City of Plainwell

"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
Tuesday, December 09, 2025 - 7:30AM
Plainwell City Hall Council Chambers

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes –** 11/11/2025
5. **Public Comment**
6. **Chairman's Report**
7. **Recommendations and Reports:**

   A. BRA - Accounts Payable for November - $1,500.79
   The Board will consider confirming BRA payables for November 2025 in the amount of $1,500.79.

   B. DDA - Accounts Payable for November - $7,938.07
   The Board will consider confirming DDA payables for November 2025 in the amount of $7,938.07.

   C. TIFA - Accounts Payable for November - $599.11
   The Board will consider confirming TIFA payables for November 2025 in the amount of $599.11.

8. **Communications:** The November 2025 Summary and Detail Financial Reports and City Council Meeting minutes from 10/27/2025 and 11/10/2025.
9. **Public Comment**
10. **Staff Comments**
11. **Board Comments**
12. **Adjournment**

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

MINUTES
Plainwell BRA DDA TIFA
November 11, 2025

1. Chairman Larabel called the meeting to order at 7:31am in City Hall Council Chambers.
2. Pledge of Allegiance was given by all present.
3. Roll Call: Present: Nick Larabel, Adam Hopkins, Cathy Green, Jim Turley, David Steffen (7:34am), Randy Wisnaski, and Justin Lakamper (7:32am) Excused: Paul Rizzo
4. Approval of Minutes:
   A motion by Wisnaski, seconded by Turley, to accept and place on file the BRA DDA TIFA Meeting Minutes of the 10/14/2025 meeting. On a voice vote, all voted in favor. Motion passed.
5. Public Comment: None.
6. Chairman's Report: None.
7. Recommendations and Reports:
   A. **A motion by Hopkins, seconded by Wisnaski, confirming BRA payables for October 2025 in the amount of $16,348.46. On a voice vote, all in favor. Motion passed.**
   B. **A motion by Green, seconded by Larabel, confirming DDA payables for October 2025 in the amount of $690.49. On a voice vote, all in favor. Motion passed**.
   C. **A motion by Larabel, seconded by Hopkins, confirming TIFA payables for October 2025 in the amount of $24.90. On a voice vote, all in favor. Motion passed**.
   D. City Manager Lakamper discussed the sale of one acre of Mill property to Plainwell Auto for a new building. He shared the site plan and building design provided by MEDC for the project, and discussed the location on the lot and how it fits in with the rest of the Mill Building development.
8. Communications:
   The October 2025 Summary and Detail Financial Reports, City Council Meeting minutes from 9/22/2025 and 10/13/2025 and the 10/08/2025 Mill Development Workshop were reviewed.
9. Public Comment: None.
10. Staff Comment: Lakamper provided an update on building 2, stating that the insurance company has estimated a $540k payout after deprecation. This should be enough to cover demolition of the building. Lakamper discussed a draft agreement from Darius, the owner of Classic Auto Factory (CAF). Since Darius will be leasing the buildings while Plainwell remains the owner, the City will need to closely follow his progress to ensure EPA compliance. Larabel inquired about transfer of ownership from the City to CAF as a means to limit risk and liability for the City. Lakamper shared that the draft agreement is a 50-year lease, with a 5-year renovation timeline. Ownership transfer triggers are built in to the agreement, one of which is the ability for CAF to obtain insurance. Lakamper stated he continues to work with BizEX Ventures, the potential new owners of Buildings 17 and 18. At the moment, discussion is centered on parking for the wedding venue. He shared that the auto auction business has withdrawn their offer to purchase the 28-acre parcel in Industrial Park, stating that the site was too small to meet their inventory needs.
11. Board Member Comments: Larabel discussed a letter the City had received from Weyerhaeuser, stating that PFAS had been detected in several locations on the Mill site. Weyerhaeuser would like the City to put Mill property development on hold while they investigate further. There will be a follow up meeting with Weyerhaeuser in December.
12. Adjournment:
    A motion by Green, seconded by Turley, to adjourn the meeting at 8:51am. On a voice vote, all voted in favor. Motion passed.

