

City of Plainwell

Angela Ridgway
EJ Hart
David O'Bryant
Adam Hopkins
Nick Larabel
Paul Rizzo
Jim Turley
Erik Wilson
Randy Wisnaski



“The Island City”

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

AGENDA DDA/TIFA/BRA December 8, 2020 7:30 AM Via Zoom

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes/Summary – 11/10/2020 Meeting Minutes**
5. **General Public**
6. **Chairman’s Report**
7. **BRA Action Items**
 - A. Mill Demolition Update – City Manager Erik Wilson
 - B. Plainwell Paper Mill Water Tank Report
 - C. Accounts Payable for November of \$70,305.11
8. **DDA Action Items**
 - A. Annual Report Otsego Plainwell Chamber of Commerce
 - B. Accounts Payable for November of \$606.44
9. **TIFA Action Items**
 - A. Accounts Payable for November of \$700.69
10. **Communications:** 10/26/2020 & 11/09/2020 Council Minutes. Also the Financial Report/Summary as of 11/30/2020
11. **Public Comments**
12. **Staff Comments:**

Community Updates: Indoor Market; Over the River Shopping event Dec. 10-12
Business Updates: Site Plans for Deep End Brewing are being reviewed
Vacant Buildings: 200 S. Main (purple awning)
13. **Member Comments**
14. **Adjournment**

Join Zoom Meeting

<https://us02web.zoom.us/j/87303903728?pwd=QmtHYXoyR0RIS2ZjMkpWWkdJdXRlQT09>

Meeting ID: 873 0390 3728

Passcode: 23DYVV

Dial In: +1 929 436 2866 US (New York)

Meeting ID: 873 0390 3728

Passcode: 600154

Find your local number:

<https://us02web.zoom.us/j/87303903728?pwd=QmtHYXoyR0RIS2ZjMkpWWkdJdXRlQT09>

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

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The Island City

AGENDA ITEMS

7. **BRA Action Items:**

- A. Discussion updates re: mill demolition
- B. Accounts Payable: Recommended Action: Consider confirming the BRA payables for November in the amount of \$70,305.11

8. **DDA Action Items:**

- A. Discussion regarding Otsego Plainwell Annual Report Presentation
- B. Accounts Payable:
Recommended Action: Consider confirming the DDA payables for November in the amount of \$606.44

9. **TIFA Action Items:**

- A. Accounts Payable:
Recommended Action: Consider confirming the TIFA payables for November in the amount of \$700.69

Reminder of Upcoming Meetings

- December 14 – City Council Meeting 7 p.m.
- December 16 – Planning Meeting 7 p.m.
- December 17 – Parks and Trees meeting 5 p.m.
- December 28 – City Council Meeting at 7 p.m.

Next Meeting is scheduled for January 12, 2020 will be held via Zoom or at City Hall Council Chambers

Minutes
Plainwell DDA, BRA and TIFA:
November 10, 2020

1. Call to Order - Meeting called to order at 7:31 a.m. by Larabel
2. Pledge of Allegiance
3. Roll Call
Members Present: Jim Turley, Nick Larabel, EJ Hart, Erik Wilson, Randy Wisnaski, and Angela Ridgeway
Absent/Excused: David O'Bryant, Adam Hopkins, Paul Rizzo
4. Approval of Minutes of minutes were approved and accepted to place on file.
5. General Public: None present
6. Chairman's Report: None
7. BRA Action Items
 - A. **Motion to accept accounts payable for October of \$764,075.99 was made by Hart and seconded by Turley. Motion carried.**
 - B. Mill Payment Request 1 & 2 packets – will be sent as a separate packet along with the DDA BRA TIFA agenda.
 - C. Mill Update given by City Manager, Erik Wilson, reported that building #1 and 1A is down; Water tower restoration over 3-5 years could cost up to \$500,000.
8. DDA Action Items
 - A. **Motion to accept accounts payable for October of \$552.89 was made by Larabel and seconded by Wilson. Motion carried.**
9. TIFA Action Items
 - A. **Motion to accept accounts payable for October of \$706.91 was made by Hart and seconded by Wisnaski. Motion carried.**
10. Communications:

09/28/20 & 10/12/2020 Council Minutes. Also Financial Report/Summary as of 10/31/2020 were accepted and placed on file.
11. Public Comments: None
12. Staff Comments: Community Development Manager, Siegel reported:
Community Updates: Indoor Market; Ladies, Leaves and Laughter; Shop Small Saturday
Business Updates: Envy opened; Embers Guitar Station open; Blue Nose Shop open
Vacant Buildings: 200 S. Main St. (purple awning) still on market
Member Comments:
Wisnaski – Council Report: leaf pickup backed up; Water tower vandals have been caught; Recycle program with Republic, not doing a great job looking for alternatives; OSHA confirmed if contractors working on your home do not have proper safety gear, homeowner can be fined.

Adjournment: A Motion to adjourn the meeting 8:32 a.m. was made by Hart and seconded by Turley

Plainwell Paper Mill Demolition Phase II

Project Description and Progress Summary

November 23, 2020



Plainwell granted \$5.1M to demolish old paper plant buildings

Posted Feb 25, 2020

By [Brad Devereaux | bdeverea@mlive.com](#)

PLAINWELL, MI — The city of Plainwell was granted \$5,100,000 in Community Development Block Grant (CDBG) funds to assist in the final phase of blight elimination related to the Plainwell Paper Mill, the Michigan Strategic Fund (MSF) reports.

The project will be the final phase of demolishing the remaining “non-contributing” historic buildings that exist on the former Plainwell Paper Mill site.

The obsolete mill located at 200 Allegan Street is on 36 acres along the Kalamazoo River and directly adjacent to downtown.

At one time, the mill had contributed 18% of the city of Plainwell’s tax base and employed 400 workers, MSF said. The mill discontinued operation and formally declared bankruptcy in 2000, MSF said.

The closure of the mill created challenges for the community due to the loss of tax base, according to the MSF, and it continues to be a challenge for the community. The city of Plainwell purchased the mill in 2006 to ensure that it is redeveloped in line with the community’s goals that include developing a regional asset by creating jobs, housing, recreational opportunities, and increased services, MSF said.

City Manager Erik Wilson said officials have spoken with potential developers in the past, and there are always two roadblocks they hit when considering developing the site: cleanup of the site and demolition.

The grant is good news for the community, he said, and creates a timeline for the two issues to be completed this year, putting the redevelopment on an “expedited timeline.”

At its closure, the mill consisted of 39 structures, of which 13 have been determined feasible for adaptive reuse.

The remaining 26 blighted buildings were selected for demolition. These were identified based on non-adaptability, health, and safety considerations.

The city purchased the site for \$483,956 and has invested in excess of \$2.5 million in the redevelopment of the site, MSF said.

Plainwell City Hall is currently housed at the site, in a building at 211 Allegan Street.

Wilson said the building where city hall is located, and others, will not be demolished.

Upon completion of an analysis of the site and its structures, a two-phase approach was developed with the Environmental Protection Agency (EPA). Over the past ten years, clean-up activities on the site have been occurring with nearly \$6 million of funding coming from Weyerhaeuser Corporation, the responsible party.

“We want the community to benefit from its redevelopment beyond just a real estate deal,” Wilson said.

The city plans to expand the river walk and create recreation opportunities along the river, with a plan to make parts of the property open to the public, he said.

“We want the community to enjoy the mill,” he said.

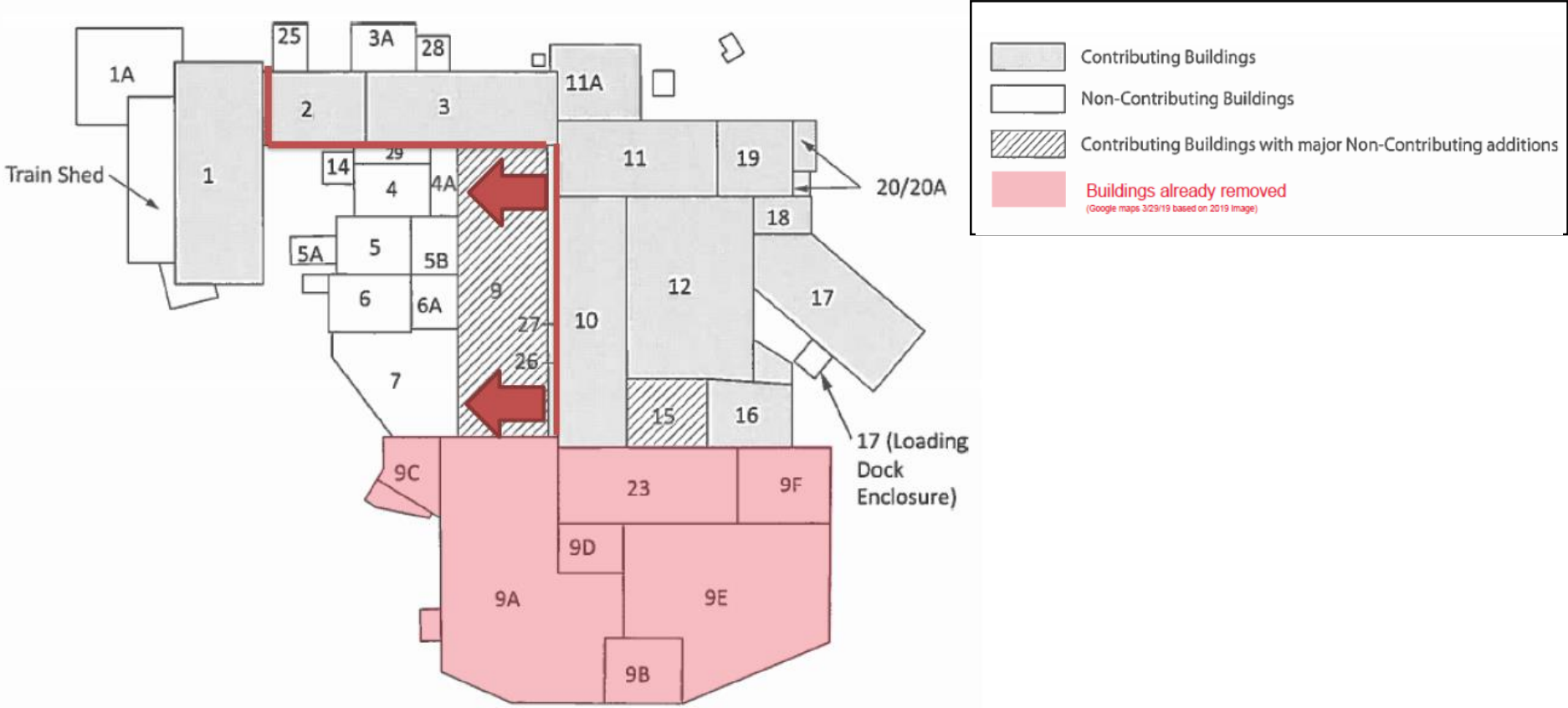
Demolition Scope

Michigan Paper Company Mill Historic District
Name of Property

Allegan County, Michigan
County and State

Diagram D:

