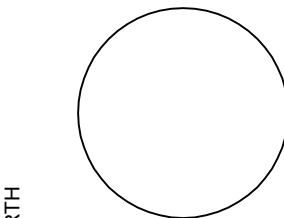
FOR PERMITS

DATE:
23 AUGUST 2018

SHEET NO.:

CO1


NORTH

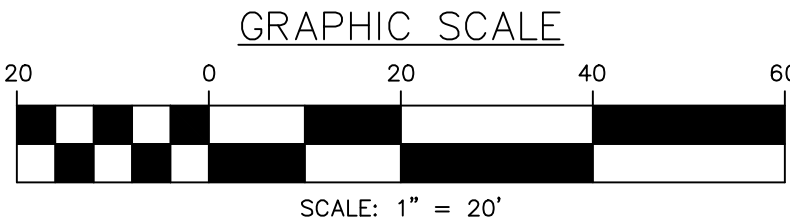


















JOB NUMBER:

1819

- 8240 Stadium Drive
- Kalamazoo, Michigan 49009
- Phone: (269) 353-7800
- Fax: (269) 353-7900


Delta Design Systems, Inc.
design & build contractors steel building systems



 = EXISTING CONCRETE CURB & GUTTER
 = EXISTING EDGE OF ASPHALT
 = EXISTING EDGE OF CONCRETE
 = EXISTING BUILDING LINE
 = EXISTING TREE LINE
 = EXISTING FENCE LINE
 = EXISTING SANITARY SEWER LINE
 = EXISTING STORM SEWER LINE
 = EXISTING GROUND CONTOUR LINE
 = APPROXIMATE EXISTING BURIED ELECTRIC
 = PROPERTY LINE
 = PROPOSED EDGE OF ASPHALT
 = PROPOSED EDGE OF CONCRETE
 = PROPOSED BUILDING LINE
 = PROPOSED STORM SEWER LINE
 = PROPOSED GROUND CONTOUR LINE



3 WORKING DAYS
BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171
(TOLL FREE) for the location of underground facilities

TOTAL SITE INFORMATION:

SITE AREA:	338,795 SFT (7.77 AC)
ZONING:	M-1 CLASSIFICATION
PROPOSED USE:	WAREHOUSE/MANUFACTURING FACILITY
OWNERS:	HY-TECH SPRING AND MACHINE 950 LINCOLN PARKWAY PLAINWELL, MI 49080

SITE DRAINAGE:
DRAINAGE FROM EXISTING BUILDING AND PARKING AREA IS TO REMAIN UNCHANGED
THE "NEW" ROOF AREAS WILL DISCHARGE TO GROUND SURFACE PRIOR TO DRAINING
TO THE MUNICIPAL SYSTEM.

PARKING:
 REQUIRED PARKING (INCLUDES EXIST. FACILITIES AND PROPOSED WAREHOUSE):
 1 SPACE FOR EVERY 350 SFT OF OFFICE = 3,200 SFT / 350 = 9.1 SPACES
 1 SPACE FOR EVERY 2000 SFT WAREHOUSE = 65,108 SFT / 2,000 = 32.5 SPACES
 1 SPACE FOR EVERY 650 SFT OF GROSS FLOOR AREA = 38,682 SFT / 650 = 59.5 SPACES
 TOTAL REQUIRED SPACES = 101.1 SPACES => 101 SPACES
 ACTUAL SPACES PROVIDED => 138

LEGAL DESCRIPTION:

LOTS 18 AND 19, INDUSTRIAL PARK PLAT NO. 2, BEING A SUBDIVISION IN THE NORTHEAST QUARTER OF SECTION 29, TOWN 1 NORTH, RANGE 11 WEST, CITY OF PLAINWELL, ALLEGAN COUNTY, MICHIGAN, ACCORDING TO THE PLAT THEREOF AS RECORDED IN LIBER 12 OF PLATS, PAGES 47 AND 48, ALLEGAN COUNTY RECORDS, EXCEPT THE SOUTH 272.25 FEET THEREOF. CONTAINING 3.02 ACRES MORE OR LESS.

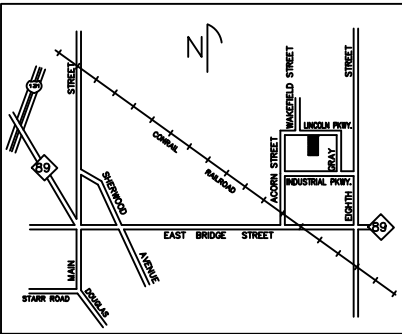
SUBJECT TO ANY AND ALL EASEMENTS AND RESTRICTIONS OF RECORD OR OTHERWISE

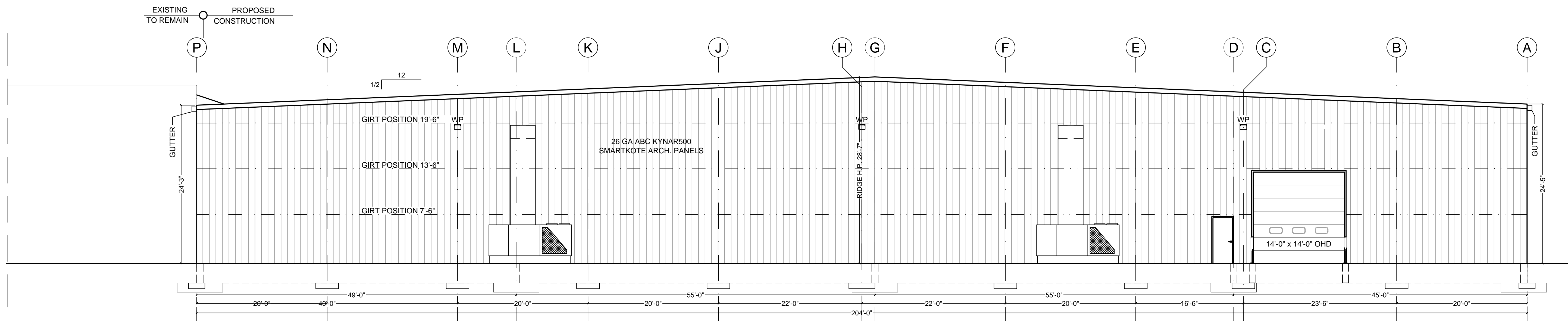
NOTE: THIS IS NOT A BOUNDARY SURVEY. PARCEL DIMENSIONS SHOWN ARE BASED ON MEASUREMENTS MADE BETWEEN FOUND MONUMENTATION WHICH HAS NOT BEEN VERIFIED

UTILITY STATEMENT:

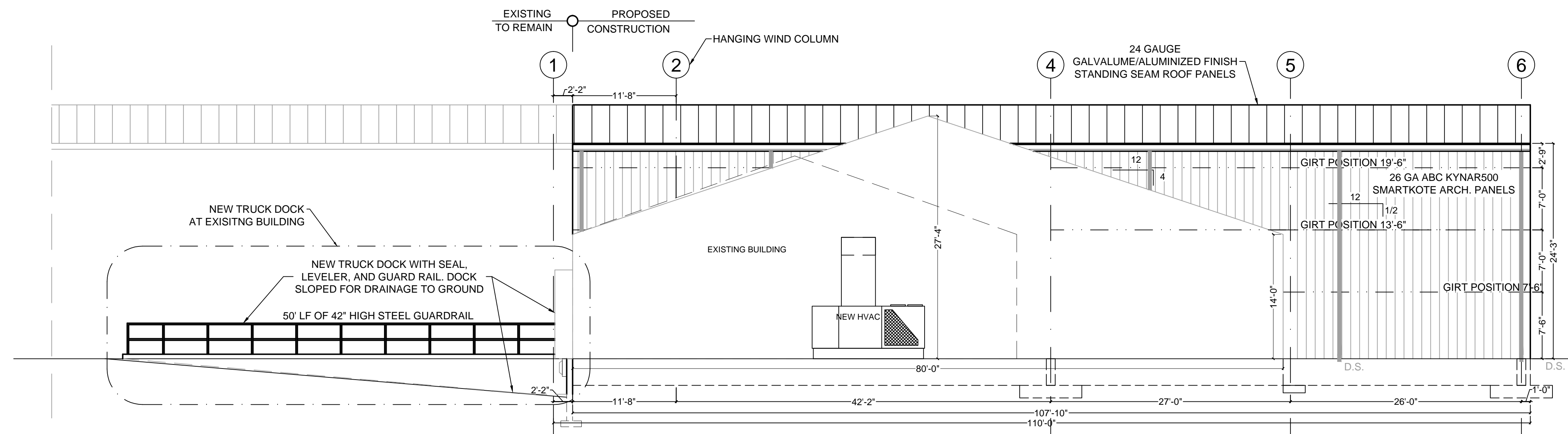
THE EXISTING UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY OBSERVATIONS AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN HEREON COMPRISE ALL SUCH UTILITIES IN THE AREA EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATIONS INDICATED, ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

NEW ASPHALT:
3084 PARKING
1946 DOCK AREA
1720 DOCK TURN AROUND

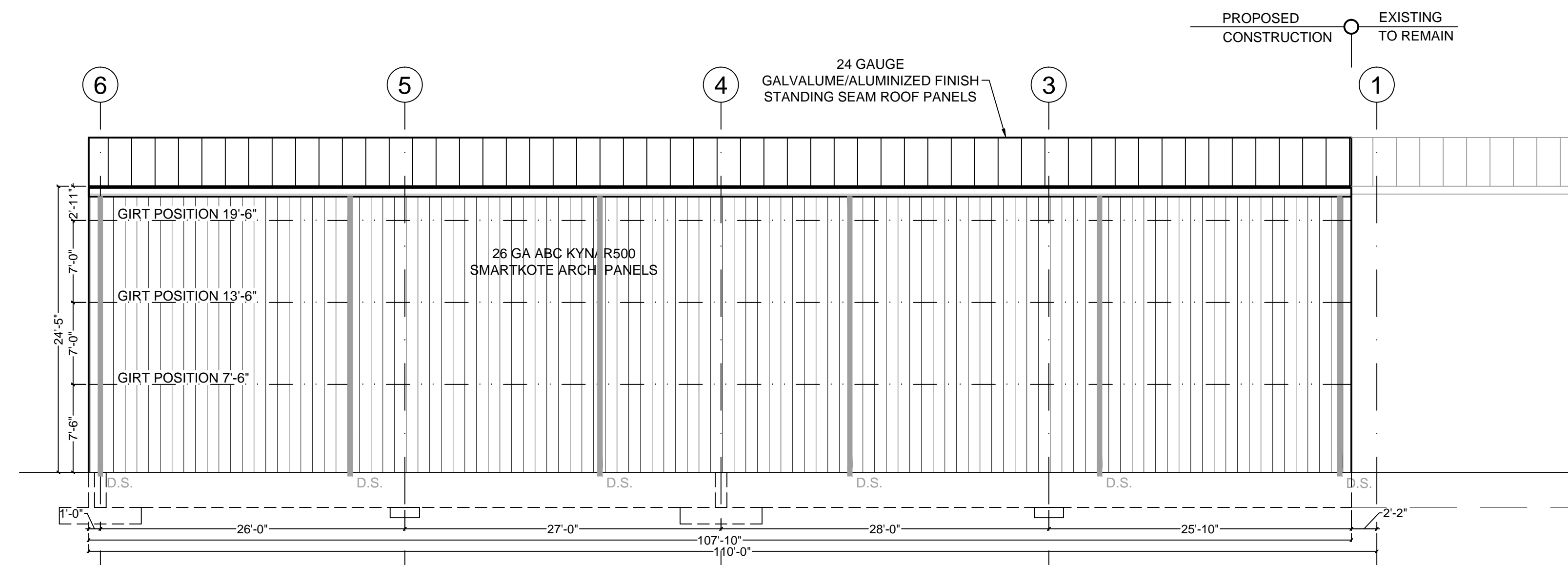




◦ SOUTH ELEVATION ◦
SCALE: 1/8" = 1'-0"



◦ WEST ELEVATION ◦
SCALE: 1/8" = 1'-0"



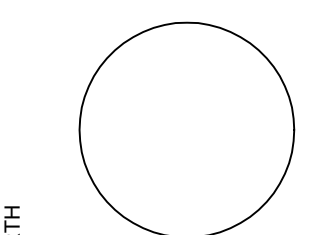
◦ EAST ELEVATION ◦
SCALE: 1/8" = 1'-0"

◦ ELEVATIONS ◦

HYTECH SPRING AND MACHINE

950 LINCOLN PKWY,
PLAINWELL, MI 49080

NORTH



Delta Design Systems, Inc.
design & build contractors steel building systems

8240 Stadium Drive
Kalamazoo, Michigan 49009
phone: (269) 353-7800
fax: (269) 353-7900

JOB NUMBER:

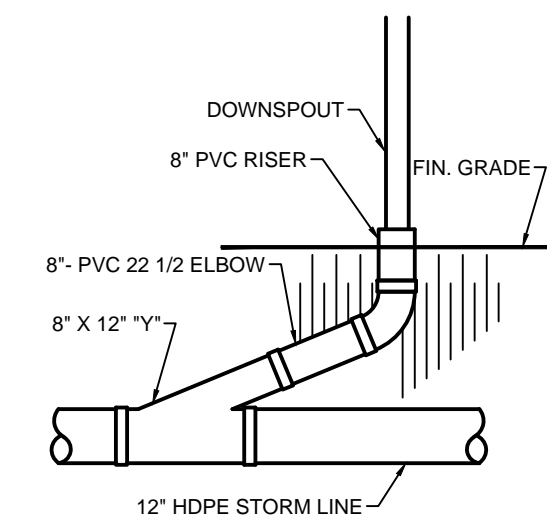
1819

REVISION
FOR PERMITS

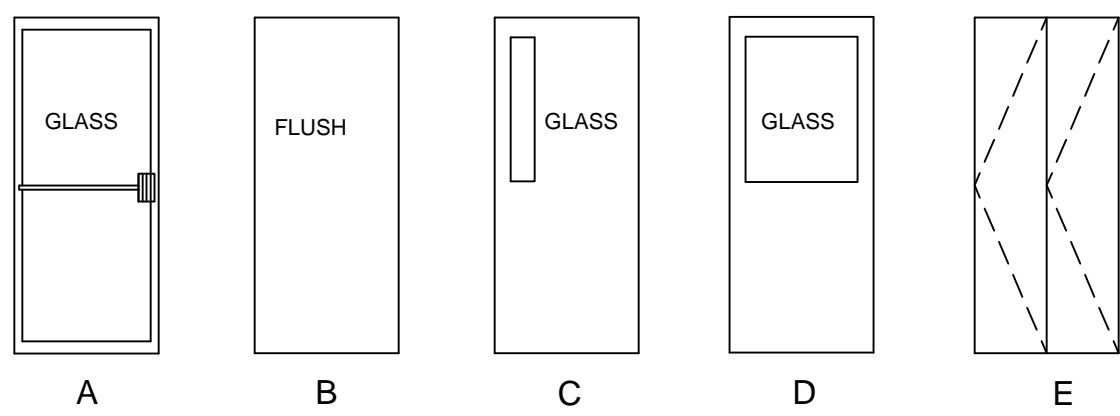
DATE:
23 AUGUST 2018

SHEET NO.:

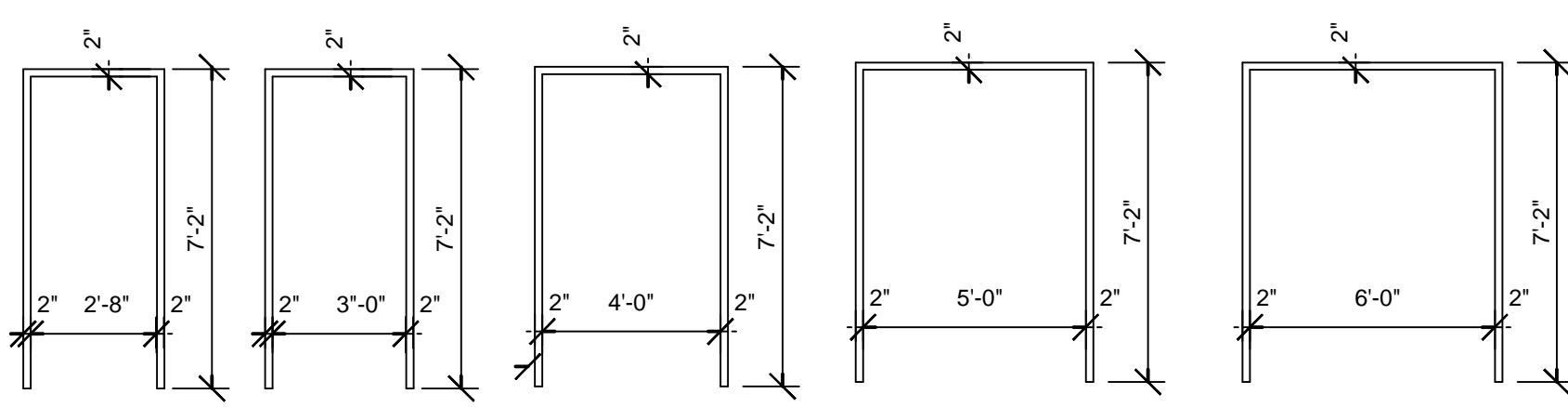
A-1



DOWNSPOUT AND DRAIN
SCALE: NOT TO SCALE



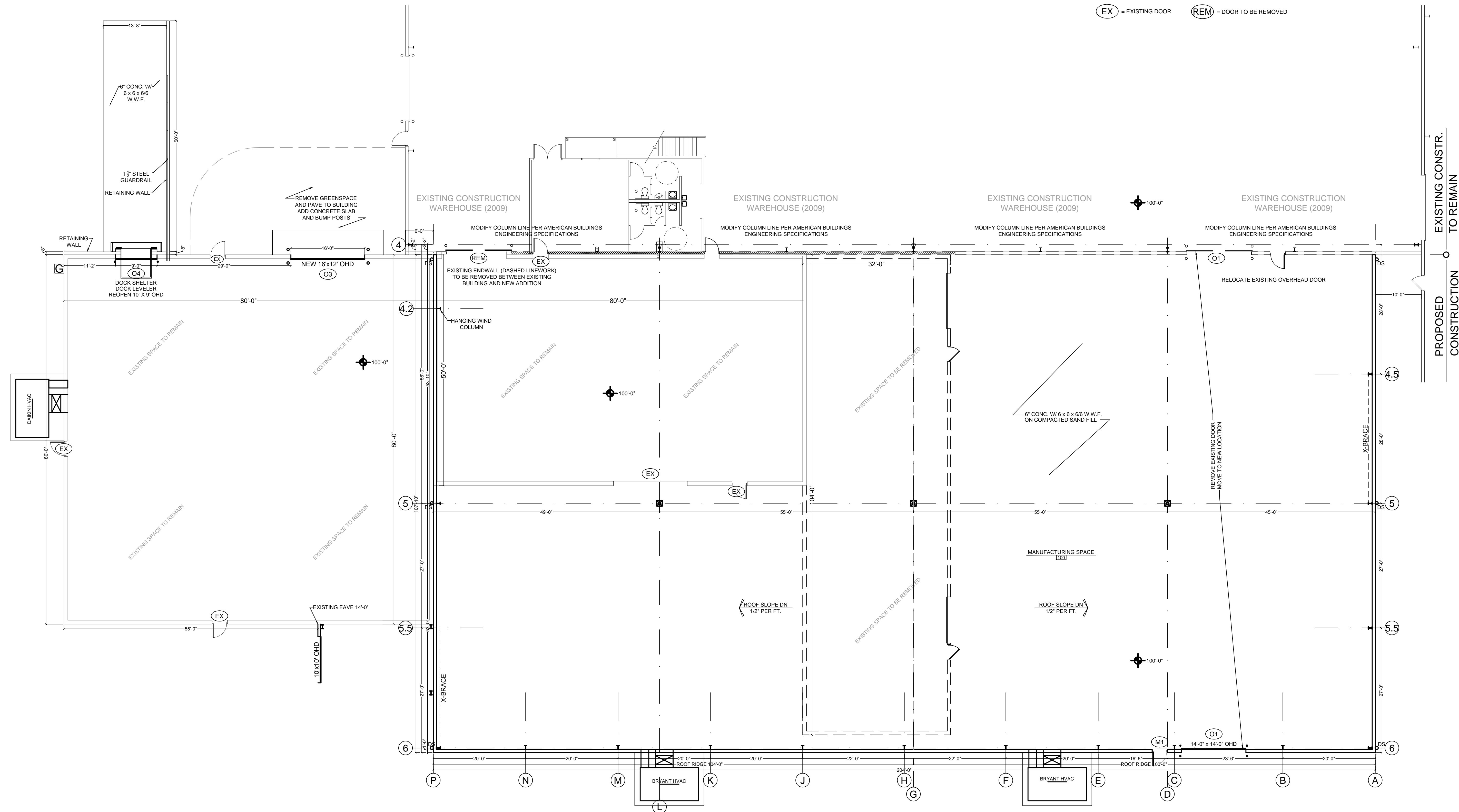
DOOR TYPES
SCALE: NOT TO SCALE



FRAME TYPES
SCALE: NOT TO SCALE

◦ DOOR SCHEDULE ◦													
DOOR NUMBER	DOORWAY DIM.	DOOR			FRAME		FIRE-UL LABEL	CLOSER	THRESHOLD	INSUL WINDOW	WEATHER STRIP	PANIC HARDWARE	REMARKS
		SWING	TYPE	MAT'L	TYPE	MAT'L							
O1	14'-0" X 14'-0"	OHD	OHD	METAL	OHD	METAL							ELECTRIC OPENER (EXISTING, MOVED)
O2	10'-0" X 10'-0"	OHD	OHD	METAL	OHD	METAL							MANUAL OPENER
O3	16'-0" X 12'-0"	OHD	OHD	METAL	OHD	METAL							ELECTRIC OPENER
O4	8'-0" X 9'-0"	OHD	OHD	METAL	OHD	METAL							MANUAL OPENER, DOCK SEAL
M1	3'-0" X 7'-0" X 1 3/4"	LH	B	METAL	2	METAL		○	○		○	○	LEVER LOCKSET W/ PANIC HARDWARE
M2	3'-0" X 7'-0" X 1 3/4"	RH	B	METAL	2	METAL		○			○		