Submitted by: JoAnn Leonard, City Clerk

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
243-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2025 DENTAL/VISIC	8.71	29380
243-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHI	NOVEMBER 2025 HEALT INSURA	41.81	29383
243-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	NOVEMBER 2025 LIFE INSURAN	3.99	29381
243-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	OCTOBER 2025 PROFESSIONAL	1,033.00	29479
243-443-801.030	AUDIT SERVICES 06/30/2025	SIEGFRIED CRANDALL PC	ADMIN - AUDIT SERVICES FOR	338.28	29462
243-443-930.001	Land & Building Repairs/Ma	ALLEGAN COUNTY SHERIFFS DE	DPW - SEPTEMBER 2025 SHERI	75.00	29431
		Total For Dept 443 PUBLIC		1,500.79	
		Total For Fund 243 BROWNFI		1,500.79	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		Fund Totals:			
			Fund 243 BROWNFIELD REDEVE	1,500.79	
				1,500.79	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
248-443-718.001	Health Insurance Premiums	COPS HEALTH TRUST	NOVEMBER 2025 DENTAL/VISIO	3.42	29380
248-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHI	NOVEMBER 2025 HEALT INSURA	21.30	29383
248-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	NOVEMBER 2025 LIFE INSURAN	1.41	29381
248-443-775.000	Supplies - Repairs and Mai	PLAINWELL ACE HARDWARE	DPW/DDA - GOLD PAINT/METAI	16.58	29449
248-443-775.000	Supplies - Repairs and Mai	PLAINWELL ACE HARDWARE	DPW/DDA - PLUG(2)/MISC FAS	24.56	29449
248-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	OCTOBER 2025 PROFESSIONAL	459.00	29479
248-443-801.030	AUDIT SERVICES 06/30/2025	SIEGFRIED CRANDALL PC	ADMIN - AUDIT SERVICES FOF	64.08	29462
248-443-967.050	Project Costs - Christmas	HOME DEPOT	DPW - LIGHTS FOR DOWNTOWN	73.47	3514
248-443-967.050	Project Costs - Christmas	HOME DEPOT	DPW - LIGHTS FOR DOWNTOWN	97.96	3514
		Total For Dept 443 PUBLIC		761.78	
Dept 775 SPECIAL EVENTS					
248-775-880.021	Ladies night	FACEBOOK	Ladies night	10.00	3516
248-775-880.021	Ladies night	GTR ONLINE	Ladies night	565.00	3516
248-775-880.021	Ladies night	FACEBOOK	Ladies night	11.00	3516
248-775-880.021	Ladies night	AMAZON	Ladies night	456.33	3516
248-775-880.021	Ladies night	AMAZON	Ladies night	104.97	3516
248-775-880.021	Ladies night	FACEBOOK	Ladies night	8.99	3516
248-775-880.021	Ladies night	GTR ONLINE	Ladies night	180.00	3516
248-775-880.021	Community Promotion - Spec	RYAN LINDSEY PHOTOGRAPHY	DDA - PUMPKINS IN THE PARK	100.00	29504
248-775-880.021	Community Promotion - Spec	JIM COX	DDA - LIGHT UP THE NIGHT I	350.00	29518
		Total For Dept 775 SPECIAI		1,786.29	
Dept 900 CAPITAL OUTLAY					
248-900-972.000	REPAIR/RESTORE CITY CLOCK	VERDIN COMPANY	DPW/DDA - RENOVATION OF CI	5,390.00	29466
		Total For Dept 900 CAPITAI		5,390.00	
		Total For Fund 248 DOWNTOW		7,938.07	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF PLAINWELL
POST DATES 11/01/2025 - 11/30/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		Fund Totals:			
			Fund 248 DOWNTOWN DEVELOPM	7,938.07	
				7,938.07	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 247 TAX INCREMENT FINANCE AUTHORITY FUND					
Dept 443 PUBLIC WORKS					
247-443-718.001	HEALTH INSURANCE PREMIUMS	COPS HEALTH TRUST	NOVEMBER 2025 DENTAL/VISIC	8.55	29380
247-443-718.001	Health Insurance Premiums	BLUE CARE NETWORK OF MICHI	NOVEMBER 2025 HEALT INSURA	14.53	29383
247-443-725.001	Fringe Benefit - Life Insu	MADISON NATIONAL LIFE INSU	NOVEMBER 2025 LIFE INSURAN	1.95	29381
247-443-801.013	Professional Services - At	BLOOM SLUGGETT PC	OCTOBER 2025 PROFESSIONAL	510.00	29479
247-443-801.030	AUDIT SERVICES 06/30/2025	SIEGFRIED CRANDALL PC	ADMIN - AUDIT SERVICES FOF	64.08	29462
		Total For Dept 443 PUBLIC		599.11	
		Total For Fund 247 TAX INC		599.11	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
		Fund Totals:			
			Fund 247 TAX INCREMENT FIN	599.11	
				599.11	

