

# City of Plainwell



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

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

“The Island City”

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## AGENDA City Council Wednesday, December 26, 2018 7:00 PM

1. **Call to Order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Approval of Minutes/Summary – 12/10/2018 Regular Meeting**
6. **General Public Comments**
  - A. Virgil Williams, Airport Manager – Plainwell Aviation and Stem Academy
7. **County Commissioner Report**
8. **Agenda Amendments**
9. **Mayor's Report**
10. **Recommendations and Reports:**

### **A. Boards & Commissions Appointment List**

Council will consider confirming the Mayor's re-appointment of several community members to various boards and commissions.

### **B. Ordinance 381 – Recreational Marihuana Opt-Out – 2<sup>nd</sup> Reading**

Council will consider approving for publication Ordinance 381 prohibiting recreational marihuana establishments and referring the issue to the Planning Commission.

### **C. City-Wide Flower Purchase**

Council will consider approving the annual city-wide flower purchase for 2019 from Napp's Greenhouse in an amount not to exceed \$4,750.00.

### **D. DPW – Lighting Conversions for DPW Facility and Street Lights**

Council will consider approving a project with Lites Plus to upgrade light fixtures at DPW and the streetlights at a cost of \$18,894.35 with Consumers Energy rebates of \$8,662.50.

### **E. WR – Certificate of Substantial Completion/Pay Request #2 – Screw Pump Project**

Council will consider confirming the substantial completion of the Screw Pump Replacement Project and approving pay request #2 to Franklin Holwerda for \$57,420.00.

### **F. DPW – Emergency Purchase of Water SCADA Computer System**

Council will consider confirming an emergency purchase of a new water SCADA computer system with hardware and software from Perceptive Controls at a project cost of \$11,990.00.

### **G. DPW – Sale of Water Inventory**

Council will consider selling bottled water inventory held for backup water supplies.

### **H. Disposal/Sale of City Assets – City Hall Chairs**

Council will consider approving the disposal/sale of chairs used in City Hall.

**I. Resolutions 19-01 through 19-05**

Council will consider adopting Resolutions 19-01 thru 19-05 for Ordinance Enforcement Officers, 2019 Council Meeting Dates, 2019 Employee Holiday Dates, 2019 Street Flag Dates and 2019 Street Closures.

11. **Communications:** The October and November 2018 Public Safety Reports
12. **Accounts Payable - \$199,544.08**
13. **Public Comments**
14. **Staff Comments**
15. **Council Comments**
16. **Adjournment**

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

**MINUTES**  
**Plainwell City Council**  
**December 10, 2018**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in City Hall Council Chambers.
2. Steve Smail of Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. City Clerk Kelley presented the updated Allegan County Board of Canvassers Report prepared after the December 5, 2018 recount of the City Council ballots.  
**A motion by Steele, seconded by Keeler, to accept and place on file the Allegan County Board of Canvassers Report as information only. On a voice vote, all voted in favor. Motion passed.**
5. City Clerk Kelley administered the Oath of Office to Councilmember Keeney.
6. Roll Call: Present: Mayor Brooks, Mayor Pro-tem Steele, Councilmembers Keeler and Keeney. Absent: Overhuel.
7. **A motion by Keeney, seconded by Keeler, to affirm and ratify the November 26, 2018 election of Rick Brooks as Mayor and Lori Steele as Mayor Pro-Tem. On a voice vote, all voted in favor. Motion passed**
8. Approval of Minutes/Summary:  
**A motion by Steele, seconded by Keeler, to accept and place on file the Council Minutes and Summary of the 11/26/2018 regular meeting and the Council Minutes. On voice vote, all voted in favor with Keeney abstaining. Motion passed.**
9. Public Comment:  
Stephen Bennett of 525 Union Street noted the process for recounting the ballots made for a “strange situation”, but offered his support for Councilmember Keeney and wished the Council well in 2019.
10. County Commissioner Report:  
Commissioner Black noted that Clerk Bob Genetski is a great asset for the County, making a big difference in the Clerk’s Office. Councilmember Keeney and Mayor Brooks thanked Commissioner Black for his service and for his great communications about the county happenings.
11. Presentation – Volunteer Award  
City Manager Wilson reminded Council of the many volunteer opportunities undertaken by Chris Haas, that the city has suffered a great loss and about discussions of honoring her memory. Mayor Brooks read a proclamation honoring Chris with a volunteer of the year award and creating an annual volunteer award in Chris’ name to be given at the first meeting in October each year.
12. Agenda Amendments:  
**A motion by Steele, seconded by Keeney, to amend the agenda to add Item 13F – Disposal of Airport Courtesy Car. On a voice vote, all in favor. Motion passed.**
13. Mayor’s Report: None.
14. Recommendations and Reports:
  - A. Community Development Manager Siegel presented an Ordinance #380 to amend the zoning map for one parcel of land located at 712 N. Main Street. The Planning Commission reviewed the application

by holding a public hearing and recommends approval.

**A motion by Steele, seconded by Keeler, to approve for publication Ordinance 380 which amends the Zoning Map to rezone the parcel at 712 North Main Street to R-1B Single Family Residential. On a voice vote, all in favor. Motion passed.**

- B. Community Development Manager Siegel presented Council a draft document entitled '2019 Community Engagement Statement.' This document is a requirement of the Michigan Economic Development Corporation (MEDC) *Redevelopment Ready Communities* program and outlines how Plainwell will continue to involve the community as "key stakeholders" in the development process. The Planning Commission reviewed the document and recommends approval.

**A motion by Keeney, seconded by Keeler, to approve the 2019 Community Engagement Statement. On a voice vote, all in favor. Motion passed.**

- C. City Manager Wilson briefed Council on new state laws allow use of recreational marihuana (as spelt in state regulations), and recommends the city "opt-out" of allowing any commercial establishments to allow the city time to review the state laws and develop an ordinance for future business or zoning applications. City Attorney Jeff Sluggett drafted Ordinance 381, which was introduced for first reading.

**A motion by Steele, seconded by Keeler, to accept the first reading of Ordinance 381 to prohibit marihuana establishments, and set the second reading and adoption for December 26, 2018. On a voice vote, all in favor. Motion passed.**

- D. DPW Superintendent Nieuwenhuis reported that the city has been awarded the Exemplary Wellhead Protection Program Award from the American Water Works Association. City Manager Wilson presented the related press release, which will be issued after the Council meeting.

**Council received the information.**

- E. City Treasurer Kelley introduced auditor Dan Veldhuizen from Siegfried Crandall, who presented the city's audited financial statements for the year ended June 30, 2018. He noted that the city's funds are healthy, noting the only curiosity is a higher-than-expected actuarial valuation related to the city's Other Post Employment Benefit plan. He thanked the city staff for preparing substantially all of the financial statement document, which is unusual for cities our size.

**A motion by Keeler, seconded by Steele, to accept and place on file the audited financial statements as of and for the year ended June 30, 2018. On a voice vote, all in favor. Motion passed.**

- F. City Manager Wilson reported that the courtesy car used by the airport for the convenience of the pilots flying in has fallen into disrepair and the most current cost estimate for repair far exceeds the value of the vehicle. Approval is sought for disposing of this vehicle for scrap value. The plan is to replace the courtesy vehicle by repurposing the detective car, which is slated for replacement in the summer of 2019.

**A motion by Keeler, seconded by Keeney, to approval the disposal of the 2008 Crown Victoria vehicle used by the airport for scrap value. On a voice vote, all in favor. Motion carried.**

15. Communications:

- A. **A motion by Steele, seconded by Keeler, to accept and place on file the November 2018 Investment and Fund Balance Reports and the Planning Commission Draft 12/05/2018 Meeting Minutes. On a voice vote, all in favor. Motion passed.**

16. Accounts Payable:

**A motion by Keeler, seconded by Keeney, that the bills be allowed and orders drawn in the amount of \$125,513.21 for payment of same. On a roll call vote, all in favor. Motion passed.**



17. Public Comments: None

18. Staff Comments

Personnel Manager Lamorandier reported over 60 applications for the position of Utility Billing Specialist.

Superintendent Nieuwenhuis reported ongoing maintenance of holiday decorations and preparation for winter maintenance.

Community Development Manager Siegel reported a very successful Christmas Festival this past weekend, with high customer flow, music and fun. She reported 29 vendors and over 800 customers at the Indoor Farmers Market during the season, which concluded this past weekend. Finally, she noted a December 21, 2018, 10am Grand Opening celebration at Barbed Wire Café.

Public Safety Director Bomar reported final plans for the “Shop With a Cop/Hero” event coming up December 12 and should include over 100 youth.

Clerk/Treasurer Kelley thanked Dan Veldhuizen and the city staff for their support during the audit and the election. He reported starting work on the 2019/2010 budget.

City Manager Wilson thanked Community Development Manager Denise Siegel and her husband, Lewis, for the extra efforts related to the Christmas Festival, having given up a portion of their weekend.

19. Council Comments:

Mayor Pro-Tem Steele wished everyone a Merry Christmas.

Councilmember Keeney read a prepared statement thanking all the voters who participated in the election and that he felt it was important to file the petition for recount. He harbors no ill will for any one and appreciated the process for the recount.

20. Adjournment:

**A motion by Steele, seconded by Keeler, to adjourn the meeting at 7:42 PM. On voice vote, all voted in favor. Motion passed.**

Minutes respectfully  
Submitted by,  
Brian Kelley  
City Clerk/Treasurer

**SUMMARY  
Plainwell City Council  
December 10, 2018**

1. Mayor Brooks called the regular meeting to order at 7:01 PM in Council Chambers at City Hall.
2. Steve Smail from Lighthouse Baptist Church gave the invocation.
3. Pledge of Allegiance was given by all present.
4. Accepted and placed on file the updated November 2018 Allegan County Board of Canvassers Report, prepared after the December 5, 2018 recount.
5. Administered the Oath of Office to Councilmember Keeney.
6. Roll Call: Present: Brooks, Steele, Keeler and Keeney. Absent: Overhuel.
7. Affirmed and ratified election of Rick Brooks as Mayor and Lori Steele as Mayor Pro-Tem
8. Approved Minutes/Summary of the 11/26/2018 regular meeting.
9. Presented the volunteer award to Chris Haas and created an annual award to be named the Chris Haas Volunteer Award.
10. Approved for publication Ordinance 380 to re-zone 712 N. Main St. to R-1 Single Family Residential.
11. Accepted and placed on file the 2019 Community Engagement Statement.
12. Approved the first reading of Ordinance 381 prohibit marihuana establishments and set December 26, 2018 for the second reading and adoption.
13. Accepted the Exemplary Wellhead Protection Program Award from the American Water Works Association.
14. Accepted and placed on the file the audited financial statements as of and for the year ended June 30, 2018.
15. Approved disposal of a 2008 Crown Victoria used by the airport as a courtesy vehicle.
16. Accepted and placed on file the November 2018 Investment and Fund Balance Reports and the Planning Commission Draft 12/05/2018 Meeting Minutes.
17. Approved Accounts Payable for \$125,513.21.
18. Adjourned the meeting at 7:42 pm.

Submitted by,  
Brian Kelley  
City Clerk/Treasurer

The City of Plainwell is an equal opportunity provider and employer



# PLAINWELL AVIATION AND STEM ACADEMY

A 501(c)3 nonprofit organization serving youth and adults in Allegan, Kalamazoo, Calhoun, and neighboring counties in Southwest Michigan

# PASA BOARD OF DIRECTORS



President

Ginger DeVillers

USAF veteran

Educator

Flight school instructor



Flight Director

Virgil Williams

Plainwell Airport Manager

Retired Chief Pilot for Upjohn

Active commercial pilot

Recipient Wright Brothers Master Pilot  
award



Secretary Treasurer

Lisa Wining

Educator

NASA Aeronautics Einstein Fellow

SOFIA Airborne Astronomy  
Ambassador

Licensed drone pilot



# PASA BACKGROUND

- 2013 to 2017
  - Ginger DeVillers introduces the West Michigan Flight Academy , a Grand Rapids-based entity, in Plainwell Community Schools, and establishes a youth flight school at the Plainwell Municipal Airport. Over 700 students are served by in and out of school programming
  - WMFA opts to pull programming from Plainwell Airport site, due to equipment scheduling demands
- 2018
  - The Plainwell Aviation and STEM academy is formed as a 501(c)3 nonprofit organization with Ginger DeVillers as president.
  - Plainwell school contract is transferred to PASA, flight school is reinstated at Plainwell Airport, and PASA airplane is acquired.
  - New website, CFIs, registration, airplane rental, and STEM programming are in process



# PASA PROGRAMMING

## In-School Programs

In-school programming partners classroom teachers with a PASA professional educator during the school year to teach math and science through aviation and aeronautics lessons incorporating:

- Student research
- Hands-on projects
- Field experiences

All students have the chance to experience flight and visit local aviation partners.