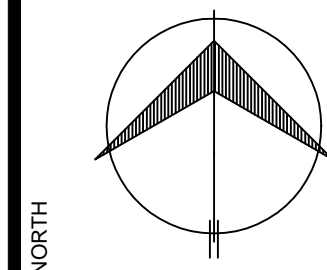
EX = EXISTING DOOR REM = DOOR TO BE REMOVED



FLOOR PLAN
SCALE: 3/32" = 1'-0"

HYTECH SPRING AND MACHINE

950 LINCOLN PKWY,
PLAINWELL, MI 49080



Delta Design Systems, Inc.
design & build contractors steel building systems

8240 Stadium Drive
Kalamazoo, Michigan 49009
phone: (269) 353-7800
fax: (269) 353-7900

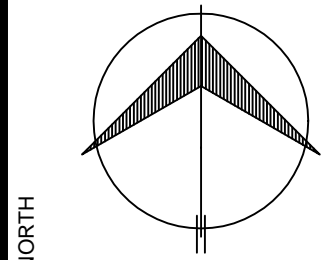
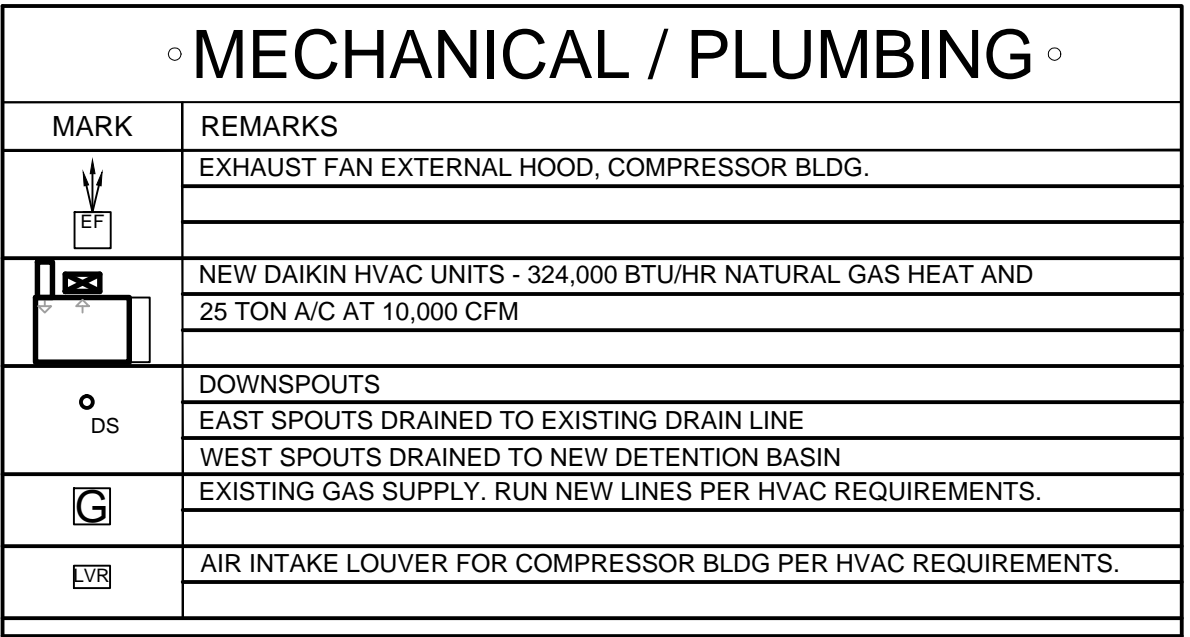
JOB NUMBER:

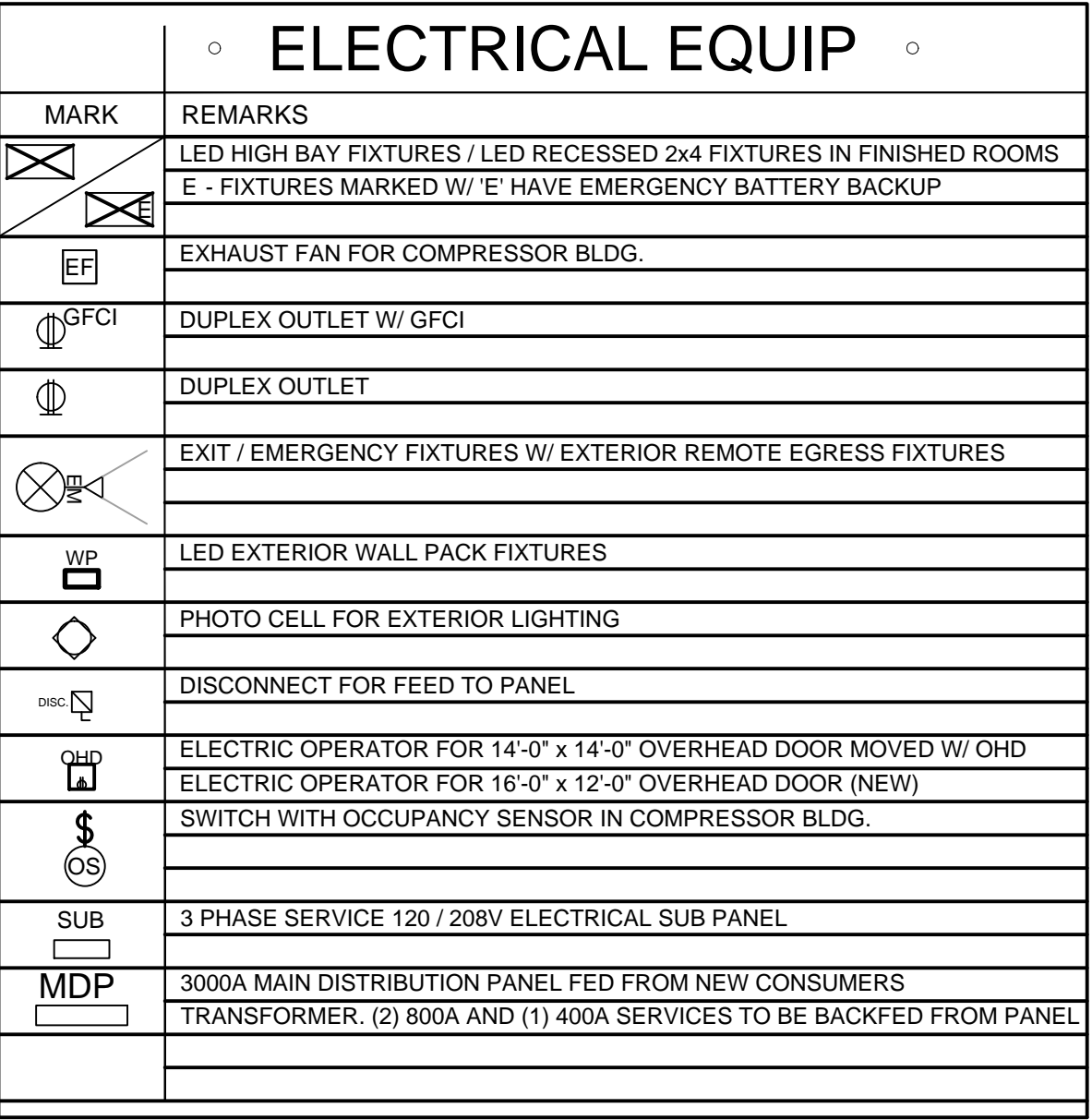
1819

REVISION	DATE	FOR PERMITS
	23 AUGUST 2018	

SHEET NO.:

A-2



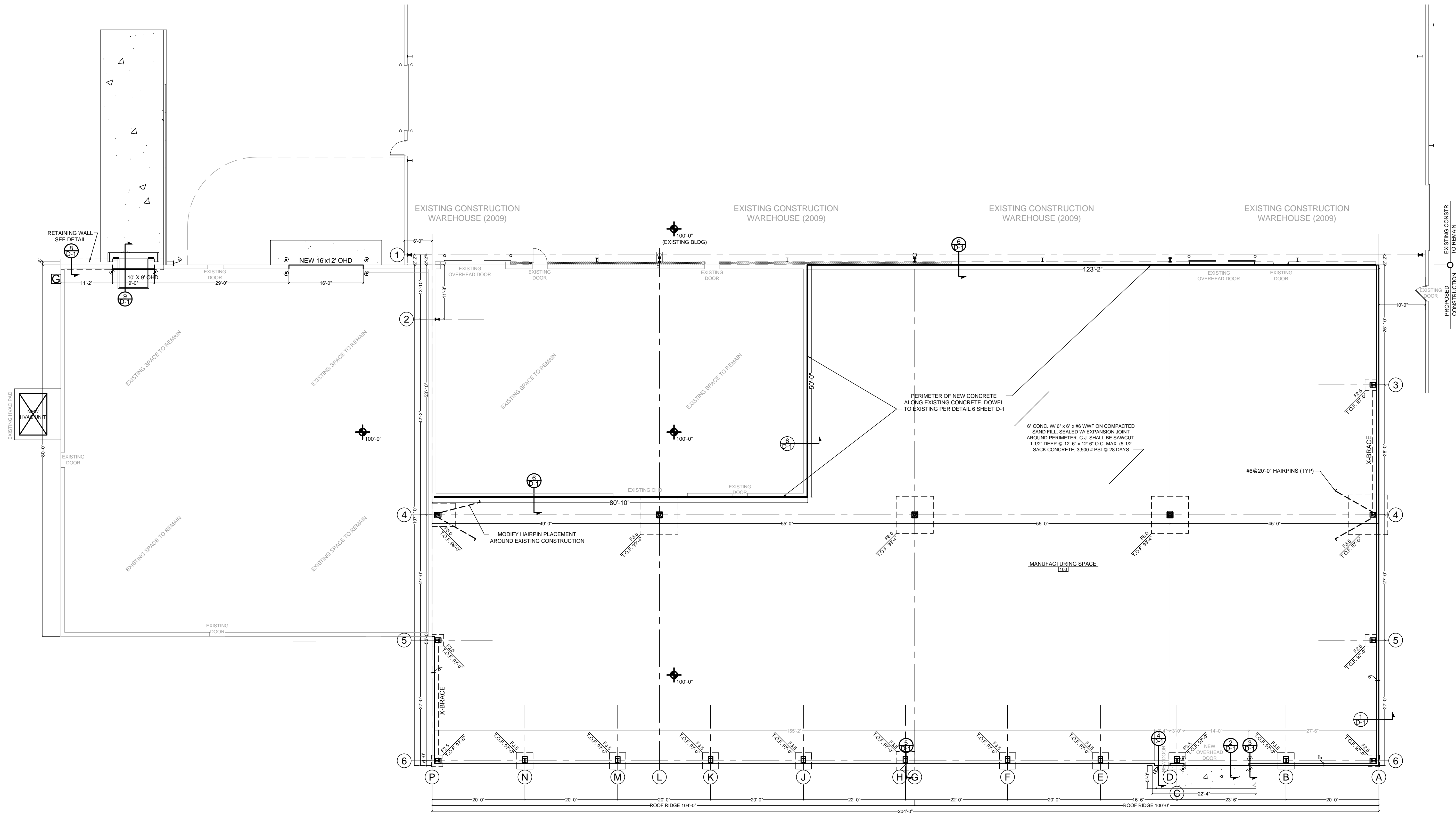


ELECTRICAL PLAN
SCALE: 1/8" = 1'-0"

- 8240 Stadium Drive
- Kalamazoo, Michigan 49009
- phone: (269) 353-7800
- fax: (269) 353-7900

1819

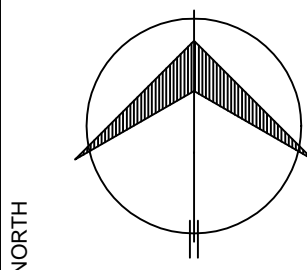
Delta Design Systems, Inc.
design & build contractors steel building systems



○ FOUNDATION PLAN ○
SCALE: 1/8" = 1'-0"

HYTECH SPRING AND MACHINE

950 LINCOLN PKWY,
PLAINWELL, MI 49080



Delta Design Systems, Inc.

design & build contractors steel building systems

- 8240 Stadium Drive
- Kalamazoo, Michigan 49009
- phone: (269) 353-7800
- fax: (269) 353-7900

JOB NUMBER:

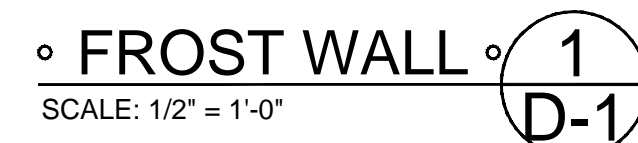
1819

REVISION:
PRELIMINARY
FOR PERMIT

DATE:
08 MAR 2018
23 AUGUST 2018

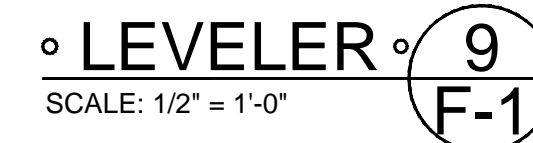
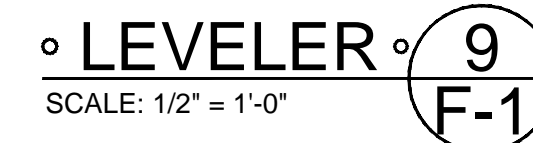
SHEET NO.:

F-1



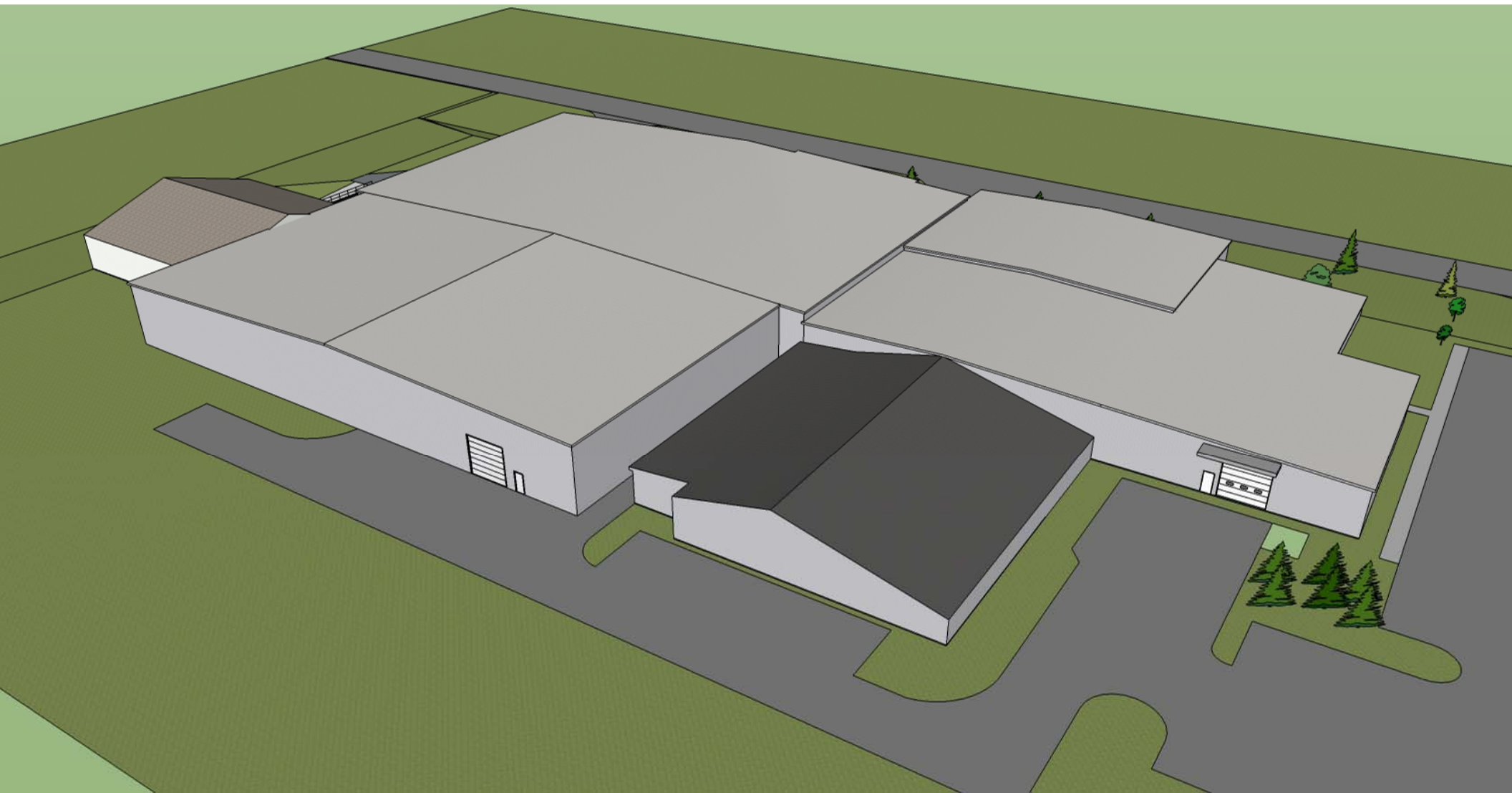
1. FOUNDATIONS ARE DESIGNED FOR 3,000 P.S.F. SOIL BEARING CAPACITY
2. FOUNDATION CONCRETE SHALL BE 3,000 P.S.I. @ 28 DAYS. (5 BAG MIX)
FLATWORK CONCRETE SHALL BE 3,500 P.S.I. @ 28 DAYS. (5 1/2 BAG MIX)
SLUMP SHALL BE 4", 1"
3. VERIFY ANCHOR BOLT SIZES AND LOCATIONS WITH METAL BUILDING
MANUFACTURER'S SHOP DRAWINGS PRIOR TO CONSTRUCTION
4. RECESS TOP OF FROST WALL 6" AT ALL DOOR OPENINGS
5. SEE SHOP DRAWINGS FOR DOCK LEVELER DIMENSIONS

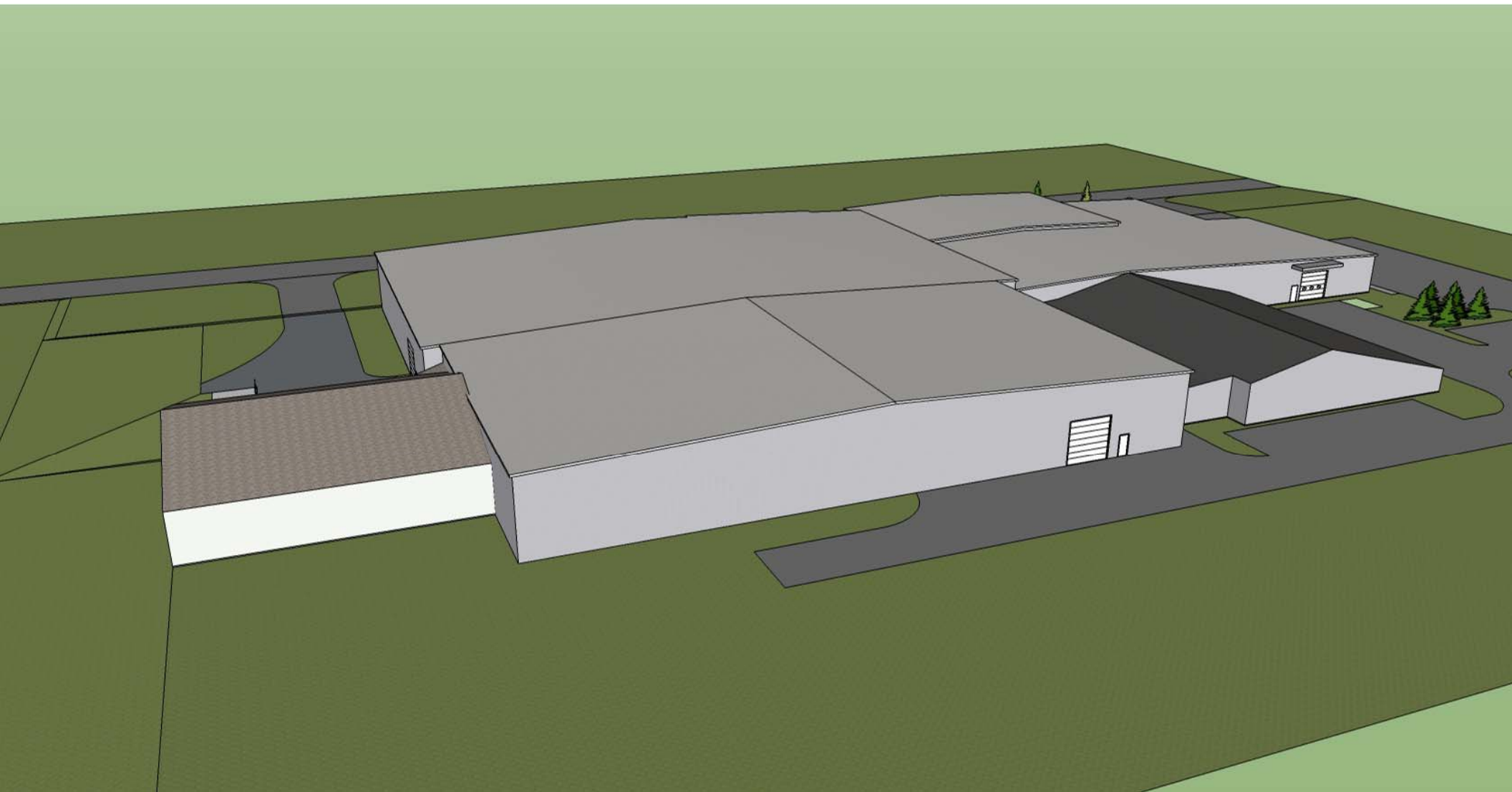
ALL TOP OF PIER EL. 100'-0" UNLESS NOTED OTHERWISE
ALL COLUMN BASES SET AT FINISHED FLOOR.