REVENUE AND EXPENDITURE REPORT FOR CITY OF PLAINWELL
PERIOD ENDING 11/30/2025
% Fiscal Year Completed: 41.92
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	36,248.00	21,725.69	0.00	14,522.31	59.94
D08	D08 - Interest and rentals	0.00	55.50	1.19	(55.50)	100.00
F40.05	F40.05 - Other financing, Transfer In	110,000.00	45,833.35	9,166.67	64,166.65	41.67
TOTAL REVENUES		146,248.00	67,614.54	9,167.86	78,633.46	46.23
Expenditures						
443	PUBLIC WORKS	129,280.00	55,396.99	5,894.89	73,883.01	42.85
905	DEBT SERVICE	16,624.00	6,926.95	1,385.39	9,697.05	41.67
TOTAL EXPENDITURES		145,904.00	62,323.94	7,280.28	83,580.06	42.72
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	67,614.54	9,167.86	78,633.46	46.23
TOTAL EXPENDITURES		145,904.00	62,323.94	7,280.28	83,580.06	42.72
NET OF REVENUES & EXPENDITURES		344.00	5,290.60	1,887.58	(4,946.60)	1,537.97

PERIOD ENDING 11/30/2025

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	33,734.00	30,287.45	0.00	3,446.55	89.78
D08	D08 - Interest and rentals	5,000.00	5,411.17	1,147.51	(411.17)	108.22
D04	D04 - State grants	88,515.00	63,410.09	0.00	25,104.91	71.64
TOTAL REVENUES		127,249.00	99,108.71	1,147.51	28,140.29	77.89
Expenditures						
443	PUBLIC WORKS	54,533.00	12,284.69	2,549.06	42,248.31	22.53
TOTAL EXPENDITURES		54,533.00	12,284.69	2,549.06	42,248.31	22.53
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		127,249.00	99,108.71	1,147.51	28,140.29	77.89
TOTAL EXPENDITURES		54,533.00	12,284.69	2,549.06	42,248.31	22.53
NET OF REVENUES & EXPENDITURES		72,716.00	86,824.02	(1,401.55)	(14,108.02)	119.40

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
D01	D01 - Taxes	95,893.00	86,022.63	0.00	9,870.37	89.71
D08	D08 - Interest and rentals	2,000.00	3,030.48	569.62	(1,030.48)	151.52
D04	D04 - State grants	7,575.00	5,353.69	0.00	2,221.31	70.68
D06	D06 - Charges for services	7,375.00	6,033.16	0.00	1,341.84	81.81
TOTAL REVENUES		112,843.00	100,439.96	569.62	12,403.04	89.01
Expenditures						
443	PUBLIC WORKS	62,584.00	9,121.30	2,847.43	53,462.70	14.57
775	SPECIAL EVENTS	10,750.00	2,676.58	1,786.29	8,073.42	24.90
900	CAPITAL OUTLAY	55,390.00	5,390.00	5,390.00	50,000.00	9.73
TOTAL EXPENDITURES		128,724.00	17,187.88	10,023.72	111,536.12	13.35
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	100,439.96	569.62	12,403.04	89.01
TOTAL EXPENDITURES		128,724.00	17,187.88	10,023.72	111,536.12	13.35
NET OF REVENUES & EXPENDITURES		(15,881.00)	83,252.08	(9,454.10)	(99,133.08)	524.22
TOTAL REVENUES - ALL FUNDS		386,340.00	267,163.21	10,884.99	119,176.79	69.15
TOTAL EXPENDITURES - ALL FUNDS		329,161.00	91,796.51	19,853.06	237,364.49	27.89
NET OF REVENUES & EXPENDITURES		57,179.00	175,366.70	(8,968.07)	(118,187.70)	306.70