## Youth Flight School

Youth pilots attend weekly ground school and fly with an FAA Certified Flight Instructor to earn their private pilots certificate.

To date, 20 students have obtained their private pilot certificate.

PASA has developed curriculum to adapt the ground school material to a middle/high school level.

These materials meet the FAA written test requirements as well as the Michigan State Science Standards.

## Summer Programs

Summer Aviation Camp programs include a week long immersion in physics, math, drones, flight and engineering design.

Camps are open to 4<sup>th</sup> -12<sup>th</sup> grade students interested in aviation science.

Current camps include:

- Youth Aviation Camp
- STEM/Drone Camp
- Dayton Aviation History Travel Camp



# FIVE YEAR PLAN

## Short term goals

- Complete start up phase and develop ongoing relationships with regional aviation and education community partners
- Develop pipeline of youth aviation and STEM students and offer necessary funding support based on need
- Obtain additional plane(s), personnel, and equipment as necessary

## Long term goals:

- Construct new building at Plainwell Airport to include classroom and meeting area, hangar area, and office space
- Expand educational programming into additional schools, and out-of-school programs
- Establish endowment to ensure continuing financial security and equipment replacement





# PASA FUNDING

## Operations budget

- School contracts for in-school aviation science instruction
- Youth pilot lessons
- Flight school tuition
- Summer camp tuition
- Airplane rental
- Fee events and fundraisers

## Funding-dependent budget items

- Capital expenditures for new building
- Acquisition of additional flight school equipment
- Creation of endowment for student scholarships

Funding sources include donations, sponsorships, donated goods and services, and additional educational outreach contracts.





# PASA PARTNERSHIPS

## Established Partnerships

- Western Michigan University
- Wings Over Rockies Air Museum
- Air Zoo
- EAA Chapters 221 and 145
- Civil Air Patrol Education Wing
- Plainwell Community Schools
- City of Plainwell

## Potential Partnerships

- Duncan Aviation
- Waco Aircraft Company
- Bob Hoover Academy
- Battle Creek Field of Flight
- Pipp Foundation
- Battle Creek Kalamazoo International Airport
- Delta Airlines

# DUNCAN FAMILY FOUNDATION GRANT APPLICATION



- Student scholarship funding for flight school and summer camps
- Equipment funding for summer STEM camp, including 3-D printer, drone equipment, and other tools
- Start up equipment funding such as computers for flight simulators and GIS/navigation instruction, furniture for classroom, and signage for building and outreach
- Ongoing relationship between PASA students and Duncan professionals

# Allegan County Board of Commissioners



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

**Dean Kapenga, Chairman**  
**Max Thiele, Vice Chairman**

## **BOARD OF COMMISSIONERS MEETING – AGENDA**

Thursday, December 13, 2018 – 1PM  
Board Room – County Services Building  
9AM

**PROCLAMATIONS: “Don Black Day”-Special Tribute from State Representative Mary Whiteford**

**PRESENTATION:**

Erin Moore, District Director—Michigan State University Extension

### **DISCUSSION ITEMS:**

1. Boards & Commissions—set per diem/mileage (*Chairman 2019 \$12,345.79 and 2020 \$12,530.96 and members 2019 \$10,647.45 and 2020 \$10,807.16; passed unanimously*)
2. Boards & Commissions Appointments/Elections 2019 (*Clerk-Register \$77,800.32; Chief Deputy Clerk \$64,833.60; Chief Deputy Register of Deeds \$64,833.60; Drain Commissioner \$77,800.32; Chief Deputy Drain Commissioner \$64,833.60; Prosecuting Attorney \$114,268.18; Chief Prosecuting Attorney \$97,655.48; Sheriff \$99,905.26; Undersheriff \$91,171.08; Treasurer \$77,800.32; Chief Deputy Treasurer \$64,833.60; passed unanimously*)
3. Board of Commissioners—approve County Administrator’s Evaluation (Possible Closed Session) (*In open session, I read, I believe Rob Sarro is one of the best Administrator I has met, read “John Wooden’s Pyramid on Leadership to see my opinion of Rob’s Leadership/Teaching in action.”*)

1PM

**CALL TO ORDER:**

**PUBLIC HEARING:** Repeal Ordinance 1014.0 Ban Lawn Fertilizer Containing Phosphorus

**PRESENTATIONS:**

Recognitions—Denise Stan & Commissioner Don Black

### **CONSENT ITEMS:**

1. Motion to approve of claims paid and to incorporate into proceedings of the Board (11/16/18 & 11/23/18 & 11/30/18 & 12/7/18 & 12/14/18) (*\$225,033.81, \$630,738.31, \$21,377.53, \$263,647.62, \$455,018.29; passed unanimously*)

### **ACTION ITEMS:**

1. Board of Commissioners—repeal Ordinance 1014.0 Ban Lawn Fertilizer Containing Phosphorus (174-020) (*The enacted ordinance is The State’s responsibility and has and Allegan County’s ordinance is obsolete and illegal; failed, very emotionally 5-2 Black, Thiele*)
2. Transportation—approve Title VI Plan (174-508) (*Renew agreement; passed 647.62, unanimously*)

#### **DISTRICT 1**

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

#### **DISTRICT 2**

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

#### **DISTRICT 3**

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

#### **DISTRICT 4**

Mark DeYoung  
616-681-9413  
mdeyoung@  
allegancounty.org

#### **DISTRICT 5**

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

#### **DISTRICT 6**

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

#### **DISTRICT 7**

Don Black  
269-792-6446  
dblack@  
allegancounty.org

#### **Mission Statement**

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

3. Board of Commissioners—set 2019/2020 Compensation (*Approved ; passed unanimously*)
  4. FY2019 Salaries—Elected Officials & Chief Deputy Positions (*Approved; passed unanimously*)
  5. Emergency Management—apply/accept FY2019 Hazard Mitigation Grant Program (173-798) (*\$35,000 and Allegan County budgeted 25% of \$35,000; passed unanimously*)
- 

#### **DISCUSSION ITEMS:**

1. Parks—set Camping Fees (174-567) (*First time increased since 2010, primitive camping (Silver Creek and Ely Lake), season pass \$12 per night without horse \$25 with horse; passed unanimously*)
  2. Public Health—set Food License (Inspection) Fees (174-568) (*Inspection fees increased since 2013 to increase staff to reduce risk and secure safe services; a \$306,354 expenditure budget; passed 6-3 Thiele, Storey, Jessup*)
  3. Drain—reconsider abandonment of the Neerkins Drain (August 9, 2018 Board (*Previously petitioned drain and \$1,915.94 questioned, legal for Drain Commissioner to collect costs related to the application.; passed unanimously* Resolution)
  4. Finance—approve 2018 budget amendments (174-794) (*Amend various; passed unanimously*)
- 

#### **ROUND TABLE:**

- District-1-Dean Kapenga-*(Nothing)*
- District-2-Jim Storey-*(Nothing)*
- District-3-Max R. Thiele-*(Nothing)*
- District-4-Mark DeYoung-*(Nothing)*
- District-5-Tom Jessup-*(Nothing)*
- District-6-Gale Dugan-*(Nothing)*
- District-7-Don Black-*(Thank you to the honor to serve my district for so many years. It's a humbling honor. I believe God chose me, not me who chose to serve, I just prayed and asked for guidance and God put people and or books in front of me to follow; again, to trust Him. I departed at 4:00pm and agenda too large for 1-meeting in November and December.)*

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

#### ***Place of Faith In A True Life***

***“A man must confide in his own ability to fulfill his calling, if he would win, He need not indulge in egotism, or over-confident; but he must believe that he can do what he undertakes, else he will fail.” Thomas A. Edison***

**ADJOURNMENT:** Next Meeting - Thursday, January 10, 2019, 1:00PM @ **BOARD ROOM – COUNTY SERVICES BUILDING, COUNTY SERVICES COMPLEX.**

**City of Plainwell Boards & Commissions  
Appointment List December 2018**

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

Rosemary (Bunny) LaDuke      12/2020

**Compensation Commission      5-year term**

Judy Shumaker      12/2023

**Planning Commission      3-year term**

Rachel Collingsworth      12/2021

**Planning Commission      Partial term**

Stephen Bennett      06/2021 (complete Chris Haas' term)

**Current Vacancies**

Compensation Commission – 1 vacancy

CITY OF PLAINWELL  
ALLEGAN COUNTY, MICHIGAN

**ORDINANCE NO. 381**

**AN ORDINANCE TO ADD A NEW CHAPTER 57, ARTICLE I, TO THE  
CITY OF PLAINWELL CODE OF ORDINANCES TO PROHIBIT  
MARIHUANA ESTABLISHMENTS AND DIRECT THE PLANNING  
COMMISSION TO STUDY OPTIONS IN THE FUTURE**

The City of Plainwell ordains:

Section 1. Addition. That a new Chapter 57, Article I, entitled “Marihuana Establishments,” is hereby added to the Plainwell Code of Ordinances to read as follows:

**Article I  
Marihuana Establishments**

**Sec. 57-1. Title.**

This article shall be known as and may be cited as the City of Plainwell Marihuana Establishments Ordinance.

**Sec. 57-2. Definitions.**

Words used in this article shall have the same meanings as in Initiated Law 1 of 2018, also known as the Michigan Regulation and Taxation of Marihuana Act, unless the context clearly indicates otherwise. The remainder of this article refers to Initiated Law 1 of 2018 as the MRTMA.

**Sec. 57-3. Marihuana establishments prohibited.**

Marihuana establishments are prohibited in the City of Plainwell until such time as the City amends this article to allow one or more establishments.

**Sec. 57-4. Study by the Planning Commission.**

As of the adoption of this article, the legalization of recreational marihuana is a new phenomenon in Michigan that presents unique opportunities and challenges for local governments. The intent of this article is to prohibit marihuana establishments temporarily in order to allow further study of the issue. The Planning Commission is hereby directed to:

- (a) Study the City’s options for authorizing and regulating marihuana establishments under the MRTMA;
- (b) Hold at least one public hearing to seek input from the public; and
- (c) Prepare and submit a report to the City Council by December 1, 2019, with a recommendation as to whether the City should authorize one or more types of marihuana establishments. If the Planning Commission recommends authorization, the report shall outline, in general terms, recommended regulations.

Section 2. Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption and publication.

YEAS: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

#### CERTIFICATION

This true and complete copy of Ordinance No. 381 was declared adopted at a regular meeting of the Plainwell City Council held on December 26, 2018.

\_\_\_\_\_  
Rick Brooks, Mayor

\_\_\_\_\_  
Brian Kelley, City Clerk



## "The Island City"

### MEMORANDUM

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

TO: Erik J. Wilson, City Manager  
FROM: Sandra Lamorandier, Personnel Manager  
DATE: December 14, 2018  
SUBJECT: 2019 Flower Planting

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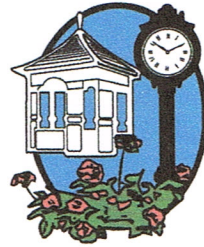
**ACTION RECOMMENDED:** That City Council approve a project with Napp's Greenhouse to provide flowers for the 2019 Flower Program at a cost not to exceed \$4,750.00.

On behalf of the Parks & Trees Commission, I request that we continue working with Napp's Greenhouse for the annual flower plantings. Napp's has provided the flowers for the city for a number of years. The flowers welcome visitors and neighbors to the Downtown area and are a source of pride for the community.

Each year, staff re-evaluates the flowers planted and how they can be best presented. The Greenhouse starts our flowers in the winter so they are ready for planting in May. Staff is working on the final purchase and seeks the approval from Council for funding, which is included in the 2018/2019 budget. Based on prior year purchases, we estimate the cost to not exceed \$4,750.00. For reference, the 2018 flower purchase was just shy of \$4,400.00



# City of Plainwell



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

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"The Island City"

To: Erik Wilson, Brian Kelley  
From: Robert Nieuwenhuis  
Subject: 2018 General Fund  
Date: December 20, 2018

The City has an opportunity to take advantage of a Consumers Energy rebate and have an overall operating cost savings with our lighting in the City. The proposed bulbs for the downtown light poles would be a 100 watt LED that has almost three times the lumens of the bulbs we have now. The bulbs have a lot longer life expectancy also. The City would save on energy, labor, and the number of bulbs being purchased annually.

100 Halco #81888 double ended LED tubes 14 watt 100 x \$9.95 = \$995.00

1 8 ft conversion kit to 4 led tubes \$19.95

5 Dusk to Dawn exterior Led fixtures 5 x \$149.95 = \$749.75

17 Occupancy sensors for shop lights 17 x \$54.95 = \$934.15

Consumers Energy rebate estimated at \$675.00.