○ FOUNDATION DETAILS ○







**LOCAL GOVERNING BODY RESOLUTION FOR REDEVELOPMENT LIQUOR
LICENSES**
(Authorized by MCL 436.1501)

RESOLUTION 18-22

At a regular meeting of the Plainwell City Council, called to order by _____ on September 24, 2018 at **7:00 p.m.**, the following resolution was offered:

Moved by _____ and supported by _____ that the application from Rose Restaurant Group LLC, for a Class C Redevelopment (DDA) Liquor License, to be located at 112 N. Main St. Plainwell, MI. in Allegan County be (*recommended/not recommended*) by this council to be considered for approval by the Michigan Liquor Control Commission.

Approval:

Denial:

Yeas:

Nays:

Absent:

I hereby certify that the foregoing is a true and complete copy of a resolution offered and approved by the City of Plainwell Council at a regular meeting held on September 24, 2018.

Signed:

Brian Kelley, City Clerk
211 N. Main St.
Plainwell, MI 49080



Retailer License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Rose Restaurant Group LLC	
Address to be licensed: 112 N. Main St	
City: Plainwell	Zip Code: 49080
City/township/village where license will be issued: City of Plainwell	County: Allegan
Federal Employer Identification Number (FEIN):	

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☒ Yes ☐ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you transferring the classification of an existing on premises license? ☐ Yes ☒ No
5. Are you modifying the size of the licensed premises? ☐ Yes ☒ No
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
6. Are you transferring the location of an existing license? ☐ Yes ☒ No
7. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
8. Do you intend to use this license actively? ☒ Yes ☐ No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees: \$70.00	License & Permit Fees: \$760.00	TOTAL FEES: \$830.00
--------------------------	---------------------------------	-----------------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: Rose Restaurant Group LLC

Off Premises License Type:

Base Fee:

Fee Code
MLCC Use
Only

New Transfer

- ☐ ☐ SDM License \$100.00
- ☐ ☐ SDD License \$150.00
- ☐ ☐ Resort SDD License Upon Licensure/\$150.00

Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less

Off Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00
- ☐ Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)
- ☐ Catering Permit \$100.00
- ☐ Secondary Location Permit - Complete [Form LCC-201](#)
- ☐ Beer and Wine Tasting Permit No charge
- ☐ Living Quarters Permit No charge

On/Off Premises Permission Type:

Base Fee:

- ☐ Off-Premises Storage No charge
- ☐ Direct Connection(s) No charge
- ☐ Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 1 x \$70.00 Inspection Fee

Total Inspection Fee(s): Fee Code: 4036 \$70.00

Total License Fee(s): \$600.00

Total Permit Fee(s): \$160.00

TOTAL FEES DUE:

\$830.00

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:

Base Fee:

Fee Code
MLCC Use
Only

New Transfer

- ☐ ☐ B-Hotel License \$600.00

Number of guest rooms: _____

- ☐ ☐ A-Hotel License \$250.00

Number of guest rooms: _____

- ☒ ☐ Class C License \$600.00 4012

- ☐ ☐ Tavern License \$250.00

- ☐ ☐ Resort License Upon Licensure

- ☒ ☐ DDA/Redevelopment License Upon Licensure

- ☐ ☐ Brewpub License \$100.00

- ☐ ☐ G-1 License \$1,000.00

- ☐ ☐ G-2 License \$500.00

- ☐ ☐ Aircraft License \$600.00

- ☐ ☐ Watercraft License \$100.00

- ☐ ☐ Train License \$100.00

- ☐ ☐ Continuing Care Retirement Center License \$600.00

☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

B-Hotel or Class C Licenses Only:

- ☐ ☐ Additional Bar(s)

Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:

Base Fee:

- ☒ Sunday Sales Permit (AM)* \$160.00 4033

- ☐ Sunday Sales Permit (PM)** 15%**

- ☐ Catering Permit \$100.00

- ☐ Banquet Facility Permit - Complete [Form LCC-200](#)

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- ☒ Outdoor Service No charge

- ☐ Dance Permit No charge

- ☐ Entertainment Permit No charge

- ☐ Extended Hours Permit: No charge

☐ Dance ☐ Entertainment Days/Hours: _____

- ☐ Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

- ☒ Living Quarters Permit No charge

- ☐ Topless Activity Permit No charge

Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLY

Applicant name: Rose Restaurant Group LLC

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

- ☐ a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the [Food Law of 2000, MCL 289.1101 to MCL 289.8111](#).
- ☐ b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.
- ☒ c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

- ☒ a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ c. Applicant's establishment is a pharmacy as defined in the [Public Health Code, MCL 333.17707](#).
MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ d. Applicant's establishment qualifies as a marina under [MCL 436.1539](#).
MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.
- ☐ e. Applicant does not qualify under any of the quota exemptions or waiver listed above.
MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

- ☐ Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*
- ☐ If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
- ☐ If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed [Form LCC-301](#).

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Thomas Rose		
Home address: 249 Rolling Meadows Dr		
City: Plainwell	State: MI	Zip Code: 49080
Business Phone: 269-685-1077	Cell Phone: 269-290-2876	Email: Tom@fourrosescave.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. <input checked="" type="radio"/> Yes <input type="radio"/> No		
Do you hold 10% or more interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed " Livescan Fingerprint Background Request " with your application. Business ID 242811		

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]
Are you a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Have you ever legally changed your name? <input type="radio"/> Yes <input checked="" type="radio"/> No		
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married): Janice Rose		
Spouse's date of birth: [REDACTED]	Is your spouse a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input checked="" type="radio"/> Yes <input type="radio"/> No		
Date	City/State	Charge
[REDACTED]	[REDACTED]	[REDACTED]
Disposition		
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date	City/State	Charge
Disposition		

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Thomas Rose

Print Name

Signature

9/14/2018

Date

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed [Form LCC-301](#).

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Janice Rose		
Home address: 249 Rolling Meadows Dr		
City: Plainwell	State: MI	Zip Code: 49080
Business Phone: 269-685-1077	Cell Phone: 269-290-2868	Email: Jan@fourrosescave.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. <input checked="" type="radio"/> Yes <input type="radio"/> No		
Do you hold 10% or more interest in the applicant entity? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed " Livescan Fingerprint Background Request " with your application. Business ID 242811		

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]
Are you a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No		
Have you ever legally changed your name? <input checked="" type="radio"/> Yes <input type="radio"/> No		
If you answered "yes", please list your prior name(s) (including maiden): Herbert, Button		
Spouse's full name (if currently married): Thomas Rose		
Spouse's date of birth: [REDACTED]	Is your spouse a citizen of the United States of America? <input checked="" type="radio"/> Yes <input type="radio"/> No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? <input type="radio"/> Yes <input checked="" type="radio"/> No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input type="radio"/> Yes <input checked="" type="radio"/> No		
Date	City/State	Charge
		Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): <input checked="" type="radio"/> Yes <input type="radio"/> No		
Date	City/State	Charge
		Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Janice Rose

Print Name

Signature

9/14/2018

Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact? <input type="radio"/> Phone <input type="radio"/> Mail <input checked="" type="radio"/> Email <input type="radio"/> Fax		
What is your preferred method for receiving a Commission Order? <input type="radio"/> Mail <input checked="" type="radio"/> Email <input type="radio"/> Fax		
Contact name: Janice Rose	Relationship: Self	
Mailing address: 249 Rolling Meadows Dr		
Phone: 269-290-2868	Fax number: NA	Email: jan@fourrosescfe.com

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-
Attorney address:		
Phone:	Fax number:	Email:
Would you prefer that we contact your attorney for all licensing matters related to this application?		<input type="radio"/> Yes <input checked="" type="radio"/> No
Would you prefer any notices or closing packages be sent directly to your attorney?		<input type="radio"/> Yes <input checked="" type="radio"/> No

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Janice Rose Owner/Member



9/18/2019

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-284-8557



New On-Premises Redevelopment or Development District License Questionnaire

Complete and submit this questionnaire along with a fully completed [Retailer License & Permit Application \(LCC-100\)](#) with the documents required to be submitted with that form and any other documents required as listed below.

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Rose Restaurant Group LLC		
Address to be licensed: 112 N. Main St		
City: Plainwell	Zip Code: 49080	
City/township/village where license will be issued: City of Plainwell		County: Allegan
Contact Name: Janice Rose	Phone: 269-290-2868	Email: jan@fourrosescave.com
Mailing address (if different from above): 249 Rolling Meadows Dr.		
City: Plainwell	Zip Code: 49080	

I am applying for the following on-premises redevelopment or development district license:

☐ **MCL 436.1521a(1)(a) - Redevelopment (RDA) License - Complete Parts 2a, 3, 4, & 5**

Select one: ☐ Class C ☐ B-Hotel ☐ Tavern ☐ A-Hotel

- The proposed licensed premises must be located in a redevelopment project area defined by the local governmental unit and the investment in the redevelopment project area must meet one (1) of following requirements:
 - Investment of not less than \$50 million in cities, townships, or villages having a population of 50,000 or more
 - Investment of not less than \$1 million per 1,000 people in cities, townships, or villages having a population of less than 50,000
- The licensed business must be engaged in activities related to dining, entertainment, or recreation and provide that activity not less than five (5) days per week
- The licensed business must be open to the public not less than ten (10) hours per day, five (5) days per week
- The initial enhanced license fee for a license issued under this section is \$20,000.00

☒ **MCL 436.1521a(1)(b) - Development District (DDA) License - Complete Parts 2b, 3, 4, & 5**

Select one: ☒ Class C ☐ B-Hotel ☐ Tavern ☐ A-Hotel

- The proposed licensed premises must be located in one of the development districts or areas listed in MCL 436.1521a(1)(b):
 - Tax Increment Finance Authority Act (TIFA) District under Public Act 450 of 1980
 - Corridor Improvement Authority Act Development Area under Public Act 280 of 2005
 - Downtown Development Authority (DDA) District under Public Act 197 of 1975
 - Principal Shopping District under Public Act 120 of 1961
- The total investment in real and personal property within the development district or area shall not be less than \$200,000.00 over a period of the preceding five (5) years
- The building shall be a restoration or rehabilitation of an existing building and **cannot be a brand new building**
- The building that will house the proposed licensed premises must have at least \$75,000.00 expended for the rehabilitation or restoration of the building over the preceding five (5) years or a commitment for a capital investment of at least \$75,000.00 in the building that must be expended before the license is issued
- The licensed business must be engaged in activities related to dining, entertainment, or recreation
- The licensed business must be open to the general public and have a seating capacity of not less than 25 persons
- The initial enhanced license fee for a license issued under this section is \$20,000.00

Please Note: Pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Part 2a - MCL 436.1521a(1)(a) - Redevelopment (RDA) License Required Documents

<input type="checkbox"/> Resolution from local governmental unit establishing the redevelopment project area
<input type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none">• The amount of investment money expended for manufacturing, industrial, residential, and commercial development within the redevelopment project area during the preceding three (3) years (must specifically state start and end dates for the investment, i.e. January 1, 2013, to December 31, 2015).• Statement that the amount of commercial investment in the redevelopment project area constitutes not less than 25% of the total investment in real and personal property in the area.
<input type="checkbox"/> Legible map of the redevelopment project area which clearly labels all street names

Part 2b - MCL 436.1521a(1)(b) - Development District (DDA) License Required Documents

<input checked="" type="checkbox"/> Resolution from local governmental unit establishing the development district or area which specifically references the statute under which the area was established: <ul style="list-style-type: none">• Public Act 450 of 1980 for Tax Increment Finance Authorities• Public Act 280 of 2005 for Corridor Improvement Authorities• Public Act 197 of 1975 for Downtown Development Authorities• Public Act 120 of 1961 for Principal Shopping Districts
<input checked="" type="checkbox"/> Affidavit from the assessor, certified by the city, township, or village clerk, which states the following: <ul style="list-style-type: none">• The total amount of public and private investment in real and personal property within the development district or area over a period of the preceding five (5) years (must specifically state start and end dates for the investment, i.e. January 1, 2011, to December 31, 2015).
<input checked="" type="checkbox"/> Legible map of the development district or area which clearly labels all street names

Part 3 - Available License Search

MCL 436.1521a(9) requires any person signing an application for an on-premises Redevelopment or Development District license to verify that he or she attempted to purchase any of the on-premises licenses that are in escrow that do not have a pending transfer on file with the MLCC within the county in which the applicant for the on-premises Redevelopment or Development District license proposes to operate.

You should not apply for an on-premises Redevelopment or Development District license if there is an available quota license in the local governmental unit in which the proposed licensed business will be located. You may verify the availability of quota licenses on the Commission's website using the [Local Government Quota search page](#).

<input checked="" type="checkbox"/> I verify that I have attempted to purchase any readily available on-premises escrowed licenses that do not have pending transfers on file with the MLCC in the county where the proposed licensed business will be located. <ul style="list-style-type: none">• Applicant should provide a notarized affidavit outlining all attempts and responses (or lack thereof) to secure a readily available on-premises license.• Applicant should send certified letters of inquiry as to the availability of the license to each licensee at the address listed on the licensee listing report provided by the MLCC.• Applicant should submit copies of the letters sent, certified tags, signed certified return receipts, copies of any envelopes returned by the USPS, and copies of any correspondence received from the licensees.• Applicant should provide dates, the name of the person contacted, and a synopsis of the conversation if escrowed licensees are contacted by telephone.• Applicant should provide documentation regarding the fair market value of the license based on where the applicant will be located, if determinable, the size and scope of the proposed operation, and/or the existence of mandatory contractual restrictions or inclusion attached to the sale of the license when indicating to the MLCC that purchase of a license is not economically feasible or the license is not readily available.
<input checked="" type="checkbox"/> There are no readily available on-premises licenses in escrow in the county where the proposed licensed business will be located.
<input checked="" type="checkbox"/> There are no unissued, on-premises quota licenses readily available in the local governmental unit where the proposed licensed business will be located.

Part 4 - Local Governmental Approval

An applicant for a new on-premises Redevelopment or Development District license requires approval by the legislative body of the local governmental unit in which the licensed premises will be located. Applicants for a license in a city that has a population of 600,000 or more do not require local governmental approval. Please use the [Local Governmental Unit Approval Form \(LCC-106\)](#) or obtain a resolution from the local governmental unit that contains the same information required on the form. The form or a resolution from the city, village, or township must specifically state the applicant's legal name, if an individual person, or the corporate name of the business, the proposed licensed address, and contain a recommendation for the issuance of a license under one of the two following options:

- New Class C* license issued under the provisions of MCL 436.1521a(1)(a)
- New Class C* license issued under the provisions of MCL 436.1521a(1)(b)

**May substitute other license types such as Tavern, A-Hotel, or B-Hotel licenses*

Part 5 - Signature of Applicant

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

I certify that I understand that pursuant to MCL 436.1521a(8) a license issued under MCL 436.1521a cannot be transferred to another location and that if the licensee goes out of business the license issued under MCL 436.1521a shall be surrendered by the licensee to the Commission and the Commission will terminate the license.

Janice Rose Owner/Member



9/14/2018

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059

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

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

Affidavit

State of Michigan, County of Allegan

The City of Plainwell

Located at 211 N. Main St. Plainwell, MI 49080

States the total of public and private investment in real and personal property within the development district (DDA) over a period of the preceding five (5) years has been \$151,972.00 in public funds and \$1,348,275.00 in private funds totaling \$1,500,247.00.

The City hereby claims that the information above is true, to the best of our knowledge. The City confirms that the information here is both accurate and complete, and relevant information has not been omitted.

Signature: _____

Date: _____

Notary:

Investment in Downtown Public and Private 2013-2018

Name	Address	Amount	Public/Private	Dates:	Notes
Barbed Wire	140 S. Main St.	10,000	Public-revolving loan	12/14/16 - 09/17/18	outside cement work
Barbed Wire Café	140 S. Main St.	275,000	Private	12/14/16-09/27/18	tear down and rebuild
RWE	137 E. Bridge St.	10,000	Public-revolving loan	10/09/2015 - 5/16/2018	Inventory/upgrades
Bridge St. Deli	137 E. Bridge St.	10,000	Public-revolving loan	05/31/2018 - 6/15/2018	New Signage
Ace Hardware Building	135 N. Anderson	1,000,000	Private	7/19/2017 - 4/22/2018	interior/exterior remodels & inventory
Ace Hardware Building	135 N. Anderson	93,970	Public-revolving loan	12/16/2015 - 07/19/2017	repaved parking lot & Street
Companion Animal Clinic	201 E. Bridge St.	300,000	Private	03/27/17 - pending Sept. 201	addition/remodel
Lost Raven	200 E. Bridge	10,000	Public-revolving loan	08/02/2013 - 02/04/2016	remodel
Dancing Dogs	119 N. Main St.	8,452	Public-revolving loan	10/14/2015 - 6/16/2017	front façade work/canopy
Modern Woodman	117 S. Main St.	7,000	Public-revolving loan	08/01/2014 - 10/30/2014	remodel/upgrade to building
Modern Woodman	117 S. Main St.	33,000	Private	08/01/2014 - 10/30/2014	upgrades to building/ interior remodel
Hart's Jewelry	124 N. Main St.	\$2,550.00	Public-revolving loan	9/23/2013 - 11/15/2013	new canopy/interior upgrades
Hardings & Hill	141 N. Main St.	15,000	Private	5/31/2017 - 11/04/2017	roof repair / improvements
Clearwater Financial	104 E. Grant St.	68,809	Private	11/5/2015 -04/20/2016	roof/windows & interior bldg remodel
		151,972	Public-revolving loan		
		1,417,084	Private		
		1,569,056	Total Investment		

REDEVELOPMENT LIQUOR LICENSES

Through the provisions of Public Act 501 of 2006, the Liquor Control Commission (LCC) may issue new public on-premises liquor licenses to local units of government. In order to allow cities to enhance the quality of life for their residents and visitors to their communities, the LCC may issue public on-premises licenses in addition to those quota licenses allowed in cities under section 531 (1) of the Michigan Liquor Control Code, Public Act 58 of 1998 as amended.

WHO IS ELIGIBLE TO APPLY?

A business must be located in either a Business District listed below or in a City Redevelopment Area, as defined in Sec. 521a (2)(c).

- Tax Increment Finance Authority (TIFA) PA 450 of 1980
- Corridor Improvement Authority (CIA) PA 280 of 2006
- Downtown Development Authority (DDA) PA 197 of 1975
- Principal Shopping District (PSD) PA 120 of 1961

Applicants in these businesses districts must:

- Be a business engaged in dining, entertainment or recreation and open to the general public.
- Have a seating capacity of at least 25 people.
- Have spent at least \$75,000 for the rehabilitation or restoration of the building where the license will be housed over a period of the preceding five years or a commitment for a capital investment of at least \$75,000 that will be spent before the issuance of the license.
- Show that the total amount of private and public investment in real and personal property in a District listed above was at least \$200,000 in the period covering the preceding five years.

The LCC may issue one license for each of the above (\$200,000) monetary thresholds reached and for each major fraction thereof after the initial threshold is reached.

The LCC may also issue Redevelopment Liquor Licenses to businesses located in a City Redevelopment Area (there may be more than one in a city).

Applicants in City Redevelopment Areas must:

- Be a business engaged in dining, entertainment or recreation.
- Be open to the general public at least 10 hours per day, five days per week.
- Have a seating capacity of at least 25 people.
- Adopt a resolution from the governing body of the city establishing the redevelopment project area.
- Provide a map which clearly reflects and outlines where the redevelopment project area is located within the local unit of government.
- Provide an affidavit from the assessor, as certified by the city clerk, stating the total amount of investment in real and personal property within the redevelopment project area of the city during the preceding three year time period.
- Relative to a license issued in a City Redevelopment Project Area, the amount of commercial investment in the redevelopment project area within the city shall constitute not less than 25 percent of the total investment in real and personal property as evidenced by an affidavit of the city assessor as certified by the city clerk.
- A resolution which approves a specific applicant (individual, corporation, limited liability company, limited partnership) at a specific location.
- Have total investment over the last three years in real and personal property in the redevelopment area of:
 - ▶ At least \$50 million in cities having a population of 50,000 or more, or at least \$1 million per 1,000 people in cities of less than 50,000.

The LCC may issue a license when one of the above-mentioned monetary thresholds is met.