MILL COMPLEX: CONTRIBUTING AND NON-CONTRIBUTING BUILDINGS



Demolition Scope



Project Budget



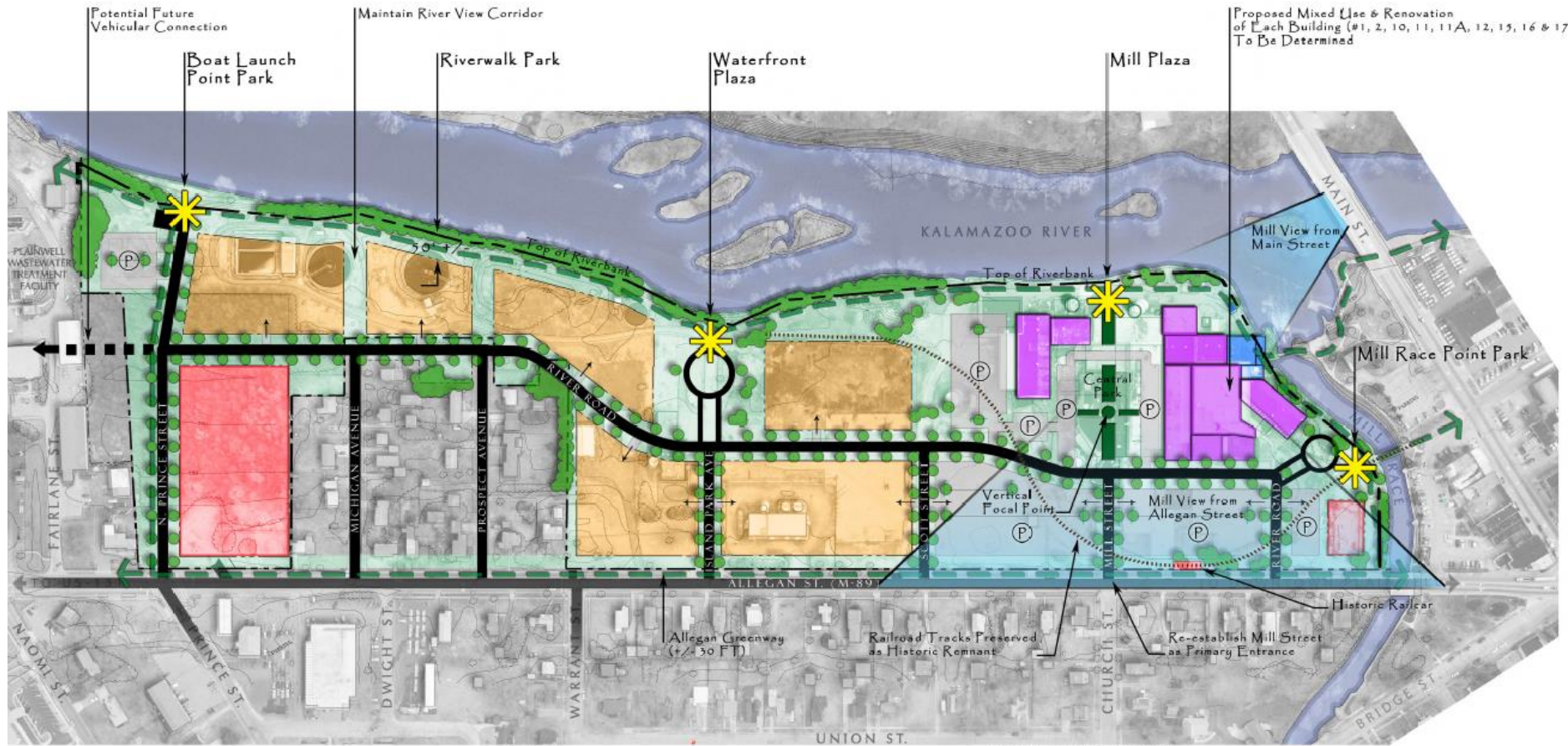
Michigan Strategic Fund

The Michigan Strategic Fund (MSF) was created by P.A. 270 of 1984 and has broad authority to promote economic development and create jobs.

• Grant Amount -	\$5.1 Million (Not to Exceed)
• <u>Demolition -</u>	<u>\$3,699,250</u>
• <u>Contingency -</u>	<u>\$500,000</u>
• <u>Engineering & Construction Oversight -</u>	<u>\$505,780</u>
• <u>Historical Architect-</u>	<u>\$12,610</u>
• <u>Structural Engineering-</u>	<u>\$14,000</u>
• <u>Air Monitoring-</u>	<u>\$39,000</u>
• <u>Surveyor-</u>	<u>\$5,000</u>
Total:	\$4,775,640

*City match is 10%

Concept Plan (2007)



Mill Steering Committee
 Concept Plan
 PLAINWELL PAPER MILL
 200 ALLEGAN STREET
 PLAINWELL, MI 49080

LEGEND

- Commercial (Retail)
- Attached Residential Units (Owner Occupied)
- Open Space
- Significant Riverwalk Plaza
- Primary Pedestrian Circulation
- Future City Hall
- Mixed Use (Residential/Commercial/Office/Special Event Space)
- Primary Block Access Point
- P Parking
- Mill View Corridor

PROGRAMMATIC NOTE:

* The addition of a Public Safety building on the mill property is under consideration



JJR landscape architecture
 urban design
 civil engineering
 environmental science
 August 2007



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Building 1



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Buildings 1 and 1A



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Building 1A



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Building 1A



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Looking East



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Salvaging Beams –Building 1



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Salvaging Beams –Building 1



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Looking North



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Salvaged interior and exterior bricks that will be used in the development



Salvaged beams that will be used in the development



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Salvaged beam that will be used in the development



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Interior view of Building 9



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Interior view of Building 3



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East Side of Mill



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Aerial



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Aerial



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Aerial



The City of Plainwell is an equal opportunity provider and employer

Aerial



The City of Plainwell is an equal opportunity provider and employer

Aerial

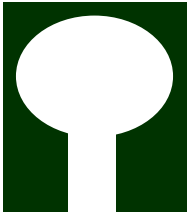


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Aerial



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DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

November 2, 2020

Eric Wilson, Manager
City of Plainwell
211 N. Main St.
Plainwell, MI 49080

Re: Structural Inspection for the 100,000 Gallon Cone Roof Elevated Tank

Dear Mr. Wilson:

Dixon Engineering performed an inspection on September 30, 2020 on the 100,000 gallon cone roof water tower located in Plainwell, Michigan. The purpose of the inspection was to perform a general structural evaluation of the entire structure. The inspection was performed by James Rowley, PE and Paul Spitzley, PE.

Summary:

The water tank was constructed in 1946 by the Chicago Bridge & Iron Company with a height to high-water level of 120 feet. The tank is located on a large site that is currently being developed by the City. This tank has been removed from service and it is understood that there are no plans to place the tank back into service. For this reason, the inspection and recommendations have been limited to general structural integrity and safety items.

Site Inspection:

Foundation and Anchor Bolt Conditions:

The exposed concrete foundations are in good condition overall. The tops of the foundations are located at grade. The foundations are not coated.

There is one anchor bolt located on each leg. The anchor bolts are in fair condition overall with some steel loss on some of the nuts and bolts.

The grout between the baseplate and foundation is in fair condition on the legs and the riser. There is approximately 5 total lineal feet of grout missing on the legs.

Coating Conditions:

The exterior structure consists of the riser, legs, struts, sway rods, bowl, balcony, sidewall, and roof. The exterior coating is in poor condition overall with coating failures are throughout. The failures consist of delamination, spot coating failures with rust undercutting, erosion, and rust bleedthrough.

The wet interior structure had limited access due to the poor condition of the wet interior ladder. The visible portion of the wet interior coating appeared to be in poor condition with little coating remaining.

Information provided to Dixon Engineering indicates that the exterior coating contains lead. Special consideration will be needed during maintenance to avoid contamination of workers and prevent generation of hazardous waste.

Structural Conditions:

The exterior structure is in good condition overall. With the exception of the anchor bolts and the leg connection at the bowl, no steel loss or pitting was observed at any of the coating failures. The legs, riser, struts, and sway rods are in good condition with no steel loss or deformations. The sway rods appear to be in proper tension as designed. No steel loss or deformations were observed on the bowl, sidewall, or roof of the tank.

The wet interior structure consists of the bowl, sidewall, and roof plates. The wet interior structure is in good condition overall.

Access and Safety Conditions:

The exterior leg ladder starts approximately 5 feet above the ground and extends up to the balcony. The ladder is in good condition overall. The ladder is equipped with a cable-type fall prevention device that is undersized. The ladder is not equipped with a vandal guard.

There is a revolving ladder that extends from the outside of the balcony up to the center of the roof. The ladder is in good condition overall but is unstable. The only connection point of the ladder is at the center of the roof. The ladder is equipped with a cable-type fall prevention device that is undersized.

There is a wet interior ladder from the roof to the bowl that is in poor condition overall. The bolted connection is in poor condition and the ladder is not safe to climb. The ladder is not equipped with a fall prevention device.

All ladders do not meet current OSHA size requirements. The length and thickness of the rungs are undersized.

There is no grate or railing at the wet interior riser.

The exterior balcony is in fair condition overall. There is corrosion with some steel loss on the balcony floor plate. The balcony and railing do not conform to current OSHA requirements. The railing height is undersized and there is no midrail. The balcony does not contain enough drainage holes and water is ponding on the walkway. The tank does not have a roof handrail.

Recommendations:

There are no major structural deficiencies on this tank. The work recommended below is to increase the longevity of the structure as well as increase the safety for future inspections and maintenance activities. The recommended structural repairs and coating work should be completed within the next five years if the tank is to remain standing. The safety repairs and upgrades should be completed with the next paint project.

Disclaimer:

Unless DIXON feels the ladders and railings are unsafe, it is our opinion that if they were built to code at the time of construction, they do not require replacement. Codes can change regularly making compliance expensive and impractical. However, it is our responsibility to inform you of this possible deficiency.

1. Abrasive blast clean the exterior inside a dust tight containment system and repaint with a fluoropolymer system. Because of the nearby electrical transmission lines, a rigid containment system would be required. The estimated cost is \$230,000 plus \$350,000 for rigid containment.
2. Inspect the anchor bolts and nuts after abrasive blast cleaning to determine the amount of steel remaining and repair anchor bolts if necessary. The cost would be determined after the extent of repairs is known (if necessary).
3. Remove soil at the foundations to expose the top 4 inches. The work can be performed by in-house personnel.
4. Repair the leg to tank connections with welded patch plates. The estimated cost is \$40,000.
5. Modify the tank venting with engineered riser and roof openings to keep water out of the tank while maintaining airflow. This will minimize corrosion of the interior of the structure. The estimated cost is \$20,000.
6. Install a vandal guard on the leg ladder and each of the lattice legs. The estimated cost is \$10,000.
7. Weld the sidewall/roof ladder in place to keep it from rotating. The estimated cost is \$2,000.
8. Install a fall prevention device on the exterior ladders. The estimated cost is \$5,000.

9. Replace the wet interior ladder with a ladder that is equipped with a fall prevention device. The estimated cost is \$10,000.
10. Install a grated cover over the top of the riser. The estimated cost is \$4,000.
11. Install an opening in the balcony railing for access at the leg ladder. The estimated cost is \$5,000.
12. Repair the deteriorated balcony floor plates. The estimated cost is \$5,000.
13. Drill drainage holes in the balcony walkway. The cost would be incidental to exterior painting.
14. Enlarge the hasp opening on the wet interior roof hatch for installation of a standard sized lock. The estimated cost is \$500.
15. Maintain the coating over the next 75+ years. The exterior would be high pressure water cleaned and overcoated with a fluoropolymer system. The estimated cost would be \$100,000 at years 20-25, \$100,000 at years 40-45, and \$100,000 at years 60-65.

If you have any questions please call the project manager, Eric Binkowski at (616) 374-3221 ext. 309.

FOR DIXON ENGINEERING, INC.,



James Rowley, PE
Structural Engineer



100,000 gallon cone roof (Paper Tank) located in Plainwell, Michigan.



1) Typical leg is in good condition overall. The foundation concrete is in good condition.

2) Missing grout underneath a leg.



3) Active corrosion of leg anchor bolt and nut.



4) The riser foundation is in good condition.

5) Typical lattice leg is in good condition. The coating is in poor condition.



6) The riser is in good condition. The coating is in poor condition.



7) Coating failures on the riser.

8) The sway rods are in good condition. The coating is in poor condition.



9) The leg ladder is in good condition. The ladder is equipped with a cable-type fall prevention device that is undersized.



10) Typical strut is in good condition. The coating is in poor condition.



11) The bowl is in good condition. The coating is in poor condition.



12) The balcony is in fair condition. The coating is in poor condition.



13) There is evidence of water ponding on the balcony. There is active corrosion occurring on the floor plates.

14) The leg to bowl connection is in poor condition. There is active corrosion in the crevices.



15) Same.



16) The sidewall is in good condition overall. The coating is in poor condition.

17) There is graffiti on the sidewall.



18) The rotating sidewall ladder is in fair condition. The ladder is equipped with a cable-type fall prevention device that is undersized.