PERIOD ENDING 11/30/2025

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
243-000-404.040	Captured Tax Real - BR - City Tax	6,864.00	6,863.91	0.00	0.09	100.00
243-000-404.041	Captured Tax Real - BR - Library	1,201.00	822.27	0.00	378.73	68.47
243-000-404.042	Captured Tax Real - BR - Capital Impr	573.00	573.21	0.00	(0.21)	100.04
243-000-404.043	Captured Tax Real - BR - Fire Reserve	573.00	573.21	0.00	(0.21)	100.04
243-000-404.044	Captured Tax Real - BR - Solid Waste	745.00	745.17	0.00	(0.17)	100.02
243-000-404.047	Captured Tax Real - DDA - School	13,757.00	4,677.12	0.00	9,079.88	34.00
243-000-404.048	Captured Tax Real - BR - County Taxes	4,007.00	2,958.90	0.00	1,048.10	73.84
243-000-413.060	Captured Tax Pers - City Tax	2,470.00	2,470.29	0.00	(0.29)	100.01
243-000-413.061	Captured Tax Pers - Library	432.00	295.93	0.00	136.07	68.50
243-000-413.062	Captured Tax Pers - Capital Improvement	206.00	206.30	0.00	(0.30)	100.15
243-000-413.063	Captured Tax Pers - Fire Reserve	206.00	206.30	0.00	(0.30)	100.15
243-000-413.064	Captured Tax Pers - Solid Waste	268.00	268.19	0.00	(0.19)	100.07
243-000-413.065	Captured Tax Pers - County Taxes	4,946.00	1,064.89	0.00	3,881.11	21.53
243-000-665.000	Interest Earnings - Investments	0.00	55.50	1.19	(55.50)	100.00
243-000-699.101	Interfund Transfer In - General Fund	30,000.00	12,500.00	2,500.00	17,500.00	41.67
243-000-699.401	Interfund Transfer In - Cap Improvement	80,000.00	33,333.35	6,666.67	46,666.65	41.67
TOTAL REVENUES		146,248.00	67,614.54	9,167.86	78,633.46	46.23
Expenditures						
243-443-703.000	Salaries/Wages - Full Time Employees	49,039.00	14,419.55	3,291.95	34,619.45	29.40
243-443-704.001	Wages - Part Time Employees	2,755.00	5,039.53	285.87	(2,284.53)	182.92
243-443-704.005	Wages - Part Time Seasonal Employees	0.00	232.00	80.00	(232.00)	100.00
243-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	4,026.00	1,544.18	289.27	2,481.82	38.36
243-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,680.00	595.16	148.80	1,084.84	35.43
243-443-716.000	Retirement - Defined Contribution 401a	3,851.00	1,362.16	286.83	2,488.84	35.37
243-443-718.001	Health Insurance Premiums - Current EE	2,657.00	260.96	48.00	2,396.04	9.82
243-443-718.013	Health Insurance - HSA - Employer Paid	738.00	79.21	15.22	658.79	10.73
243-443-723.001	Retiree Health Care - OPEB	31.00	16.15	6.46	14.85	52.10
243-443-725.001	Fringe Benefit - Life Insurance	46.00	18.56	3.99	27.44	40.35
243-443-725.010	Workers Comp Insurance	175.00	255.38	0.00	(80.38)	145.93
243-443-767.000	Clothing - Uniforms - contract provided	99.00	0.00	0.00	99.00	0.00
243-443-775.000	Supplies - Repairs and Maintenance	2,000.00	83.25	0.00	1,916.75	4.16
243-443-801.013	Professional Services - Attorney	10,000.00	4,033.50	1,033.00	5,966.50	40.34
243-443-801.030	Professional Services - Auditor	425.00	338.28	338.28	86.72	79.60
243-443-830.000	Contractual Reimbursement CRA Activities	27,186.00	16,294.27	0.00	10,891.73	59.94
243-443-930.001	Land & Building Repairs/Maintenance	0.00	75.00	75.00	(75.00)	100.00
243-443-931.000	Equipment Repair & Maintenance	15,000.00	350.00	0.00	14,650.00	2.33
243-443-935.001	Property Liability Insurance	3,972.00	4,575.30	0.00	(603.30)	115.19
243-443-940.000	Rentals - Equipment	5,600.00	5,824.55	0.00	(224.55)	104.01
243-443-948.000	Computer Services	0.00	0.00	(7.78)	0.00	0.00
243-905-991.001	Debt Service - Principal -Interfund Loan	15,848.00	6,603.45	1,320.69	9,244.55	41.67
243-905-993.001	Debt Service - Interest - Interfund Loan	776.00	323.50	64.70	452.50	41.69
TOTAL EXPENDITURES		145,904.00	62,323.94	7,280.28	83,580.06	42.72
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		146,248.00	67,614.54	9,167.86	78,633.46	46.23
TOTAL EXPENDITURES		145,904.00	62,323.94	7,280.28	83,580.06	42.72
NET OF REVENUES & EXPENDITURES		344.00	5,290.60	1,887.58	(4,946.60)	1,537.97