HOW TO APPLY

To be considered for the license by the LCC: The local unit of government must pass a resolution approving the applicant for an on-premise liquor license pursuant to PA 501 of 2006. If the business is located in a City Redevelopment Project Area the resolution should indicate the license be issued under Section 521a (1)a of PA 501 of 2006. If the business is located in a DDA, TIFA,

REDEVELOPMENT LIQUOR LICENSES *continued*

PSD, etc., the resolution should indicate the license be issued under Section 521a (1)b of PA 501 of 2006.

- The resolution and application ideally should be submitted at the same time.

Applications can be obtained from the LCC by downloading via the internet at www.michigan.gov/documents/cis/CIS_LCC_lc687_181912_7.pdf or by calling 517.322.1400.

All applicants will:

1. Need to demonstrate that they have attempted to purchase a readily available escrowed or quota on-premise license within the municipality that they want to operate, and that a license was not available.
2. Pay a \$20,000 fee for the license.

Upon receipt of the documentation from the local unit of government, the necessary application forms, other required documents and inspection fees, the application will be authorized for investigation.

The LCC will not transfer a license issued under this act to another location. If the licensee goes out of business, the licensee shall surrender the license to the LCC. The governing body of the local governmental unit may approve another applicant within the redevelopment project area or development district to replace a licensee who has surrendered the license to the LCC.

IMPORTANT NOTE

Do not invest any money in improvements or bind yourself in any agreements until you have been officially notified by the LCC that your request has been approved.

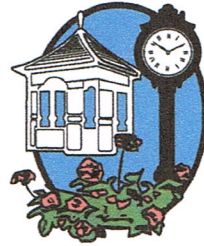
SUPPORTING STATUTE

Public Act 501 of 2006

CONTACT INFORMATION

For more information contact the Michigan Economic Development CorporationSM (MEDC) Customer Contact Center at 517.373.9808.

City of Plainwell



"The Island City"

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

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

To: Erik Wilson, Brian Kelley
From: Robert Nieuwenhuis
Subject: 2018 City Parking Lot
Date: September 21, 2018

The City parking lot between Anderson and North Main next to Ace needs to be redesigned and repaired. We have two estimates for repair, sealing and restriping of this parking lot.

- 1) A-1 Asphalt \$6,438.00
- 2) Tustins \$7,945.00

I recommend we use A-1 at the cost of \$6,438.00 for this job. This work includes 1000 square foot of mill and fill, 2 Coates of sealer, and the parking lot restriped. This project will help in the completion of the redesign and repair of the parking lot do to the dumpster area needing to be moved.

Error! Unknown document property name.

www.plainwell.org.

The City of Plainwell is an equal opportunity provider, and employer

P.O. Box 301
Plainwell, MI 49080



(269) 685-7325
(855) 685-7325
Fax (269) 685-1122
Email: office@tustins.com

Estimate

Proposal Submitted To:	Phone:	Date:
Bob Nieuwenhuis	(269) 207-7320	9/18/2018
Company Information:	Job Location:	Contract Number:
City of Plainwell Department of Public Works	City of Plainwell - N. Anderson Parking Lot	C32776
126 Fairlane Street	N. Anderson	
Plainwell, MI 49080	Plainwell, MI 49080	

We hereby submit specifications and estimates for the above-name jobs:

SURFACE PREPARATION:

1. Edge grass bordering pavement where needed.
2. The pavement shall be thoroughly cleaned to remove all dirt and debris.

SURFACE PREP: \$0.00

APPLICATION OF SEALER:

Apply 1 Coat commercial grade coal tar pitch emulsion which meets and exceeds all the requirements of the Federal Government specifications R-P-355E and ASTM D-332074T. Includes Modified Latex hardening agent.

First Coat: 639 Gallons

2-4 lbs. of silica sand added per gallon of material. Sand to be included in all coats.

31,958 sq. ft. @ \$0.065 = \$2,075.00

The Seal Coat Season Ends By the 1st of Oct. - NO Guarantee after Oct. 1st

SEAL COAT: \$2,075.00

CRACK REPAIR:

Blow clean all specified cracks. Cracks will then be banded with rubber using a 2" applicator sealing cracks from water penetration.

2,500 Lineal Feet @ \$0.62 = \$1,550.00

CRACK REPAIR: \$1,550.00

PATCH REPAIR:

Asphalt patch repair as follows: Infra-red thermal bond seamless patch repair of 2,520 sq.ft. of deteriorated asphalt.

51 - 6' X 8' and 3 - 4' X 6' areas

2,520 sq.ft. @ \$1.50 = \$3,780.00

PATCH REPAIR: \$3,780.00

STRIPING:

Parking lines to be restriped to include: 69 Stalls 3 Handicap Stalls
250 Lineal feet of Stripe = \$350.00

STRIPING: \$350.00

DUMP & ROLL:

1.00 ton @ \$190.00 = \$190.00

DUMP & ROLL: \$190.00

Estimate Total: \$7,945.00

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

Seven thousand nine hundred forty five and no hundredths

\$7,945.00

Payment to be made in CASH UPON COMPLETION OF WORK UNLESS OTHERWISE STATED BELOW

All material is guaranteed to be as specified. All work to be completed in a workperson-like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workman's compensation Insurance.

Authorized
Signature:

Matthew E. Bogdan

Matthew E. Bogdan

This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Estimate

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

Legal fees and court costs incurred in the collection of monies owed according to this contract will be borne by the customer.

Signature: _____

A-1 Asphalt, Inc.
4634 Division Ave., Wayland, MI 48348
COMMERCIAL + INDUSTRIAL + RESIDENTIAL + MUNICIPAL
Serving West Michigan Since 1988

DATE: September 10, 2018

PROPOSAL NO: TD18-5335

City of Plainwell
126 Fairlane Street
Plainwell, MI 49080

CONTACT:
PHONE: 269-207-7320
CELL:
FAX:
E-MAIL: info@asphaltinc.com

Job Site: Parking Lot

		QUANTITY	UNIT	UNIT PRICE	COST
Patching	Rotomill and remove to a depth of 1.5 inches in area approx. Remove loose and deleterious material, thoroughly clean area Apply a bond coat for proper adhesion Install and compact 1.5" of 36a Top Asphalt in area approx.	1,000	sqft		\$2,550.00
		1,000	sqft		
Sealcoat	Cleaning and preparation of drive Remove loose and deleterious material, thoroughly clean area Apply 2 coats of rubberized coal tar emulsion with 2-3 lbs. Silica sand/gal & mfg. specs.	30,562	sqft		\$3,888.00
Stripe	Striping to be done in latex traffic paint. 54 stalls, 4 handicap, 2 crosshatch				
JOB SITE TO BE LEFT NEAT AND CLEAN					
					\$6,438.00

This bid is good for 20 days due to the unstable liquid asphalt market.

PAYMENT WILL BE AS FOLLOWS:

Orders under \$1,500.00 must be fully prepaid.
Orders over \$1,500.00 require a 10% down payment. Balance due upon completion.
A 3% service charge will be assessed on credit card payments for orders of \$1,500.00 or more (including deposits). Deposits are non-refundable.
We accept Visa, MasterCard, Discover and American Express.

Note: There will be a relocation fee of \$150.00 for a 2nd move.
Damages due to heavy equipment crossing concrete work are not covered.
A-1 Asphalt, Inc. is not responsible for landscape, restoration, sprinkler heads, etc. Any weed control, if required, must be applied by owner.
We cannot warranty against reflective cracking on overlay projects. Due to Michigan weather, we cannot warranty against concrete cracking.
Additional charges apply if sub-base is found to be unsuitable and needs replacement. Any charges will be agreed upon in writing by the customer and A-1 Asphalt Inc.
Additional charges will apply for any special insurance requirements such as Waiver of Subrogation or anything above our normal coverage.

Respectfully Submitted by: **Tommy Devries**

Acceptance of Proposal

Thank you for allowing A-1 Asphalt to submit this Proposal. The Customer hereby agrees and acknowledges that they have carefully reviewed this Proposal, fully understand all of its terms and conditions, including all those terms and conditions on the reverse side of this contract, and voluntarily and knowingly accept the proposal as specified herein. A-1 Asphalt is hereby authorized to perform the work as specified.

I have read, understand and agree to be bound by the terms of this contract, including the Standard Conditions appearing on page 2 (or the reverse side) of this contract, and incorporated by reference. Please sign/initial and date both pages.

By: _____
Individually/Personally Guaranteed

Title: _____

Date: _____



PH: 616-877-4400 or 1-800-871-4401
FAX: 616-877-4630
WWW.A1ASPHALTINC.COM



“The Island City”

MEMORANDUM

119 Island Ave
Plainwell, Michigan 49080
Phone: 269-685-9858
Fax: 269-685-5460
Email: publicsafety@plainwell.org

To: Erik J. Wilson, City Manager
From: Bill Bomar, Director
CC: Brian Kelley, Clerk/Treasurer
Subject: Sell of Public Safety Equipment
Date: September 17, 2018

The Plainwell Department of Public Safety is requesting to sell city owned property according to city ordinance 3.11 “Sale of City Property”.

Public Safety intends to list this property on a municipal auction site MIBid (www.bidcorp.com). The City has previously sold police, forfeiture and fire vehicles on MIBid. Many other Michigan municipalities also have utilized this site to sell a variety of property.

Property to be sold:

1978 American La France Fire Truck.

A set of (4) 20” Goodyear Wrangler tires and wheels.

Pro-Gard patrol vehicle front seat, backseat partitions and prisoner seat.

- The American La France fire truck was replaced in 2016 after purchasing a used 2000 Quality/Spartan fire truck. The truck being sold currently has no function for serving Plainwell’s fire service.
- The wheels and tires were part of a theft investigation, and the owners were never located.
- The Pro-Gard equipment was previously used in a 2012 Chevy Tahoe which is now being used by the fire service for medical response.

I’m requesting permission from the council to list this property on the municipal auction site and sell to the highest bidder. After approval by the council, I will list and start the auction. I will notify the council of the proceeds received after the conclusion of the auction.











PLAINWELL PUBLIC SAFETY

Police, Fire and Medical First Responder Services

MONTHLY REPORT

July 2018

Prepared by Director Bill G. Bomar

A handwritten signature in black ink, appearing to be "B. Bomar", located at the bottom left of the page.

Plainwell Department of Public Safety

Scheduled Hours By Activity for July 2018

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
770

Percentage of Total Hours

51 6.69%

184 23.94%

283 36.77%

251 32.60%

519 67.40%

Plainwell Department of Public Safety

Complaints/Activities for July 2018

ARRESTS

CUSTODIAL ARRESTS

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

ARREST COUNTS

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

TRAFFIC ENFORCEMENT & CITATIONS

HAZARDOUS CITATIONS

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

NON-HAZARDOUS CITATIONS

25 *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

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

VERBAL WARNINGS

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

TOTAL TRAFFIC CITATIONS/WARNINGS

63

COMPLAINTS

ORIGINAL DISPATCH COMPLAINTS

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

PATROL INITIATED COMPLAINTS

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

TOTAL COMPLAINTS

188

OTHER ACTIVITIES

MOTORISTS ASSISTS

27 *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

1,399 *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	July	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	1	2
1200	Robbery	0	1
1300	Aggravated & Non-Aggravated Assault	4	49
PROPERTY CRIMES			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	0	7
2300	Larceny	12	58
2400	Motor Vehicle Theft	0	3
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	1	13
2700	Embezzlement	0	5
2800	Stolen Property - Buying, receiving	0	0
2900	Damage to Property	4	11
3500	Violation of Controlled Substances Act	0	15
MORALS/DECENCY CRIMES			
3600	Sex Offenses (Other than Sexual Assault)	0	1
3700	Obscenity	0	1
3800	Family Offenses	0	7
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	1	1
5000	Obstructing Justice	5	27
5200	Weapons Offenses	0	1
5300	Public Peace	11	64
5400	Traffic Investigations - Any Criminal Traffic Complaints	4	36
5500	Health and Safety	1	16
5600	Civil Rights	0	0
5700	Invasion of Privacy	0	15
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
GENERAL NON-CRIMINAL			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal (Reports Only - Does not include Citations Issued)	12	101
9400	False Alarm Activation	12	39
9500	Fires (Other than Arson)	0	18
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	42	276
9900	General Assistance (All Except Other Police Agencies)	68	428
9911 & 9912	General Assistance (Other Police Agencies)	44	280
FIRS	Medical First Responder	26	157



July Reports for Plainwell Department of Public Safety

PRIORITY 1 ASSISTS OUTSIDE OF JURISDICTION

The Plainwell Department of Public Safety was dispatched to 44 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
07/16/18	1557	1601	611 Morrell Street	Smoke	Investigate, ventilate	Patrol cars	2	0

Calls for Service at Plainwell Schools

Plainwell High School: 1
684 Starr Road

Gilkey School: 0
707 S. Woodhams Street

Plainwell Middle School: 0
720 Brigham Street

Starr Elementary: 0
601 school Drive

Early Childhood Development: 0
307 E. Plainwell Street

Renaissance School: 0
422 Acorn Street

Admin, Maintenance & Bus Garage: 0
600 School Drive



FIRE & MEDICAL FIRST RESPONDER CALL LOG

DATE	OFFICER	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC	JURISDICTION
07/03/2018	CHAPMAN	10:15	75	2	100 Block E Bridge St	Melted Underground Wires	Scene Safety / Consumers	P5	1		
07/16/2018	CHAPMAN	13:22	64	4	US 131 @ River	River Rescue	Locate / Assist off River	P5, P1	2		ACSD
07/17/2018	CHAPMAN	8:47	13	4	Hicks St @ E Bridge St	Wire Down	Charter Cable / Notify Utility	P5	1		
07/18/2018	RANTZ	15:57	32	4	600 Block Morrell	Smoke Investigation	disarmed alarm	2,62	2		
07/22/2018	BRUCE	3:00	12	3	200 Block Naomi St.	Wires Down					
07/22/2018	BRUCE	3:38	81	4	600 Block W. Bridge St.	Wires Down					

TOTAL TIME ON ALL CALLS 5 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED

AVERAGE RESPONSE TIME IN CITY 3.4 MIN ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US

OFFICER DID NOT RECORD RESPONSE TIME
RESPONSES TO ASSIST IN ANOTHER JURISDICTION

07/02/2018	CHAPMAN	7:41	39	2	1300 Block M-89	Possible Overdose	Assessment / Assist EMS	P5, P2	2		OTSEGO TWP
07/04/2018	WELCHER	9:56	24	1	119 ISLAND AVE	GENERAL ASSIST	CALLED EMS				
07/09/2018	LUTHY	22:46	30	1	200 Block Roberts	Suicidal	EMS Transport				
07/11/2018	PELL	10:20	16	5	400 Block N MAIN	mfr	ems was on scene		1		
07/11/2018	PELL	14:36	29	3	1100 Block n main	mfr	ems didn't need anything		1		
07/12/2018	BRUCE	3:55	22		600 Block Melrose	Medical	Assist PAEMS				
07/13/2018	WELCHER	2:34	21	3	400 Block N.MAIN	MEDICAL	ASSIST EMS				
07/15/2018	CULVER	12:15	45		Naomi/ M89	Medical	Report		1		
07/16/2018	LUTHY	23:54	36	4	500 Block Lincoln	CPRin Progress	Assist				Otsego TWP
07/16/2018	LUTHY	3:45	20	5	1000 Block Wedgewood	MFR					
07/16/2018	CHAPMAN	8:35	40	7	400 Block Thomas St	Medical First Responder	Assessment / Assist Paramedics	P5	1		
07/16/2018	CHAPMAN	10:17	13	4	300 Block 12th St	Medical First Responder	Assist Paramedics	P5	1		
07/18/2018	RANTZ	20:03	23	2	300 Block Brigham st	medical	Assist PEMS	4,5	2		
07/19/2018	RANTZ	2:00	16	3	200 Block Robin st	medical alarm	women down	4,5	2		
07/19/2018	WELCHER	11:25	15	7	300 Block 12TH	MEDICAL ALARM	ACCIDENTAL PRESS				
07/19/2018	WELCHER	11:50	25	3	300 Block 12TH	MEDICAL ALARM	TUMMY				
07/19/2018	LUTHY	20:00	30	3	300 Block Brigham	MFR	w/634				
07/19/2018	LUTHY	2:01	20	2	200 Block Robin	Fall	W/634				
07/20/2018	CHAPMAN	8:28	22	4	600 Block W Bridge St	Medical First Responder	Assist Plainwell EMS	P5	1		
07/20/2018	BRUCE	17:30	16	3	600 Block W. Bridge St.	Medical	Assist EMS				
07/24/2018	WELCHER	6:22	18	2	300 Block BRIGHAM	MEDICAL	ASSIST				
07/25/2018	PELL	12:45	15	5	100 Block marlette	mfr			1		
07/26/2018	CHAPMAN	13:53	37	7	400 Block N Main St	Medical First Responder	Assessment / Assist EMS	P5	1		
07/26/2018	CHAPMAN	15:25	35	4	200 Block Allegan St	Medical First Responder	Assessment / Assist EMS	P5	1		
07/27/2018	PELL	10:49	26	3	300 Block robin	mfr			1		
07/29/2018	RANTZ	2:02	41	15	300 Block 12th st	Medical	Assist PEMS		4	1	
07/29/2018	RANTZ	2:43	57	6	US131S/B at the 52	Crash	Assist MSP,PEMS,	4	1		GUNPLAIN TWP
07/29/2018	RANTZ	22:06	34	1	900 Block E. Bridge st	medical		4	1		
07/30/2018	CHAPMAN	7:52	38	2	500 Block N 10th St	Possible Heart Attack	Assessment / Assist EMS	P5	1		GUNPLAIN TWP
07/30/2018	CHAPMAN	14:26	24	5	300 Block Brigham St	Medical First Responder	Assisted EMS	P5	1		

TOTAL TIME ON ALL CALLS 14 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED

AVERAGE RESPONSE TIME IN CITY 4 MIN ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US

OFFICER DID NOT RECORD RESPONSE TIME
RESPONSES TO ASSIST IN ANOTHER JURISDICTION



POLICE EMERGENCY CALLS (EXCLUDES FIRE AND MFR CALLS)

DATE	OFFICER	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC	JURISDICTION*
07/01/2018	LUTHY	21:47	11	1	Main 5	Susp Subject	UTL				
07/01/2018	LUTHY	22:37	28	1	12th/m89	PJA/ Pedestrian	Assist				
07/02/2018	CHAPMAN	7:11	34	2	600 Block Allegan St	Disorderly Person	Cautioned to Keep it Down				ACSD
07/02/2018	CHAPMAN	13:57	18	4	300 Block Colfax St	Prowler	Checked / Caller is Mentally Ill				
07/02/2018	BRUCE	17:44	11	3	1000 Block Starr Rd.	Civil					
07/03/2018	CHAPMAN	7:04	11	3	500 Block Allegan St	Alarm	Checked with Staff / All Clear				ACSD
07/03/2018	BRUCE	18:50	30		S/B 131	Unknown Crash	Assist ACSD				GUNPLAIN TWP
07/04/2018	BRUCE	0:20	45	1	100 Block N. Main St.	Civil					
07/04/2018	BRUCE	1:40	27	4	900 Block Gainer Rd.	Car B&E	Assist ACSD				GUNPLAIN TWP
07/04/2018	WELCHER	11:31	14	5	400 Block NAOMI	DISORDERLY	STAND BY				
07/04/2018	LUTHY	20:02	33	6	300 Block Blamey	Domestic arrest	Assist				Gunplain
07/05/2018	WELCHER	2:23	17	0	PDA BIKE vs PARKED CAR	ACCIDENT	INVESTIGATE				
07/05/2018	LUTHY	22:03	57	2	300 Block 12th	DV					
07/06/2018	CHAPMAN	7:42	18	3	500 Block Allegan St	Hold up Alarm	False Trigger / System Issues				ACSD
07/06/2018	CHAPMAN	10:10	110	2	E Bridge & Sherwood	Personal Injury Accident	Assessment / Report / DWLS Charge				ACSD
07/06/2018	CHAPMAN	15:25	10	2	500 Block Allegan St	Disorderly Person	Subjects Left				
07/07/2018	CHAPMAN	6:18	12	1	US 131 SB Ramp	Reckless Motorcycle	Be on Lookout				
07/08/2018	LEHMANN	1:32	28	4	1000 Block Wedgewood,	Unwanted Person					
07/08/2018	LEHMANN	18:54	8	2	700 Block Ely,	Man walking in street- Suicidal	CNX by ACSD				GUN PLAIN
07/08/2018	LEHMANN	21:04	19	1	Allegan/ Church,	Disorderly					
07/08/2018	LEHMANN	4:15	15	5	800 Block Wakefield,	Alarm	Secure				
07/09/2018	LUTHY	23:16	72	3	Hill/Gladys	Susp Sit	Recovered property				
07/09/2018	PELL	6:51	3	3	300 Block 12 th st	alarm/ called off	open for day				
07/09/2018	PELL	10:41	42	6	300 Block BRIGHAM	welfare check 911 call	misdial				
07/09/2018	WELCHER	10:35	20	0	800 Block ELEY ST	TRESPASSING	ASSIST				OTSEGO
07/10/2018	PELL	6:55	3		300 Block 12th st	alarm	canceled				
07/10/2018	PELL	7:55	36	5	300 Block cross oaks dr	welfare	tot ems pri 3				
07/10/2018	PELL	10:57	1		300 Block broad	alarm	canceled				
07/10/2018	PELL	15:30	32	4	1100 Block m89	child unresponsive/ unknown	welfare asst nsp				gun plain twp
07/10/2018	WELCHER	6:57	48	5	900 Block VERSAILLES	DOMESTIC	ASSIST				GUNPLAIN
07/10/2018	WELCHER	8:18	17	2	1100 Block M89	ALARM	ASSIST				GUNPLAIN
07/11/2018	WELCHER	12:27	8	1	700 Block ELEY	TRESPASSING	ASSIST				OTSEGO
07/11/2018	WELCHER	2:56	11	1	300 Block 12TH	ALARM	INVESTIGATE				
07/11/2018	PELL	16:15	10	5	131 s/b 106 to m89	2 children 5-10yrs next to roadway	goa/ no other calls				
07/12/2018	CHAPMAN	11:52	13	1	US 131 NB & 102nd Ave	Road Rage / Yelling on shoulder of Ro	Checked Area / Gone				
07/12/2018	WELCHER	8:44	66	5	900 Block VERSAILLES	WARRANT ARREST/R&O	ASSIST				GUNPLAIN
07/12/2018	WELCHER	9:52	24		700 Block E BRIDGE ST	SUSPICIOUS	INVESTIGATE				
07/13/2018	WELCHER	11:50	13	4	1900 Block 106TH	B&E PROGRESS	ASSIST				OTSEGO TWSP
07/14/2018	WELCHER	6:50	45	3	900 Block LINCOLN PKWY	ALARM	INVESTIGATE				
07/14/2018	WELCHER	7:45	25	0	800 Block MARSH RD	TREE DOWN	ASSIST TRAFFIC				
07/15/2018	LUTHY	17:18	17	0	Main 5	Check welfare					
07/16/2018	CHAPMAN	14:25	95	2	400 Block Naomi St	Disorderly Person	Arrest				ACSD
07/16/2018	BRUCE	18:11	19	2	600 Block Allegan St.	DV	Investigate				
07/17/2018	BRUCE	21:35	5		200 Block Helen Ave.	Fight	Assist 74				OTSEGO CITY
07/18/2018	BRUCE	1:57	71	2	600 Block Allegan St.	Disorderly Person	Arrest				
07/18/2018	WELCHER	3:00	15	3	200 Block E HILL	SUSP SUBS	INVESTIGATE				
07/18/2018	RANTZ	14:25	38	2	400 Block Naomi st	Disorderly	Assist 632 Arrest				ACSD, OPD
07/19/2018	WELCHER	9:39	28	8	1100 Block M89	LOCKOUT w/20MMTH OLD INSIDE	UNLOCKED				GUNPLAIN