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 11/01/2020 - 11/30/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY - BRA					
Dept 000 OPERATIONS					
443-000-715.010	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2020 DENTAL & VISION	36.20	16611
443-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2020 HEALTH INSURANCE PREMIUM	704.28	16613
443-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	NOVEMBER 2020 LIFE INSURANCE COVERAGE	3.56	16612
443-000-743.000	DPW UNIFORM SPREAD	CONTINENTAL LINEN SERVICES	OCTOBER 2020 DPW UNIFORMS/RUGS/MISC	1.52	16636
443-000-775.000	Supplies - Repairs and Maintenance	HOME DEPOT	OCTOBER 2020 STATEMENT	359.88	16677
443-000-801.030	AUDIT SERVICES 6/30/2020	SIEGFRIED CRANDALL PC	PROGRESS BILLING FOR JUNE 30, 2020 AUDIT	17.80	16622
443-000-930.000	Outside Services (RMLB)	JOSHUA MCCORMACK	DRONE PHOTOS/VIDEOS OF MILL	150.00	16706
Total For Dept 000 OPERATIONS				1,273.24	
Dept 970 CAPITAL OUTLAY					
443-970-972.000-2020-00001	AIR MONITORING - ABATEMENT WORK	ANALYTICAL TESTING & CONSULTING	ASBESTOS AIR MONITORING 8/24/20 - 09/03/20	4,800.00	16682
443-970-972.000-2020-00001	AIR MONITORING - ABATEMENT WORK	ANALYTICAL TESTING & CONSULTING	ASBESTOS AIR MONITORING 09/08/20 - 09/24/20	6,000.00	16682
443-970-972.000-2020-00001	AIR MONITORING - ABATEMENT WORK	ANALYTICAL TESTING & CONSULTING	ASBESTOS AIR MONITORING 10/05/20 - 10/09/20	2,700.00	16682
443-970-972.000-2020-00001	AIR MONITORING - ABATEMENT WORK	ANALYTICAL TESTING & CONSULTING	ASBESTOS AIR MONITORING 10/12/20 - 10/16/20	2,150.00	16682
443-970-972.000-2020-00001	AIR MONITORING - ABATEMENT WORK	ANALYTICAL TESTING & CONSULTING	ASBESTOS AIR MONITORING 10/19/20 - 10/23/20	6,050.00	16682
443-970-972.000-2020-00001	AIR MONITORING - ABATEMENT WORK	ANALYTICAL TESTING & CONSULTING	TEM ANALYSIS 10/21/20	130.00	16682
443-970-972.000-2020-00001	DEMOLITION PROJECT OVERSIGHT	GHD SERVICES INC	DEMOLITION PHASE III THROUGH 10/24/2020	47,201.87	16723
Total For Dept 970 CAPITAL OUTLAY				69,031.87	
Total For Fund 443 BROWNFIELD REDEVELOPMENT AUTHORITY -				70,305.11	

12/04/2020 10:56 AM

User: JULIE

DB: PLAINWELL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 11/01/2020 - 11/30/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 443 BROWNFIELD REDI	70,305.11
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Total For All Funds:	<u>70,305.11</u>
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Remit EFT Payments To:
 Account #: 724010386
 ABA #: 022000020
 Remittance Advices to:
 usremittance@ghd.com
Remit Checks To:
 GHD Services Inc.
 PO Box 392237
 Pittsburgh, PA 15251-9237

City of Plainwell
211 N. Main Street
Plainwell, MI. 49080

Invoice # : 1083150
Project : 11216161
Project Name : Former Plainwell Inc. Demolition Phase III
Invoice Group : 10
Invoice Date : 10/24/2020
Purchase Order : 5483
 Full Backup

Attention: Erik Wilson

TERMS: Net 30 Days. Service Charge of 1½% per month payable on overdue accounts.

For Professional Services Rendered through: 10/24/2020

Site: Plainwell, MI
 **-AEM: apinvoices@plainwell.org; ewilson@plainwell.org, cc:
 BKelley@plainwell.org

Professional Fees

Professional Fees	42,918.76	
Total Professional Fees		42,918.76

Expenses

Regular Expenses	4,283.11	
Total Expenses		4,283.11
Current Invoice		47,201.87
Budget Available		401,722.47

Amount Due This Invoice ** 47,201.87 **USD \$**

Project Fee :	505,780.00
Previous Billings :	104,057.53
Current Billing:	47,201.87
Budget Remaining:	354,520.60

Jodie Dembowski

Phase : 10 -- Proj Sup & Oversight-Asbestos Decom -- PO#: 5483 -- Full Backup

Professional Fees

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>OT Ind</u>	<u>Amount</u>
Associate E3					
Nicholas Schapman	09/28/2020	9.50	135.00		1,282.50
	09/29/2020	8.50	135.00		1,147.50
	09/30/2020	8.00	135.00		1,080.00
	10/01/2020	9.00	135.00		1,215.00
	10/02/2020	7.50	135.00		1,012.50
	10/05/2020	7.00	135.00		945.00
	10/06/2020	9.00	135.00		1,215.00
	10/07/2020	9.00	135.00		1,215.00
	10/08/2020	9.00	135.00		1,215.00
	10/09/2020	11.00	135.00		1,485.00
	10/11/2020	4.00	135.00		540.00
	10/12/2020	7.50	135.00		1,012.50
	10/13/2020	9.50	135.00		1,282.50
	10/14/2020	7.50	135.00		1,012.50
	10/15/2020	5.50	135.00		742.50
	10/20/2020	1.00	135.00		135.00
	10/22/2020	2.00	135.00		270.00
	10/23/2020	0.50	135.00		67.50

Technician/Technologist D2

Bradley Jent					
	10/15/2020	10.00	135.00		1,350.00
	10/16/2020	11.00	135.00		1,485.00
	10/19/2020	10.00	135.00		1,350.00
	10/20/2020	10.00	135.00		1,350.00
	10/21/2020	10.00	135.00		1,350.00
	10/22/2020	10.00	135.00		1,350.00
	10/23/2020	8.00	135.00		1,080.00

Total Professional Fees

26,190.00

Regular Expenses

<u>Vendor Name</u>	<u>Doc Nbr</u>	<u>Date</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
Travel - Accommodation - Local					
Lodging					
LODGINGIQ LLC	401378253	10/01/2020	1,930.95	1.00	1,930.95
		Total: Lodging			1,930.95
Travel - Car Rental					
Travel Costs					
ENTERPRISE HOLDINGS	245733	10/05/2020	1,174.02	1.10	1,291.42
		Total: Travel Costs			1,291.42

Employee: Per diem Food

Bradley Jent					
	ER00353121	10/15/2020	40.00	1.00	40.00
	ER00353121	10/16/2020	40.00	1.00	40.00
	ER00353121	10/17/2020	40.00	1.00	40.00
Nicholas Schapman					
	ER00350676	09/21/2020	40.00	1.00	40.00
		per diem for Plainwell Paper Mill demo project			
	ER00350676	09/22/2020	40.00	1.00	40.00
	ER00350676	09/23/2020	40.00	1.00	40.00
	ER00350676	09/24/2020	40.00	1.00	40.00
	ER00350676	09/25/2020	40.00	1.00	40.00
	ER00351745	09/28/2020	40.00	1.00	40.00
		per diem for Plainwell Mill demo project			
	ER00351745	09/29/2020	40.00	1.00	40.00

Phase : 10 -- Proj Sup & Oversight-Asbestos Decom -- PO#: 5483 -- Full Backup

Regular Expenses

<u>Vendor Name</u>	<u>Doc Nbr</u>	<u>Date</u>	<u>Cost</u>	<u>Multiplier</u>	<u>Amount</u>
Employee: Per diem Food					
Nicholas Schapman	ER00351745	09/30/2020	40.00	1.00	40.00
	ER00351745	10/01/2020	40.00	1.00	40.00
	ER00351745	10/02/2020	40.00	1.00	40.00
	ER00352830	10/05/2020	40.00	1.00	40.00
		per diem for Plainwell Paper demo project			
	ER00352830	10/06/2020	40.00	1.00	40.00
	ER00352830	10/07/2020	40.00	1.00	40.00
	ER00352830	10/08/2020	40.00	1.00	40.00
	ER00352830	10/09/2020	40.00	1.00	40.00
		Total: Employee: Per diem Food			----- 720.00

Employee: Travel

Nicholas Schapman	ER00350676	09/24/2020	23.77	1.00	23.77
		gas for rental car			
	ER00350676	09/25/2020	19.68	1.00	19.68
		gas for rental car			
	ER00351745	09/30/2020	19.96	1.00	19.96
		gas for rental car			
	ER00351745	10/02/2020	20.49	1.00	20.49
		gas for rental car			
	ER00352830	10/06/2020	20.34	1.00	20.34
		gas for rental car			
	ER00352830	10/09/2020	19.77	1.00	19.77
		gas for rental car			
		Total: Employee: Travel			----- 124.01

Project purchases

Field Supplies/Services

CONSUMERS ENERGY 10	401379166	09/29/2020	113.94	1.10	125.33
		electrical service to Melching field trailer			
		Total: Field Supplies/Services			----- 125.33

Sales and use tax on purchases

Travel Costs

ENTERPRISE HOLDINGS	245733	10/05/2020	76.31	1.10	83.94
		rental car			
		Total: Travel Costs			----- 83.94

Field Supplies/Services

CONSUMERS ENERGY 10	401379166	09/29/2020	6.78	1.10	7.46
		taxes			
		Total: Field Supplies/Services			----- 7.46

Total Regular Expenses 4,283.11

Total Phase : 10 -- Proj Sup & Oversight-Asbestos Decom -- PO#: 5483 -- Full Backup	Labor :	26,190.00
	Expense :	4,283.11
	Total :	<u>30,473.11</u>

Phase : 30 -- Project Management & Support

Professional Fees

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>OT Ind</u>	<u>Amount</u>
Administrative Support					
Patricia Butler	10/22/2020	0.25	63.00		15.75

Geologist/Hydrogeo. D1

Phase : 30 -- Project Management & Support**Professional Fees**

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>OT Ind</u>	<u>Amount</u>
Geologist/Hydrogeo. D1					
Jodie Dembowski	09/28/2020	1.00	175.50		175.50
	09/29/2020	3.50	175.50		614.25
	09/30/2020	4.00	175.50		702.00
	10/01/2020	3.00	175.50		526.50
	10/02/2020	5.50	175.50		965.25
	10/04/2020	0.50	175.50		87.75
	10/05/2020	5.50	175.50		965.25
	10/06/2020	8.00	175.50		1,404.00
	10/07/2020	5.50	175.50		965.25
	10/08/2020	4.00	175.50		702.00
	10/09/2020	2.00	175.50		351.00
Geologist/Hydrogeo. D2					
Jodie Dembowski	10/09/2020	1.50	175.50		263.25
	10/12/2020	3.00	175.50		526.50
	10/13/2020	5.00	175.50		877.50
	10/14/2020	2.00	175.50		351.00
	10/15/2020	2.00	175.50		351.00
	10/16/2020	1.75	175.50		307.13
	10/19/2020	4.25	175.50		745.88
	10/20/2020	5.00	175.50		877.50
	10/21/2020	4.00	175.50		702.00
	10/22/2020	8.00	175.50		1,404.00
	10/23/2020	3.00	175.50		526.50

Total Professional Fees**14,406.76****Total Phase : 30 -- Project Management & Support****Labor : 14,406.76****Expense : 0.00****Total : 14,406.76****Phase : 40 -- Geotechnical Engineering****Professional Fees**

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>OT Ind</u>	<u>Amount</u>
Administrative Support					
Diane Sawka	10/16/2020	0.50	63.00		31.50
Engineer D1					
Jeffrey L. Snyder	10/05/2020	1.00	175.50		175.50
	10/12/2020	0.50	175.50		87.75
	10/13/2020	1.50	175.50		263.25
	10/14/2020	5.00	175.50		877.50
	10/16/2020	1.50	175.50		263.25
	10/23/2020	0.50	175.50		87.75
Engineer E2					
Syed Hassan Gilani	10/14/2020	1.00	198.00		198.00

Total Professional Fees**1,984.50**

Total Phase : 40 -- Geotechnical Engineering

Labor : 1,984.50
 Expense : 0.00
 Total : 1,984.50

Phase : 50 -- Waste Disp Char&Assist Profil Waste

Professional Fees

<u>Class / Employee Name</u>	<u>Date</u>	<u>Hours</u>	<u>Rate</u>	<u>OT Ind</u>	<u>Amount</u>
Engineer A2					
Philip E. Bielak	09/09/2020	2.00	135.00		270.00
	10/05/2020	0.50	135.00		67.50
Total Professional Fees					337.50

Total Phase : 50 -- Waste Disp Char&Assist Profil Waste

Labor : 337.50
 Expense : 0.00
 Total : 337.50

Total Project: 11216161 -- Cty Plainwell Mill Phase III Demo

47,201.87



8770 UNION CENTRE BLVD
WEST CHESTER, OH 45069

Rental Agreement #:
Bill Ref #:
Invoice Date:
Account #:

13P659
9000-4334-3555
10/05/2020
DB20003

BILLING DETAIL

Description	Qty/Per	Rate	Amount
TIME & DISTANCE	1 DAY	39.00	39.00
TIME & DISTANCE	1 MTH	936.00	936.00
ROADSIDE ASSISTANCE	31 DAY	5.99	185.69
Subtotal			1,160.69
VLF REC	31 DAY	0.43	13.33
SALES TAX	PCT	6.50	76.31

BILL TO

GHD SERVICES, INC
200 W ALLEGAN
SUITE 300
PLAINWELL, MI - 49080-1397

RENTAL INFORMATION

Date/Time Out 08/31/2020 10:54 AM
Date/Time In 09/30/2020 04:37 PM

Amount Due (USD) **1,250.33**

Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g., sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.