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED

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GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND						
Revenues						
247-000-404.040	Captured Tax Real - BR - City Tax	16,584.00	16,583.49	0.00	0.51	100.00
247-000-404.041	Captured Tax Real - BR - Library	2,902.00	1,986.17	0.00	915.83	68.44
247-000-404.042	Captured Tax Real - BR - Capital Impr	1,385.00	1,384.64	0.00	0.36	99.97
247-000-404.043	Captured Tax Real - BR - Fire Reserve	1,385.00	1,384.64	0.00	0.36	99.97
247-000-404.044	Captured Tax Real - BR - Solid Waste	1,800.00	1,800.00	0.00	0.00	100.00
247-000-404.048	Captured Tax Real - BR - County Taxes	9,678.00	7,148.51	0.00	2,529.49	73.86
247-000-573.001	Local Community Stabilization PPT PA86	0.00	63,410.09	0.00	(63,410.09)	100.00
247-000-583.000	Local Grants	88,515.00	0.00	0.00	88,515.00	0.00
247-000-665.000	Interest Earnings - Investments	5,000.00	5,411.17	1,147.51	(411.17)	108.22
TOTAL REVENUES		127,249.00	99,108.71	1,147.51	28,140.29	77.89
Expenditures						
247-443-703.000	Salaries/Wages - Full Time Employees	36,287.00	7,401.32	1,558.75	28,885.68	20.40
247-443-704.001	Wages - Part Time Employees	200.00	78.83	16.20	121.17	39.42
247-443-704.005	Wages - Part Time Seasonal Employees	0.00	261.24	0.00	(261.24)	100.00
247-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,805.00	623.18	128.32	2,181.82	22.22
247-443-712.001	Cash in Lieu of Benefits - Insurance Buy	1,155.00	445.04	111.27	709.96	38.53
247-443-716.000	Retirement - Defined Contribution 401a	1,979.00	704.41	138.08	1,274.59	35.59
247-443-718.001	Health Insurance Premiums - Current EE	3,184.00	97.57	21.99	3,086.43	3.06
247-443-718.013	Health Insurance - HSA - Employer Paid	744.00	22.95	5.74	721.05	3.08
247-443-723.001	Retiree Health Care - OPEB	0.00	1.15	0.46	(1.15)	100.00
247-443-725.001	Fringe Benefit - Life Insurance	22.00	9.24	1.95	12.76	42.00
247-443-725.010	Workers Comp Insurance	172.00	194.55	0.00	(22.55)	113.11
247-443-801.013	Professional Services - Attorney	0.00	510.00	510.00	(510.00)	100.00
247-443-801.030	Professional Services - Auditor	100.00	64.08	64.08	35.92	64.08
247-443-930.001	Land & Building Repairs/Maintenance	5,000.00	0.00	0.00	5,000.00	0.00
247-443-935.001	Property Liability Insurance	485.00	535.51	0.00	(50.51)	110.41
247-443-940.000	Rentals - Equipment	2,400.00	1,335.62	0.00	1,064.38	55.65
247-443-948.000	Computer Services	0.00	0.00	(7.78)	0.00	0.00
TOTAL EXPENDITURES		54,533.00	12,284.69	2,549.06	42,248.31	22.53
Fund 247 - TAX INCREMENT FINANCE AUTHORITY FUND:						
TOTAL REVENUES		127,249.00	99,108.71	1,147.51	28,140.29	77.89
TOTAL EXPENDITURES		54,533.00	12,284.69	2,549.06	42,248.31	22.53
NET OF REVENUES & EXPENDITURES		72,716.00	86,824.02	(1,401.55)	(14,108.02)	119.40