07/19/2018	LUTHY	16:35	35	2	800 Block E M-89	Assault	Assist		Gunplain TWP
07/19/2018	LUTHY	17:56	64	1	200 Block Allegan	Juvenile General	w/634		
07/19/2018	LUTHY	13:00	13	2	1200 Block M89	Animal welfare	Assist		Otsego TWP
07/20/2018	CHAPMAN	16:37	23	3	500 Block Brigham St	Violation of No Contact Order	Took Information / Multiple Warrants		
07/20/2018	BRUCE	18:39	16	6	200 Block S. Main St.	Custody Dispute			
07/20/2018	BRUCE	19:20	20	0	1200 Block M89	Disorderly Person	Assist B6		OTSEGO TWP
07/21/2018	CHAPMAN	15:03	42	2	M-89 @ McDonalds	Traffic Accident Blocking	Get Tows Coming / Traffic Control		
07/23/2018	PELL	12:02	13	4	600 Block morrell	welfare check/ unknow			
07/23/2018	WELCHER	10:22	14	4	COLFAX/ANDERSON	SUSP SUBJECTS	INVESTIGATE		
07/24/2018	LUTHY	17:55	15	3	300 Block Brigham	911 welfare	w/636		
07/25/2018	PELL	13:00	30	2	600 Block allegan	sus veh	dww1404 wht open doors		
07/25/2018	PELL	14:58	32	0	300 Block lynn	felony warrant	asst t5		otsego twp
07/25/2018	PELL	16:07	19	5	600 Block w bridge	welfare			
07/25/2018	PELL	16:26	9	2	300 Block brigham	911 welfare			
07/25/2018	LUTHY	22:14	26	1	900 Block Industrial	Susp			
07/26/2018	CHAPMAN	17:40	15	2	700 Block S Woodhams St	BOL Black PU / Picked up Child	Unable to Locate		
07/27/2018	RANTZ	2:57	53	1	Downtown	Susp. Sit	took to Allegan		OPD
07/27/2018	PELL	12:03	23	3	300 Block 12th st	911 welfare			
07/27/2018	PELL	12:29	5	5	e bridge/ main	road haz	goa		
07/27/2018	PELL	13:30	108	4	400 Block n main st	a&b / mental health	tot borgess er/ officer petition		
07/27/2018	PELL	15:18	10	2	100 blk s main st	welfare			
07/27/2018	PELL	16:11	10	6	600 Block W BRIDGE	welfare			
07/27/2018	RANTZ	19:50	58	2	400 Block N. Main st	Mental			
07/28/2018	PELL	13:01	4	4	900 Block industrial	alarm	canceled		
07/28/2018	PELL	14:11	104	5	m89/ 5th st	owi 3rd with 4 children under 8	asst b1		gunplain twp
07/28/2018	PELL	16:21	9	4	600 Block w bridge	welfare			
07/28/2018	RANTZ	2:21	1	1126	400 Block N. Main st	Mental in the road	got back to the facility		
07/29/2018	RANTZ	2:43	57	6	US1315/B at the 52	Crash	Assist MSP, PEMS,	4	1
07/29/2018	RANTZ	20:11	29	1	100 Block Allegan st	Civil			
07/29/2018	RANTZ	21:09	16		100 Block Allegan st	Loud music/civil			

TOTAL TIME ON ALL CALLS

AVERAGE RESPONSE TIME IN CITY

37 HRS

3 MIN

OFFICER DID NOT RECORD RESPONSE TIME

RESPONSES TO ASSIST IN ANOTHER JURISDICTION

ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED

ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US

CALLS IN THE CITY WHERE ASSISTANCE WAS RECEIVED BY ANOTHER AGENCY

DATE	OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC	JURISDICTION
07/02/2018	CHAPMAN	7:11	34	600 Block Allegan St	Disorderly Person	Cautioned to Keep it Down				ACSD
07/03/2018	CHAPMAN	7:04	11	500 Block Allegan St	Alarm	Checked with Staff / All Clear				ACSD
07/06/2018	CHAPMAN	7:42	18	500 Block Allegan St	Hold up Alarm	False Trigger / System Issues				ACSD
07/06/2018	CHAPMAN	10:10	110	E Bridge & Sherwood	Personal Injury Accident	Assessment / Report / DWLS Charge				ACSD
07/16/2018	CHAPMAN	13:22	64	US 131 @ River	River Rescue	Locate / Assist off River	P5, P1	2		ACSD
07/16/2018	CHAPMAN	14:25	95	400 Block Naomi St	Disorderly Person	Arrest				ACSD
07/18/2018	RANTZ	13:47	37	131/River rd	check welfare/River Bank rescue	found girl by river				ACSD,OPD
07/19/2018	LUTHY	21:55	40	100 Block N Main St	Fail to Pay	Assist to MSP				MSP
07/26/2018	RANTZ	20:07	8	1200 Block M-89	Assist 74	called off no number				OPD
07/27/2018	RANTZ	2:57	53	Downtown	Susp. Sit	took to Allegan				OPD
07/28/2018	RANTZ	0:00	7	600 Block Allegan st	loud customers	ACSD took original				ACSD

TOTAL TIME ON CALLS 8 HRS

COUNT: 11

ASSISTS OUTSIDE THE CITY

DATE	OFFICER	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC	JURISDICTION
07/08/2018	LEHMANN	18:54	8	2	700 Block Ely,	Man walking in street- Suicidal	CNX by ACSD				GUN PLAIN
07/10/2018	PELL	15:30	32	4	1100 Block m89	child unresponsive/ unknown	welfare asst msp				gun plain twp
07/14/2018	CULVER	13:45	35		1000 Block Bloomfield	Assist MSP/ Welfare Check	House Cleared - Narrative				Gun Plain Twp
07/15/2018	CULVER	14:40	55		Deer Run Blvd/ Golfview Dr	Suicidal Assist ACSD	Narrative				Gun Plain Twp
07/04/2018	LUTHY	20:02	33	6	300 Block Blarney	Domestic arrest	Assist				Gunplain
07/05/2018	WELCHER	6:15	20	0	CHARLES/JAMES	TREE IN ROAD	ASSIST				GUNPLAIN
07/10/2018	WELCHER	6:57	48	5	900 Block VERSAILLES	DOMESTIC	ASSIST				GUNPLAIN
07/10/2018	WELCHER	8:18	17	2	1100 Block M89	ALARM	ASSIST				GUNPLAIN
07/12/2018	WELCHER	8:44	66	5	900 Block VERSAILLES	WARRANT ARREST/R&O	ASSIST				GUNPLAIN
07/19/2018	WELCHER	9:39	28	8	1100 Block M89	LOCKOUT W/20MINTH OLD INSIDI UNLOCKED					GUNPLAIN
07/03/2018	BRUCE	18:50	30		S/B 131	Unknown Crash	Assist ACSD				GUNPLAIN TWP
07/04/2018	BRUCE	1:40	27	4	900 Block Gaiander Rd.	Car B&E	Assist ACSD				GUNPLAIN TWP
07/19/2018	LUTHY	16:35	35	2	800 Block E M-89	Assault	Assist				Gunplain TWP
07/22/2018	CHAPMAN	6:56	19	0	1100 Block M-89	Car Alarm Going off	Checked car and lot / Pulled fuse				GUNPLAIN TWP
07/28/2018	PELL	14:11	104	5	m89/ 5th st	owi 3rd with 4 children under 8	asst b1				gunplain twp
07/28/2018	RANTZ	1:17	32	0	900 Block Richelieu	Warrant Pick up	Assist MSP				GUNPLAIN TWP
07/29/2018	RANTZ	2:43	57	6	US131S/B at the 52	Crash	Assist MSP,PEMS,	4	1		GUNPLAIN TWP
07/30/2018	CHAPMAN	7:52	38	2	500 Block N 10th St	Possible Heart Attack	Assessment / Assist EMS	P5	1		GUNPLAIN TWP
07/17/2018	BRUCE	21:35	5		200 Block Helen Ave.	Fight	Assist 74				OTSEGO CITY
07/02/2018	CHAPMAN	7:41	39	2	1300 Block M-89	Possible Overdose	Assessment / Assist EMS	P5, P2	2		OTSEGO TWP
07/08/2018	LEHMANN	17:37	62	10	1100 Block M89,	TS- Drug deal	BU ACSD T1				OTSEGO TWP
07/16/2018	LUTHY	23:54	36	4	500 Block Lincoln	CPRin Progress	Assist				Otsego TWP
07/19/2018	LUTHY	13:00	13	2	1200 Block M89	Animal welfare	Assist				Otsego TWP
07/20/2018	BRUCE	19:20	20	0	1200 Block M89	Disorderly Person	Assist B6				OTSEGO TWP
07/20/2018	BRUCE	21:38	22	9	200 Block 13th St.	Suicidal Subject	Assist MSP				OTSEGO TWP
07/25/2018	PELL	14:58	32	0	300 Block lynn	felony warrant	asst t5				otsego twp
07/13/2018	WELCHER	11:50	13	4	1900 Block 106TH	B&E PROGRESS	ASSIST				OTSEGO TWSP

TOTAL TIME ON ALL CALLS
COUNT

27

15 HRS

Accident Report Data

DATE	OFFICER	DISPATCH	TOTAL	LOCATION	LATITUDE	LONGITUDE	REASON FOR ENTRY
07/01/2018	LUTHY	22:37	28	12th/m89	42.449929	-85.661344	PIA/ Pedestrian
07/02/2018	CHAPMAN	14:16	34	E Bridge & Sherwood	42.442876	-85.635442	Property Damage Accident
07/02/2018	CHAPMAN	14:23	77	E Bridge & Sherwood	42.442836	-85.635196	Property Damage Accident
07/03/2018	BRUCE	18:50	30	S/B 131	42.447832	-85.657026	Unknown Crash
07/04/2018	LUTHY	17:47	33	S/b off ramp	42.447666	-85.655571	PDA
07/05/2018	WELCHER	2:23	17	Gilkey St & W Bridge St	42.44274	-85.649474	ACCIDENT
07/06/2018	CHAPMAN	7:00	45	Allegan St at Bridge	42.443065	-85.642484	Property Damage Accident
07/06/2018	CHAPMAN	10:10	110	E Bridge & Sherwood	42.442859	-85.634924	Personal Injury Accident
07/11/2018	PELL	13:08	49	allegan/main	42.442972	-85.641952	pda
07/16/2018	BRUCE	18:31	17	1100 N. Main St.	42.456172	-85.641896	PP PDA
07/19/2018	LUTHY	13:13	22	321 W Bridge	42.442747	-85.645617	PDA
07/21/2018	CHAPMAN	15:03	42	M-89 @ McDonalds	42.449938	-85.662833	Traffic Accident Blocking
07/22/2018	CHAPMAN	14:46	29	600 Block Allegan St	42.447407	-85.651925	Private Property Accident
07/23/2018	PELL	12:15	59	allegan/131	42.449341	-85.656231	pda
07/23/2018	BRUCE	4:20	40	N/B131 48MM	42.430047	-85.660841	Car/Deer Crash
07/31/2018	CHAPMAN	15:10	40	100 Block N Main St	42.443393	-85.641851	Property Damage Accident

INTERACTIVE MAP:

<https://binged.it/2NrJw1c>

Theft / Damage Crimes

DATE	OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN
07/03/2018	CHAPMAN	12:49	41	600 Block Allegan St	Larceny of Cell Phone	Found in Room
07/09/2018	PELL	10:00	35	city hall	stolen sign	dpw found sign
07/09/2018	PELL	13:05	55	200 Block LESA	larceny	electricity
07/13/2018	WELCHER	5:59	31	500 Block E.BRIDGE	MDOP	INVESTIGATE
07/15/2018	CULVER	13:00	30	500 Block Allegan St.	Fail To Pay	Report
07/16/2018	CHAPMAN	6:29	31	500 Block Allegan St	Larceny of Gas	Improper Plate / Not Tracable
07/16/2018	CHAPMAN	9:24	36	Unknown	Malicious Destruction	Complainant Left Dept.
07/16/2018	CHAPMAN	11:25	35	600 Block Morrell St	Malicious Destruction	Report
07/16/2018	BRUCE	18:00	11	1100 Block N. Main St.	MDOP	
07/18/2018	WELCHER	1:25	60	200 Block S.MAIN	LARCENY FROM BUILDING	INVESTIGATE
07/20/2018	CHAPMAN	15:10	75	500 Block Allegan St	Failed to Pay for Gas	Contacted Reg Owner
07/21/2018	BRUCE	17:03	74	500 Block Allegan St.	Fail to Pay	
07/23/2018	PELL	11:30	32	600 Block starr rd	larceny	
07/24/2018	LUTHY	16:20	50	900 Block Industrial PKY	MDP	
07/26/2018	CHAPMAN	12:00	45	600 Block Morrell St	Damage to Property	Report
07/26/2018	RANTZ	23:30	18	900 Block Industrial Pky	suirveillance	
07/29/2018	RANTZ	17:41	94	200 Block Robin st	Larceny	investigate
07/31/2018	CHAPMAN	10:10	30	400 BlockThomas St	Larceny of Bicycle	Report
07/31/2018	CHAPMAN	12:44	76	100 Block Prairie St	Larceny of Gas Grill	Report
07/31/2018	CHAPMAN	16:20	35	300 Block Starr Rd	Larceny of Knife Set	Report

INTERACTIVE MAP:

<https://binged.it/2PTW0iF>

Ordinance Enforcement Activity

DATE	OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN
07/02/2018	CHAPMAN	10:30	70	City	Ordinance Enforcement	Signs in Right of Way
07/27/2018	PELL	11:18	45	600 Block morrell	ord viol/ found property	

Activity at Plainwell Schools

DATE	OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN
07/16/2018	BRUCE	19:30	27	PHS	PR	
07/23/2018	PELL	11:30	32	684 starr rd	larceny	
07/24/2018	LUTHY	12:45	15	School Admin	ATL Matt	
07/24/2018	LUTHY	14:30	30	RHS	Meet w/ staff ref strategos	
07/25/2018	PELL	9:15	30	684 starr rd	follow up 1556	
07/26/2018	CHAPMAN	17:40	15	700 Block S Woodhams St	BOL Black PU / Picked up Child	Unable to Locate
	WELCHER			SCHOOLS		
	WELCHER			SCHOOLS		
	WELCHER			SCHOOLS		
	WELCHER			SCHOOLS		

TOTAL TIME ON CALLS 2 HRS

COUNT 10

Water Renewal

Superintendent: Bryan Pond

August 2018



Significant Department Actions and Results

We held a pre-construction meeting for the screw pump replacement, the work will start in September.

Work started on the replacement of the SCADA radios and antennas ,it will completed in September.

The water line in the screen building corroded and failed, staff bypassed the line to maintain equipment operation, until it could be replaced.

Pending Items (including CIP)

Expenditure Summary/Issues

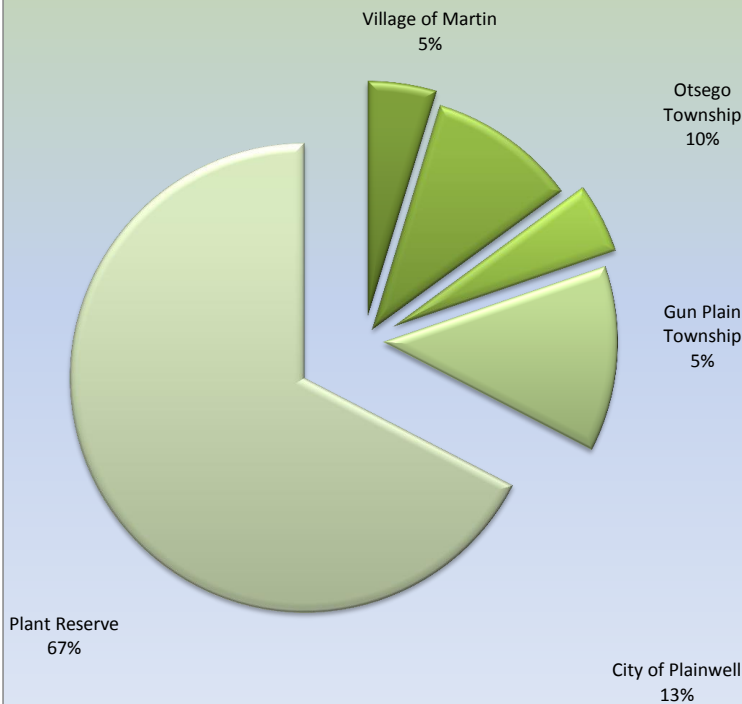
	(budgeted)	(completed)
Replace Hill St lift Station	\$90,000	100% \$86,550
Replace1980 Screw Pumps	\$300,000	0%
Replace Scada Radios & Antennas &Programming	\$21,448	50% \$10,724
TOTALS	<u>\$411,448</u>	<u>\$97,274</u>

Monthly Flow Data

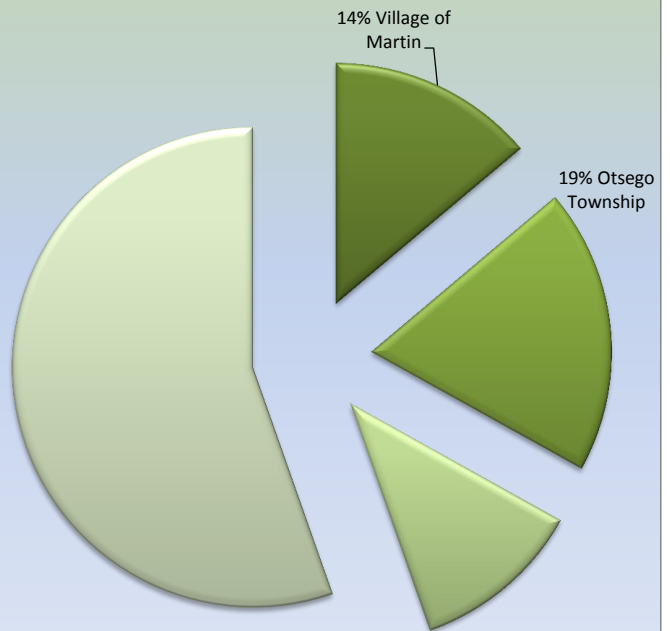
Our permitted volume of treatment is 1,300,000 gallons per day. The table and graph below shows the breakdown of average monthly flow from our customer communities, the percent ownership of our customer communities.

	Total Gallons	Permitted Daily Flow Gallons	Reserve	Ownership of Plant Capacity
Village of Martin	1,111,410			
Gun River MH Park	686,000			
US 131 Motor Sports Park	83,780			
Total:	1,881,190			
AVG. DAILY:	53,748	180,000	70%	14%
Otsego Township	Total: 4,138,438			
	AVG. DAILY: 118,241	250,000	53%	19%
Gun Plain Township	Total: 1,311,000			
North Point Church	2,000			
North 10th Street	335,000			
Gores Addition	303,000			
AVG. DAILY	55,743	150,000	63%	12%
City of Plainwell	Total: 5153319			
	AVG. DAILY: 166236	720,000	77%	55%
Avg. Daily Plant Flow from entire service district		0.40		

Monthly % of Flow Per Municipality



Ownership of Plant Capacity



State Required Reporting Compatible Pollutants

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

25 mg/l	15	9.20
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This test measures the amount of oxygen consumed by bacteria during the decomposition of organic materials. Organic materials from wastewater treatment facility act as a food source for bacteria.