Renter
SCHAPMAN, NICHOLAS

RENTAL VEHICLES

Color	License	Model	Unit	Miles/Kms Out	In
WHITE	FP71187	ELAN	7TP5QF	18,645	21,621

VIN: 5NPD84LF8LH578937

CLAIM INFORMATION

Claim# / PO# / RO# 1121616
Insured NICHOLAS SCHAPMAN
Date of Loss **Type of Loss** **Type of Vehicle**
Repair Shop

For Billing Inquiries / Payment Terms :

Tel#: +1 8773121083
AskARCanada@ehi.com
Payment Due within 30 days of invoice date
Late payments are subject to a finance charge.

ADDITIONAL INFORMATION

MUST INCLUDE PROJECT NUMBER (TASK AND ID#) FOR BUSINESS RENTALS DRIVER'S FIRST AND LAST NAME REQUIRED Nicholas schapman

Thank You For Choosing Enterprise

Please Return This Portion With Remittance

Amount Due (USD) 1250.33

Remit To :
ENTERPRISE RENT A CAR CANADA COMPANY
P.O. BOX 9716
STATION A
TORONTO, ON M5W 1-R6

Paid By:
GHD SERVICES INC-CDA
200 W ALLEGAN
SUITE 300
PLAINWELL, MI 490801397

Email Remit To: CanadianAR@erac.com

Account #	Rental Agreement	Amount	GPBR
DB20003	13P659	1250.33	38H2

WELCOME TO MEIJER

MEIJER STORE #147
7420 Tylersville Rd
West Chester, OH
PHONE #755-4829
STORE #147

MASTERCARD XX/XX
*****4569 (S)
REF #066546
09/25/2020 08:10:45

PUMP 5
GRADE UNL
GALLONS 9.115
PRICE/GAL \$ 2.159

FUEL SALE \$ 19.68

TOTAL \$ 19.68

APPROVED

THANKS FOR SHOPPING
WITH US

Nancy Salzman

11216161-10

WELCOME TO MEIJER

MEIJER STORE #191
1191 M-89
Plainwell, MI
PHONE #685-3829
STORE #191

MASTERCARD XX/XX
*****4569 (S)
REF #224437
09/24/2020 11:44:11

PUMP 7
GRADE UNL
GALLONS 10.910
PRICE/GAL \$ 2.179

FUEL SALE \$ 23.77

TOTAL \$ 23.77

APPROVED

THANKS FOR SHOPPING
WITH US

\$2 Xtreme Clean
Auto Wash Coupon
7915

Nancy Salzman

11216161-10

RENTAL CAR

WELCOME TO MEIJER

MEIJER STORE #191
1191 M-89
Plainwell, MI
PHONE #685-3829
STORE #191

MASTERCARD XX/XX
*****4569 (S)
REF #233378
09/30/2020 01:25:33

PUMP 3
GRADE UNL
GALLONS 9.646
PRICE/GAL \$ 2.069

FUEL SALE \$ 19.96

TOTAL \$ 19.96

APPROVED

THANKS FOR SHOPPING
WITH US

\$2 Xtreme Clean
Auto Wash Coupon
7915

Michael J. Szymanski

112161616-10

RENTAL CAR

WELCOME TO MEIJER

MEIJER STORE #147
7420 Tylersville Rd
West Chester, OH
PHONE #755-4829
STORE #147

MASTERCARD XX/XX
*****4569 (S)
REF #070030
10/02/2020 07:16:45

PUMP 5
GRADE UNL
GALLONS 9.764
PRICE/GAL \$ 2.099

FUEL SALE \$ 20.49

TOTAL \$ 20.49

APPROVED

THANKS FOR SHOPPING
WITH US

Michael J. Szymanski

112161616-10

RENTAL CAR

Welcome to Shell
5171 West Main Street
Kalamazoo MI 49009

SHELL
5171 MAIN
KALAMAZOO, MI
49009
57443551908
10/06/2020 103209449
06:16:05 PM

PUMP# 5
REGULAR 10.175G
PRICE/GAL \$1.999
FUEL TOTAL \$ 20.34

CREDIT \$ 20.34

XXXX XXXX XXXX 4569
MASTERCARD
Swiped
APPROVED
AUTH # 02627S
INV # 728071

Nicholas J. Seymour
112.16661-10

THANK YOU
WE APPRECIATE YOUR BUSINESS!
Please come again

RENTAL CAR

SPEEDWAY 0001197
West Chest OH 45069
TRAN#: 4744842
10/9/2020 7:07 PM

Pump 03
Regular Unleaded
10.749 @ \$1.839/GAL
GAS TOTAL \$19.77

TAX \$0.00
TOTAL \$19.77

Master Card
Card Num :
XXXXXXXXXXXX4569
TERM: 0050001197001
TRANS TYPE: CAPTURE
APPR#: 05742S
ENTRY METHOD: Chip
Card

USD\$ 19.77

MASTERCARD
AID: A00000000041010

10/09/2020 19:05:12

PIN Bypassed

Cardholder agrees to
pay to issuer total
charges per the
agreement between
cardholder & issuer.
www.speedway.com

Nicholas J. Seymour

112.16661-10

Project: 11216161-10

Account: 1030 3869 3091



Questions:
Visit: ConsumersEnergy.com
Call us: 800-805-0490

Amount Due: **\$122.43**
Please pay by: **October 22, 2020**



GHD SERVICES INC
200 ALLEGAN ST STE 300
PLAINWELL MI 49080-1232

▶ **Thank You** - We received your last payment of **\$90.77** on **September 30, 2020**

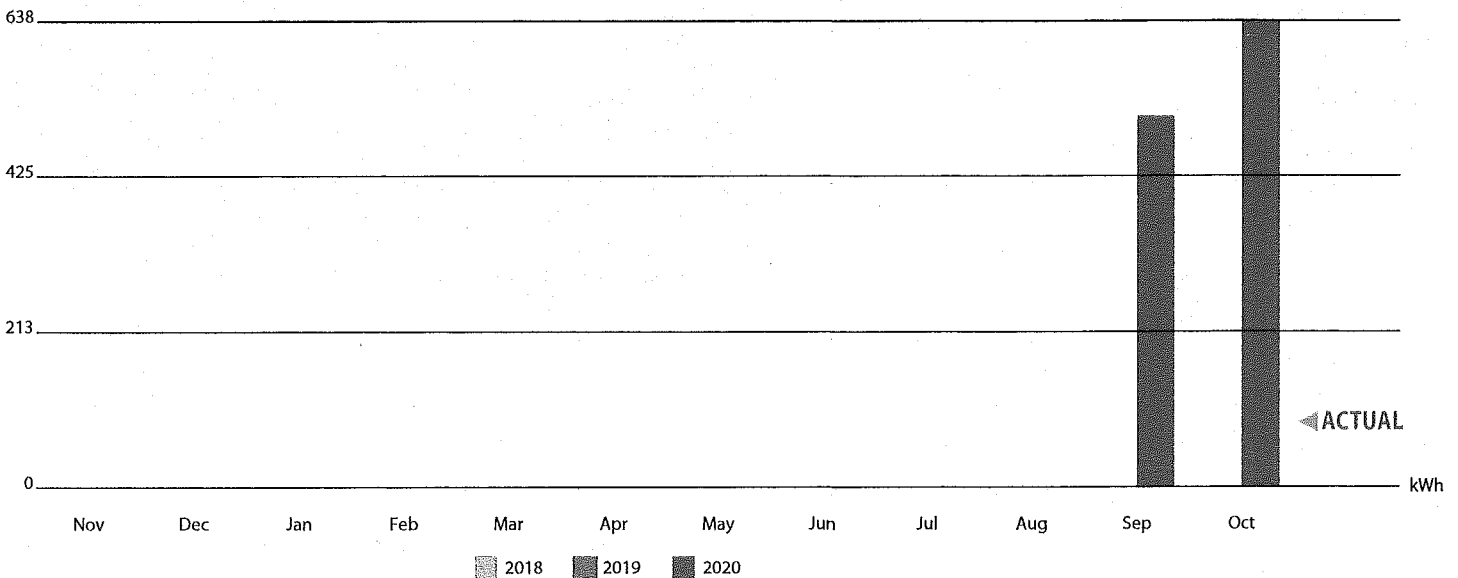
▶ **Service Address:**
200 ALLEGAN ST STE 2
PLAINWELL MI 49080-1244



October Energy Bill

Service dates: August 31, 2020 - **September 29, 2020** (30 days)

Total Electric Use (kWh - kilowatt-hour)



October Electric Use

638 kWh
October 2019 use: 0 kWh

Cost per day:

\$3.80

kWh per day:

21

Prior 12 months electric use:

1,145 kWh

STAY SAFE: Call 9-1-1 and 800-477-5050. We'll respond day or night.



Downed power lines.
Stay 25 feet away. Call from a safe location.



If you smell natural gas.
If the "rotten egg" odor of gas is apparent, call from a safe location.



COVID-19: The latest information can be found at www.ConsumersEnergy.com/coronavirus. We are committed to the health and safety of our co-workers, customers and communities.



Need to talk to us? Visit ConsumersEnergy.com
or call **800-805-0490**
Hearing/speech impaired: Call 7-1-1

Service Address:
200 ALLEGAN ST STE 2; PLAINWELL MI
49080-1244
Account: **1030 3869 3091**

Account Information

Bill Month: October
Service dates: 08/31/2020 - 09/29/2020
Days Billed: 30
Portion: 03 10/20

Rate Information

Elec Gen Sec Rate GS Com
Rate: 1100

Meter Information

Your next scheduled meter read
date is on or around 10/28/2020

Electric Service:

Smart Meter
Meter Number: 30021201
POD Number: 0000004570099
Beginning Read Date: 08-31
Ending Read Date: 09-29
Beginning Read: 14296
Ending Read: 14934 (Actual)
Usage: 638 kWh

Total Metered Energy Use: 638 kWh

October Energy Bill

Invoice: 201184539415

Account Summary

Last Month's Account Balance	\$90.77
Payment on September 30, 2020	<u>\$90.77-</u>
Balance Forward	\$0.00
Late Payment Charge	\$1.71

Payments applied after Sep 30, 2020 are not included.