Estimated annual energy savings \$2550.00.

The street light retro-fit would be with a post top 100 W/LED saving 355 watts per pole which calculates to a savings of \$186.00 per pole a year. The cost of the new LED would be \$179.95 with Consumers Energy rebate being \$88.75 per unit. (\$91.20 being your cost after rebate). The pay back is less than 1 year not even considering the labor savings.

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[www.plainwell.org](http://www.plainwell.org).

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Cost for DPW and street lights	\$18,894.35
Consumers Rebate (estimated)	- <u>\$8662.50</u>
Total cost	\$10,228.85

(This cost is based on 90 street lights and the estimated rebate from Consumers)

According to the estimated cost savings annually this purchase would pay for itself in less than a year. With all of this information taken into consideration I recommend the City purchase the new bulbs for the DPW and street lights.

Sincerely,

Robert Nieuwenhuis Public works Superintendent

Error! Unknown document property name.

[www.plainwell.org](http://www.plainwell.org).

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December 6, 2018

Plainwell Department of Public Works  
126 Fairlane ST  
Plainwell, MI 49080

Attn: Robert Nieuwenhuis  
Re: Lighting for buildings

Cost to retrofit existing fixtures to LED ( 4ft LED tubes).

100	Halco #81888 double ended LED tubes 14 watt	$100 \times \$9.95 =$	\$995.00
1	8 ft conversion kit to 4 led tubes		\$19.95
5	Dusk to Dawn exterior Led fixtures	$5 \times \$149.95 =$	\$749.75
17	Occupancy sensors for shop lights	$17 \times \$54.95 =$	\$934.15

Consumers Energy rebate estimated at \$675.00.  
Estimated annual energy savings \$2550.00.

The street light retro-fit would be with a post top 100 W/LED saving 355 watts per pole which calculates to a savings of \$186.00 per pole a year. The cost of the new LED would be \$179.95 with Consumers Energy rebate being \$88.75 per unit. (\$91.20 being your cost after rebate). The pay back is less than 1 year not even considering the labor savings.

To proceed with the Consumers Energy Rebate. I will need the Consumers Energy account number your Tax ID number & W-9 form

All paperwork for utility rebate will be done by Lites Plus.

If you have any questions about this information just give me a call.

Rick Kacher

**CERTIFICATE OF SUBSTANTIAL COMPLETION**

---

OWNER \_\_\_\_\_ City of Plainwell, Allegan County, MI  
CONTRACTOR \_\_\_\_\_ Franklin Holwerda Company  
Contract: \_\_\_\_\_ 2018 Water Renewal Plan Screw Pump Replacement  
OWNER'S Contract No. \_\_\_\_\_ N/A ENGINEER's Project No. \_\_\_\_\_ 832500

---

This Certificate of Substantial Completion applies to all Work under the Contract Documents.

\_\_\_\_\_  
November 27, 2018  
**Date of Substantial Completion**

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The Date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the CONTRACTOR to complete all Work in accordance with the Contract.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon OWNER's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows:

Amendments to OWNER's responsibilities:

- ☒ None  
☐ As follows:

Amendments to CONTRACTOR's responsibilities:

- ☒ None  
☐ As follows:

---

The following documents are attached to and made a part of this Certificate:

Substantial Completion Punch List Dated 11/27/2018

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:

By:   
(Authorized Signature)

Date: 12-7-18

RECEIVED:

By: \_\_\_\_\_  
OWNER (Authorized Signature)

Date: \_\_\_\_\_

RECEIVED:

By: \_\_\_\_\_  
CONTRACTOR (Authorized Signature)

Date: \_\_\_\_\_



**City of Plainwell**  
**2018 WRP Screw Pump Replacement**  
**12/7/2018**

Date of Issuance: 12/7/2018  
 Date of Site Visit: 5/9/2018  
 F&V Project No: 832500

**Substantial Completion Punch List Status**

Substantial Completion Punch List Status		Completed		Date Completed	Notes
		YES	NO		
Item					
1.	Site Restoration - Remove stones from grass and place in rockbeds south of screw pump				
2.	Replace Screw Pump wet well hand rail.				
3.	Install all FRP covers.				
4.	Install rubber gaskets on all seams of stainless steel pump shrouds.				
5.	Remove garbage and sweep out upper screw pump room.				
6.	Provide copies of Spaan's Babcock start up reports.				
7.	Confirm spare v-belt for each pump has been delivered to owner.				



December 7, 2018

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

RE: City of Plainwell 2018 Screw Pump Replacement Project  
PO# 000005304  
Franklin Holwerda Co. Partial Pay Application 2

Dear Erik:

Enclosed please find the Application for Payment No.2 for the referenced project for work completed through November 30, 2018, as summarized below.

Franklin Holwerda Co. in the amount of \$57,420.00.

We have reviewed the Application for Payment and recommend the City approve payment to the contractor in the amount specified above.

If you have any questions regarding the Application for Payment, please contact us.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read "Scot Hall", is positioned above the printed name of the signatory.

Scot Hall  
Resident Project Representative

Enclosure:

Pay Application No. 2

2960 Lucerne Drive SE  
Grand Rapids, MI 49546  
P: 616.977.1000  
F: 616.977.1005



## Application and Certificate for Payment

TO OWNER:

City of Plainwell  
211 N Main Street  
Plainwell MI 49080

PROJECT: City of Plainwell WWTP

Screw Pump Replacement PO#00005304

APPLICATION NO: 2

PERIOD TO: 11/30/18

CONTRACT FOR: 3/29/2018

PROJECT NOS: 832500

Distribution to:

OWNER:

ARCHITECT:

FROM

CONTRACTOR Franklin Holwerda Company

2509 29th St SW  
Wyoming MI 49519

VIA: Fleis &amp; Vanderbrink

2960 Lucerne Drive SE  
Grand Rapids MI 49546

CONTRACTOR:

FIELD:  
OTHER:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA G703 format, is attached.

1. ORIGINAL CONTRACT SUM	\$ 225,800.00
2. NET CHANGE BY CHANGE ORDERS	\$ -
3. CONTRACT SUM TO DATE (Line 1+/-2)	\$ 225,800.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 224,300.00
5. RETAINAGE	
a. 10% of Completed Work (Column D + E on G703)	\$ 22,430.00
b. 10% of Stored Material (Column F on G703)	\$ -
Total Retainage (Lines 5a + 5b or Total in Column 1 of G703)	\$ 22,430.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$ 201,870.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ (144,450.00)
8. CURRENT PAYMENT DUE	\$ 57,420.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 Less Line 6)	\$ 23,930.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS	\$ -	\$ -
NET CHANGES by Change Order	\$ -	\$ -

Fleis & Vanderbrink  
2960 Lucerne Drive SE  
Grand Rapids MI 49546

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:

Date: 11/20/2018

State of: Michigan

County of: Kent

Subscribed and sworn to before me this 20th day of November, 2018

Notary Public:

Josh Whitcomb

shall@fveng.com

My Commission Expires: 1/15/2025

FAX e-mail:

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 57,420.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

Date: 12-6-18

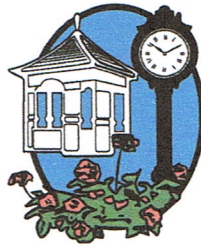
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

FHC Invoice #:		18001411 - 2
C-1716	Date:	11/30/18
FHC Current:	Gross	Rel
63,800.00	(6,380.00)	\$ 57,420.00
		Net Invoice





# City of Plainwell



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

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

"The Island City"

---

To: Erik Wilson, Brian Kelley  
From: Robert Nieuwenhuis  
Subject: 2018 Water  
Date: December 20, 2018

The heartbeat of our water system is our SCADA controls. We have been experiencing some issues with SCADA controls on and off for the past few months. The issues are becoming more frequent and could have a large impact on our water system. This is why I am recommending we upgrade our SCADA controls as soon as possible. I have received two estimates for this upgrade, and Perceptive controls has the best pricing and is our current SCADA provider. I recommend we use Perceptive Controls for this upgrade.

Perceptive Controls    Total Cost \$11,990.00  
Peerless Midwest Inc.    Total Cost \$29,950.00

Sincerely,

Robert Nieuwenhuis Public works Superintendent

Error! Unknown document property name.

[www.plainwell.org](http://www.plainwell.org).

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

## Robert Nieuwenhuis

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**From:** Williams, Mike <mike.williams@peerlessmidwest.com>  
**Sent:** Friday, December 7, 2018 8:36 AM  
**To:** Robert Nieuwenhuis  
**Subject:** SCADA estimate

City of Plainwell  
126 Fairlane St  
Plainwell, Mi 49080  
Attn: Mr. Robert Nieuwenhuis  
Superintendent  
RE: SCADA Upgrade

Dear Bob: We are pleased to offer the following estimate for your consideration.

The project would consist of our updating your existing SCADA software to current technology. We would supply and install a new desktop PC with the following software loaded and configured for your system: 1. Factory Talk View SE Station 25 screen. This would be Runtime software for the SCADA system. 2. Factory Talk View Studio. This will be for development of the SE Station screens. 3. Win 911 Alarm annunciation software

The software would be configured based upon your existing RSView 32 application and we expect to be able to utilize the displays from the existing application to build the new one.

Please estimate \$29,950 for the project. Approximately 2 weeks would be required for completion.

Note: We have not included repair of the card reader system that is in disrepair. That is an item best accomplished by the supplier of that system. We are willing to work with that vendor to get the data from it into the SCADA system in order to log access to the remote sites. We could estimate this work after consultation with that vendor.

We appreciate this opportunity. Please let us know if you should have any questions on this information, or if we can be of assistance to you in any way

**Michael J. Williams**  
Sales Manager

Direct: (574) 252-4130  
Main: (574) 254-9050  
Mobile: (574) 286-0395



**Peerless Midwest, Inc.**  
55860 Russell Industrial Parkway  
Mishawaka, IN 46545  
[www.peerlessmidwest.com](http://www.peerlessmidwest.com)



Dec 19, 2018

Dear Mr. Robert Nieuwenhuis,

We are pleased to provide you with a quote of **\$11,990** to replace the current SCADA computer with new and upgrade current RSView32 software to FTViewSE Station and provide SCADA development software.

The following is provided per this quote:

Offsite:

- o Procurement of new Dell® Precision® desktop computer
- o Install and configure new FTView software
- o Convert existing RSView32 150 Tag software and license to latest FTView SE Station 25
- o Testing of converted SCADA application
- o Development of backup schema

Onsite:

- o Decommission existing HP® desktop computer
- o Install new Dell® Precision® desktop
- o Verify system operation
- o Verify system backups operation (next available day)

The following are services provided by Plainwell WTP:

Access to related equipment  
Operation support for verification of system data and alarms

Price, Delivery, and Terms

**Price:**

<b>Labor</b>	<b>\$3,840</b>
As noted above	
<b>Hardware/Software</b>	<b>\$5,150</b>
Dell Precision 5820 Tower	
3x 2TB External hard drives	
Software upgrade to FTView SE 25 Display	
<b>Optional Development Software: FTView Studio</b>	<b>\$3,000</b>
<b>Total: \$11,990</b>	

**Terms:** 50% upon order, 50% upon completion  
Net 30 Days

**Delivery:** 4-5 weeks after receiving P.O.

**Acceptance:** This proposal remains valid for 30 days.

Please call or email me with any questions, comments or concerns you may have.