TOTAL SUSPENDED SOLIDS (TSS):

30 mg/l	15	10
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Includes all particles suspended in water which will not pass through a filter. As levels of TSS increase, a water body begins to lose its ability to support a diversity of aquatic life.

PHOSPHORUS (P):

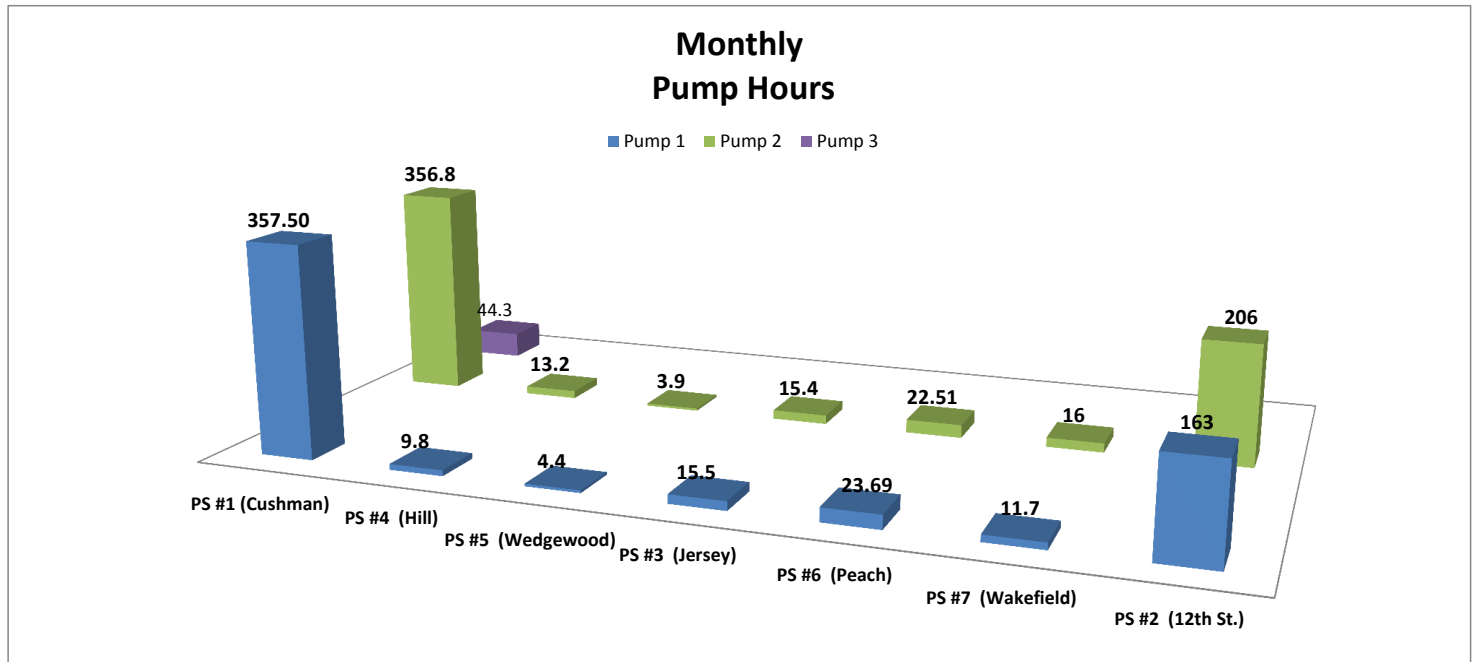
1.0 mg/l	0.45	0.25
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Controlling phosphorous discharges is a key factor in preventing eutrophication of surface waters. Eutrophication is caused by water enrichment of inorganic plant nutrients. Eutrophication negatively effects water bodies due to increases 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
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A group of bacteria found in soil, on vegetation and in large numbers in the intestine of warm-blooded animals, including humans. Water is not a natural medium for coliform organisms and their presence in water is indicative of some type of contamination.



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

**CITY OF PLAINWELL
MINUTES
Planning Commission
September 19, 2018**

1. Call to Order at 7:09 p. m. by Sausaman
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Jay Lawson, Rachel Colingsworth, Jim Higgs, Gary Sausaman
Excused: Lori Steele, Chris Haas, Diana Lubic
4. Approval of Minutes – 07/18/18
Higgs motioned to approve minutes, as received seconded by Lawson. Minutes approved on an all in favor voice vote.
5. Chairperson's Report: - None
6. New Business:
A. HyTech Springs Site Plans for new building. **A motion by Higgs to accept the Site Plans and move them forward to City Council for final approval was made and seconded by Sausaman. An all favor vote was passed.**
7. Old Business: None
8. Public Comments – None
9. Reports and Communications:
A. 08/27/18 Council Minutes
10. Staff Comments:
Siegel, Community Development Manager announced the Ribbon Cutting for Passiflora Home Décor on Friday, Sept. 21 at 10 a.m. and that Barbed Wire Café was now opened.
12. Commissioner Comments: Higgs asked for volunteers to help with the sesquicentennial committee.
13. Adjournment:
Sausaman adjourned the meeting at 7:35 p.m.

Minutes submitted by Denise Siegel, Community Development Manager

09/20/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL
 EXP CHECK RUN DATES 09/24/2018 - 09/24/2018
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL10020937	CHLORINE & SULFURE DIOXIDE GAS FOR WWTP PROCES	(600.00)
	SLS10074026	CHLORINE & SULFURE DIOXIDE GAS FOR WWTP PROCES	1,312.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			712.00
000006	APEX SOFTWARE		
	302048	10/1/18 - 10/1/19 APEX SOFTWARE	235.00
TOTAL FOR: APEX SOFTWARE			235.00
000035	APPLIED IMAGING		
	1198266	9/13/18 - 10/12/18 CITY HALL COPIER	157.62
TOTAL FOR: APPLIED IMAGING			157.62
002527	C.O.P.S. TRUST INSURANCE		
	2018-10	OCTOBER 2018 DENTAL/VISION	1,608.39
TOTAL FOR: C.O.P.S. TRUST INSURANCE			1,608.39
002018	CDW-G		
	NXH7824	PD	311.76
TOTAL FOR: CDW-G			311.76
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	0014163090918	9/19/18 - 10/18/18 DPS/FIRE PHONE INTERNET WIFI	535.17
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			535.17
000009	CONSUMERS ENERGY		
	2018-08A	8/1/18 - 8/31/18 ELECTRIC	3,672.78
TOTAL FOR: CONSUMERS ENERGY			3,672.78
002703	CONTINENTAL LINEN SERVICES INC		
	2018-08 CITY HALL	2018-08 CITY HALL RUGS	45.20
	2018-08 DPS/FIRE	2018-08 DPS/FIRE RUGS	41.84
	2018-08 WR	2018-08 WR UNIFORMS/RUGS/MISC	64.10
	2018-08DPW	2018-08 DPW UNIFORM/RUGS/MISC	140.12
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			291.26
002391	CYBERMIND INC		
	NET-448	9/1/18 - 10/1/18 WEBSITE FEES	49.95
TOTAL FOR: CYBERMIND INC			49.95
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM		
	903677118	BIOXIDE FOR MARTIN TREATMENT	5,735.16
	903686634	BIOXIDE FOR MARTIN TREATMENT	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM			6,035.16
000038	FARM N GARDEN INC/FENCE & GARDEN		
	508801	PREVENTATIVE MAINTENANCE ON DPW GATE	95.00
TOTAL FOR: FARM N GARDEN INC/FENCE & GARDEN			95.00
000153	FLEIS & VANDENBRINK INC		
	50187	SHERWOOD PARK RESTROOM ENGINEERING/DESIGN	10,050.00
TOTAL FOR: FLEIS & VANDENBRINK INC			10,050.00
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	26816	PD/FIRE FUEL 9/15/18	645.29
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			645.29

000910	GRAINGER DIV OF W W		
	988871812	UTILITY KIT	74.80
	9888871804	WIRE WHEEL FOR CLEANING	300.00
	9899840129	HEATER, FLAME CONTROL ROOM	60.00
	TOTAL FOR: GRAINGER DIV OF W W		434.80
000134	HAROLD ZEIGLER INC		
	280341	CYLINDER TUNE UP/ MISC WORK PD CAR #5	531.44
	TOTAL FOR: HAROLD ZEIGLER INC		531.44
004783	HOLLAND SENTINEL/FLASHES PUBLISHERS		
	300881704	2018 VISITOR GUIDE	180.00
	TOTAL FOR: HOLLAND SENTINEL/FLASHES PUBLISHERS		180.00
002281	HOME DEPOT		
	2018-08	AUGUST 2018 STATEMENT	348.07
	TOTAL FOR: HOME DEPOT		348.07
004244	JONS TO GO PORTABLE RESTROOMS		
	121034	9/7/18 - 10/4/18 RESTROOM FOR THE FARMERS MKT	98.00
	TOTAL FOR: JONS TO GO PORTABLE RESTROOMS		98.00
000079	KAECHLE PUBLICATIONS INC		
	40142	AUGUST 2018 SUMMARIES	310.00
	40143	DDA/MOVIE SING	107.20
	TOTAL FOR: KAECHLE PUBLICATIONS INC		417.20
000356	LOCK MASTER SECURITY LLC		
	8765	SERVICE CHARGE/RESET DPW SYSTEM	50.00
	TOTAL FOR: LOCK MASTER SECURITY LLC		50.00
002133	MICHIGAN ECONOMIC DEVELOPERS ASSOC.		
	12420	2018 CERTIFIED BUSINESS PARK FEE	275.00
	TOTAL FOR: MICHIGAN ECONOMIC DEVELOPERS ASSOC.		275.00
002286	MICHIGAN ELECTION RESOURCES LLC		
	40598	BALLOT ENVELOPES/STICKERS	36.25
	TOTAL FOR: MICHIGAN ELECTION RESOURCES LLC		36.25
000014	MICHIGAN GAS UTILITIES CORP.		
	2018-08	8/9/18 - 9/10/18 GAS BILLS	913.14
	TOTAL FOR: MICHIGAN GAS UTILITIES CORP.		913.14
001921	MICHIGAN MUNICIPAL LEAGUE		
	2018-08	2018/2019 MEMBERSHIP DUES	2,662.00
	TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE		2,662.00
002622	MIDWEST CUSTOM EMBROIDERY		
	20104	FLEECE FOR DIANA LUBIC 30 YEAR ON BOARD	52.00
	5820	2 HOODED SWEATSHIRTS	42.50
	TOTAL FOR: MIDWEST CUSTOM EMBROIDERY		94.50
001854	MODEL FIRST AID,SAFETY & TRAINING		
	121188	DPW SAFETY/MEDICAL SUPPLIES	96.67
	121189	WR MEDICAL/SAFETY SUPPLIES	106.02
	TOTAL FOR: MODEL FIRST AID,SAFETY & TRAINING		202.69
004837	MUNICIPAL WEB SERVICES		
	53157	AUGUST 2018 WEBSITE SERVICE	200.00
	TOTAL FOR: MUNICIPAL WEB SERVICES		200.00
004888	PAGEFREEZER SOFTWARE INC		
	INV-5222	SOCIAL MEDIA ARCHIVING	1,288.00

TOTAL FOR: PAGEFREEZER SOFTWARE INC			1,288.00
<hr/>			
002031	PATRICIA SAUSAMAN		
	2018-09	TRAINING MILEAGE	74.12
TOTAL FOR: PATRICIA SAUSAMAN			74.12
<hr/>			
004855	PLAINWELL ACE HARDWARE		
	1103	LOCKS (CREDIT) PRICE WAS QUOTED DIFFERENT	(41.88)
	1244	DOG PARK	47.12
	1357	AIRPORT PAINT	556.17
	1374	DRAWER ORGANIZER	9.58
	1385	PARTS FOR PUMP AT THE SALT BARN	40.52
	1386	WR PUMP ROOM HOSE	22.99
	1390	KENYON PARK MEN'S BATHROOMS	27.99
	1398	SCOOP SHOVEL	39.99
	1407	WIRE BRUSH	4.59
	1422	PAINT SUPPLIES TO PAINT BOB'S OFFICE	12.98
	1429	PELL BATHROOM	21.99
	1450	KENYON PARK BEES	23.94
	1451	PICKLEBALL COURT KEYS	39.80
	1452	BATTERIES	32.96
TOTAL FOR: PLAINWELL ACE HARDWARE			838.74
<hr/>			
000004	PLAINWELL AUTO SUPPLY INC		
	2018-08	AUGUST 2018 STATEMENT	563.79
TOTAL FOR: PLAINWELL AUTO SUPPLY INC			563.79
<hr/>			
002582	PLAINWELL REDI MIX - COSGROVE ENTER		
	8103	STORM	182.00
	8119	PICKLEBALL SIDEWALK	238.50
	8120	CHURCH ST & UNION ST SIDEWALK	387.00
	8156	UNION & CHURCH SIDEWALK	446.50
	8197	N SHERWOOD & THOMAS ST SIDEWALKS	624.75
	8230	WEDGEWOOD DR SEWER	248.00
TOTAL FOR: PLAINWELL REDI MIX - COSGROVE ENTER			2,126.75
<hr/>			
004891	PRAETORIAN DIGITAL (POLICEONE.COM)		
	010134-5468	9/1/18 - 9/30/18 ANNUAL SUBSCRIPTION FOR PD	382.00
TOTAL FOR: PRAETORIAN DIGITAL (POLICEONE.COM)			382.00
<hr/>			
004832	QUALITY PRECAST INC		
	13258	S SUNSET ST STORM DRAIN	413.44
TOTAL FOR: QUALITY PRECAST INC			413.44
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002371	RENEWED EARTH INC		
	26634	STUMP RESTORE	369.60
TOTAL FOR: RENEWED EARTH INC			369.60
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004886	REPUBLIC SERVICES (RECYCLE)		
	0240-007182251	6/1/18 - 9/30/18 RECYCLE (WAS CHEF PO #5104)	7,335.90
TOTAL FOR: REPUBLIC SERVICES (RECYCLE)			7,335.90
<hr/>			
001873	SCHANZ TIRE & AUTO SUPPLY INC.		
	141848	TIRES FOR TRUCK #17 DPW	360.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC.			360.00
<hr/>			
002325	SEVERANCE ELECTRIC CO INC		
	8541	HIGH SCHOOL LIGHT REPAIR/SPLIT WITH SCHOOL	136.30
TOTAL FOR: SEVERANCE ELECTRIC CO INC			136.30
<hr/>			
002740	STATE OF MICHIGAN		
	551-522837	SOR FOR MICHAEL LEE PHILLIPS	30.00
TOTAL FOR: STATE OF MICHIGAN			30.00
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002402	STEENSMA LAWN & POWER EQUIPMENT		
	532811	SCREWS/SCREW CAP RETURNED PARTS BALANCE DUE	0.06
	536162	REPAIR	15.58
	536821	NEW TRIMMER	919.95
	544330	CHAIN	52.02
	TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT		987.61
004172	SWANK MOTION PICTURES INC		
	RG2541045	MOVIES IN THE PARK (SING)	378.00
	TOTAL FOR: SWANK MOTION PICTURES INC		378.00
002653	VAN MANEN OIL COMPANY		
	2182123	DIESEL FUEL 8/29/18	786.90
	2182124	REGULAR GAS 8/29/18	764.69
	TOTAL FOR: VAN MANEN OIL COMPANY		1,551.59
001536	WASHWELL-STADIUM DRIVE GROUP-SOAP		
	2163	AUGUST 2018 DRYCLEANING	55.70
	TOTAL FOR: WASHWELL-STADIUM DRIVE GROUP-SOAP		55.70
002418	WHITNEY ENTERPRISES INC		
	2018-09A	STUMP GRINDING MULTI LOCATIONS	600.00
	TOTAL FOR: WHITNEY ENTERPRISES INC		600.00
004814	WILLIAMS & WORKS		
	85904	691 W BRIDGE ST PARKING ISSUE	671.25
	TOTAL FOR: WILLIAMS & WORKS		671.25
000947	WYOMING ASPHALT & PAVING INC.		
	2018-425	ASPHALT 9/9/18	106.60
	82718-1	2018 PAVING - EAST CHART & WEDGEWOOD	60,607.00
	82718-1A	ADDITIONAL STREET PAVING - STARR RD & SUNSET ST	3,700.00
	TOTAL FOR: WYOMING ASPHALT & PAVING INC.		64,413.60
TOTAL - ALL VENDORS			113,418.86

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, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Cheryl
Pickett, email=cpickett@plainwell.org
Date: 2018.09.20 09:27:19 -04'00'

Brian Kelley, City Clerk/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
Date: 2018.09.21
16:27:57 -04'00'

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
Date: 2018.09.21
07:17:02 -04'00'

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: 2018.09.21
11:19:59 -04'00'

Bob Nieuwenhuis, Public Works Supt.

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

Insert Signature:

Robert
Nieuwenhuis

Digitally signed by Robert
Nieuwenhuis
Date: 2018.09.21
06:56:18 -04'00'

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
DN: c=US, st=Michigan, l=Plainwell,
o=City of Plainwell, ou=CoP, cn=Erik
Wilson, email=ewilson@plainwell.org
Date: 2018.09.21 14:58:08 -04'00'

09/20/2018

CHECK REGISTER FOR CITY OF PLAINWELL
CHECK DATE FROM 09/10/2018 - 09/21/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank CBGEN Chemical Bank - General AP Account					
Check Type: ACH Transaction					
09/14/2018	CBGEN	1372(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER TAX COLLECTIONS W/E 09/08/20	476.18
09/14/2018	CBGEN	1373(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER TAX COLLECTIONS W/E 09/08/20	67.84
09/21/2018	CBGEN	1376(A)	ALLEGAN COUNTY TREASURER	2018 SUMMER TAX COLLECTED W/E 09/15/2018	3,878.62
09/21/2018	CBGEN	1377(A)	RANSOM DISTRICT LIBRARY	2018 SUMMER TAX COLLECTED W/E 09/15/2018	552.55
Total ACH Transaction:					4,975.19
Check Type: EFT Transfer					
09/10/2018	CBGEN	1374(E)	SILVERSCRIPT INSURANCE COMPANY	SEPTEMBER 2018 RETIREE PRESCRIPTION COVE	29.10
09/10/2018	CBGEN	1375(E)	SILVERSCRIPT INSURANCE COMPANY	SEPTEMBER 2018 RETIREE PRESCRIPTION COVE	29.10
09/18/2018	CBGEN	1378(E)	CHEMICAL BANK	AUGUST 2018 CHEMICAL BANK SERVICE CHARGE	308.37
09/20/2018	CBGEN	1379(E)	VERIZON	CELL PHONES 07/24 - 08/23/2018	1,228.28
09/20/2018	CBGEN	1380(E)	VERIZON	ALARMS 08/11 - 09/10/2018	47.22
Total EFT Transfer:					1,642.07
Check Type: Paper Check					
09/10/2018	CBGEN	12863	CAROLYN LARGENT	2 SETS OF RACKS FOR DPW FACILITY	599.00
09/11/2018	CBGEN	12864	RON'S PAINTING	PAINTING OF CITY AIRPORT HANGERS	5,000.00
09/11/2018	CBGEN	12865	JEFFREY HOYT BUILDER	AIRPORT DOORS	3,250.00
Total Paper Check:					8,849.00
CBGEN TOTALS:					
Total of 12 Checks:					15,466.26
Less 0 Void Checks:					0.00
Total of 12 Disbursements:					15,466.26

Off Cycle Payment Authorization

Brian Kelley, City Clerk/Treasurer

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

Insert Signature:

Brian Kelley

Digitally signed by Brian Kelley
Date: 2018.09.21 14:58:29 -04'00'

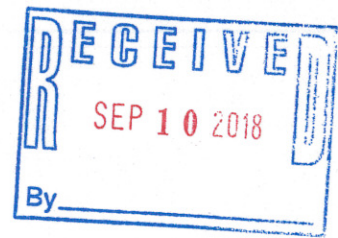
Erik J. Wilson, City Manager

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

Insert Signature:

Erik Wilson

Digitally signed by Erik Wilson
DN: c=US, st=Michigan, ln=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org
Date: 2018.09.21 15:04:58 -04'00'



STATE CAPITOL
P.O. BOX 30014
LANSING, MI 48909-7514
PHONE: (517) 373-0836
FAX: (517) 373-8728
E-MAIL: marywhiteford@house.mi.gov
www.repwhiteford.com

MICHIGAN HOUSE OF REPRESENTATIVES
REPRESENTATIVE MARY WHITEFORD
80TH DISTRICT

**APPROPRIATIONS
SUBCOMMITTEES:**
ENVIRONMENTAL QUALITY,
CHAIR
AGRICULTURE AND RURAL
DEVELOPMENT, VICE CHAIR
HEALTH AND
HUMAN SERVICES
LICENSING AND REGULATORY
AFFAIRS AND INSURANCE
AND FINANCIAL SERVICES

September 1, 2018

Bill Bomar
Department of Public Safety
119 Island Avenue
Plainwell, MI 49080

Dear Bill Bomar,

In recognition of Firefighter Appreciation Week, I would like to show my appreciation for the hard work and leadership that you exemplify each and every day as a firefighter with the Department of Public Safety. Your willing acceptance of the challenges and hazards this profession demands in order to protect and secure the safety and well-being of your community and the state does not go unrecognized.