Electric Charges

Energy	638@ 0.095527	\$60.95
Cap. Tax Reform Credit	638@ 0.000446-	\$0.28-
PSCR	638@ 0.004710-	\$3.00-
System Access		\$27.94
Distribution	638@ 0.042472	\$27.10
Dist. Tax Reform Credit	638@ 0.000848-	\$0.54-
Power Plant Securitization	638@ 0.001342	\$0.86
Low-Income Assist Fund		<u>\$0.91</u>

Total Electric \$113.94

State Sales Tax \$6.78
Total Energy Charges \$120.72

Amount Due: \$122.43
by October 22, 2020

If you pay after the due date, a 2% late payment charge
will be added to your next bill.

Please make any inquiry or complaint about this bill before the due date listed on the front.
Visit ConsumersEnergy.com/aboutmybill for details about the above charges.

NEWS AND INFORMATION

ALERT - Beware of phone and email scams regarding utility payments: Consumers Energy never demands payment using only a prepaid card. Many options at www.ConsumersEnergy.com/waystopay.

Understanding Your Electric Bill: Power supply charges include electric generation and transmission costs based on the amount of kilowatt-hours (kWh) used. Different rates are

charged depending on the time of year and the amount of energy used. Consumers Energy does not make a profit on the cost of fuel or purchased power. More at www.ConsumersEnergy.com/ratesbiz.



8770 UNION CENTRE BLVD
WEST CHESTER, OH 45069

Rental Agreement #: 13P659
Bill Ref #: 9000-4334-3555
Invoice Date: 10/05/2020
Account #: DB20003

BILLING DETAIL

Description	Qty/Per	Rate	Amount
TIME & DISTANCE	1 DAY	39.00	39.00
TIME & DISTANCE	1 MTH	936.00	936.00
ROADSIDE ASSISTANCE	31 DAY	5.99	185.69
Subtotal			1,160.69
VLF REC	31 DAY	0.43	13.33
SALES TAX	PCT	6.50	76.31

BILL TO

GHD SERVICES, INC
200 W ALLEGAN
SUITE 300
PLAINWELL, MI - 49080-1397

RENTAL INFORMATION

Date/Time Out 08/31/2020 10:54 AM
Date/Time In 09/30/2020 04:37 PM

Amount Due (USD) 1,250.33

Individual line item charges such as rental rates for Time and Distance, percentage-based charges (e.g., sales taxes and fees or surcharges), and charges divided between multiple parties may be rounded up or down a whole cent to ensure that the charges equal the actual Total Amount Due and/or to avoid fractional cents.

Renter
SCHAPMAN, NICHOLAS

RENTAL VEHICLES

Color	License	Model	Unit	Miles/Kms Out In
WHITE	FP71187	ELAN	7TP5QF	18,645 21,621

VIN: 5NPD84LF8LH578937

CLAIM INFORMATION

Claim# / PO# / RO# 1121616
Insured NICHOLAS SCHAPMAN
Date of Loss **Type of Loss** **Type of Vehicle**
Repair Shop

For Billing Inquiries / Payment Terms :

Tel#: +1 8773121083
AskARCanada@ehi.com
Payment Due within 30 days of invoice date
Late payments are subject to a finance charge.

ADDITIONAL INFORMATION

MUST INCLUDE PROJECT NUMBER (TASK AND ID#) FOR BUSINESS RENTALS DRIVER'S FIRST AND LAST NAME REQUIRED Nicholas schapman

Thank You For Choosing Enterprise

Please Return This Portion With Remittance

Amount Due (USD) 1250.33

Remit To :
ENTERPRISE RENT A CAR CANADA COMPANY
P.O. BOX 9716
STATION A
TORONTO, ON M5W 1-R6

Paid By:
GHD SERVICES INC-CDA
200 W ALLEGAN
SUITE 300
PLAINWELL, MI 490801397

Email Remit To: CanadianAR@erac.com

Account #	Rental Agreement	Amount	GPBR
DB20003	13P659	1250.33	38H2

Analytical Testing & Consulting
Services, Inc.

14625 Doster Road
Plainwell, MI 49080-9145

Invoice

Date	Invoice #
9/4/2020	5394A-20

Bill To
City of Plainwell 211 N. Main Street Plainwell, MI 49080

Project Location
Plainwell Paper

P.O. No.	Terms	Due Date	Project
	Net 30	10/4/2020	

Quantity	Description	Rate	Amount
1	10 Hour Asbestos Air Monitoring 8-24-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 8-25-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 8-26-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 8-27-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 8-31-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9-1-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9-2-20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9-3-20	600.00	600.00

Total \$4,800.00

Phone #	Fax #
269-664-6474	269-664-6406

Analytical Testing & Consulting
Services, Inc.

14625 Doster Road
Plainwell, MI 49080-9145

Invoice

Date	Invoice #
9/24/2020	5394B-20

Bill To
City of Plainwell 211 N. Main Street Plainwell, MI 49080

Project Location
Plainwell Paper

P.O. No.	Terms	Due Date	Project
	Net 30	10/24/2020	

Quantity	Description	Rate	Amount
1	10 Hour Asbestos Air Monitoring 9/8/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/9/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/10/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/11/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/14/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/15/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/16/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/17/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/21/20	600.00	600.00
1	10 Hour Asbestos Air Monitoring 9/22/20	600.00	600.00

Total \$6,000.00

Phone #	Fax #
269-664-6474	269-664-6406

Analytical Testing & Consulting
Services, Inc.

14625 Doster Road
Plainwell, MI 49080-9145

Invoice

Date	Invoice #
10/12/2020	5394C-20

Bill To
City of Plainwell 211 N. Main Street Plainwell, MI 49080

Project Location
Plainwell Paper

P.O. No.	Terms	Due Date	Project
	Net 30	11/11/2020	

Quantity	Description	Rate	Amount
1	Asbestos Air Monitoring 10/5/20 10 hours	600.00	600.00
1	Asbestos Air Monitoring 10/6/20 10 hours	600.00	600.00
1	Asbestos Air Monitoring 10/7/20 10 hours	600.00	600.00
1	Asbestos Air Monitoring 10/8/20 8 hours	450.00	450.00
1	Asbestos Air Monitoring 10/9/20 <8hours	450.00	450.00

Total	\$2,700.00
--------------	------------

Phone #	Fax #
269-664-6474	269-664-6406

Analytical Testing & Consulting
Services, Inc.

14625 Doster Road
Plainwell, MI 49080-9145

Invoice

Date	Invoice #
10/19/2020	5394D-20

Bill To
City of Plainwell 141 N. Main St. Plainwell, MI 49080

Project Location
Plainwell Paper

P.O. No.	Terms	Due Date	Project
	Net 30	11/18/2020	

Quantity	Description	Rate	Amount
1	Asbestos Air Monitoring 8 hour Day 10/12/20	450.00	450.00
1	Asbestos Air Monitoring 10 hour Day 10/13/20	600.00	600.00
1	Asbestos Air Monitoring 8.5 hour Day 10/14/20	500.00	500.00
1	Asbestos Air Monitoring 10 hour Day 10/15/20	600.00	600.00

Total	\$2,150.00
--------------	------------

Phone #	Fax #
269-664-6474	269-664-6406

Analytical Testing & Consulting
Services, Inc.

14625 Doster Road
Plainwell, MI 49080-9145

Invoice

Date	Invoice #
11/4/2020	5394E-20

Bill To
City of Plainwell 141 N. Main St. Plainwell, MI 49080

Project Location
Plainwell Paper

P.O. No.	Terms	Due Date	Project
	Net 30	12/4/2020	

Quantity	Description	Rate	Amount
1	Asbestos Air Monitoring 10-19-20	650.00	650.00
1	Asbestos Air Monitoring 10-20-20	450.00	450.00
1	Asbestos Air Monitoring 10-21-20	650.00	650.00
1	Asbestos Air Monitoring 10-22-20	650.00	650.00
1	Asbestos Air Monitoring 10-23-20	525.00	525.00
1	Asbestos Air Monitoring 10-26-20	650.00	650.00
1	Asbestos Air Monitoring 10-27-20	650.00	650.00
1	Asbestos Air Monitoring 10-28-20	650.00	650.00
1	Asbestos Air Monitoring 10-29-20	650.00	650.00
1	Asbestos Air Monitoring 10-30-20	525.00	525.00

Total	\$6,050.00
--------------	------------

Phone #	Fax #
269-664-6474	269-664-6406

Analytical Testing & Consulting
Services, Inc.

14625 Doster Road
Plainwell, MI 49080-9145

Invoice

Date	Invoice #
11/10/2020	5394F-20

Bill To
City of Plainwell 141 N. Main St. Plainwell, MI 49080

Project Location

P.O. No.	Terms	Due Date	Project
	Net 30	12/10/2020	

Quantity	Description	Rate	Amount
1	TEM Analysis 10/21/20	100.00	100.00
1	Shipping Fed X	30.00	30.00

Total	\$130.00
--------------	----------

Phone #	Fax #
269-664-6474	269-664-6406



DECEMBER 2020



Otsego-Plainwell Area Chamber of Commerce

ANNUAL REPORT FOR THE CITY OF PLAINWELL
DECEMBER 14, 2020

Prepared by: Jenny Boerman, Executive Director

MISSION

"Our mission is to support businesses and encourage strong leadership in the Otsego and Plainwell communities. Through networking, training, and community events, we are committed to working together for the success and economic growth of our cities."

President: Sue Cramer, All Parts Inc.

Vice President: Lisa Solomons, Parker Hannifin

Secretary: Clarissa McDonald, Preferred Insurance

Treasurer: Mike Kimble, CPA

Board Members:

Julli Bennett, Bennett Family Agency

Barb Bechtel, Barbed Wire Cafe

Peggy Fischer, Applebees

Jeff Haase, Otsego Public Schools

E.J. Hart, Hart's Jewelry

Tom Holmes, Modern Woodmen of America

Matt Montange, Plainwell Community Schools

Angela Ridgeway, Passiflora

Grant Southwick, Perfect Image Salon & Spa

Jim Szilagyi, The Lynx Golf Course

Ronnie Tolefree, Salvinos

City Representatives:

Dave Rayman, City of Otsego

Denise Siegel, City of Plainwell

Executive Director:

Jenny Boerman

BOARD OF DIRECTORS

190 Total Chamber Members

Number of New Members in 2020: 37

Members Located in City of Plainwell: 40

Members Located in City of Otsego: 55

Members outside of City Limits: 95

Dues are Based on # of Employees:

1-2 \$85

61-100 \$425

3-10 \$110

101-200 \$500

11-20 \$185

201+ \$550

21-30 \$250

Personal \$50

31-60 \$325

Non-Profit \$60

CHAMBER MEMBERS

Calendar Year Jan-December 2020

Total Income \$34,000

- Annual Membership Dues \$15000
- City Contractual Dues from Otsego \$2500
- City Contractual Dues from Plainwell \$2500
- Creative Arts Festival \$6500
- Golf Outing \$4000
- Lakeshore Advantage \$3500 (this is not reoccurring)

Total Expenses \$32,000

- Insurance \$3000
- Mileage/Cell \$500
- Office Rent \$3000
- Office Expenses \$1500
- Payroll \$21000
- Scholarships \$1500
- Taxes \$1500

-
- City of Allegan has an Economic Development agreement with the Allegan Chamber for \$5000/year.
 - The Wayland Chamber director did not disclose a dollar figure.
-

The Chamber is of great value more than ever before, a large network of 190 businesses, all drawing attention to the economic vitality of our two city region. Our Chamber adds merit to a business owner's decision to invest here.

The Chamber also promotes collaboration between Otsego & Plainwell, to strengthen our local tourism & economic vitality. The Otsego & Plainwell region have grown to a combined metropolis, and through working together we can draw a larger impact in Southwest Michigan. A key is prioritizing common goals between our two cities & the Chamber, working hand in hand to achieve results of growing economic development.

3,500 visitors guides have been distributed, with a full page map of the city & multiple articles about each city including industry, education, history & recreation.

Also each city has a dedicated page on our website.

ANNUAL
BUDGET

COMPARATIVE

VALUE TO
THE CITY

Why Join the Otsego-Plainwell Chamber of Commerce?