Regards,

Ryan Fisher  
Perceptive Controls  
269-207-4287



## City of Plainwell Resolution No. 19-01

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

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

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

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

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

YES:

NO:

ABSENT:

Resolution Declared Adopted this 26th day of December, 2018

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Brian Kelley, City Clerk/Treasurer

**CERTIFICATE:**

I the undersigned, the duly qualified Clerk of the City of Plainwell, Allegan County Michigan, do hereby certify the forgoing is true and complete copy of a Resolution adopted by the City Council of the City of Plainwell, Michigan, at a regular meeting of the City Council on the 26th day of December, 2018

---

Brian Kelley, City Clerk/Treasurer

DRAFT

# Resolution 19-02

## City of Plainwell

**A RESOLUTION REGARDING THE 2019 MEETINGS OF THE PLAINWELL CITY COUNCIL:**

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

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

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

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

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

That the Plainwell City Council Regular Meetings for 2019 are scheduled for the following dates:

January	14 <sup>th</sup>	and	28 <sup>th</sup>	(Budget Workshop is May 20 – time TBA)
February	11 <sup>th</sup>	and	25 <sup>th</sup>	
March	11 <sup>th</sup>	and	25 <sup>th</sup>	
April	8 <sup>th</sup>	and	22 <sup>nd</sup>	
May	13 <sup>th</sup>	and	28 <sup>th</sup>	
June	10 <sup>th</sup>	and	24 <sup>th</sup>	
July	8 <sup>th</sup>	and	22 <sup>nd</sup>	
August	12 <sup>th</sup>	and	26 <sup>th</sup>	
September	9 <sup>th</sup>	and	23 <sup>rd</sup>	
October	14 <sup>th</sup>	and	28 <sup>th</sup>	
November	11 <sup>th</sup>	and	25 <sup>th</sup>	
December	9 <sup>th</sup>	and	23 <sup>rd</sup>	

YES:

NO:

ABSENT:

Dated: December 26, 2018

**Brian Kelley, City Clerk/Treasurer**

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

**Resolution 19-03  
City of Plainwell**

**A RESOLUTION REGARDING THE 2019 HOLIDAY DATES  
APPROVED AS PAID HOLIDAYS FOR ALL CITY EMPLOYEES:**

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

**WHEREAS**, as required in Section 8 Employee Policy Handbook, Time off, section C Holidays the City Council is hereby requested to approve these specific dates for such holidays for the calendar year of 2019;

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

<u>Good Friday -</u>	Friday, April 19, 2019
<u>Memorial Day –</u>	Monday, May 27, 2019
<u>Independence Day –</u>	Thursday, July 4, 2019
<u>Labor Day –</u>	Monday, September 2, 2019
<u>Thanksgiving Day</u>	Thursday, November 28, 2019
<u>Day after Thanksgiving</u>	Friday, November 29, 2019
<u>Christmas Eve –</u>	Tuesday, December 24, 2019
<u>Christmas Day –</u>	Wednesday, December 25, 2019
<u>New Year’s Eve –</u>	Tuesday, December 31, 2019
<u>New Year’s Day –</u>	Wednesday, January 1, 2020

YES:

NO:

ABSENT:

Adopted: December 26 2018

---

**Brian Kelley, City Clerk/Treasurer**



**Resolution 19-04**  
**City of Plainwell**

**A RESOLUTION REGARDING THE 2019 DATES APPROVED AS DATES THE PLAINWELL CITY STREET FLAGS WILL BE FLOWN:**

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

**WHEREAS**, the City Council is hereby requested to approve these specific dates for such street flags to be flown for the calendar year of 2019,

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

<b><u>Holiday/Event</u></b>	<b><u>Day</u></b>	<b><u>Date</u></b>
Martin Luther King Day	3rd Monday	January 21, 2019
Presidents' Day	3rd Monday	February 18, 2019
Peace Officers Memorial Day	Wednesday	May 15, 2019 (1/2 Staff)
Armed Forces Day	3rd Saturday	May 18, 2019
Memorial Day	Last Monday	May 27, 2019
Flag Day	Thursday	June 14, 2019
Independence Day	Thursday	July 4, 2019
Labor Day	First Monday	September 2, 2019
Patriots' Day	Wednesday	September 11, 2019 (1/2 Staff)
Veterans' Day	Monday	November 11, 2019
Pearl Harbor Day	Saturday	December 7, 2019 (1/2 Staff)

Also for any State or National Election Day.

YES:

NO:

ABSENT:

Adopted: December 26, 2018

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

# RESOLUTION

19-05

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

**BE IT RESOLVED**, that the **Director of Public Safety** is hereby authorized to make application to the Michigan Department of State Highways & Transportation on behalf of the **City of Plainwell** in the county of Allegan, Michigan for the necessary permit(s) to allow for any parade or other event that would require the **closing of State Highway M-89** for the calendar year 2019, January 1, 2019 to December 31, 2019 within the right-of-way of State Trunk Line M-89, and that the **City of Plainwell** in the county of Allegan, Michigan, will faithfully fulfill all permit requirements, and will indemnify and save harmless all persons from claims of every kind arising out of operations authorized by such permit(s) as is (are) issued.

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by the **Plainwell City Council** of the **City of Plainwell** at a Regular meeting held on the 26th day of December A.D. 2018

Signed \_\_\_\_\_

Title: **Brian Kelley, City Clerk**



# **PLAINWELL PUBLIC SAFETY**

---

Police, Fire and Medical First Responder Services

# **MONTHLY REPORT**

## **October 2018**

**Prepared by Director Bill G. Bomar**

B

# Plainwell Department of Public Safety

## Scheduled Hours By Activity for October 2018

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

### TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

*Totals of all the below mentioned areas.*

### HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

*Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.*

### HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

*Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.*

### HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

*Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.*

### TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

*Examples include: General Preventive Patrol, Building Security Checks, Etc.*

**Note:** This also includes any break time the officers take during their shift.

### TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

*It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.*

Total Hours  
721

Percentage of Total Hours  
5.83%

42 5.83%

187 25.94%

290 40.22%

202 28.02%

519 71.98%

# Plainwell Department of Public Safety

## Complaints/Activities for October 2018

### ARRESTS

#### CUSTODIAL ARRESTS

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

#### ARREST COUNTS

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

### TRAFFIC ENFORCEMENT & CITATIONS

#### HAZARDOUS CITATIONS

**4** *Uniform Law Citations issued by officers to individuals for n violations.(Drag racing, Speeding, etc.)*

#### NON-HAZARDOUS CITATIONS

**10** *Uniform Law Citations issued by officers to individuals for n traffic violations. (Registration, Equipment, Etc.)*

#### DRUNK DRIVING CITATIONS

**0** *This is an activity that we specifically monitor that would not be considered a hazardous citation.*

#### PARKING CITATIONS

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

#### VERBAL WARNINGS

**10** *Traffic enforcement where no citation was issued but warning given.*

#### TOTAL TRAFFIC CITATIONS/WARNINGS

**35**

### COMPLAINTS

#### ORIGINAL DISPATCH COMPLAINTS

**201** *Complaints that are called in or the officer is dispatched to by Central Dispatch (911) or our business office.*

#### PATROL INITIATED COMPLAINTS

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

#### TOTAL COMPLAINTS

**210**

### OTHER ACTIVITIES

#### MOTORISTS ASSISTS

**0** *Motorist contacts caused by mechanical breakdown or similar.*

#### PROPERTY INSPECTIONS

**0** *Checks of homes or business specifically requested by a homeowner.*

#### MOTOR VEHICLE ACCIDENTS

**14** *Total motor vehicle accidents both on public roads or private property.*

#### COMMERCIAL BUILDING SECURITY CHECK

**1,797** *Nightly security inspections of business' conducted by officer: windows and doors are locked.*

#### FOUND UNSECURED

**0** *The number of business' found unlocked or unsecured.*



# Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	October	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	6
1200	Robbery	0	1
1300	Aggravated & Non-Aggravated Assault	6	74
<b>PROPERTY CRIMES</b>			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	2	11
2300	Larceny	8	83
2400	Motor Vehicle Theft	0	4
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	1	19
2700	Embezzlement	0	5
2800	Stolen Property - Buying, receiving	1	1
2900	Damage to Property	2	18
3500	Violation of Controlled Substances Act	2	20
<b>MORALS/DECENCY CRIMES</b>			
3600	Sex Offenses (Other than Sexual Assault)	0	2
3700	Obscenity	0	3
3800	Family Offenses	0	8
4100	Liquor Violations	0	0
<b>PUBLIC ORDER CRIMES</b>			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	1	2
5000	Obstructing Justice	1	39
5200	Weapons Offenses	0	1
5300	Public Peace	6	91
5400	Traffic Investigations - Any Criminal Traffic Complaints	1	42
5500	Health and Safety	1	21
5600	Civil Rights	0	0
5700	Invasion of Privacy	3	19
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
<b>GENERAL NON-CRIMINAL</b>			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal ( Reports Only - Does not include Citations Issued)	19	136
9400	False Alarm Activation	5	51
9500	Fires (Other than Arson)	2	23
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	38	414
9900	General Assistance (All Except Other Police Agencies)	71	661
9911 & 9912	General Assistance (Other Police Agencies)	51	424
<b>FIRS</b>	Medical First Responder	29	248



## October Reports for Plainwell Department of Public Safety

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

The Plainwell Department of Public Safety was dispatched to 51 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

\*\*\*\*\*

### **Fire Suppression/Call Out Incident Report**

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
10/18/18	2124	2133	217 W. Plainwell Street	Electrical fire call	Investigate, shut down	E-17, E-63	5	5

\*\*\*\*\*

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

Plainwell High School: 9  
684 Starr Road

Gilkey School: 4  
707 S. Woodhams Street

Plainwell Middle School: 1  
720 Brigham Street

Starr Elementary: 6  
601 school Drive

Early Childhood Development: 1  
307 E. Plainwell Street

Renaissance School: 3  
422 Acorn Street

Admin, Maintenance & Bus Garage: 0  
600 School Drive



## FIRE & MEDICAL FIRST RESPONDER CALL LOG

	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	PO
	14:15	25	4	300 Block cofax	wire down on roof	consumer turned power off			
N	5:57	33	4	Middle School	Embers from Bonfire	Scattered / Stamped out	P5	1	
	21:15	25	2	300 Block E. Plainwell	fire alarm		2	2	
	16:43	17	2	300 Block Brigham	Fire Alarm	False Trip			
R	2:12			100 Block ISLAND AVE	ALARM	INVESTIGATE			
	16:18	10	2	600 Block morrell	dumpster fire	put out by maintenance w/o damage			
	15:14	32	0	100 Block n sherwood	down wire	tot consumers			
R	2:30			300 Block BRIGHAM	FIRE ALARM	INVESTIGATE			
N	7:50	10	3	100 Block W Grant St	Fire Alarm	Food burning on Stove	P5	1	
	13:14	10	0	300 Block n sherwood	fire alarm- false	floor cleaners were on scene			

ALLS 3 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED

TIME IN CITY 2 MIN ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US

R DID NOT RECORD RESPONSE TIME

ISES TO ASSIST IN ANOTHER JURISDICTION

	0:11	14	4	400 Block N. Main st	Medical		1	1	
	1:16	30	1	400 Block N. Main st	Medical		1	1	
R	6:28	22	0	300 Block W.BRIDGE ST	MEDICAL	ASSIST			
N	11:51	34	7	1000 Block Wedgewood Dr	Sick Person	Assist EMS with Prep for Transport	P5	1	
R	0:34	51	5	700 Block 11TH	ASSIST ACSD/PAEMS	ASSIST			
	18:28	26	4	400 Block N Main	MFR	Gave O2			
R	9:08		5	600 Block W.BRIDGE ST	FEEDING TUBE PULLED				
	8:34	18	3	400 Block n main	mfr				
	23:58	18	3	700 Block Benhot	MFR	Not Needed by EMS			
	10:30	20	7	300 Block 12th st	mfr				
	11:28	29	4	400 Block n main	mfr				
	18:47	38	6	400 Block N Main	Medical		1	1	
	22:29	21	0	400 Block N. Main st	Medical		1	1	
	18:31	35	6	600 Block W. Bridge st	Medical	Assist Life	1	1	
	21:51	19	3	400 Block N. Main st	Medical	Assist PEMS	1	1	
	21:58	24	1	400 Block N. Main st	Medical		1	1	
	0:54	27	3	400 Block N. Main st	Medical		1	1	
N	14:18	42	4	500 Block Allegan St	Elderly Female passed out	Assisted EMS	P5	1	
	9:36	29	4	300 Block brigham	medical/ death investigation	report tot life care			
	20:25	25	3	300 Block Brigham St.	Medical				
	4:47	27	1	100 Block Kester	MFR				