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Revenues						
248-000-404.030	Captured Tax Real - DDA - City Tax	45,558.00	45,517.59	0.00	40.41	99.91
248-000-404.031	Captured Tax Real - DDA - Library	7,973.00	5,452.49	0.00	2,520.51	68.39
248-000-404.032	Captured Tax Real - DDA - Capital Impr	3,804.00	3,800.97	0.00	3.03	99.92
248-000-404.033	Captured Tax Real - DDA - Fire Reserve	3,804.00	3,800.97	0.00	3.03	99.92
248-000-404.034	Captured Tax Real - DDA - Solid Waste	4,945.00	4,941.27	0.00	3.73	99.92
248-000-404.045	Captured Tax Real - DDA - County Taxes	26,592.00	19,621.50	0.00	6,970.50	73.79
248-000-413.060	Captured Tax Pers - City Tax	1,581.00	1,581.16	0.00	(0.16)	100.01
248-000-413.061	Captured Tax Pers - Library	277.00	189.36	0.00	87.64	68.36
248-000-413.062	Captured Tax Pers - Capital Improvement	132.00	132.05	0.00	(0.05)	100.04
248-000-413.063	Captured Tax Pers - Fire Reserve	132.00	132.05	0.00	(0.05)	100.04
248-000-413.064	Captured Tax Pers - Solid Waste	172.00	171.66	0.00	0.34	99.80
248-000-413.065	Captured Tax Pers - County Taxes	923.00	681.56	0.00	241.44	73.84
248-000-573.001	Local Community Stabilization PPT PA86	0.00	5,353.69	0.00	(5,353.69)	100.00
248-000-583.000	Local Grants	7,575.00	0.00	0.00	7,575.00	0.00
248-000-642.001	Sales of Merchandise - DDA	0.00	14.72	0.00	(14.72)	100.00
248-000-654.001	Charges for Service - Farmers Market Fee	5,100.00	1,491.44	0.00	3,608.56	29.24
248-000-654.102	Special Event Revenues - DDA	2,275.00	4,527.00	0.00	(2,252.00)	198.99
248-000-665.000	Interest Earnings - Investments	2,000.00	3,030.48	569.62	(1,030.48)	151.52
TOTAL REVENUES		112,843.00	100,439.96	569.62	12,403.04	89.01
Expenditures						
248-443-703.000	Salaries/Wages - Full Time Employees	36,290.00	5,167.99	1,648.36	31,122.01	14.24
248-443-704.001	Wages - Part Time Employees	400.00	157.65	32.40	242.35	39.41
248-443-704.005	Wages - Part Time Seasonal Employees	0.00	144.00	144.00	(144.00)	100.00
248-443-709.000	Payroll Taxes - FICA - Soc Sec/Medicare	2,799.00	414.34	136.91	2,384.66	14.80
248-443-712.001	Cash in Lieu of Benefits - Insurance Buy	660.00	0.00	0.00	660.00	0.00
248-443-713.001	Overtime Pay	518.00	0.00	0.00	518.00	0.00
248-443-716.000	Retirement - Defined Contribution 401a	1,480.00	488.51	148.45	991.49	33.01
248-443-718.001	Health Insurance Premiums - Current EE	4,143.00	48.75	9.88	4,094.25	1.18
248-443-718.013	Health Insurance - HSA - Employer Paid	960.00	18.65	3.99	941.35	1.94
248-443-723.001	Retiree Health Care - OPEB	36.00	4.85	1.94	31.15	13.47
248-443-725.001	Fringe Benefit - Life Insurance	18.00	6.87	1.41	11.13	38.17
248-443-725.010	Workers Comp Insurance	93.00	79.74	0.00	13.26	85.74
248-443-767.000	Clothing - Uniforms - contract provided	57.00	0.00	0.00	57.00	0.00
248-443-774.000	Supplies - Planting	2,700.00	0.00	0.00	2,700.00	0.00
248-443-775.000	Supplies - Repairs and Maintenance	4,100.00	41.14	41.14	4,058.86	1.00
248-443-801.013	Professional Services - Attorney	0.00	459.00	459.00	(459.00)	100.00
248-443-801.030	Professional Services - Auditor	100.00	64.08	64.08	35.92	64.08
248-443-851.000	Postage	100.00	70.30	0.00	29.70	70.30
248-443-900.000	Printing and Publishing	3,500.00	175.00	0.00	3,325.00	5.00
248-443-920.000	Utilities - Electric	1,000.00	0.00	0.00	1,000.00	0.00
248-443-930.001	Land & Building Repairs/Maintenance	2,000.00	524.50	0.00	1,475.50	26.23
248-443-931.000	Equipment Repair & Maintenance	0.00	524.50	0.00	(524.50)	100.00
248-443-935.001	Property Liability Insurance	480.00	538.50	0.00	(58.50)	112.19
248-443-948.000	Computer Services	50.00	0.00	(15.56)	50.00	0.00
248-443-955.000	Miscellaneous Expense	200.00	21.50	0.00	178.50	10.75
248-443-960.000	Education & Training - Professional	200.00	0.00	0.00	200.00	0.00
248-443-962.000	Memberships & Dues	700.00	0.00	0.00	700.00	0.00
248-443-967.050	Project Costs - Christmas Decorations	0.00	171.43	171.43	(171.43)	100.00
248-775-880.021	Community Promotion - Special Events	7,650.00	2,184.45	1,786.29	5,465.55	28.55
248-775-881.022	Farmers Market Costs - DDA	3,100.00	492.13	0.00	2,607.87	15.88
248-900-971.000	Capital Purchase	50,000.00	0.00	0.00	50,000.00	0.00

% Fiscal Year Completed: 41.92

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

GL NUMBER	DESCRIPTION	2025-26 AMENDED BUDGET	YTD BALANCE 11/30/2025 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 11/30/2025 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND						
Expenditures						
248-900-972.000	Capital Outlay - Contracted Services	5,390.00	5,390.00	5,390.00	0.00	100.00
TOTAL EXPENDITURES		128,724.00	17,187.88	10,023.72	111,536.12	13.35
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		112,843.00	100,439.96	569.62	12,403.04	89.01
TOTAL EXPENDITURES		128,724.00	17,187.88	10,023.72	111,536.12	13.35
NET OF REVENUES & EXPENDITURES		(15,881.00)	83,252.08	(9,454.10)	(99,133.08)	524.22
TOTAL REVENUES - ALL FUNDS		386,340.00	267,163.21	10,884.99	119,176.79	69.15
TOTAL EXPENDITURES - ALL FUNDS		329,161.00	91,796.51	19,853.06	237,364.49	27.89
NET OF REVENUES & EXPENDITURES		57,179.00	175,366.70	(8,968.07)	(118,187.70)	306.70

MINUTES
Plainwell City Council
October 27, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.