Of all the services offered to our communities, none are more important than those provided by first responders like you. You have accepted the innate dangers of pursuing a career in firefighting, which demonstrates courage, leadership, strength of character, teamwork and compassion.

Model public servants rarely receive the recognition they deserve. Without committed individuals like you, willing to devote such considerable time, energy and talent to help others, our communities would not be the same. I thank you for your efforts to ensure Michigan is a wonderful place to live, work and raise a family.

Your friend,

Mary Whiteford
State Representative
80th District

Thank you,

Bill!

You are appreciated!

Allegan County
Administrator
Robert J. Sarro



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269.673.0203

September 14, 2018

Dear Allegan County Team,

Below is a listing of agenda topics from the September 13th Board proceedings along with whether the items were approved, rejected, tabled, etc. This is a quick summary of actions and not meant to serve as official meeting minutes.

1. Road Commissioner Candidate Interviews
(INFORMATION ONLY)
2. Facilities Planning
(INFORMATION ONLY)
3. Draft 2019 Budget
(INFORMATION ONLY)
4. Administrative Update
(INFORMATION ONLY)
5. Motion to approve of claims paid and to incorporate into proceedings of the Board
(8/31/18 & 9/7/18 & 9/14/18)
(APPROVED AS PRESENTED)
6. 2018 Millage Levy—amend County Millage Rates (172-005)
(APPROVED AS PRESENTED)
7. Child Care Fund—approve FY2019 Budget Plan (171-514)
(APPROVED AS PRESENTED)
8. Facilities Management—Sewage Lagoon Pump Repair (169-903)
(APPROVED AS PRESENTED)
9. Draft 2019 Budget
(INFORMATION ONLY)

If you would like the details of any particular topic or action please see below.

To view the **minutes**, click on the link below:

<http://cms.allegancounty.org/sites/pages/Calendar/Lists/Board%20of%20Commissioners/Board%20Meetings.aspx> OR from the County's Main Page follow the Quick Links to the left entitled: *Calendar & Board Meetings w/ Minutes Posted*.

To view **supporting materials** within the Board packet, click on the link below:

<http://cms.allegancounty.org/sites/pages/Calendar/Lists/Board%20of%20Commissioners/calendar.aspx> and visit the Board Meeting Date of interest OR from the County's Main Page follow the Quick Links to the left entitled: *Calendar & Board of Commissioners*.

Feel free to contact our office with any questions at X2633 or 269-673-0239.

Thank you!

Feedback is important to us. Please take the time to fill out a survey on the services you received. [Click here to tell us how we are doing.](#)

Allegan County Administrative Offices



County Services Building
3283 – 122nd Avenue
Allegan, MI 49010
269.673.0203

September 13, 2018

Board of Commissioners Update Administrator's Report

ENGAGEMENT

Employment

Number of Active Regular Full-Time and Regular Part-Time Employees: 353

New Hires: 2

Last Name	First Name	Position
Hills	Emily	Temp Asst. Prosecuting Attorney
Reitzel	Jordan	Telecommunicator

Left Employment: 7

Last Name	First Name	Position
Marmolejos-Tolentino	Yamel	IRPT Courthouse Security
Holtman	Jeffrey	Probation Officer
Allred	Don	Park Ranger
King	Ronald	Drain Maintenance Worker II
Vassau	Jamie	Telecommunicator
Swisher	Melonie	SSSPP Grant Coordinator
Stenberg	Julie	Senior Finance Specialist

Open Positions: 15

(1) Telecommunicator; Telecommunicator Supervisor; Treatment Specialist – Cheever; IRPT Animal Control; Client Financial Svc Clerk FOC; Attorney/Referee; Equalization Technician; Professional Engineer; Personal Health Secretary; Maintenance Worker I; Probation Officer; SSSPP Grant Coordinator; Park Ranger; Senior Finance Specialist; Drain Maintenance Worker II.

For more information regarding these employment matters, please contact Lyn Holoway, HR Manager at (269) 673-0537.

Health Insurance RFP Update – Over the past few weeks, a team of individuals have been hard at work reviewing all of the information gathered during a RFP (Request for Proposal) bidding process for Medical, Dental and Vision insurance. Numerous vendors, Blue Cross Blue Shield, Priority Health, Delta Dental and Eye Med, have presented to the team. The team is currently evaluating all options.

The team has solicited feedback from employees on the potential options below for insurance for 2019. Employees have been asked to review the below websites and check to see if participation with these vendors would affect the practitioners employees currently use for these services.

1. Medical – Priority Health
 - a. Website: <https://www.priorityhealth.com/member>
 - b. Find a Doctor: <http://priorityhealth.prismisp.com/> (you do not have to pick a plan to search for a doctor)
2. Dental – Delta Dental
 - a. Website: <https://www.deltadental.com/>
 - b. Find a Dentist: <https://www.deltadental.com/us/en/find-a-dentist.html>

For more information regarding this matter, please contact Lyn Holoway, HR Manager at (269) 673-0537.

FERP Update – In the spirit of continuous improvement, the Safety & Security Team has been compiling modifications to the Facilities Emergency Response Plans (FERP) for the buildings. Updated FERPs are on target for October 1, 2018 release date and training will be scheduled through Building Safety & Security Teams shortly thereafter. For more information please contact Vickie Herzberg, Executive Director of Human Resources at 269-673-0537.

Employee Appreciation Event SAVE THE DATE – The Employee Engagement Team is sponsoring another Employee Engagement Event this year. More details to follow around September 14th....

Thursday, October 4th @ Jaycee Park – Downtown Allegan, 11:30am until 1:30pm.

For more information please contact Vickie Herzberg, Executive Director of Human Resources at 269-673-0537.

Employee Engagement Survey – The County is working on releasing another Employee Engagement Survey; expect around October-November. Our goal is to conduct one every two-three years moving forward. A lot of work has taken place since the last survey in 2014 and we look forward to reviewing the new results. For more information please contact Vickie Herzberg, Executive Director of Human Resources at 269-673-0537.

OPERATIONS

Server Failure – On Tuesday, September 4, 2018 at 7:15am, Allegan County Information Services discovered one of the County's larger host servers had encountered a catastrophic failure, impacting several service areas, most notably was our financial system. The information services team acted quickly to triage the situation, identified the failure point, and aligned the appropriate resources to the restoration effort. A replacement part was rush shipped to the County and the server became operational just before 3pm that same day. Given the nature of this server and the situation experienced, additional countermeasures are being put in place to further reduce downtime. For more information, please contact Randy Vanatter, Technical Services Manager, at rvanatter@allegancounty.org.

County Early Warning System – The Allegan County Central Dispatch Director has created a Sub-Committee to review the current VHF radio system used to activate the warning sirens throughout Allegan County. This committee will formulate a recommendation to the Director for the future of this system. The sub-committee's first meeting was held on Tuesday, September 4th where the team reviewed its mission and expectations, history of the outdoor warning system in Allegan County, and began compiling a list for future iteration of the this system. The recommendations of this team will be utilized when determining the future of the existing VHF system, alternative systems for activation, as well as alternative options on how the system is financed. The team is comprised of representatives from key stakeholder groups including Law

Enforcement, Fire, EMS, local government, Dispatch, 911 Policy Board, and the Gun Lake Tribe. The recommendations of the team will be provided to the ACCD Director who will present them to the 911 Policy and Procedure Board in January 2019. For more information, please contact Central Dispatch Director, Jeremy Ludwig at jludwig@allegancounty.org

Fire Department Pagers – Allegan County Central Dispatch (ACCD) is currently reviewing concerns brought forth by Leighton and Dorr Township Fire Departments about the 800MHz paging system in their districts. A number of work orders have been submitted outlining concerns of the new Unication pagers going “Out of Range” in a number of structures. Though in-building coverage was never a guarantee with the radio project, ACCD has been doing its due diligence to investigate and try and determine if there is a system issue causing the reported concerns. Motorola, Tele-Rad, Unication, and the MPSCS have all been utilized to assist ACCD. There have been field signal tests, preventative maintenance of the Wayland Tower site, and programming reviews conducted, as well as independent testing conducted by the ACCD Director. Currently all testing indicates the radio system is functioning as designed and as tested back in 2017 during coverage acceptance testing. ACCD continues to work with all involved to resolve these concerns. Unication has developed a phase two firmware that is currently being field tested through the MPSCS. This testing is garnering some promising results so far, showing the potential to increase signal reception, reduce “out or range” issues, as well as adding some other additional functionality. Once this has been fully vetted by the MPSCS and ready for release in the field, it will be applied to Leighton and Dorr Township’s pagers. For more information, please contact Central Dispatch Director, Jeremy Ludwig at jludwig@allegancounty.org

Ottawa County's MPSCS System Deployment – Ottawa County’s new simulcast 800 MHZ radio system is now operational and as part of the MPSCS, Allegan County is able to leverage that system to supplement pager coverage on the Northwest side of the County. Graafschap Fire’s Chief Doug DenBleyker is reporting many of the areas they experienced issues with the pagers going “out of range” prior to Ottawa coming on-line, now have good coverage. Kent County is also working on an MPSCS project and will be adding a number of towers along the Allegan County boarder on the Northeast side. For more information, please contact Central Dispatch Director, Jeremy Ludwig at jludwig@allegancounty.org.

Juvenile Detention Facility Window Improvement – The tinted windows in the Juvenile Detention Facility have been repaired. During collaborative monthly facilities meeting with Juvenile Detention Facility staff, Facilities Management was made aware that the tint in the windows was not adhering to the standards acceptable by the county. The team worked together to determine and expedite the most cost effective solution. This repair helps children residing at the Allegan County Juvenile Detention Facility to operate in a safer and more secure environment. For more information on this project please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

Pictometry – In early spring, Allegan County entered into an agreement with Pictometry for aerial oblique/ortho imagery. That imagery was flown before the leaves appeared on the trees in late spring. The imagery was delivered to the County midsummer and the wording on the agreements between the County and the local governmental units has been finished and sent out. Signed agreements are starting to come in and training has been set up for October 2nd and 4th for the end users.

Pictometry will allow the local units and County departments to use this imagery to view any property in Allegan County. This will be very beneficial for the local assessors and County appraisers in measuring accuracy required for equitable and fair assessments. For more

information, please contact Brenda Ritchie, Assistant Director of Equalization, at britchie@allegancounty.org.

Probation Parole Office – The Open House was held on August 24, 2018 from 2:00pm-5:00pm. Very positive feedback was generated from those that attended. For more information on this project please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

FINANCIAL

Budget – The 2019 Budget process is underway. A draft budget has been included in the September 13, Board packet. See Attachment A for the draft memorandum. For more information regarding this matter please contact Lorna Nenciarini, Executive Director of Finance at 673-0228.

Facilities Planning – On August 23, an input session was held regarding the Facilities Planning; see Attachment B for a compilation of the feedback received. During the 1PM meeting, the Board passed a motion to have the current Courthouse be used solely for the purpose of court/judicial related activities and build a new building in the former jail location for the purpose of housing non-court/judicial services. Of course, this is a long range vision and will have to be developed over time. Currently, we are working on plans more specifically to bring an Indigent Defense Office into the building. On September 13, the Board authorized the County Administrator to develop options for this to occur and bring back a recommendation. As always, we will work with stakeholders to consider such options. For more information regarding this matter please contact Rob Sarro, County Administrator at 673-0239.

Emergency Health Department Grant Submission – On September 7, a grant application for the Otsego water response for \$117,850 was submitted to the State Department of Health and Human Services. This figure represents the County Health Department's estimate of staff resources devoted to the project, from March 8 through September 30, 2018. A quick turn-around is expected, due to the State fiscal year ending on September 30. A second grant application, for the 2019 year, will be prepared and submitted in the next few weeks. For more information on this project please contact Lorna Nenciarini, Executive Director of Finance at 269-673-0228.

SERVICES

Indigent Defense Services – With the approval of the Allegan & Van Buren Indigent Compliance Plan, a Chief Public Defender position has been posted. The Board will continue discussion regarding location for these services. For more information on this project, please contact Mike Day, Deputy County Administrator at 269-673-0267.

Allegan County Temporary Lease to Secretary of State Update – The State of Michigan requested temporary use of the former Community Mental Health building on North Street during the remodel of the current location on M-89/Lincoln Road. The State has set tentative dates for access to the public to be September 24, 2018 through October 26, 2018. The plan to re-open the expanded existing location to the public is on November 5, 2018. For additional information please contact Dan Wedge, Executive Director of Services at 269-686-4529.

Senior Services – An RFP for In-Home Support Services was released on August 15, 2018. Two (2) organizations (Alliance Home Health Care and Atrio Help at Home) have submitted

bids for this service. For more information, please contact Sherry Owens, Director at (269) 686-5144.

Senior Day at the Fair (Pancake Breakfast) will be held on September 11, 2018. The doors open at 7:30 am and the Commission on Aging will be on hand to help serve breakfast and assist seniors in getting their meal and finding a table. For more information, please contact Sherry Owens, director at (269) 686-5144.

Veteran Services – Veteran Services Staff will be on hand at the Allegan County Fair on Thursday, September 13, 2018 to distribute brochures and answer questions. For more information on Veteran Day at the Fair, please contact Sherry Owens, Director.

Public Health/Resource Recovery Program, Regional Recycling Event – Allegan County Resource Recovery is excited to be hosting the final recycling collection of 2018. It has been a great year and it is anticipated to be another successful event! This event will be held October 20, 2018 at the City of Otsego DWP, 243 N Farmer St. from 9:00am-12:00pm. Collection will be for Household Hazardous Waste and Electronics/E-Waste. Please see attached (Attachment C) flyer for a list of items that will and will not be accepted at this event. All Resource Recovery participants are welcome. For questions, please contact Rosemary Graham at (269) 686-4559.

Public Health EH Field Service Delivery Update – Attachment D. Currently 92% of the eligible applications, received through August 4, were issued within the timeframe (7/22/2018-8/4/2018), the 14 business day benchmark. Customers (100%) were contacted within 5 business days of submitting an application; timeframe (8/5/2018 - 8/18/2018). The automatic reply upon receipt of the application has been working well. If you have any questions please contact Randy, Rapp, RS at 269-673-5411 or rrapp@allegancounty.org.

Public Health School Collaboration – Did you know that schools are one of our primary disease surveillance systems? Schools touch many families and they are required to report to public health on a weekly basis. They are very important to helping us be successful in discovering disease early. On August 23, 2018 twenty-five (25) school and child care employees attended the Allegan County Health Department (ACHD) Communicable Disease, Hearing, Vision and Immunization Annual Update. This presentation venue provides an easy way for the schools to receive updates at a “one stop shop”. Presentation topics included:

- Recycling
- Hearing and Vision Screening/Referral Protocols
- Communicable Disease Reporting and Outbreak Prevention (cleaning, hand washing practice, hand sanitizer, etc.)
- Immunization Waiver Requirements
- Public Health Law Updates

If there are any questions or concerns please contact the Public Health Services Manager, Lisa Letts at 269-673-5411 or lletts@allegancounty.org

Multi Agency Collaborative Council (MACC) Update – Over the past several months MACC has been focusing its efforts on hosting community conversations and compiling the data for the purpose of identifying community needs. Four conversations were held with the following groups: (1) Healthy Allegan County Coalition and Great Start Collaborative, (2) Health Department, DHHS and Intercare, (3) Adult Ed Network and (4) Municipal Leaders. A fifth focus group was held focused specifically on transportation. Through these conversations, the data identified six focus areas and their level of importance:

CRITICAL

- Access to health services
- Access to local and regional transportation

URGENT

- Education access for all, with a focus on post-secondary experiences
- Affordable housing
- Universal coordinated access to social services for all, and increased awareness of what is available.

IMPORTANT

- Access to recreational services that support all individuals being happy, active and stress free.

The MACC Coordinator with support from the MACC Executive Team is now finalizing a community conversation report outlining the data. The goal for this report is to drive the MACC Strategic Planning Process for the years 2019-2021, which is also in progress and will be released in the next couple of months. The report will also serve as a communitywide document and help support collaboration and initiatives throughout the county and its agencies and collaborative.

In addition, the MACC Coordinator sends out weekly MACC Member News to a list of 103 recipients. Information includes upcoming events and news amongst MACC Members. The newsletter has an average 40% open rate every week, 21% higher than the industry average. For additional information please contact Dan Wedge, Executive Director of Services at 269-686-4529.



M E M O

TO: Board of Commissioners

DATE: September 13, 2018

RE: **FY2019 Draft Proposed Budget**

This specific document comes as a result of the outstanding work and efforts of the County's administrative teams led by Dan Wedge, Steve Sedore, Vickie Herzberg, Lorna Nenciarini, and other areas. In addition, it takes the overall County team of all leaders and supporting staff to compose a balanced budget. I am pleased on behalf of our administrative teams and the collective organization to present the FY2019 draft proposed budget for your consideration. Financially, the upcoming year is planned to maintain a stable level of service and operations. The budget reflects our commitment to our largest asset, the County employees that are responsible for ensuring that the County continues to progress and prosper. Funds are also directed to the maintenance of the County's portfolio of facilities, vehicles, and parks.

As in the past, Commissioner input was requested while the draft budget documents were being created. It is our hope that the pages that follow adequately address the items collected from the Commissioners. To the degree there may still be unanswered questions, we intend to cover those items through the September 13 and 27 budget discussions, and any additional documents and analysis that are developed.

Operating Budgets

Four years ago, Departments devoted significant effort to the development of Core Services spreadsheets. Because County service mandates are fairly stable, staff was not asked to reproduce the 300+ sheets (one per program/function) for the 2019 budget. Rather, departments were given the opportunity to enter their budget data directly into Eden, and learned how to produce reports on their own. For the third year in a row, operating budgets were targeted to remain flat from 2018 to 2019, with allowances made for utility and software maintenance increases.

Keeping in mind that a few lines are still in flux, here is a short summary of the General Fund:

General Fund

	2018 Budget	2019 Draft	Percent Change
General Fund Revenues	30,975,424	32,190,734	3.9%
Plus Budget Stabilization	<u>874,919</u>	<u>750,000</u>	-14.3%
Total Budgeted Revenues	31,850,343	32,940,734	3.4%
Personnel	19,681,025	20,281,642	3.1%
Operational	7,717,548	7,776,682	0.8%
Transfer Out	<u>4,451,770</u>	<u>4,792,675</u>	7.7%
UAL Debt Service (included above)	976,840	976,840	0.0%
Contingency (included above)	200,000	200,000	0.0%
Total Budgeted Expense	31,850,343	32,850,999	3.1%

Items of Note

Revenues

- *Property Tax:* During last year's budget process, we discussed the widening gap between the budgeted and actual property tax collections. The 2018 budget was held flat, to allow the actual collections to catch up. This strategy appears to have been successful; thus allowing the 2019 budget to project a 2.5% increase based on the Consumer Price Index.
- *Personal Property Tax/LCSA:* This line is unchanged from 2018 to 2019, at \$775,000. The next six weeks should provide clarity regarding the fate of the county's missing funds from 2017, as well 2018's distribution amount.
- *MERS DC Forfeiture Account:* If participants in the County's Defined Contribution retirement plan leave before they are fully vested, the County's retirement contributions revert to the County. These funds may only be used to fund future County retirement contributions. The recommendation is to use \$125,000 annually, over the next four years, to consume the approximate \$450,000 balance. This strategy is designed to avoid a large shock to the General Fund when the funding is no longer available. The influx of funds in 2019 allows for less dependence on Budget Stabilization Fund dollars. However, we will have to remain mindful of this strategy at the end of the four years as it could leave a gap needing to be filled if revenue does not grow sufficiently. In this case, such gap would again be made up through allocation of Budget Stabilization Funds unless able to be derived elsewhere.
- *Local Revenue Sharing:* No State Revenue Sharing funds are budgeted in the General Fund. Rather, \$1.3 million of the revenue is earmarked for Capital Projects, with an additional \$900,000 being directed toward the debt sinking fund. These decisions were based on Board priorities to maintain the County's assets, and to ensure long-term fiscal health.
- *Budget Stabilization Fund:* The 2019 budget projects a use of \$750,000 in Budget Stabilization Funds. Here is the fifteen year history of the Fund:

Year	Beginning Balance	Transfers In	Transfers Out	Ending Balance	Maximum Funding
2003	1,897,690	-	-	1,897,690	
2004	1,897,690	-	-	1,897,690	
2005	1,897,690	-	-	1,897,690	
2006	1,897,690	-	-	1,897,690	
2007	1,897,690	2,228,333		4,126,023	
2008	4,126,023	181,373	-	4,307,396	
2009	4,307,396		25,368	4,282,028	
2010	4,282,028	742,695	500,000	4,524,723	
2011	4,524,723	829,634	740,723	4,613,634	yes
2012	4,613,634	680,439	750,000	4,544,073	yes
2013	4,544,073	806,277	567,440	4,782,910	yes
2014	4,782,910		323,811	4,459,099	yes
2015	4,459,099	555,149	808,185	4,206,063	no
2016	4,206,063	282,005	500,000	3,988,068	yes
2017	3,988,068	641,172	725,967	3,903,273	yes
2018	3,903,273	672,218	583,279	3,992,212	tbd
through August 2018					

Historically, the General Fund has been able to restore the Budget Stabilization Fund to its maximum level at the conclusion of the audit. These “turn back” funds, long a source of departmental pride and Commission discussion, may become harder to find, as operational cost increases edge closer to an unchanging budget bottom line. Revenues also play a significant role; higher-than-budgeted collections are always welcome, while shortfalls hurt just as much as increased expenditures hurt. It is worth noting that this Fund may only be used to provide support to the General Fund.