Our mission is to help create and support an environment for strong leadership and prosperity in our businesses and communities. Through networking, training, and community events, we are committed to working together for the success and growth of our cities.

"Strengthening Our Businesses & Growing Our Communities"

Referrals

- Your involvement in the Chamber will open new doors as you get to know other business owners
- Get your name & company in front of people, and you will see a strong return on investment
- All new Chamber members receive a social media, newsletter & board meeting introduction



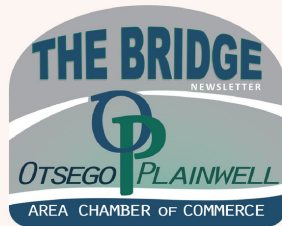
Visibility

- Let us celebrate your business with a Ribbon Cutting, or attend one to support & meet new business owners
- Have your business be in one of our community parades and events.



Promotion

- Your Business will be listed on our searchable online directory & in the 3,500 print copies of our Visitor Guide/Business Directory
- Place a free announcement in our BRIDGE Newsletter, which goes to over 800 locals
- We have a large social media presence & following



Collaboration

- Our Chamber promotes collaboration between Otsego & Plainwell to strengthen our local tourism & economic vitality
- We see our role as supporting the area commerce, in turn helping our member's businesses grow



Education

- We offer Lunch & Learns
- Online Resources
- Tap into our Network & meet one-on-one with experienced professionals who are part of our Membership of 200 Businesses



Prestige

- According to the Shapiro Group, 80% of consumers are more likely to purchase a product or service from a Chamber member
- Your Business will receive a Chamber Member door sticker
- Use our "Proud Member" Chamber Logo on your promotional materials



Events

- Annual Golf Outing
- Creative Arts Festival
- Shop Small Promotions
- Ladies Night Out
- After Hours Business Mixers
- Night of Recognition Annual Dinner
- Chamber Mixers
- Christmas Events
- Cards in the Parks
- Ribbon Cuttings



Plus Chamber members receive 20% off on insurance!



Join Now @ OtsegoPlainwellNow.org

TWO CITIES ONE MISSION

Ideas discussed for 2021:

- Create new ideas to show Chamber's presence, especially focused on businesses & less on community events.
- Evenly divide our Chamber between the two cities; financially, voluntarily and with presence.
- Work on creating a Visitor's Center within the Chamber's office & a second location in Plainwell, to promote tourism in our region.
- There has been discussion about organizing a 5K run in Plainwell.

CONTINUED EVENTS

Combined Events

- Golf Outing
- Ladies, Leaves & Laughter (Ladies Night)
- Cards in the Parks
- Over the River.....and through the weekend (shop local incentive)
- 12 Days of Giving (online giveaways to the public while showcasing small businesses)
- Lovin' Local (Valentine's online event promoting businesses)
- Night of Recognition
- After Hours Business Mixers
- Lunch and Learns

Plainwell

- Plainwell Days Festival (organize business booths & arts crafts booths in 2021)
- Christmas Parade & Events
- Attend Ribbon Cuttings

Otsego

- Creative Arts Festival
- Hometown Christmas
- Organize Ribbon Cuttings

*Supporting our Businesses,
Strengthening our Communities!*

ORIGINAL CONTRACT FOR ECONOMIC DEVELOPMENT SERVICES SEPTEMBER 1, 2016

Contract for Event & Advertising Services

This Contract for Event & Advertising Services, is made as of September 1, 2016 by the Otsego Plainwell Chamber of Commerce, a Michigan nonprofit corporation, whose address is 135 E Allegan Street, Otsego MI 49078 and The City of Plainwell, a Michigan municipal corporation, whose address is 211 N. Main Street, Plainwell MI 49080.

RECITALS

- A. The City is authorized by Michigan Law to undertake economic development activities.
- B. The Chamber is a nonprofit corporation that is able to provide additional economic development Activities & Events to the City.

TERMS AND CONDITIONS

In consideration of the mutual covenants and agreements contained in this agreement, it is agreed as follows:

1. **General Agreement:** The City contracts with the Chamber to provide additional economic development activities the City and the geographical region in which they are located, including events, advertising, activities in tourism, agriculture, commercial, retail, financial, and industrial businesses.
2. **Payment for Services:** As consideration for the services to be provided pursuant to the Contract, the City shall pay such amount as is determined annually by the Chamber's Board of Directors. However, in no event shall this amount exceed \$2,500. Payment will be made in 3 payments.
3. **Reporting:** The Chamber shall deliver to the City the same quarterly reports, i.e. activity reports, minutes, committee reports and other pieces of information, as are presently provided to members of the Chamber Board of Directors.
4. **Term:** This Contract shall have a 1-year term. This contract may be renewed by mutual written agreement of all the parties for an additional term or terms, the duration of which shall be specified in such agreement.
5. **Termination:** This Contract may be terminated at any time by the mutual agreement or by either party, upon 90 days prior written notice to the other, in the event the other party fails to perform can be remedied within such 90 day time period. Notwithstanding the performance subsequent to termination.

Contract for Event & Advertising Services

6. **Independent Contractor:** In the performance of the services to be provided pursuant to this Contract, it's mutually agreed that the chamber shall be and at all times acting and performing as an independent contractor.
7. **Effective Date:** This contract shall be effective on October 1, 2016, if all other contracts are fulfilled along with this
8. **Miscellaneous:** The Contract and all rights and obligations under shall not be assignable unless all parties agree in writing of such assignment. This Contract shall insure the benefit of and be binding upon the parties and their respective successors and permitted assignees. All notices and other documents required by this Contract shall be in writing and addressed to the respective parties at the addresses stated on page 1 and shall be delivered in person or by email. This contract has been executed in the State of Michigan and shall be governed by Michigan law. The waiver by either party of a breach of any provision of this contract shall not be a waiver of any subsequent breach of the same or any other provision of this contract. This contract states the entire agreement between the parties. All prior, oral or written understandings and agreements are merged into it. The captions are for the convenience only and shall not affect its interpretation. This contract shall be enforceable only by the parties and their permitted successors and assignees and not her person shall have the right to enforce any of its provisions. All amendments to this Contract shall be in written and signed by both parties.

THE PARTIES have executed this Contract as of the date first written above.

OTSEGO PLAINWELL ARFA
CHAMBER OF COMMERCE

By: Bill Sheer
Bill Sheer, President

By: Tracee Dunlop
Tracee Dunlop, Vice President

Date: 11/29/16

THE CITY OF PLAINWELL

By: Rick Books
Mayor Rick Books

By: Brian Kelley
Brian Kelley, City Clerk/Treasurer

Date: 11/10/16

Thank you!

www.OtsegoPlainwellNow.org

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 11/01/2020 - 11/30/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA					
Dept 000 OPERATIONS					
494-000-228.023	Due to State - Sales Tax	STATE OF MICHIGAN	NOVEMBER 2020 SALES TAX REMITTANCE	0.85	232
494-000-694.025	DDA - Sale of Merchandise	STATE OF MICHIGAN	NOVEMBER 2020 SALES TAX REMITTANCE	(0.07)	232
494-000-715.010	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2020 DENTAL & VISION	29.29	16611
494-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2020 HEALTH INSURANCE PREMIUM	320.88	16613
494-000-715.015	Life Insurance	MADISON NATIONAL LIFE INSURANCE	NOVEMBER 2020 LIFE INSURANCE COVERAGE	0.14	16612
494-000-730.000	Postage	QUADIENT FINANCE USA	POSTAGE ADDED 09/29/20, SHIPPING FEES &	22.75	16648
494-000-801.030	AUDIT SERVICES 6/30/2020	SIEGFRIED CRANDALL PC	PROGRESS BILLING FOR JUNE 30, 2020 AUDI	3.37	16622
494-000-900.000	Printing and Publishing	SHOPPERS GUIDE INC	OCTOBER 2020 ADVERTISING	97.36	16620
494-000-956.000	Ribbon cutting ceremonies	AMAZON MARKETPLACE	Ribbon cutting ceremonies	16.98	1805
494-000-957.022	DDA Farmers Market Expense	WORLDPAY	TSYS FEES FARMERS MARKET	10.00	1799
494-000-957.022	DDA Farmers Market Expense	GOOD NEWS PAPER	FABULOUS FINDS AD - NOVEMBER 2020	70.00	16701
494-000-957.022-2020-COVID	DDA Farmers Market Expense	STAPLES, INC.	SANITIZER & THERMOMETER (FARMERS MARKET)	34.89	16617
Total For Dept 000 OPERATIONS				606.44	
Total For Fund 494 DOWNTOWN DEVELOPMENT AUTHORITY DDA				606.44	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 494 DOWNTOWN DEVELC	606.44
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Total For All Funds:	<u>606.44</u>
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
 POST DATES 11/01/2020 - 11/30/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 450 INDUSTRIAL PARK TIFA					
Dept 000 OPERATIONS					
450-000-715.010	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2020 DENTAL & VISION	47.68	16611
450-000-715.010	Health Insurance Premiums	PRIORITY HEALTH	NOVEMBER 2020 HEALTH INSURANCE PREMIUM	607.10	16613
450-000-715.015	LIFE INSURANCE	MADISON NATIONAL LIFE INSURANCE	NOVEMBER 2020 LIFE INSURANCE COVERAGE	1.54	16612
450-000-801.013	Professional Services - Attorney	BLOOM SLUGGETT PC	LEGAL SERVICES OCTOBER 2020	41.00	16699
450-000-801.030	AUDIT SERVICES 6/30/2020	SIEGFRIED CRANDALL PC	PROGRESS BILLING FOR JUNE 30, 2020 AUDIT	3.37	16622
Total For Dept 000 OPERATIONS				<u>700.69</u>	
Total For Fund 450 INDUSTRIAL PARK TIFA				<u><u>700.69</u></u>	

12/04/2020 10:54 AM

User: JULIE

DB: PLAINWELL

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 11/01/2020 - 11/30/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Page: 2/2

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
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Fund Totals:

Fund 450 INDUSTRIAL PARI	700.69
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Total For All Funds:	<u>700.69</u>
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MINUTES
Plainwell City Council
October 26, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in Plainwell Council Chambers.
2. Scott Fenner of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was recited.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel and Councilmember Wisnaski. Absent: Councilmember Keeney.
5. Approval of Minutes/Summary:
Clerk Kelley noted an error in the presented minutes – Item 14 noted the “October 2020 Investment and Fund Balance Reports” when, in fact, the reports were for September 2020 and asked the minutes be amended as such. **A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 10/12/2020 regular meeting, as amended, and the Closed Session. On voice vote, all voted in favor. Motion passed.**
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None
9. Mayor’s Report:
Mayor Keeler is pleased with continued progress with the demolition.
10. Recommendations and Reports:
 - A. City Manager Wilson reported and reminded Council about vandalism at the Mill demolition site and at the Kenyon Park Water Tower. The Manager authorized emergency purchases for power washing the water towers to remove graffiti, security system upgrades and intrusion alarms. As required by the Purchasing Ordinance, Council should consider confirming those emergency purchases. He also discussed possible insurance or restitution from other costs associated with the vandalism. **A motion by Wisnaski, seconded by Overhuel, to confirm the emergency purchases for water tower cleaning with H2O Towers LLC for \$17,500.00 and for an intrusion alarm from Perceptive Controls for \$1,679.00. On a roll call vote, all voted in favor. Motion passed.**
 - B. Superintendent Pond reported a small price increase for the annual chemical purchase of Calcium Nitrate, which is necessary to reduce odors at the Wastewater Treatment Plant. The current year price is \$3.10 per gallon, which equates to approximately \$27,160 per year. The costs are included in the budget and the city invoices an outside customer for their share of this chemical as part of the plant’s operation. **A motion by Overhuel, seconded by Steele, to approve the contract with Evoqua Water Technologies for chemical purchases for the water revenue process estimated at \$27,160.00. On a roll call vote, all in favor. Motion passed.**

C. City Manager Wilson reported Superintendent Nieuwenhuis' work in investigating costs for a new loader. The city uses its 1998 John Deere loader to remove loose leaves and snow from city streets and parking lots. The current load may need large repairs, causing major service interruptions. There is a 2015 John Deere loader available from Woodhams Equipment for \$62,500 with an additional \$6,000 for a brand new set of tires. Adding this newer equipment will minimize the risk of service interruptions. The city could keep the existing loader to help speed up the snow/leaf clearing operations, or could sell it at auction. **A motion by Overhuel, seconded by Steele, to approve the purchase of a 2015 444K John Deere loader from Woodhams Equipment for \$68,500.00. On a roll call vote, all in favor. Motion passed.**

11. Communications:

A. **A motion by Steele, seconded by Overhuel, to accept and place on file the September 2020 Water Renewal Report. On a voice vote, all in favor. Motion passed.**

12. Accounts Payable:

A motion by Wisnaski, seconded by ~~Keeney~~ Overhuel, that the bills be allowed and orders drawn in the amount of \$820,271.04 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Superintendent Pond reported winter treatment preparations and gave a brief report about cloudiness of the river as a result of work being done at the Morrow Dam.