2. Invocation: Given by Jared Bowen of Lighthouse Baptist Church.

3. Pledge of Allegiance was given by all present.

4. Roll Call: Present: Mayor Brad Keeler, Mayor Pro Tem Lori Steele, and Councilmembers Roger Keeney, Randy Wisnaski and Cathy Green.
   Absent: None.

5. Approval of Minutes:
   A motion by Steele, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 10/13/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.

6. Public Comment: None.

7. Presentation: Chris Hass Volunteer of the Year Award

8. County Commissioners Report: Commissioner Gale Dugan gave an update on happenings throughout Allegan County.
   Drain Commission Chris Machiela introduced himself to Council.

9. Agenda approval:
   A motion by Steele, seconded by Wisnaski, to approve the Agenda for the October 27, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.

10. Mayor's Report: None.

11. Recommendations and Reports:
    A. City Manager Lakamper discussed an On-Premise Tasting Permit for Doster Brewing Co. LLC.
    A motion by Keeney, seconded by Steele, approving Resolution 2025-19 which recommends the consideration and approval of an On-Premises Tasting Permit for Doster Brewing Co. LLC by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.

    B. City Manager Lakamper discussed a Class C Liquor License Permit for Mill 17 LLC.
    A motion by Keeney, seconded by Green, approving Resolution 2025-20 which recommends the consideration and approval of a Class C Liquor License Permit for Mill 17 LLC by the Michigan Liquor Control Commission. On a roll call vote, all voted in favor. Motion passed.

    C. City Manager Lakamper discussed a proposed parking lot plan from BizEx Ventures.

12. Communications:
    A motion by Steele, seconded by Wisnaski, to accept and place on file the September 2025 Department of Public Safety and Water Renewal Reports and the 09/09/2025 DDA/BRA/TIFA meeting minutes. On a voice vote, all voted in favor. Motion passed.

13. Accounts Payable:
    A motion by Wisnaski, seconded by Keeney, that the bills be allowed and orders drawn in the amount of $209,146.22 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

14. Public Comments: Dale Burnham of 210 Prairie St thanked Director Callahan for addressing the car, and he hopes to have updates on the burned house and empty lot soon. He asked when Mill 17 planned to close on the building purchase, and for an update on Classic Auto Factory.

15. Staff Comments:
    Finance Director/Treasurer Wilcox introduced herself to Council, and was welcomed by all.

    Superintendent Nieuwenhuis congratulated the flower volunteers, and thanked them for their hard work year after year. He shared that loose-leaf pick goes daily until 11/23, and reminded everyone that loose leaf piles need to be trash and brush free. Brush pick up is separate, and occurs on the first Monday of each month. Any home with brush, trash, or other yard waste in their leaf pile will not be picked up.

    Superintendent Keyzer congratulated and thanked the flower volunteers. He noted that Waste Water is having sludge hauled out this week, so there will be trucks in and out.

    Clerk Leonard thanked the volunteer flower team.

City Manager Lakamper shared that a lease agreement had been drafted and provided to Classic Auto Factory. The current offer is a 50-year lease, with a 5-year renovation timeline, with a 5-year option to buy the building and a built in ownership transfer if/when the building becomes insurable. Classic Auto Factory will own the entire complex, allowing them to shift noise and smell producing operations further from Mill 17. Responding to public comments, he shared that the land being used for trash and storage has been addressed by the DPS. Professional Code Inspectors (PCI) is working toward labeling the burned house as dangerous. He thanked the flower volunteers. He stated that MEDC is working with NAPA on the site plan for the new building, and it is his hope to use the same company to design the rest of the front of the Mill complex if possible.

16. Council Comments:
Mayor Pro Tem Steele thanked the flower volunteers, and shared her vacation to Oklahoma to see family was a great time.

Councilmembers Keeney and Wisnaski thanked the flower volunteers for their hard work.

Councilmember Green thanked the flowers volunteers as well, and offered the idea of splitting building 3 of the Mill complex to allow a central portion of the building to remain available to the City, as discussed years ago, with the potential for a future public park.

17. Adjournment:
A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:51pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 10, 2025
JoAnn Leonard
JoAnn Leonard, City Clerk

MINUTES
Plainwell City Council
November 10, 2025

1. Mayor Keeler called the regular meeting to order at 7:00pm in City Hall Council Chambers.

2. Invocation: None

3. Pledge of Allegiance was given by all present.

4. Roll Call: Present: Mayor Brad Keeler and Councilmembers Roger Keeney, Randy Wisnaski and Cathy Green.
Absent: Mayor Pro Tem Lori Steele (arrived at 7:20pm)
A motion by Wisnaski, seconded by Green, to excuse Mayor Pro Tem Steele from tonight's proceedings. On a voice vote, all in favor. Motion passed.

5. Approval of Minutes:
A motion by Keeney, seconded by Wisnaski, to accept and place on file the Council Meeting Minutes of the 10/27/2025 regular meeting. On a voice vote, all voted in favor. Motion passed.