ALLS 9 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED

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

R DID NOT RECORD RESPONSE TIME

ISES TO ASSIST IN ANOTHER JURISDICTION



## POLICE EMERGENCY CALLS (EXCLUDES FIRE AND MFR CALLS)

DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO
8:46	8	5	900 Block versalles	possible dv	assist acsd		
15:25	35	4	10th st/ 106th ave	pia	ASSIST ACSD		
6:11	29	4	S/B 49MM	SUICIDAL SUBJECT	BOL		
21:52	23	1	700 Block Brigham St.	Civil			
5:36	24	10	400 Block N Main St	Assault	Report / Charge Request		
15:46	69	6	200 Block 15th st	Weapons complaint	Assist ACSD/MSP		
1:39	21	3	1200 Block Timberoaks crossing	Susp. Sit.	Assist ACSD		
15:48	58	0	200 Block 15th st	treat with shot gun	assist acsd		
8:22	13	3	500 Block Union St	Suspicious	Add Narative		
8:35	40	3	NB 131 @ 51	PDA/ Assist ACSD	Traffic Control		
16:43	17	2	300 Block Brigham	Fire Alarm	False Trip		
15:50	45	1	400 Oaks Crossing	Assist ACSD Civil/Domestic	Add Narative		
18:23	5	0	600 Block Starr rd	susp. Subjects			
18:00	5		600 Block Kalamazoo	Domestic Assault	Assist OPD		
13:50	30	1	1300 Block M-89	Shoplifter / Walking away from Store	Assist Sheriff Dep with Apprehension		
17:00	55	3	S/B 131 50mm	PIA	Assist ACSD		
18:26	24	3	500 Block Dix St.	Domestic Assault	Assist 74		
19:06	59	3	500 Block Allegan St.	Retail Fraud/ Trespassing			
22:22	32	3	500 Block Brigham St.	Civil			
23:53	40	0	300 Block 12th St.	Domestic Dispute	Civil		
2:28	32	5	500 Block 6th St.	Domestic Dispute	Assist T1		
8:45	75	3	US 131 & 110th Ave	Multiple Injury Accident / Bus-Truck	Assist with Extrication / Traffic		
11:10	80	5	N Main in front of Plank Restaurant	Minor Injury Accident	Accident Report		
16:40	30	1	400 Block Allegan St	Suicidal Subject	Assessed / TOT EMS	P5	2
22:45	25	5	900 Block Industrial	Susp Subject			
23:20	34	4	131/sb on ramp	PDA/Hit and Run			
7:47	163		STARR/JERSEY	HIT N RUN	INVESTIGATE		
10:49	26	4	400 Block N.MAIN ST	WELFARE	ASSIST EMS		
3:08	57	4	131/48mm	PI Accident	Assist		
20:15	15	2	200 Block 12th	Susp Vehicle	Assist		
18:30	65		100 Block 14th st	ATP Obsconders	Assist MSP/MDOC		
3:56	37		300 Block Cross Oaks	udaa	Assist ACSD		
7:35	45	10	Fairway Ct.	Out of Control 10 yr. Old	Gained Control / Called Ambulance		
13:20	190	2	400 Block Prince St	Domestic Assault	Investigate / Arrest		
2:18	23	3	600 Block W Bridge	Civil	Peaceofficer		
8:40	32	5	1600 Block N.MAIN ST	ARMED ROBBERY	ASSIST TRAFFIC STOP S/B 131		
9:12	23		800 Block N MAIN	WELFARE CHECK	INVESTIGATE		
9:40	50	5	300 Block BRIGHAM	WELFARE CHECK	INVESTIGATE		
12:00			600 Block MORRELL	SUSP VEHICLE	INVESTIGATE		
4:15			100 Block ALLEGAN	OPEN DOOR	ASSIST OPD		
9:52			400 Block JERSEY	SUICIDAL 10 Y/O			
11:44	7		NB49MM ROAD HAZARD	ACTUALLY S.102ND			
18:05	22	6	Circle K	Disorderly	Assist		
2:11	33	1	200 Block Prince	Trespass	UTL		
21:49	41	1	M-89 Cinima	Fight	Assist ACSD		
13:00	6	6	600 Block school dr	general	10 yr old acting up/ calmed down		



16:12	9	6	100 Block e bridge	welfare/ 911 call	ok		
3:45	15		S/B 131@49	ROAD HAZARD	REMOVE DEBRIS		
4:35	55		MEIJERS	ASSIST RAW FLORIDA	TOT MSP		
13:44	31	4	200 Block lesa	welfare/ threats	checked trailer/ call caller back		
14:41	33	5	300 Block n sherwood	alarm/ unlock door	owner secured no issue		
10:49	11	3	200 Block 12th St	Open Door at Business	Checked Business / Owner's Partner		
12:45	25	2	500 Block Morrell St	Domestic Dispute	Spoke with both Parties / Separate		
15:21	59	3	600 Block Morrell St	Fight / Assault & Battery	Investigate		
23:14	134	4	300 Block N. Sherwood	Robbery			
11:05	25	2	300 Block Brigham St	Medical Increasing Confusion	Assisted EMS	P5	1
22:13	54	3	1200 Block Kieth	Poss domestic	Assist ACSD		
0:47	43	6	300 Block E. Morrell st	Poss. Fugitive	Assist OPD		
1:34	18	4	500 Block Center	911 hang up	Assist ACSD		
2:49		4	RIVERVIEW/8TH	PI ACCIDENT	ASSIST		
9:28	62	2	M222/SB ON RAMP	SHUT DOWN HIGHWAY	ASSIST		
11:56			400 Block N.ACORN	WELFARE CHECK	INVESTIGATE		
16:55	210	0	700 Block Benhoy	Recover Stolen			
22:34	29	3	100 Block Oak St.	Suicidal Subject			
7:55	125	2	400 Block N Main St	Missuse of 911 Telecom	Arrest		
16:10	24	1	400 Block Oaks Crossings	Shoplifter still in Store	Apprehended / Custody by MSP		
16:34	161	2	700 Block Benhoy St	Recovered Stolen Vehicle / Drugs	Arrest / Search of Vehicle		
22:52	22	4	400 Block Garfield	Domestic Dispute	Assist OPD		
2:56	40	7	200 Block W. Orleans	Intox. Subject	Assist OPD		
15:16	56	2	300 Block Crossoaks Dr	Out of Control 16yr Old	Assist with Control / Arrest		
18:51	84	3	300 Block Union St.	Civil			
5:05	5	5	400 Block n main st	assault/ requested no response tot	none/ Becon advised tot other org		
14:24	36	10	900 Block richelieu	dv atl suspect	assist c5 acsd		
20:50	20	0	Circle K	Warrant arrest	Assist		
11:35	88		300 Block n sherwoo/500 Block kaywood	child not in school washington sch	tot school child lives in gun plain		
20:07	8	1	600 Block W Bridge	Susp Subject	UTL		
9:25		2	400 Block W.HILL	SUSP VEHICLE	INVESTIGATE		
9:47			300 Block OAKS CROSSING	FIGHT			
4:48	12	3	200 Block 12th	alarm	assist		
8:58	42	8	300 Block E PLAINWELL ST	ALARM	INVESTIGATE		
1:39	21	4	1200 Block TIMBER OAKS	SUSPICIOUS	INVESTIGATE		

5 55 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED  
 E IN CITY 3 MIN ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US  
 O NOT RECORD RESPONSE TIME OR WAS CALLED OFF BEFORE ARRIVAL  
 O TO ASSIST IN ANOTHER JURISDICTION



## ASSISTS OUTSIDE THE CITY

DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN	
HER	9:49	38	600 Block m89	vcsa / hit and run	assist acsd on stop
ANN	22:42	38	900 Block Richelieu,	Disturbance	BU 5212, T3
HER	8:40	32	1600 Block N.MAIN ST	ARMED ROBBERY	ASSIST TRAFFIC STOP S/B 131
HER	2:25		SB 131 51	CAR DEER	TRAFFIC
HER	4:35	55	MEIJERS	ASSIST RAW FLORIDA	TOT MSP
HER	2:49		RIVERVIEW/8TH	PI ACCIDENT	ASSIST
L	14:24	36	900 Block richelieu	dv atl suspect	assist c5 acsd
L	8:46	8	900 Block versalles	possible dv	assist acsd
L	9:08	5	1100 Block m89	road hazard	assist acsd remove branch
L	15:25	35	10th st/ 106th ave	pia	ASSIST ACSD
CE	17:00	55	S/B 131 50mm	PIA	Assist ACSD
CE	2:28	32	500 Block 6th St.	Domestic Dispute	Assist T1
MAN	8:45	75	US 131 & 110th Ave	Multiple Injury Accident / Bus-Truck	Assist with Extrication / Traffic
HY	3:08	57	131/48mm	PI Accident	Assist
HY	20:15	15	200 Block 12th	Susp Vehicle	Assist
HER	0:34	51	700 Block 11TH	ASSIST ACSD/PAEMS	ASSIST
LEY	6:37	53	1100 Block M89,	Meijer 10-56 sleeping in car TOT V6	
MAN	10:49	11	200 Block 12th St	Open Door at Business	Checked Business / Owner's Partner
TZ	1:34	18	500 Block Center	911 hang up	Assist ACSD
CE	3:02	9	500 Block 10th St	Stop	Assist B10
CE	18:52	33	10th & Baseline	Assist T6	
HER	9:28	62	M222/SB ON RAMP	SHUT DOWN HIGHWAY	ASSIST
CE	18:00	5	600 Block Kalamazoo	Domestic Assault	Assist OPD
CE	18:26	24	500 Block Dix St.	Domestic Assault	Assist 74
TZ	1:15	45	200 Block E. Morrell st	MIP party	Assist OPD
HER	4:15		100 Block ALLEGAN	OPEN DOOR	ASSIST OPD
TZ	0:47	43	300 Block E. Morrell st	Poss. Fugitive	Assist OPD
CE	22:52	22	400 Block Garfield	Domestic Dispute	Assist OPD
CE	2:56	40	200 Block W. Orleans	Intox. Subject	Assist OPD
L	11:49	31	800 Block eley	felony warrants weapons	assist opd
TZ	15:46	69	200 Block 15th st	Weapons complaint	Assist ACSD/MSP
HER	15:50	45	400 Block Oaks Crossing	Assist ACSD Civil/Domestic	Add Narative
MAN	13:50	30	1300 Block M-89	Shoplifter / Walking away from Store	Assist Sheriff Dep with Apprehension
TZ	18:30	65	100 Block 14th st	ATP Obsconders	Assist MSP/MDOC
TZ	3:56	37	300 Block Cross Oaks	udaa	Assist ACSD
HY	18:05	22	Circle K	Disorderly	Assist
TZ	21:49	41	M-89 Cinema	Fight	Assist ACSD
L	12:08	9	400 Block oaks crossing	vehicle lock out	3lsr70
TZ	22:13	54	1200 Block Kieth	Poss domestic	Assist ACSD



MAN	16:10	24	400 Block Oaks Crossings	Shoplifter still in Store	Apprehended / Custody by MSP
HY	18:18	39	1200 Block 102nd	PDA	Assist w/ beligerant driver
HY	20:50	20	Circle K	Warrant arrest	Assist
HER	9:47		300 Block OAKS CROSSING	FIGHT	
TZ	1:39	21	1200 Block Timberoaks crossing	Susp. Sit.	Assist ACSD
HER	1:50		MCDONALDS	DWLS.3500,STOLEN TRUCK	ASSIST
VER	8:35	40	NB 131 @ 51	PDA/ Assist ACSD	Traffic Control

CALLS 24 HRS

CALLS IN THE CITY WHERE ASSISTANCE WAS RECEIVED BY ANOTHER AGENCY

OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN	JUL
JOHNSON	22:45	25	900 Block Industrial	Susp Subject		
WILSON	13:20	190	400 Block Prince St	Domestic Assault	Investigate / Arrest	A
SMITH	23:14	134	300 Block N. Sherwood	Robbery		AC