Community Development Manager Siegel reported ongoing discussions about the Holiday Celebration.

Director Bomar reported working on a Hazard Mitigation Plan including wellhead protections, the spillway and flooding concerns.

Personnel Manager Lamorandier reported the retirement plan conversion is complete.

Clerk Kelley reported that polls will be open Tuesday November 3, 2020 from 7am to 8pm and asks voters to come prepared with a smile, a pen and a lot of patience. As of today, 869 AV ballots have been issued and 699 have been returned.

City Manger Wilson asked that Council consider closing City Hall for Election Day to allow a larger work area for the Absent Voter Counting Board – Council agreed. He also discussed concerns about the bulk trash pickups and concerns about Republic Services' work.

15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 8:04 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

The City of Plainwell is an equal opportunity employer and provider

MINUTES APPROVED BY CITY COUNCIL
November 9, 2020



Brian Kelley, City Clerk

MINUTES
Plainwell City Council
November 9, 2020

1. Mayor Keeler called the regular meeting to order at 7:00 PM in Plainwell Council Chambers.
2. Scott Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was recited.
4. Roll Call: Present: Mayor Keeler, Mayor Pro Tem Steele, Councilmember Overhuel, Councilmember Keeney and Councilmember Wisnaski. Absent: None.
5. Approval of Minutes/Summary:
Clerk Kelley noted an error in the presented minutes – Item 12 noted a motion was made by Wisnaski and seconded by Keeney. Councilmember Keeney was not at the meeting and the second was from Councilmember Overhuel. Clerk Kelley asked the minutes be amended as such.
A motion by Steele, seconded by Overhuel, to accept and place on file the Council Minutes and Summary of the 10/26/2020 regular meeting, as amended. On voice vote, all voted in favor. Motion passed.
6. Public Comment: None.
7. County Commissioner Report: None.
8. Agenda Amendments: None
9. Mayor's Report:
Mayor Keeler thanked the Department of Public Services for their work on the vandalism case, and noted great progress with the demolition.
10. Recommendations and Reports:
 - A. Community Development Manager Siegel presented Council with a summary of changes to the Zoning Code related to the delineation of the flood hazard overlay zone and to the excavation, removal and filling of land. She reported the Planning Commission has reviewed the language changes and held the required public hearings. She noted the documents were drafted by the City Planner and reviewed by the City Attorney. At the November 4, 2020 meeting, the Planning Commission recommended approval. Councilmember Overhuel thanked the Planning Commission for their hard work on these issues.
A motion by Keeney, seconded by Wisnaski, to approve Ordinance 387 to modify the city's delineation of the flood hazard overlay zone, and the excavation, removal and filling of land. On a roll call vote, all voted in favor. Motion passed.
 - B. Superintendent Pond reported having solicited proposals for lift station and plant tank cleanings. One proposal came in with a typographical error which resulted in a false total quoted charge. There was discussion on how to handle the discrepancy with the group agreeing to accept the low bid as amended.
A motion by Keeney, seconded by Wisnaski, to accept a revised bid from Plummers' Environmental for a three-year contract for lift station and plant tank cleanings for a total contract price of \$78,750.00. On a roll call vote, all in favor. Motion passed.

11. Communications:

A. A motion by Steele, seconded by Overhuel, to accept and place on file the September 2020 Public Safety Report, the October 2020 Investment and Fund Balance Reports and the Draft Planning Commission Minutes from November 4, 2020. On a voice vote, all in favor. Motion passed.

12. Accounts Payable:

A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of \$90,320.63 for payment of same. On a roll call vote, all in favor. Motion passed.

13. Public Comments: None

14. Staff Comments:

Director Bomar reported the new patrol vehicle is now in service bringing the fleet to four (4) patrol vehicles. He noted working with law enforcement agencies and schools to implement a program for at-risk youths. He discussed the charges being brought against the suspects in the vandalism case, who are awaiting arraignment.

Superintendent Pond reported Operator Kim Brown has taken examinations for wastewater licensure.

Community Development Manager Siegel reported new business openings on North Main, South Main and Allegan Street. She noted the Indoor Farmers Market opened with 19 vendors and 110 patrons. She confirmed a December 4 Holiday Celebration including the tree lighting at 7pm.

Personnel Manager Lamorandier reported ongoing reviews of Covid changes.

Superintendent Nieuwenhuis reported collecting leaves and that the new loader is in service.

Clerk Kelley gave a report of thanks to the voters, Public Safety specifically Dave Kuitert, Election Inspectors and Administration. The November 3, 2020 election had a record turnout of voters and had very few problems.

City Manager Wilson reported that staff will continue to plan for Covid-related policies and contingencies and noted everyone needs to remain vigilant.

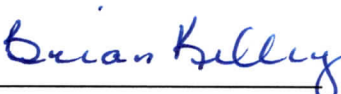
15. Council Comments: None

16. Adjournment:

A motion by Steele, seconded by Overhuel, to adjourn the meeting at 7:34 PM. On voice vote, all voted in favor. Motion passed.

Minutes respectfully
Submitted by,
Brian Kelley
City Clerk/Treasurer

MINUTES APPROVED BY CITY COUNCIL
November 23, 2020



Brian Kelley, City Clerk

PERIOD ENDING 11/30/2020

% Fiscal Year Completed: 41.92

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	11/30/2020 (ABNORMAL)	MONTH 11/30/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA								
Revenues								
443-000-402.040	Captured Tax - AdVal Real - City Tax	6,253.00		6,252.58	0.00		0.42	99.99
443-000-402.041	Captured Tax - AdVal Real - Library	1,132.00		750.79	0.00		381.21	66.32
443-000-402.042	Captured Tax - AdVal Real - Capital Impr	500.00		499.55	0.00		0.45	99.91
443-000-402.043	Captured Tax - AdVal Real - Fire Reserve	500.00		499.55	0.00		0.45	99.91
443-000-402.044	Captured Tax - AdVal Real - Solid Waste	649.00		649.42	0.00		(0.42)	100.06
443-000-402.047	Captured DDA-SCHOOL	12,443.00		3,224.20	0.00		9,218.80	25.91
443-000-402.048	Captured Tax - AdVal Real - County (All)	3,008.00		2,254.29	0.00		753.71	74.94
443-000-402.060	Captured Tax - AdVal Pers - City	473.00		473.21	0.00		(0.21)	100.04
443-000-402.061	Captured Tax - AdVal Pers - Library	85.00		56.80	0.00		28.20	66.82
443-000-402.062	Captured Tax - AdVal Pers - Capital Impr	38.00		37.80	0.00		0.20	99.47
443-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	38.00		37.80	0.00		0.20	99.47
443-000-402.064	Captured Tax - AdVal Pers - Solid Waste	49.00		49.14	0.00		(0.14)	100.29
443-000-402.065	Captured Tax - AdVal Pers - County (All)	228.00		170.57	0.00		57.43	74.81
443-000-505.000	Federal Grant	5,100,000.00		1,005,855.00	0.00		4,094,145.00	19.72
443-000-676.080	Interfund Transfer In - Capital Improve	80,000.00		33,333.35	6,666.67		46,666.65	41.67
443-000-697.000	Loan Proceeds	510,000.00		0.00	0.00		510,000.00	0.00
TOTAL REVENUES		5,715,396.00		1,054,144.05	6,666.67		4,661,251.95	18.44
Expenditures								
443-000-703.000	Salaries/Wages - Full Time Employees	38,185.00		13,590.02	2,832.29		24,594.98	35.59
443-000-706.000	Wages - Part Time Employees	539.00		343.63	133.68		195.37	63.75
443-000-713.000	Other Post Employment Benefits	313.00		130.35	26.07		182.65	41.65
443-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	2,797.00		983.51	208.08		1,813.49	35.16
443-000-715.010	Health Insurance Premiums	6,517.00		2,702.96	543.07		3,814.04	41.48
443-000-715.013	Health Insurance - HSA - Employer Paid	2,957.00		1,715.71	0.00		1,241.29	58.02
443-000-715.015	Life Insurance	43.00		17.80	3.56		25.20	41.40
443-000-718.000	Retirement Benefits	3,298.00		1,250.61	257.71		2,047.39	37.92
443-000-724.000	Medical Insurance Opt Out	203.00		72.93	16.86		130.07	35.93
443-000-730.000	Postage	300.00		0.00	0.00		300.00	0.00
443-000-743.000	Uniforms	65.00		6.89	1.52		58.11	10.60
443-000-775.000	Supplies - Repairs and Maintenance	100.00		1,051.45	359.88		(951.45)	1,051.45
443-000-801.000	Engineering Services	1,000.00		0.00	0.00		1,000.00	0.00
443-000-801.013	Professional Services - Attorney	2,000.00		225.50	0.00		1,774.50	11.28
443-000-801.030	Professional Services - Audit	353.00		284.86	17.80		68.14	80.70
443-000-830.000	Contractual Reimbursement CRA Activities	19,047.00		11,216.78	0.00		7,830.22	58.89
443-000-900.000	Printing and Publishing	600.00		0.00	0.00		600.00	0.00
443-000-910.000	Liability Insurance	5,089.00		5,682.85	0.00		(593.85)	111.67
443-000-910.010	Workers Comp Insurance	376.00		376.10	0.00		(0.10)	100.03
443-000-930.000	Outside Services (RMLB)	3,000.00		3,090.22	150.00		(90.22)	103.01
443-000-930.050	Computer Services	0.00		5.94	0.00		(5.94)	100.00
443-000-940.000	Rentals - Equipment	500.00		1,250.46	296.04		(750.46)	250.09
443-908-991.000	Principal Payment - Interfund Loans	15,079.00		6,282.90	1,256.58		8,796.10	41.67
443-908-995.000	Interest Payment - Interfund Loans	1,546.00		644.15	128.83		901.85	41.67
443-970-972.000	Contracted Services	5,618,281.82		1,071,886.22	69,031.87		4,546,395.60	19.08
TOTAL EXPENDITURES		5,722,188.82		1,122,811.84	75,263.84		4,599,376.98	19.62
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:								
TOTAL REVENUES		5,715,396.00		1,054,144.05	6,666.67		4,661,251.95	18.44

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 11/30/2020
 % Fiscal Year Completed: 41.92

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL	11/30/2020 (ABNORMAL)	MONTH 11/30/2020	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA									
TOTAL EXPENDITURES		<u>5,722,188.82</u>		<u>1,122,811.84</u>		<u>75,263.84</u>		<u>4,599,376.98</u>	<u>19.62</u>
NET OF REVENUES & EXPENDITURES		(6,792.82)		(68,667.79)		(68,597.17)		61,874.97	1,010.89