6. Public Comment: None.

7. Presentation: None.

8. Agenda approval:
A motion by Wisnaski, seconded by Keeney, to approve the Agenda for the November 10, 2025 meeting as presented. On a voice vote, all voted in favor. Motion passed.

9. Mayor's Report: None.

10. Recommendations and Reports:
    - **A. A motion by Wisnaski, seconded by Keeney, to open a Public Hearing at 7:06pm to hear comments regarding an Industrial Facility Tax (IFT) Exemption Certificate Application received from Profielnorm USA, LLC. On a voice vote, all in favor. Motion passed.**

      City Manager Lakamper discussed the 12-year Industrial Facilities Tax (IFT) Exemption Certificate request received from Profielnorm USA, LLC. On September 29, 2025.

      No public comment.

      A motion by Keeney, seconded by Wisnaski, to close the public hearing at 7:13pm. On a voice vote, all voted in favor. Motion passed.

      A motion by Keeney, seconded by Wisnaski, approving a 12-year Industrial Facility Tax (IFT) Exemption for Profielnorm, USA, LLC.

    - **B.** City Manager Lakamper discussed Ordinance 403 which amends Chapter 53: Zoning as it pertains to Dwelling Unit Conversions and Accessory Dwelling Units.
      A motion by Keeney, seconded by Wisnaski, to adopt Ordinance 403 as presented. On a roll call vote, all voted in favor. Motion passed.

    - **C.** City Manager Lakamper discussed Ordinance 404 which amends Chapter 53: Zoning as it pertains to Zoning Compliance Permits.
      A motion by Wisnaski, seconded by Keeney, to adopt Ordinance 404 as presented. On a roll call vote, all voted in favor. Motion passed.

      - *Mayor Pro Tem Steele joined the meeting at this point*

    - **D.** City Manager Lakamper discussed the building location, site and design plans from MEDC for Plainwell Auto.

    - **E.** Superintendent Nieuwenhuis discussed upgrading the hydraulic system on Loader 60A to allow it to utilize the Tinks Claw for loose leaf pickup.
      A motion by Keeney, seconded by Steele, approving a hydraulic system upgrade for Loader 60A by AIS Construction Equipment at a cost of $13,515.54. On a roll call vote, all voted in favor. Motion passed.

MINUTES
Plainwell City Council
November 10, 2025

11. Communications: None

12. Accounts Payable:
A motion by Keeney, seconded by Wisnaski, that the bills be allowed and orders drawn in the amount of $96,921.76 for payment of the same. On a roll call vote, all voted in favor. Motion passed.

13. Public Comments: None.

14. Staff Comments:
Personnel Coordinator/Deputy Treasurer Kersten had nothing to report.

Superintendent Nieuwenhuis reminded everyone that the last day to put loose leaves out to the curb for pick up is Sunday, November 23. The S. Main project is finished, and will be chip sealed and restriped next year. We are waiting for the signs and barricades to be picked up by the contractor.

Superintendent Keyzer stated all the biosolids/sludge was hauled out and disposed of last week. Lift station maintenance is taking place this week.

Clerk Leonard reported on the election she worked in Leighton Township, stating it went well and was a great refresher.

City Manager Lakamper discussed a meeting he had with Weyerhaeuser and the City Attorney about a letter Weyerhaeuser sent the City concerning PFAS on the Mill property. Weyerhaeuser has asked the City to delay development to allow them to investigate further. The City Attorney feels that negotiations with Watts Homes can continue. Draft covenants for the Mill property are being reviewed by EGLE at the State level.
He shared that he had informed BizEx Ventures (Building 17/18 - Wedding Venue) that Council was not interested in selling them Mill property for use as a parking lot. They proposed paid parking as a possible solution to recoup their investment.
He provided an update on building 2, stating that the insurance company has estimated a $540k payout after deprecation. This should be enough to cover demolition of the building.
There is a ribbon cutting Wednesday 11/12/2025 at 5pm for Hoard Chiropractic.
The auto auction business has withdrawn their offer to purchase the 28-acre parcel in Industrial Park, stating that the site was too small to meet their inventory needs.

15. Council Comments:
Councilmember Keeney shared that he leaves for vacation soon.

Councilmember Green shared that recycling hadn't been picked up on Sherwood or Cushman.

16. Adjournment:
A motion by Steele, seconded by Wisnaski, to adjourn the meeting at 7:53pm. On a voice vote, all voted in favor. Motion passed.

Minutes respectfully
submitted by,
JoAnn Leonard
City Clerk

MINUTES APPROVED BY CITY COUNCIL
November 24, 2025

JoAnn Leonard

JoAnn Leonard, City Clerk