ALLS 6 HRS

## Calls at Plainwell Schools

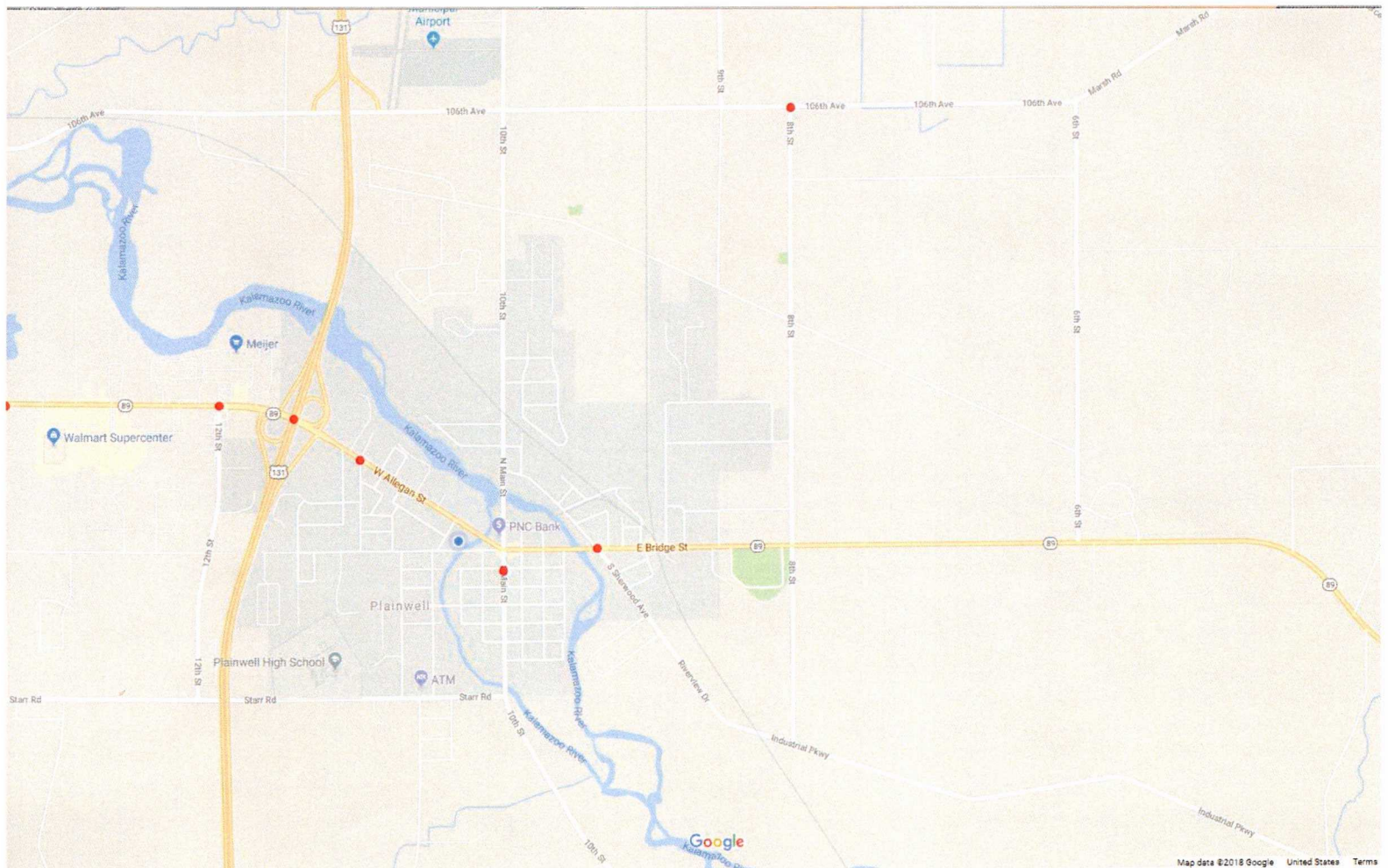
OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN
APMAN	8:15	21	Elementary Schools	Patrol	Watch for Suspicious Persons
APMAN	11:40	50	High School	Fire Drill	Observed
APMAN	14:30	30	High School	Drugs	Assist Det. Varley
ANTZ	18:23	5	684 Starr rd	susp. Subjects	
APMAN	11:00	30	Starr School	Fire Drill	
LCHER	12:30	120	STARR/JERSEY	FIRE PREVENTION	PROGRAM
APMAN	12:00	30	600 Block Starr Rd	Broken Car Windshield	Report / Review Video from
APMAN	13:20	30	Gilkey School	Firefighter Safety Week	Assist with Presentation
LCHER	8:24	166	707 WOODHAMS	FIRE PREVENTION CLASSES	
LCHER	11:42	60	PHS	LOCKDOWN DRILL	
APMAN	11:00	45	200 Block Maple St	Welfare Check on missing Student	Contacted Mother / Student
APMAN	14:42	48	High School Student Lot	Private Property Accident	Report

ALLS 11 HRS



## Accident Report Data

OFFICER	DISPATCH	LOCATION	REASON FOR ENTRY	ACTION TAKEN	JURISDICTION
CULVER	11:20	M89/ 12th	PDA	Citation	
BRUCE	18:11	E. Bridge & Sherwood	PDA	P30976	
WELCHER	5:00	106TH & 8TH	PI ACCIDENT	ASSIST	GUNPLAIN
PELL	16:00	200 Block s main	pda		
BRUCE	4:28	Pierce & 4th St.	Rollover Crash	Assist ACSD	Gunplain T
PELL	7:51	m89/131	pia	assist acsd	gunplain t
WELCHER	2:53	ALLEGAN/PRINCE	PDA	INVESTIGATE	
BRUCE	23:54	13th & 102nd	Unknown Accident	UTL	Otsego T

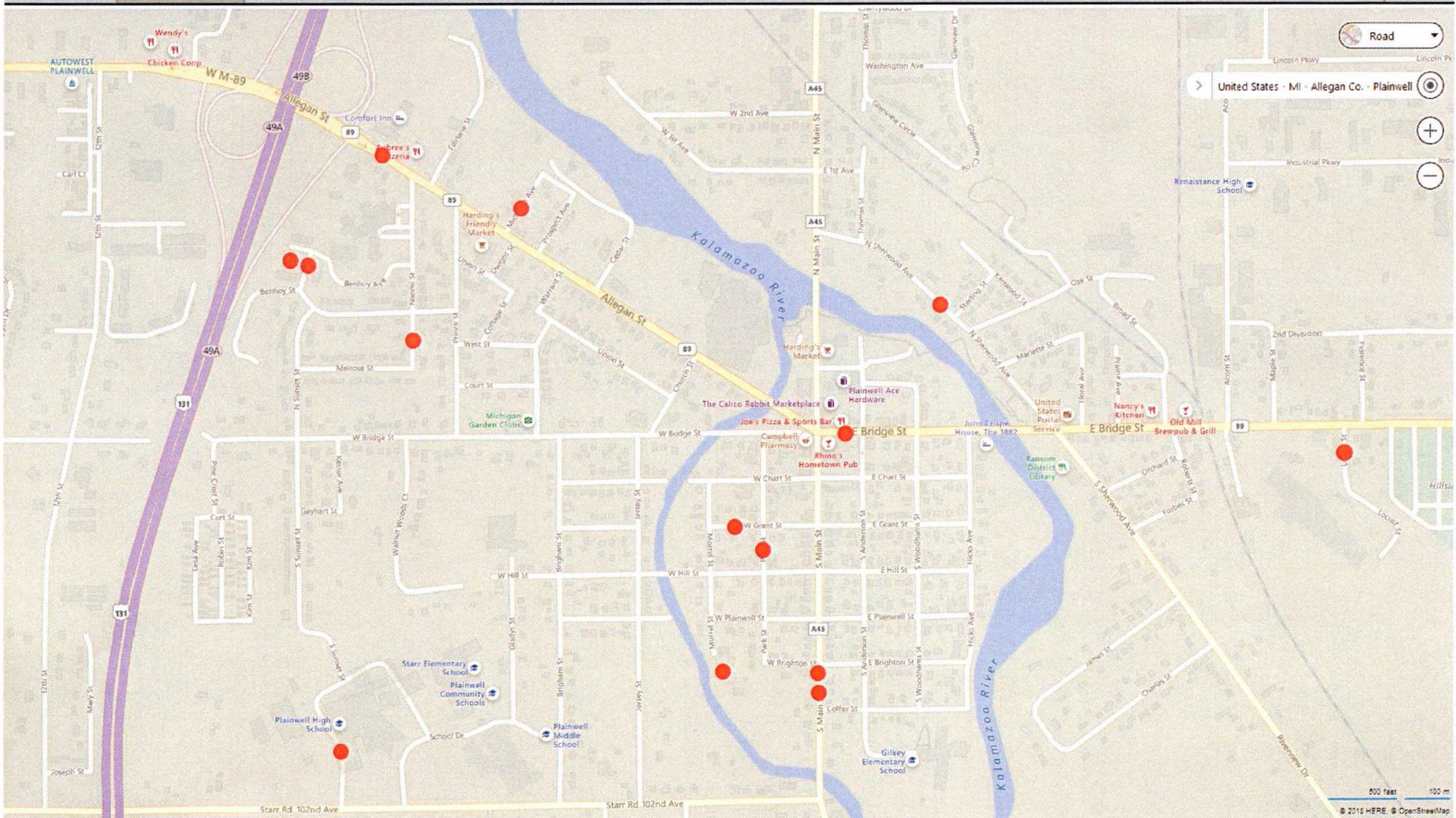


Map data ©2018 Google United States Terms



## Theft / Damage Crimes

OFFICER	DISPATCH	LOCATION	REASON FOR ENTRY	ACTION TAKEN	JU
WELCHER	6:54	600 Block S.MAIN	LARCENY OF BIKE	INVESTIGATE	
CHAPMAN	8:45	200 Block W Grant St	Larceny of Mail	Report	
BRUCE	18:35	300 Block Park St.	Larceny		
BRUCE	19:01	600 Block S. Main St.	Larceny		
PELL	15:25	100 Block e bridge	larceny		
PELL	7:20	100 Block locust	b&e	mini storage units	
CHAPMAN	9:35	600 Block Allegan St	Malicious Damage	Report / Scene Photo's	
CHAPMAN	13:51	600 Block Morrell St	Attempted Burglary	Investigate	
BRUCE	23:14	300 Block N. Sherwood	Robbery		A
CHAPMAN	12:00	600 Block Starr Rd	Broken Car Windshield	Report / Review Video from School	
BRUCE	16:55	700 Block Benhoy	Recover Stolen		
CHAPMAN	12:30	400 Block Naomi St	Larceny of Blowers	Report / Enter in Law Enfor Database	
CHAPMAN	16:34	700 Block Benhoy St	Recovered Stolen Vehicle / Drugs	Arrest / Search of Vehicle	
RANTZ	18:02	100 Block Michigan ave	Larceny trash can	Investigate	







# **PLAINWELL PUBLIC SAFETY**

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Police, Fire and Medical First Responder Services

# **MONTHLY REPORT**

## **November 2018**

**Prepared by Director Bill G. Bomar**

A handwritten signature in purple ink, consisting of stylized initials "B" and "G" for Bill G. Bomar.

# Plainwell Department of Public Safety |

## Scheduled Hours By Activity for November 2018

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

### TOTAL ROAD PATROL HOURS SCHEDULED FOR THE MONTH

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

Totals of all the below mentioned areas.

### HOURS SPENT INVESTIGATING OR HANDLING CRIMINAL COMPLAINTS

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

Examples include: Burglaries, Robberies, Drunk Driving, All Sex Offenses, Alcohol Offenses, Larcenies, Etc.

### HOURS SPENT INVESTIGATING OR HANDLING NON-CRIMINAL COMPLAINTS

The Hours Scheduled for Calls for Service or Complaints that require investigation but are not criminal in nature.

Examples include: Auto Accidents, Accidental Fires, Traffic Citations, Property Inspections, Etc.

### HOURS SPENT ON SUPPORT OR PERIPHERAL ACTIVITIES

The Hours Scheduled for required duties however are not criminal or non-criminal in nature and are supporting functions.

Examples include: Report Writing, Court, Directed Patrol, Foot Patrol, On Duty Training, Transport of Paperwork to the Court, Evidence to the Crime Lab, Etc.

### TOTAL UNOBLIGATED PATROL HOURS

The Hours of Scheduled Road Patrol left over that officers are not assigned to an activity or working on a complaint.

Examples include: General Preventive Patrol, Building Security Checks, Etc.

**Note:** This also includes any break time the officers take during their shift.

### TOTAL HOURS OBLIGATED TO DUTIES, COMPLAINTS, INVESTIGATIONS, ETC.

It is recommended by the International Association of Chiefs of Police (IACP) that no more than 65% to 70% of an officers time on duty, be obligated to complaints, investigations, activities or assigned responsibilities. The rationale behind this is to assure that officers are available for emergencies without unreasonable delay and provide for preventive and traffic patrol duties.