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2020

% Fiscal Year Completed: 41.92

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2020	MONTH 11/30/2020	BALANCE	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
450-000-569.000	Local Grants	80,583.00	79,912.47	0.00	670.53	99.17
450-000-664.020	Interest Earned - Investments	0.00	305.05	30.03	(305.05)	100.00
TOTAL REVENUES		80,583.00	80,217.52	30.03	365.48	99.55
Expenditures						
450-000-703.000	Salaries/Wages - Full Time Employees	41,580.00	16,739.88	3,173.59	24,840.12	40.26
450-000-706.000	Wages - Part Time Employees	1,616.00	80.92	0.00	1,535.08	5.01
450-000-713.000	Other Post Employment Benefits	19.00	8.05	1.61	10.95	42.37
450-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	3,173.00	1,192.28	222.45	1,980.72	37.58
450-000-715.010	Health Insurance Premiums	5,758.00	2,380.39	479.78	3,377.61	41.34
450-000-715.013	Health Insurance - HSA - Employer Paid	2,643.00	1,812.02	0.00	830.98	68.56
450-000-715.015	Life Insurance	20.00	7.70	1.54	12.30	38.50
450-000-718.000	Retirement Benefits	2,051.00	925.65	160.51	1,125.35	45.13
450-000-724.000	Medical Insurance Opt Out	385.00	138.62	32.05	246.38	36.01
450-000-801.013	Professional Services - Attorney	0.00	41.00	41.00	(41.00)	100.00
450-000-801.030	Professional Services - Audit	67.00	53.96	3.37	13.04	80.54
450-000-910.000	Liability Insurance	408.00	455.39	0.00	(47.39)	111.62
450-000-910.010	Workers Comp Insurance	386.00	386.11	0.00	(0.11)	100.03
450-000-930.000	Outside Services (RMLB)	0.00	83.00	0.00	(83.00)	100.00
450-000-930.050	Computer Services	50.00	5.94	0.00	44.06	11.88
450-000-940.000	Rentals - Equipment	2,200.00	664.05	0.00	1,535.95	30.18
450-000-956.000	Miscellaneous	500.00	0.00	0.00	500.00	0.00
450-000-962.000	Memberships & Dues	300.00	0.00	0.00	300.00	0.00
TOTAL EXPENDITURES		61,156.00	24,974.96	4,115.90	36,181.04	40.84
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		80,583.00	80,217.52	30.03	365.48	99.55
TOTAL EXPENDITURES		61,156.00	24,974.96	4,115.90	36,181.04	40.84
NET OF REVENUES & EXPENDITURES		19,427.00	55,242.56	(4,085.87)	(35,815.56)	284.36

PERIOD ENDING 11/30/2020

% Fiscal Year Completed: 41.92

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2020 (NORMAL (ABNORMAL))	MONTH 11/30/2020 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
494-000-402.030	Captured DDA-CITY	26,174.00	26,174.25	0.00	(0.25)	100.00
494-000-402.031	Captured DDA-LIBRARY	4,740.00	3,142.46	0.00	1,597.54	66.30
494-000-402.032	Captured DDA-Capital Impr	2,091.00	2,090.92	0.00	0.08	100.00
494-000-402.033	Capture DDA-Fire Reserve	2,091.00	2,090.92	0.00	0.08	100.00
494-000-402.034	Capture-DDA-Solid Waste	2,718.00	2,718.30	0.00	(0.30)	100.01
494-000-402.045	Captured DDA-COUNTY	12,591.00	9,436.36	0.00	3,154.64	74.95
494-000-402.060	Captured Tax - AdVal Pers - City	2,044.00	2,044.42	0.00	(0.42)	100.02
494-000-402.061	Captured Tax - AdVal Pers - Library	370.00	245.41	0.00	124.59	66.33
494-000-402.062	Captured Tax - AdVal Pers - Capital Impr	163.00	163.35	0.00	(0.35)	100.21
494-000-402.063	Captured Tax - AdVal Pers - Fire Reserve	163.00	163.35	0.00	(0.35)	100.21
494-000-402.064	Captured Tax - AdVal Pers - Solid Waste	212.00	212.35	0.00	(0.35)	100.17
494-000-402.065	Captured Tax - AdVal Pers - County (All)	983.00	737.04	0.00	245.96	74.98
494-000-569.000	Local Grants	5,305.00	6,827.81	0.00	(1,522.81)	128.71
494-000-569.010	Local Donations	0.00	1,025.00	925.00	(1,025.00)	100.00
494-000-664.020	Interest Earned - Investments	0.00	338.83	19.11	(338.83)	100.00
494-000-694.000	Miscellaneous Revenue	200.00	0.00	0.00	200.00	0.00
494-000-694.022	DDA - Farmers Market Entry Fee	1,250.00	1,900.00	180.00	(650.00)	152.00
494-000-694.025	DDA - Sale of Merchandise	0.00	63.36	14.22	(63.36)	100.00
494-000-694.026	DDA - Special Event Revenues	300.00	0.00	0.00	300.00	0.00
TOTAL REVENUES		61,395.00	59,374.13	1,138.33	2,020.87	96.71
Expenditures						
494-000-703.000	Salaries/Wages - Full Time Employees	19,405.00	6,472.34	1,267.66	12,932.66	33.35
494-000-715.000	Payroll Tax - FICA/Medicare (Social Sec)	1,401.00	442.47	85.55	958.53	31.58
494-000-715.010	Health Insurance Premiums	3,070.00	1,272.00	255.79	1,798.00	41.43
494-000-715.013	Health Insurance - HSA - Employer Paid	1,461.00	819.82	0.00	641.18	56.11
494-000-715.015	Life Insurance	2.00	0.70	0.14	1.30	35.00
494-000-718.000	Retirement Benefits	344.00	14.55	3.79	329.45	4.23
494-000-724.000	Medical Insurance Opt Out	47.00	17.06	3.93	29.94	36.30
494-000-730.000	Postage	0.00	52.10	22.75	(52.10)	100.00
494-000-775.000	Supplies - Repairs and Maintenance	100.00	20.00	0.00	80.00	20.00
494-000-801.030	Professional Services - Audit	67.00	53.96	3.37	13.04	80.54
494-000-900.000	Printing and Publishing	3,600.00	230.00	97.36	3,370.00	6.39
494-000-910.000	Liability Insurance	521.00	581.37	0.00	(60.37)	111.59
494-000-910.010	Workers Comp Insurance	166.00	165.85	0.00	0.15	99.91
494-000-930.000	Outside Services (RMLB)	500.00	85.00	0.00	415.00	17.00
494-000-930.050	Computer Services	50.00	5.94	0.00	44.06	11.88
494-000-940.000	Rentals - Equipment	200.00	0.00	0.00	200.00	0.00
494-000-956.000	Miscellaneous	800.00	139.98	16.98	660.02	17.50
494-000-956.021	Special Events	1,000.00	0.00	0.00	1,000.00	0.00
494-000-957.022	DDA Farmers Market Expense	425.00	204.84	114.89	220.16	48.20
494-000-957.025	DDA Christmas Ornament Costs	800.00	0.00	0.00	800.00	0.00
494-000-960.000	Education & Training - Professional	250.00	75.00	0.00	175.00	30.00
494-000-962.000	Memberships & Dues	3,100.00	0.00	0.00	3,100.00	0.00
494-908-991.000	Principal Payment - Interfund Loans	11,783.00	4,909.60	981.92	6,873.40	41.67
494-908-995.000	Interest Payment - Interfund Loans	478.00	199.15	39.83	278.85	41.66
TOTAL EXPENDITURES		49,570.00	15,761.73	2,893.96	33,808.27	31.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2020

% Fiscal Year Completed: 41.92

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET	NORMAL	11/30/2020 (ABNORMAL)	MONTH 11/30/2020 INCREASE	(DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA									
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:									
TOTAL REVENUES		61,395.00		59,374.13		1,138.33		2,020.87	96.71
TOTAL EXPENDITURES		49,570.00		15,761.73		2,893.96		33,808.27	31.80
NET OF REVENUES & EXPENDITURES		11,825.00		43,612.40		(1,755.63)		(31,787.40)	368.82
TOTAL REVENUES - ALL FUNDS		5,857,374.00		1,193,735.70		7,835.03		4,663,638.30	20.38
TOTAL EXPENDITURES - ALL FUNDS		5,832,914.82		1,163,548.53		82,273.70		4,669,366.29	19.95
NET OF REVENUES & EXPENDITURES		24,459.18		30,187.17		(74,438.67)		(5,727.99)	123.42

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL

PERIOD ENDING 11/30/2020

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2020 NORMAL (ABNORMAL)	MONTH 11/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA						
Revenues						
TAXES	TAXES	25,396.00	14,955.70	0.00	10,440.30	58.89
GRANTS	STATE & FEDERAL GRANTS	5,100,000.00	1,005,855.00	0.00	4,094,145.00	19.72
TRANSFER	FUNDS TRANSFERS	80,000.00	33,333.35	6,666.67	46,666.65	41.67
OTHER	OTHER	510,000.00	0.00	0.00	510,000.00	0.00
TOTAL REVENUES		5,715,396.00	1,054,144.05	6,666.67	4,661,251.95	18.44
Expenditures						
000	OPERATIONS	87,282.00	43,998.57	4,846.56	43,283.43	50.41
908	DEBT SERVICE	16,625.00	6,927.05	1,385.41	9,697.95	41.67
970	CAPITAL OUTLAY	5,618,281.82	1,071,886.22	69,031.87	4,546,395.60	19.08
TOTAL EXPENDITURES		5,722,188.82	1,122,811.84	75,263.84	4,599,376.98	19.62
Fund 443 - BROWNFIELD REDEVELOPMENT AUTHORITY - BRA:						
TOTAL REVENUES		5,715,396.00	1,054,144.05	6,666.67	4,661,251.95	18.44
TOTAL EXPENDITURES		5,722,188.82	1,122,811.84	75,263.84	4,599,376.98	19.62
NET OF REVENUES & EXPENDITURES		(6,792.82)	(68,667.79)	(68,597.17)	61,874.97	1,010.89

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
 PERIOD ENDING 11/30/2020
 % Fiscal Year Completed: 41.92

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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2020 NORMAL (ABNORMAL)	MONTH 11/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 450 - INDUSTRIAL PARK TIFA						
Revenues						
OTHER	OTHER	80,583.00	79,912.47	0.00	670.53	99.17
INTEREST	INTEREST & RENTS	0.00	305.05	30.03	(305.05)	100.00
TOTAL REVENUES		80,583.00	80,217.52	30.03	365.48	99.55
Expenditures						
000	OPERATIONS	61,156.00	24,974.96	4,115.90	36,181.04	40.84
TOTAL EXPENDITURES		61,156.00	24,974.96	4,115.90	36,181.04	40.84
Fund 450 - INDUSTRIAL PARK TIFA:						
TOTAL REVENUES		80,583.00	80,217.52	30.03	365.48	99.55
TOTAL EXPENDITURES		61,156.00	24,974.96	4,115.90	36,181.04	40.84
NET OF REVENUES & EXPENDITURES		19,427.00	55,242.56	(4,085.87)	(35,815.56)	284.36

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
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GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	11/30/2020	MONTH 11/30/2020	BALANCE	
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA						
Revenues						
TAXES	TAXES	54,340.00	49,219.13	0.00	5,120.87	90.58
OTHER	OTHER	7,055.00	9,816.17	1,119.22	(2,761.17)	139.14
INTEREST	INTEREST & RENTS	0.00	338.83	19.11	(338.83)	100.00
TOTAL REVENUES		61,395.00	59,374.13	1,138.33	2,020.87	96.71
Expenditures						
000	OPERATIONS	37,309.00	10,652.98	1,872.21	26,656.02	28.55
908	DEBT SERVICE	12,261.00	5,108.75	1,021.75	7,152.25	41.67
TOTAL EXPENDITURES		49,570.00	15,761.73	2,893.96	33,808.27	31.80
Fund 494 - DOWNTOWN DEVELOPMENT AUTHORITY DDA:						
TOTAL REVENUES		61,395.00	59,374.13	1,138.33	2,020.87	96.71
TOTAL EXPENDITURES		49,570.00	15,761.73	2,893.96	33,808.27	31.80
NET OF REVENUES & EXPENDITURES		11,825.00	43,612.40	(1,755.63)	(31,787.40)	368.82
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		5,857,374.00	1,193,735.70	7,835.03	4,663,638.30	20.38
TOTAL EXPENDITURES - ALL FUNDS		5,832,914.82	1,163,548.53	82,273.70	4,669,366.29	19.95
NET OF REVENUES & EXPENDITURES		24,459.18	30,187.17	(74,438.67)	(5,727.99)	123.42