- *Transfer In from Inmate Commissary Fund:* As a service to inmates and their families, prepaid phone and video calling cards are available for purchase through a third-party vendor. The County receives a portion of the sales, to offset program administration expenses. Until 2015, this activity was contained within the General Fund. In 2015, the activity was given its own Fund (5950) to better conform to accounting standards, but no mechanism was created to match Fund 5950’s revenues with General Fund expenses. This new Transfer In accomplishes that goal.
- *Reimbursement – Indirect Costs:* The sizeable (\$485,000) budget increase does not imply a large increase in charges to departments. Rather, it is an attempt to bring the budget in line with actual collections.

Expenditures

- *Personnel:* The budget includes funds to continue the DBM salary plan, meaning that many County staff will receive “step” increases for the first time in years. A small amount has also been earmarked for collective bargaining activities.
- *Janitorial Service:* The Facilities Management budget reflects the transition from an outsourced, to an in-house, janitorial plan. Through process redesign and maximizing

revenue opportunities, services will be performed at a cost that is lower than any of the bids received in the early-2018 RFP process. As full disclosure, the cost is higher than the seven-year contract that expired in 2017, and which is no longer available.

- *Health Care Costs:* A three percent increase has been budgeted for health care (medical, dental, and vision) costs. A recommendation for 2019 plan designs and vendors is current being developed, but early indications are that this should be adequate, as the health care market is offering very competitive rates this year.
- *Transfer Out to Public Health Fund:* This amount fluctuates annually, in order to satisfy State of Michigan “Maintenance of Effort” (MOE) requirements. Additional verification/refinement of this number will occur over the next two weeks.
- *Transfer Out to Child Care Fund:* This amount also varies annually. Due to fiscal year differences between the State (October – September) and the County (calendar year), the County numbers will not correspond to the State Child Care Fund budget that is being presented to the Board at the Sept 13 meeting. This is the first budget cycle that incorporates changes enacted by the State in October of 2017, as the 2018 budget was adopted prior to the State finalizing its guidance. As such, this number covers fifty percent of expenses that are being shifted from Facilities Management to the Child Care Fund.

Special Revenue Funds:

	2018 Budget	2019 Draft	Percent Change
Revenue	23,081,292	24,824,423	7.6%
Expense	23,877,296	25,573,863	7.1%
Expense Detail:			
Personnel	10,349,698	11,084,652	7.1%
Operational	9,432,080	9,128,401	-3.2%
Capital	2,814,372	2,889,778	2.7%
Transfer Out	1,281,146	2,471,032	92.9%
Total Expense	23,877,296	25,573,863	7.1%

Items of note:

- *Road Commission Fund:* The County’s budget documents have historically included a total revenue and expense number for the Road Commission. As the Road Commission Board adopts its budget through a separate legal process, the summary numbers are being discontinued in the County’s document.
- *Parks:* An increase in usage requires increased park ranger hours. A request for a modest increase in overnight camping fees, with supporting analysis, will be brought to the Board at the September 27 meeting. Indirect costs are also budgeted in this Fund, for the first time. The Local Revenue Sharing Fund provides funds for Parks’ operational

(\$257,073) and capital (\$250,000) needs. That Fund is budgeted to receive \$380,000 from the Local Revenue Sharing Board (aka the Casino or the Tribe), and has a \$423,000 fund balance. Additional line item detail is included in the budget packet.

- *Central Dispatch Operating (Fund 2110)*: A ~ \$142,000 net increase in revenues is the result of increased revenues from a higher number of personal devices, and a right-sizing budget reduction in State revenues.
- *Central Dispatch Capital (Fund 2118)*: This Fund is responsible for making payments for the Motorola radio system. This is done through a Transfer Out to a debt service fund. A higher-than required payment is budgeted, in an effort to retire the debt three years early.
- *Public Health Fund*: The budget reflects the Environmental Health fee schedule, and additional Sanitariums approved by the Board in November of 2017. A best practices, risk-based food service fee schedule is being explored, for Board consideration in 2019. Additional analysis of the Public Health Fund numbers will occur prior to budget adoption.
- *Child Care Fund*: To maximize State revenues, expenses that were historically paid by Facilities Management, and allocated to the Child Care Fund through the Cost Allocation Plan, are now being charged directly to the Child Care Fund. While not originally part of the 2018 budget, some costs were already being expensed in this manner this year once the change was authorized. This slight accounting change allows the County to receive a fifty percent reimbursement from the State. An additional General Fund appropriation will fund the other half of the expense. This Fund will also receive additional analysis prior to the September 27 meeting. Similar to the General Fund budget, 2019 is the first year that fully incorporated State reimbursement changes.
- *Senior Services Millage Fund*: Revenues reflect the millage approved by voters last month. Additional line detail is included in the budget packet.
- *Indigent Defense*: The Michigan Department of Treasury issued accounting guidance for the new Indigent Defense Fund at 5:30 pm on Friday, September 7. As of this letter's date, indigent defense expenses are budgeted in the General Fund. By September 27, a new Fund and the appropriate budget, including personnel costs for a seven-person Public Defender office, and State revenues, will be created.

Grants:

A comprehensive list of anticipated grants is included in this packet. A missing number on the Health Medicaid Outreach grant has been fixed. With the exception of Health grants, which require a special Maintenance of Effort calculation, the amount of County funding required by the granting source may be found in the column titled "Local Match Required." Amounts found in the "Anticipated Additional County Funding" column may be reduced without fear of losing the underlying grant funds, although service levels, including staffing, may be impacted.

Position Changes:

Here is a summary of the positions requested by Departments during the budget process:

Dept	Requestor	Fund	Position Request	2019	2020	2021	2022	2023	5 Year Total	Recommendation
Sheriff	Scott Matice	1010.315	New Criminal Sexual Assault Detective	102,415	104,240	106,102	108,000	109,937	530,694	Dept unable to fund within current budget; cannot recommend
Sheriff	Scott Matice	1010.315	New Domestic Violence Detective	102,415	104,240	106,102	108,000	109,937	530,694	Dept unable to fund within current budget; cannot recommend
Sheriff	Scott Matice	1010.315	New General Case Detective	102,415	104,240	106,102	108,000	109,937	530,694	Dept unable to fund within current budget; cannot recommend
Sheriff	Tammy Shoemaker	1010.301/315/351	New Administrative Generalist	51,430	52,937	54,461	56,053	57,662	272,543	Dept unable to fund within current budget; cannot recommend
Facilities	Shawn Stenberg	1010.265	Eliminate Maintenance I and replace with Maintenance II	276	602	903	928	953	3,661	Dept able to fund within current budget; recommended
Information Services	Steve Sedore	1010.259	Eliminate PC Technician and replace with Network Administrator	1,660	2,011	2,386	2,809	3,232	12,098	Dept able to fund within current budget; recommended
Parks	Brandy Gildea	2080.751	Increase IRPT staff hours	14,729	14,950	15,174	15,402	15,633	75,887	Dept able to fund within current budget; recommended
Sheriff	Lyn Holoway	1010.316	Hours Correction - PT Courthouse Security	(196)	(122)	(40)	40	127	(191)	Dept able to fund within current budget; recommended
Youth Detention	Erin Stender	2921.664	Reclass Child Care Worker PT to Child Care Worker FT	4,250	4,483	4,726	4,976	5,236	23,671	Dept able to fund within current budget; recommended
Pros. Attny	Myrene Koch	1010.229	New IRPT Legal Administrative Specialist	19,257	19,546	19,839	20,137	20,439	99,218	Dept able to fund within current budget; recommended
Pros. Attny	Myrene Koch	1010.229	Reclass Legal Admin. Assistant to Legal Admin. Assistant II	1,170	1,487	1,828	1,877	1,926	8,288	No determination at this time.
Grand Total				375,143	383,099	391,189	399,232	407,417	1,956,080	

The costs listed are wages and benefits only. Additional expenses, such as vehicles for detectives, or office space and technology for support staff, has not been included. Consistent with recent prior years, recommendations were based upon a department's ability to fund the request within their current budget level, working with other departments or by increasing revenue.

Capital Projects:

Consistent with past years, \$1.3 million in State Revenue Sharing dollars are directed to capital projects in 2019. (An additional \$900,000 of Revenue Sharing is directed toward additional debt service.) The capital project team has developed a multi-decade plan, based on an annual \$1.3 million allocation. Any change in the amount would require reprioritization of planned projects. The list of projects recommended for 2019 is attached.

Fee Schedule:

A comprehensive fee study has not been performed in several years. The resources (funding, and staff time) needed to execute such a study can be overwhelming. During the budget process, departments have identified specific items of interest. These items will be presented to the Board as they are prepared.

8/23/18 9AM - Public Input Session			
Below are the categorized topics and responses that evolved from the public input session held on 8/23/2018 to gather information for the BOC.			
Customer Service Concerns	Customer Service Recommendations	Look of Courthouse Concerns	Look of Courthouse Recommendations
No separation between prosecution and defense	Information center before the public enters security	Toilette that takes 3 flushes to work on the third floor female bathroom	Landscaping
Flow of traffic for services has gaps in the flow	better lighting	Ceiling tiles are terrible	Create an inviting entrance
not all like services are in the building (Equalization and Register of Deeds)	Multiple touchdown spaces for conference settings and the public to use	Paint and wallpaper look terrible	Colors and vegetation to support calmness
People have inadequate or no space to fill administrative data out and do it in the hallway	Kiosks and express stations empowered by technology	Lacking curb appeal	Make a public square area by the statue
Service counter glass does not give an open feeling	Comfortable cafeteria or waiting space that is inviting	Address is not on the entrance that the public uses	Make it smoke free
Treasury has lots of cash and needs security	NGO's location more impactful for serving the public	carpet is old and tattered	Bring back the terrazzo
Balance between privacy, security and comfortable feel is missing	Use technology to improve services like waiting for a table notification tool used in restaurants for Jurors	Lawn needs improving	More ADA compliance
	Make it feel more friendly like the Board of Public Works in Holland at their customer service window		Bring the courthouse to a traditional courthouse look and feel

Taking Care of Our Employees Concerns	Taking Care of Our Employees Recommendations	Current space being used/Environment Concerns	Current space being used/Environment Concerns Recommendations
Heating and cooling	More green	Spaces being used are not all effective for the services providing	More seating options for public and employees
	Better lighting	No room for growth	Secure vs unsecure we should separate the two
	Collaborative break areas	Not enough adequate space to do some jobs	Open offices up and make them more collaborative
	Fitness center	No collaborative spaces	Include LEAN governmental philosophy
	Secure parking for employees	No dedicated spaces for some services. One team uses a cart	Separate courthouse functions from non courthouse functions
	Make the north entrance safe during all times of the year	There is or has not been any space optimization (Shrinking footprint to allow for more people or services)	
	shower locations for employees that exercise during lunch	Ineffective use of space at the East entrance	
	Better break room or rooms		

Safety/Security Concerns	Safety/Security Recommendations	Benchmark Recommendations
The space for Courthouse Security to view the cameras is not appropriate	Add more space for security	Gun Lake Tribal Admin Building
Jury space is lacking segregation from groups that they should be segregated from	Organizations like ours are moving to a single point of entry	Ottawa County
Lock up space is not enough for males and females	Covered location to bring people into the facility	Haworth (Agile Work)
Congestion with security	Add a sally port for transportation	Haworth (Employee Well Being)
Security entrance	More security officers	Kalamazoo (Staff Break Area)
Lacking x-ray machines and metal detectors	Use robots for security	Oakland (Jury Assembly)
	Mobile security force to be proactive and afford faster response	Hospitals (Areas for Employee Efficiencies)
	Better signage on security standards and expectations for the public before they enter the security check point	Grand Traverse (Center Shop Style Section)
		Cass County (Security Stand Point)
		Kent County (Security with Parking)



Resource Recovery Recycling Event

October 20, 2018



E-Waste & Household Hazardous Waste

2018 Resource Recovery Card or ID Required!

(Available at your township or city hall)

Where: City of Otsego DPW
243 N Farmer St., Otsego

When: October 20, 2018

Time: 9:00am-12:00pm

What: Household Hazardous Waste,
TV/Computer (1 TV Limit per vehicle)
& Electronic Device Recycling

Who: Resource Recovery Participants:
Cheshire Twp., Trowbridge Twp.,
Otsego Twp., Otsego City, Gun Plain
Twp., Martin Twp.

*City of Plainwell and City of Allegan do NOT participate.

Please contact Rosemary Graham, the Allegan County
Recycling Coordinator at 269-686-4559, or e-mail:
rgraham@allegancounty.org with questions about this
event.

Residential use only, NO businesses



Acceptable Household Hazardous Waste

Home :

-oil-based
paint
-wood stain
-cleaning
products
-paint
thinner
-adhesives
-glues

Yard, Garden & Garage:

-weed killer
-fertilizer
-pest poisons
-pool
chemicals
-antifreeze
-deck sealer
-auto fluids

Miscellaneous:

-fluorescent light
bulbs & cfl's
-mercury
thermometers
-batteries (not
auto)
-aerosol cans

Note:
**-Latex paint is
not accepted.**

Acceptable Items for Electronics ("E-Waste") Recycling

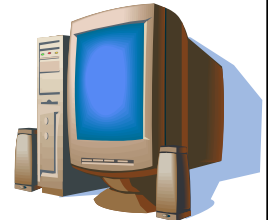
Household Electronics:

- Radio, CD players
- Answering Machines
- Calculators
- Copiers/Scanners/Fax
- DVD Players, VCRs
- Printers
- Gaming Units
- IPODS, MP3 Players
- Telephones/Cellular Phones
- Televisions (**1 per vehicle**)
- Various Media (disks, cd's, memory)



Computer Components and Accessories:

- APC Battery Back-ups
- Circuit Boards
- Docking Stations
- Power Cords/Cables
- Keyboards & Mice
- Laptops, MAC's, PC's
- Modems
- Monitors
- PDA's (Blackberrys, Palm Pilots, iPhones)
- Speakers
- Towers
- Internal/External disk drives
- Servers, server racks



No VHS/Cassettes, hair dryer, curling irons
No toasters/ovens, coffee makers, hot plates
No kitchen devices, blenders, can openers, etc.

This event is **free**, 2018 Resource Recovery Card or ID is re-
quired and is for residents who live in the following commu-
nities and/or pay the recycle surcharge on their winter tax bill:
**Cheshire Twp., Trowbridge Twp., Otsego Twp.,
Otsego City, Gun Plain Twp., Martin Twp.**

This event is coordinated by
Allegan County Resource Recovery

Not Accepted:

Absolutely **NO** Latex Paint!

NO appliances, Freon, co-mingled/single stream recycling
NO trash, furniture, construction materials or yard waste.
NO microwaves or vacuums.

Environmental Health - Benchmark Data Board of Commissioner Report



	January		February		March		April		May		June		July		August		September	October
Total Applications Received for the Month	108		113		238		201		282		225		203		149			
14 Business Days for the Month are Permits received during	1/1 thru 1/11	1/12 thru 1/22	1/23 thru 2/2	2/3 thru 2/14	2/15 thru 3/2	3/3 thru 3/14	3/15 thru 4/6	4/7 thru 4/20	4/21 thru 5/14	5/15 thru 5/25	5/26 thru 6/8	6/9 thru 6/22	6/23 thru 7/7	7/8 thru 7/21	7/22 thru 8/4			
Incomplete and/or Unpaid Submissions within 14 Business Days	0	6	19	4	10	7	18	5	16	0	6	11	9	7	11			
Total Eligible for Completion within 14 business day window	34	34	66	36	60	64	139	99	175	84	120	89	65	77	90			
Submissions Not Completed within Eligible Time Period	9	5	11	7	3	4	20	15	31	8	16	11	7	6	7			
Total Completed	25	29	59	29	57	60	119	84	144	76	104	78	58	71	83			
Percentage Complete	74%	85%	89%	81%	95%	94%	86%	85%	82%	90%	87%	88%	89%	92%	92%			

Applications completed prior to 14 day turnaround (only those with proper documentation and fees paid): **Total Completed divided by Total Eligible for Completion within 14 business day window = Percentage Complete**

Number	Percentage
83/90	92%

14 business days from July 22 = August 4

	January		February		March		April		May		June		July		August		September	October
Total Applications Received	108		113		238		201		282		225		203		149			
5 Business Days for Communication	1/1 thru 1/24	1/25 thru 2/2	2/5 thru 2/12	2/13 thru 2/22	2/23 thru 3/2	3/5 thru 3/12	3/13 thru 3/20	3/21 thru 3/30	4/2 thru 4/13	4/16 thru 5/7	5/8 thru 6/1	6/2 thru 6/22	6/23 thru 7/6	7/7 thru 7/21	7/22 thru 8/4	8/5 thru 8/18		
Total Eligible for Communication	84	31	24	43	39	43	69	96	80	175	211	165	74	90	99	74		
Total Not Communicated to within 5 Business Days	5	1	0	9	5	8	8	9	4	3	0	6	3	2	1	0		
Total Communicated to within 5 Business Days	79	30	24	34	34	35	61	87	76	172	211	159	71	88	98	74		
Percentage Complete	94%	97%	100%	79%	87%	81%	88%	91%	95%	98%	100%	96%	96%	98%	99%	100%		

Customers that have been contacted within 5 business days: **Total Communicated to within 5 Business Days divided by Total Eligible for Communication**

Number	Percentage
74/74	100%

5 business days from August 5 = August 18

Environmental Health - Total Services Board of Commissioner Monthly Report



APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	30	44	72	58	65	68	64	56					457
Septic	39	32	81	60	88	67	61	33					461
Loan Eval.	7	10	16	25	39	27	21	13					158
MDHHS Eval.	2	0	9	12	12	9	8	2					54
SESC	18	16	32	25	44	25	31	36					227
Raw Land/Soil Eval.	10	6	25	16	23	19	11	3					113
Investigative Fieldwork	2	5	3	5	11	10	7	6					49
Monthly Totals	108	113	238	201	282	225	203	149	0	0	0	0	1519

SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	39	35	58	64	76	64	68	64					468
Septic	42	30	59	69	71	75	69	49					464
Loan Eval.	9	4	14	21	31	22	28	14					143
MDHHS	0	0	1	16	8	16	7	4					52
SESC	23	26	28	31	44	24	21	32					229
Raw Land/ Soil Eval.	17	4	14	14	24	13	20	8					114
Monthly Totals	130	99	174	215	254	214	213	171	0	0	0	0	1470

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	27	98	100	31	55	16	80	18					425
Septic Finals	5	12	22	30	45	51	33	29					227
SESC Inspections	2	18	8	200	217	260	200	165					1070
Investigative Fieldwork	2	5	2	5	11	10	7	6					48
Monthly Totals	36	133	132	266	328	337	320	218	0	0	0	0	1770

Total Services Provided	166	232	306	481	582	551	533	389	0	0	0	0	3240
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Reports & Communications:

A. Site Plan Review – 950 Lincoln Parkway:

HyTech Spring has made application for a new building at its facility located at 950 Lincoln Parkway in the Industrial Park. The Planning Commission has reviewed, and recommends approval, of the site plan, having met all the requirements.

Recommended action: Consider approving the site plan for a new building for HyTech Spring at 950 Lincoln Parkway.

B. Resolution 18-22 – Redevelopment Liquor License – 112 N. Main St.:

Application has been made for a Redevelopment Liquor License in Plainwell through the Michigan Economic Development Corporation. Before the application can be submitted to the State for consideration, the local unit of government must pass a resolution approving the applicant for an on-premise liquor license pursuant to PA 501 of 2006.

Recommended action: Consider adopting the Resolution as presented.

C. DPW – Paving North Anderson City Lot:

Quotes included in the Council Packet for paving repairs at the North Anderson Parking Lot. Superintendent Nieuwenhuis recommends using the low-bid A-1 Asphalt for \$6,480.00.

Recommended action: Consider approving a paving project with A-1 Asphalt for the North Anderson Parking Lot for \$6,480.00.

D. DPS – Sale of Public Equipment:

Director Bomar seeks approval to sell, at auction, the 1978 American LaFrance fire truck (no longer in service), four (4) Wrangler wheels and tires, and selected patrol vehicle seating.

Recommended action: Consider authorizing the sale of public equipment as recommended.

E. Water Fund Testing and Planning:

In response to the Otsego area investigation, the City requested from the Department of Environmental Quality a list of compounds that were tested. The City received the compound list on Monday, September 17, 2018 and testing began the next morning. Additionally, the City requested expedited service from the laboratory at additional cost. While the city awaits results, additional testing and supplies could be necessary. The cost of supplies and engineering would fall under the emergency purchase provisions of the Purchasing Ordinance, which will continue to be communicated to Council as needed.

Recommended action: Consider authorizing and confirming emergency purchases for water fund testing and contingency planning.

Reminder of Upcoming Meetings

- September 27, 2018 – Allegan County Board of Commissioners – 1:00pm
- October 9, 2018 – Plainwell DDA/BRA/TIFA Board – 7:30am
- October 3, 2018 – Plainwell Planning Commission – 7:00pm
- October 8, 2018 – Plainwell City Council – 7:00pm

Non-Agenda Items / Materials Transmitted

- Communication from State Representative Mary Whiteford recognizing Firefighter Appreciation Week
- Allegan County Administrator's Report – September 13, 2018, with September 14, 2018 update