Total Hours  
848

Percentage of Total Hours  
65 7.67%

232 27.36%

382 45.05%

169 19.93%

679 80.07%

# Plainwell Department of Public Safety

## Complaints/Activities for November 2018

### ARRESTS

#### CUSTODIAL ARRESTS

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

#### ARREST COUNTS

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

### TRAFFIC ENFORCEMENT & CITATIONS

#### HAZARDOUS CITATIONS

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

#### NON-HAZARDOUS CITATIONS

**14** *Uniform Law Citations issued by officers to individuals for NON-moving traffic violations. (Registration, Equipment, Etc.)*

#### DRUNK DRIVING CITATIONS

**1** *This is an activity that we specifically monitor that would normally be considered a hazardous citation.*

#### PARKING CITATIONS

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

#### VERBAL WARNINGS

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

#### TOTAL TRAFFIC CITATIONS/WARNINGS

**87**

### COMPLAINTS

#### ORIGINAL DISPATCH COMPLAINTS

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

#### PATROL INITIATED COMPLAINTS

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

#### TOTAL COMPLAINTS

**208**

### OTHER ACTIVITIES

#### MOTORISTS ASSISTS

**4** *Motorist contacts caused by mechanical breakdown or similar problem.*

#### PROPERTY INSPECTIONS

**0** *Checks of homes or business specifically requested by a home or business owner.*

#### MOTOR VEHICLE ACCIDENTS

**14** *Total motor vehicle accidents both on public roads or private property.*

#### COMMERCIAL BUILDING SECURITY CHECK

**2,715** *Nightly security inspections of business' conducted by officers to assure windows and doors are locked.*

#### FOUND UNSECURED

**0** *The number of business' found unlocked or unsecured.*



# Classification of Crimes Reported

File Class	CRIMES AGAINST PERSON	November	Year to Date
900	Murder and Non-Negligent Manslaughter	0	0
1000	Kidnapping	0	0
1100	Sexual Assault	0	6
1200	Robbery	0	1
1300	Aggravated & Non-Aggravated Assault	12	86
<b>PROPERTY CRIMES</b>			
2000	Arson	0	0
2100	Extortion	0	0
2200	Burglary	1	12
2300	Larceny	5	88
2400	Motor Vehicle Theft	0	4
2500	Forgery/Counterfeiting	0	0
2600	Fraudulent Activities	1	20
2700	Embezzlement	0	5
2800	Stolen Property - Buying, receiving	0	1
2900	Damage to Property	0	18
3500	Violation of Controlled Substances Act	4	24
<b>MORALS/DECENCY CRIMES</b>			
3600	Sex Offenses (Other than Sexual Assault)	0	2
3700	Obscenity	0	3
3800	Family Offenses	0	8
4100	Liquor Violations	0	0
<b>PUBLIC ORDER CRIMES</b>			
4800	Obstructing Police - Offenses Which Interfere with Investigations	0	0
4900	Escape/Flight - Fleeing and Eluding a Officer's Custody	0	2
5000	Obstructing Justice	2	41
5200	Weapons Offenses	0	1
5300	Public Peace	6	97
5400	Traffic Investigations - Any Criminal Traffic Complaints	6	48
5500	Health and Safety	1	22
5600	Civil Rights	0	0
5700	Invasion of Privacy	1	20
6200	Conservation Law Violation	0	0
7300	Miscellaneous Criminal Offense	0	0
<b>GENERAL NON-CRIMINAL</b>			
9100	Juvenile/Minor/School Complaints	0	0
9200	Civil Custody	0	0
9300	Traffic Non-Criminal ( Reports Only - Does not include Citations Issued)	20	156
9400	False Alarm Activation	2	53
9500	Fires (Other than Arson)	1	24
9700	Accidents, All Other	0	0
9800	Inspections, Unfounded FIRS	36	450
9900	General Assistance (All Except Other Police Agencies)	50	711
9911 & 9912	General Assistance (Other Police Agencies)	51	475
FIRS	Medical First Responder	24	272



## November Reports for Plainwell Department of Public Safety

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

The Plainwell Department of Public Safety was dispatched to 51 calls for assistance outside the city limits of Plainwell by Allegan County Central Dispatch.

These calls were classified as priority 1 assists.

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### **Fire Suppression/Call Out Incident Report**

Date	Dispatch Time	Arrival Time	Location	Incident Type	Actions taken	Apparatus	PSO	POC
11/12/18	0936	0939	302 S. Anderson Street	Medical	Medical	Patrol vehicles	4	3

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

Plainwell High School: 10  
684 Starr Road

Plainwell Middle School: 3  
720 Brigham Street

Early Childhood Development: 0  
307 E. Plainwell Street

Admin, Maintenance & Bus Garage: 1  
600 School Drive

Gilkey School: 2  
707 S. Woodhams Street

Starr Elementary: 0  
601 school Drive

Renaissance School: 3  
422 Acorn Street

Adult Education: 1  
798 E. Bridge Street



## FIRE & MEDICAL FIRST RESPONDER CALL LOG

DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC
12:38	22	4	1200 Block KEITH ST	FIRE	ASSIST			
3:05	15	4	NAOMI ST	ILLEGAL BURN	UTL			
8:00	45	0	High School	Fire Drill	Assist			
6:37	8	2	300 Block n.acorn	fire alarm	investigate			
1:34	116	2	100 Block S. Woodams St.	Wire Down	2018-50		1	2

3 HRS  
IN CITY 2 MIN

ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED  
ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US  
LED TO ENTER DATA  
TO ASSIST IN ANOTHER JURISDICTION

DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC
18:40	30	0	300 Block 12th st	Suicidal	tot PEMS			
18:09	11	3	1000 Block Wedgwood	Medical	called off	2	2	
11:14	6	6	200 Block Gilkey	medical alarm	called off false alarm			
14:55	33	0	300 Block 12th st	stalking/ mental health	invest. Tot 611			
23:21	64	4	600 Block Morrell st	suicidal	General			
1:38	52	2	900 Block Ind pkwy	medical	Assist PEMS	1	1	
16:52	38	4	600 Block W Bridge St	Subject fell / bleeding	Assisted EMS	P5	1	
3:08	29	7	400 Block Thomas St	Lift Assist	Assist person			
22:47	28	5	400 Block Thomas	Medical	Assist PEMS	1	1	
4:35	8	0	300 Block 12TH ST	MEDICAL	ASSIST EMS			
4:43	17	5	800 Block 10TH ST	SUICIDAL SUBJECT	ASSIST ACSD			
5:28	52	6	400 Block THOMAS	FALL	ASSIST EMS			
17:04	31	5	106th/131	poss. Suicidal check welfare	Assist ACSD			
22:10	40	4	400 Block n. main	Medical	Assist PEMS			
2:35	10	5	400 Block N. Main St.	Susp. Sit.	Investigate			
4:43	32	2	700 Block Benhoy	Lift Assist	Assist person			
21:23	22	2	600 Block W. Bridge St.	Welfare Check	Investigate			
12:38	32	5	300 Block 12th St	Possible Stroke	Assessment / Assist EMS	P5	1	
19:19	13	1	400 Block N Main St	Welfare Check	Spoke to Subject			
19:13	127	2	600 Block W Bridge	Mental	Ofc Petition			
18:34	26	5	1000 Block Wedgwood	Lift Assist	Assist	2	2	
18:56	21	2	400 Block N. Main st	suicidal	called off on scene	1	1	
5:36	54	8	500 Block Morrell St	Subject having Seizures	Assessment / Assist EMS	P5	1	
8:50	30	2	High School	Subject Passed out	Assist EMS	P5	3	
10:00	20	6	400 Block N Main St	Subject not Responsive	Assist EMS	P5	1	
18:15	5	0	300 Block Brigham St.	Suicidal	Investigate			
3:06	24	3	600 Block W. Bridge St.	Medical	Assist PAEMS			
1:52	22	2	300 Block Brigham	Medical	Asist PEMS			
2:01	14	5	400 Block n.main	911 welfare	investigate			
4:15	15	2	400 Block n.main st	check welfare	investigate			
1:08	22	1	300 Block 12th st	Medical	Assist PEMS	1	1	
8:05	25	0	400 Block N Main St	Worried Resident	Called Staff			
18:23	27	4	300 Block Lynn St.	Suicidal Subject	Assist ACSD			
8:54	29	4	400 Block N.MAIN ST	FALLS	ASSIST EMS			
16:32	45	3	400 Block N Main St	Mental	Transported by EMS			

DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN	APPARATUS	PSO	POC
8:11	19	0	600 Block Starr	MFR	Rendered aid			
2:49	21	4	400 Block N.MAIN	SUICIDAL SUBJECT	CALLED EMS			
8:03	8	6	500 Block s fair	suicidal	assist opd			
9:36	174	3	300 Block s anderson	mfr	death investigation	P5, P1, P2	3	
7:44	39	10	112/14th	mfr	assist acsd			
14:44	40	11	300 Block 12th st	welfare	tot allegan mental heath			
9:37	23	2	200 Block w bridge	mfr				
14:08	35	14	600 Block gladys	welfare	bol/ no contact			

24 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED  
IN CITY 4 MIN ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US  
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## POLICE EMERGENCY CALLS (EXCLUDES FIRE AND MFR CALLS)

DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN
14:30	80	0	102nd Ave & Brigham St	Traffic Stop / Driving Suspended	Charges
2:58	99	5	110th between 11th/12th	pursuit/crash	Assist ACSD
19:14	11	1	300 Block Allegan st	civil	TALKED WITH BOTH NO CRIME
19:29	33	5	500 Block E Allegan st	fight	Assist OPD
13:30	23	4	600 Block morrell	sus veh/ poss drug deal	bol/ invest
5:47	43	9	400 Block W.GRANT	CIVIL	INVESTIGATED
12:26	40	2	600 Block STARR RD	RUNAWAY	INVESTIGATED
2:20	40	1	600 Block Allegan st	Assist with removal	disorderly
22:10	30	3	300 Block Prince St.	Assault	Investigate
11:00	35	10	700 Block MARSH RD	ATL	ASSIST ACSD
11:47	55	5	1300 Block 103RD	DOMESTIC	ASSIST ACSD
22:37	10	4	131 S/B 52	Crash	Assist ACSD
4:43	17	5	800 Block 10TH ST	SUICIDAL SUBJECT	ASSIST ACSD
5:00	28	6	300 Block CROSS OAKS	ASSAULT	ASSIST
6:20	65	1	M89/131	PDA ROLLOVER	INVESTIGATE
18:26	94	2	100 Block Allegan st	Domestic Assault	Arrest
21:48	21	5	16th 102nd	Unknown crash	Assist MSP
4:49	24		131 S/B	pursuit	Assist ACSD
9:40	50	2	M-89 & Oaks Crossings Dr	Accident / Tempers / Warrant	Secure Scene / Suspect
17:27	54	1	400 Block Cross Oaks Dr.	PIA	Assist MSP
0:36	46	6	89 & 4th	PIA	Assist B5
16:44	6	NA	Otsego	Officer not Answering Status	Called off Shortly after responding
8:29	46	6	400 Block OAKS CROSSING	RETAILL FRAUD	ASSIST
9:26	34	3	200 Block 12TH	DOMESTIC	ASSIST
5:50	34	0	131 s/b near 106	pda blocking	assist c5
6:24	37	0	131 n/b near m89	pda	ud10
9:05	41	6	m89 near 6th st	pia	ud10 other unit tied up
18:40	30	2	Burger King	Officer fighting subject	Assist
19:13	127	2	600 Block W Bridge	Mental	Ofc Petition
18:56	21	2	400 Block N. Main st	suicidal	called off on scene
23:57	7	3	300 Block Oaks Crossing	alarm	Assist MSP
11:40	15	2	Admiral East	Child Locked in Car	Unlocked Car
16:04	26	2	900 Block E Bridge St	Lost Child	Found
8:36	11	4	700 Block s.farmer	domestic/civil	assist
10:40	55	6	700 Block la rochelle	domestic	assist msp
10:29	11	0	89/12th	pda	assist acsd traffic
12:36	19	9	131 nb/49	road hazard	removed
9:52	113	2	300 Block 12th	domestic	investigate
11:45	70	5	100 Block n.main st	suspicious	investigate
3:10	5	3	w.morrell	opd not answering status	investigate
3:15	10	2	400 Block naomi	civil	investigate



DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN
3:25	10	0	400 Block naomi	use of marijuana	cite
23:13	92	4	400 Block N. Main	Assault	Arrest
6:30	15	3	400 Block Oaks Crossings	Shoplifter fled Store	Search area for Suspect
6:44	86	2	Allegan & US 131	Injury Accident	Assessment / Report / Ticket
1:26	14	3	300 Block CrossOaks	DV	Assist ACSD
0:38	35	3	500 Block 5th St.	Assault	Assist ACSD
6:21	24	2	400 Block Washington St, Otsego	Domestic Yelling in Woods	Locate one subject / TOT OPD
16:14	31	2	200 Block S Woodhams St	Domestic Disturbance	Separated Parties / Send Suspect Home
10:55	105	3	100 Block S.MAIN ST	DISORDERLY INTOX	LOCATE/LODGE
7:33	36	5	m89/4th	multi pdas	assist acsd
11:16	29	5	N/B 131 49MM	ROAD HAZARD	TOWED CJV114
21:23	107	2	700 Block E. Bridge St.	B&E	Investigate
23:36	19	4	1000 Block S. Stoneridge	DV	Assist ACSD
2:49	21	4	400 Block N.MAIN	SUICIDAL SUBJECT	CALLED EMS
8:03	8	6	500 Block s fair	suicidal	assist opd
14:48	102	4	400 Block n main	a&b	mental transport
10:11	46	3	300 Block court	dv	assist opd
14:09	36	4	131/102	pia	assist kallamazoo co
14:44	21	5	200 Block robin	dv	investigate

LLS 41 HRS ASSISTS OUTSIDE THE CITY SHOW JURISDICTION ASSISTED  
 ME IN CITY 3 MIN ASSISTS TO OUR DEPARTMENT BY AN OUTSIDE AGENCY SHOW THE AGENCY ASSISTING US  
 FAILED TO ENTER DATA  
 IES TO ASSIST IN ANOTHER JURISDICTION



## ASSISTS OUTSIDE THE CITY

	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN
	14:09	36	4	131/102	pia	assist kallamazoo co
	22:46	74	2	Riverview & Tracks	Stop	Assist B5
	23:36	19	4	1000 Block S. Stoneridge	DV	Assist ACSD
	3:20	35	4	NB 131 51mm	Welfare Check	Assist ACSD
	2:58	99	5	110th between 11th/12th	pursuit/crash	Assist ACSD
R	11:00	35	10	700 Block MARSH RD	ATL	ASSIST ACSD
	22:37	10	4	131 S/B 52	Crash	Assist ACSD
R	4:43	17	5	800 Block 10TH ST	SUICIDAL SUBJECT	ASSIST ACSD
	17:04	31	5	106th/131	poss. Suicidal check welfare	Assist ACSD
R	7:43	7	0	1100 Block M89	ASSIST	
R	11:05	5	0	100 Block 10TH ST	ALARM	ASSIST
N	8:50	130	4	US 131 @ 106th Ave	Property Damage Accident	Report
	10:53	21	7	us131 47mm	4 veh pda tot msp	assist msp
	22:51	19	9	N/B 131 47 mm	Welfare Check	Checked on motorist
	0:36	46	6	89 & 4th	PIA	Assist B5
	5:50	34	0	131 s/b near 106	pda blocking	assist c5
	9:05	41	6	m89 near 6th st	pia	ud10 other unit tied up
	0:38	35	3	500 Block 5th St.	Assault	Assist ACSD
	7:33	36	5	m89/4th	multi pdas	assist acsd
	20:00	72	5	1200 Block M89	B&E	Assist ACSD
	19:29	33	5	500 Block E Allegan st	fight	Assist OPD
	3:32	18	3	400 Block Garfield	DV	Assist 75
V	6:21	24	2	400 Block Washington St, Otsego	Domestic Yelling in Woods	Locate one subject / TOT OPD
	8:03	8	6	500 Block s fair	suicidal	assist opd
	10:11	46	3	300 Block court	dv	assist opd
	10:07	9	0	1200 Block m89	alarm back up c5	assist acsd
	17:27	54	1	400 Block Cross Oaks Dr.	PIA	Assist MSP
	1:41	54	1	1200 Block M89	Robbery	Assist B5
	18:40	30	2	Burger King	Officer fighting subject	Assist
	22:02	10	0	1200 Block M89	Susp. Person	Assist ACSD
	18:23	27	4	300 Block Lynn St.	Suicidal Subject	Assist ACSD
	1:26	14	3	300 Block CrossOaks	DV	Assist ACSD
	23:27	33	3	300 Block Cross Oaks	Assault	Assist ACSD
	7:44	39	10	112/14th	mfr	assist acsd
	13:29	22	0	1200 Block m89	retail fraud	assist acsd locate suspect
R	4:35	8	0	300 Block 12TH ST	MEDICAL	ASSIST EMS
R	11:47	55	5	1300 Block 103RD	DOMESTIC	ASSIST ACSD
R	5:00	28	6	300 Block CROSS OAKS	ASSAULT	ASSIST
R	12:38	22	4	1200 Block KEITH ST	FIRE	ASSIST
R	8:29	46	6	400 Block OAKS CROSSING	RETAILL FRAUD	ASSIST

	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN
R	9:26	34	3	200 Block 12TH	DOMESTIC	ASSIST
R	3:17	13	0	1200 Block m89	accident	assist
	23:57	7	3	300 Block Oaks Crossing	alarm	Assist MSP

ALLS 24 HRS

4

R FAILED TO ENTER DATA



CALLS IN THE CITY WHERE ASSISTANCE WAS RECEIVED BY ANOTHER AGENCY

OFFICER	DISPATCH	TOTAL	LOCATION	REASON FOR ENTRY	ACTION TAKEN
Z	2:20	40	600 Block Allegan st	Assist with removal	disorderly
Z	18:26	94	100 Block Allegan st	Domestic Assault	Arrest
Z	1:14	106	600 Block Morrell st	Drugs	Citations
ER	6:08	162	S.MAIN/ALLEGAN ST	OWI/PDA	LODGE
ER	10:55	105	100 Block S.MAIN ST	DISORDERLY INTOX	LOCATE/LODGE
E	21:23	107	700 Block E. Bridge St.	B&E	Investigate

S 10 HRS

## Calls at Plainwell Schools

ER	DISPATCH	TOTAL	RESPONSE	LOCATION	REASON FOR ENTRY	ACTION TAKEN
MAN	8:00	50		Schools	Traffic	
MAN	12:30	60	2	Middle School	Lockdown Drill	Assisted Staff
L	15:39	156	7	707 s woodhams	criminal traffic bol	2 warrants DWLS citation
HER	12:26	40	2	684 STARR RD	RUNAWAY	INVESTIGATED
FZ	3:38	12	0	684 Starr rd	Open doors	investigate/secure
L	8:36	19		707 s woodhams	pda / hit & run	
MAN	8:00	45	0	High School	Fire Drill	Assist
MAN	8:50	30	2	High School	Subject Passed out	Assist EMS
MAN	10:21	79	8	600 Block Starr Rd	Aggravated Assault	Report / Charges
MAN	12:50	40	5	Gilkey School	Lockdown Drill	Assist with Room Inspection
DE	18:42	10	0	684 Starr Rd.	Susp. Sit.	Investigate
HY	8:11	19	0	684 Starr	MFR	Rendered aid
HY	10:00	105	0	684 Starr	Lewd	Investigated
HY	11:45	15	0	684 Starr	PPA	Took Report
L	13:27	81	0	684 star rd	Indecency	investigate

LS 13 HRS

15

ER FAILED TO ENTER DATA



## Accident Report Data

OFFICER	DISPATCH	LOCATION	REASON FOR ENTRY	ACTION TAKEN
MAN	8:50	US 131 @ 106th Ave	Property Damage Accident	Report
MAN	17:40	500 Block Allegan St.	Car / Bicycle Accident	Bicyclist left. No Damage
L	10:53	us131 47mm	4 veh pda tot msp	assist msp
TZ	18:19	131/M-89	hit and run	Take report
MAN	13:56	US 131 @ County Line	Car / Deer Accident	TOT proper jurisdiction
MAN	7:21	Acorn & Industrial Pky	Car / Deer Accident	Report
HER	6:20	M89/131	PDA ROLLOVER	INVESTIGATE
TZ	21:48	16th 102nd	Unknown crash	Assist MSP
MAN	9:40	M-89 & Oaks Crossings Dr	Accident / Tempers / Warrant	Secure Scene / Suspect
CE	17:27	412 Cross Oaks Dr.	PIA	Assist MSP
CE	0:36	89 & 4th	PIA	Assist B5
CE	19:08	S/B 131 49mm	PDA	Investigate
CE	19:48	N. Main & Wedgewood	Car/Deer	Take report
HER	5:00	E.BRIDGE/ACORN	CAR DEER	INVESTIGATE
L	5:50	131 s/b near 106	pda blocking	assist c5
L	6:24	131 n/b near m89	pda	ud10
L	9:05	m89 near 6th st	pia	ud10 other unit tied up
HER	6:12	89/8th	pda	assist
L	8:36	700 Block s woodhams	pda / hit & run	
HER	10:29	89/12th	pda	assist acsd traffic
MAN	6:44	Allegan & US 131	Injury Accident	Assessment / Report / Ticket
CE	22:20	89 & 131	PDA	Investigate
L	10:49	500 Block allegan	pda	report

OFFICER FAILED TO ENTER DATA

OFFICERS TO ASSIST IN ANOTHER JURISDICTION









12/20/2018 INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF PLAINWELL  
 EXP CHECK RUN DATES 12/26/2018 - 12/26/2018  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

Vendor Code	Vendor Name	Description	Amount
001645	ALEXANDER CHEMICAL CORPORATION		
	SCL 10021557	DEPOSIT REFUND	(600.00)
	SCL 10021786	DEPOSIT REFUND	(600.00)
	SLS 10076606	CHLORINE FOR WR + SULF DIOX	1,312.00
TOTAL FOR: ALEXANDER CHEMICAL CORPORATION			112.00
000119	ALLEGAN COUNTY CLERK		
	12/10/2018	COUNCIL RECOUNT 2018	377.44
TOTAL FOR: ALLEGAN COUNTY CLERK			377.44
REFUND TAX	BARBARA G BECHTEL		
	12/19/2018	2018 Sum Tax Refund 55-160-002-00	1,546.87
	12/19/2018	2018 Sum Tax Refund 55-160-003-00	139.11
	12/19/2018	2018 Sum Tax Refund 55-904-022-00	112.74
TOTAL FOR: BARBARA G BECHTEL			1,798.72
002539	BELDEN SAND & GRAVEL		
	6860	SAND FOR BRUSH PILE BASE	39.07
TOTAL FOR: BELDEN SAND & GRAVEL			39.07
002323	BELLE TIRE		
	32382766	2018 PD CAR #1 TIRES	630.20
	32387024	PD CAR #4 TIRES	630.20
	32417264	PD CAR #5 TIRES	630.20
TOTAL FOR: BELLE TIRE			1,890.60
004902	BLOOM SLUGGETT PC		
	18488	NOV 2018 ATTORNEY FEES	1,580.00
TOTAL FOR: BLOOM SLUGGETT PC			1,580.00
000461	BOB'S HARDWARE		
	056792	CABLES/MISC	16.33
TOTAL FOR: BOB'S HARDWARE			16.33
002440	BOBS CRANE SERVICE CO INC		
	8139	CRANE TO LIFT CHRISTMAS TREE 2018	250.00
TOTAL FOR: BOBS CRANE SERVICE CO INC			250.00
004894	BORGESS CORPFIT OCCUPATIONAL HEALTH		
	333511	DOT J. GILLILAND	22.00
	335321	PHYSICAL/DRUG SCREEN WHITNEY	93.00
	336393	PHYSICAL 11/28/18	70.00
TOTAL FOR: BORGESS CORPFIT OCCUPATIONAL HEALTH			185.00
002458	CHAMPION LAW OFFICES		
	2018-07/08	ATTORNEY FEES 2018 JULY/AUGUST	1,400.48
TOTAL FOR: CHAMPION LAW OFFICES			1,400.48
002116	CHARTER COMMUNICATIONS (SPECTRUM)		
	0014163120918	12/19/18 - 1/18/19 DPS/FIRE PHONE/INTERNET/CABLE	517.31
TOTAL FOR: CHARTER COMMUNICATIONS (SPECTRUM)			517.31
004188	CHOPP GUTTER CO		
	2018-11	GUTTER EXTENSION/DOWNSPOUTS FOR AIRPORT	255.00
TOTAL FOR: CHOPP GUTTER CO			255.00

002703	CONTINENTAL LINEN SERVICES INC		
	2018-11 CITY HALL	2018-11 CITY HALL RUGS	45.20
	2018-11 DPS/FIRE	2018-11 DPS/FIRE RUGS	41.84
	2018-11 DPW	2018-11 DPW UNIFORMS/RUGS/MISC	144.86
	2018-11 WR	2018/11 WR RUGS/UNIFORMS/MISC	64.10
TOTAL FOR: CONTINENTAL LINEN SERVICES INC			296.00
004127	COOK RICK		
	014-2018	2019 CALENDAR	1,020.00
TOTAL FOR: COOK RICK			1,020.00
000089	CULLIGAN		
	561X00423804	REPAIR OF WATER SOFTENER @ DPS	105.00
TOTAL FOR: CULLIGAN			105.00
000531	CUMMINS BRIDGEWAY, LLC		
	S3-15445	WR GENERATOR REPAIR	698.85
	S3-15460	12/1/18 - 11/30/21 GENERATOR MAINTENANCE FOR 14C	656.68
	S3-15460A	12/1/18 - 11/30/21 GENERATOR MAIN FOR 126 FAIRLAN	341.87
TOTAL FOR: CUMMINS BRIDGEWAY, LLC			1,697.40
001610	DALE W. HUBBARD, INC (CLEAN EARTH)		
	2-12748	LIFTSTATION CLEANED	1,985.00
	2-14456	CLEANING LIFT STATIONS WR	3,596.00
	2-14457	12TH STREET LIFT STATION CLEANED	1,311.00
TOTAL FOR: DALE W. HUBBARD, INC (CLEAN EARTH)			6,892.00
001669	DR HOOKS SIGNS INC		
	139983	ARBOR DAY LARRY ADAMS REPLACEMENT SIGN	20.00
TOTAL FOR: DR HOOKS SIGNS INC			20.00
002030	DRUG SCREEN PLUS INC		
	AF 191339	2019 ANNUAL FEES + ADMIN	159.00
TOTAL FOR: DRUG SCREEN PLUS INC			159.00
000984	EVOQUA WATER TECHNOLOGIES LLC (SIEM		
	903802203	BIOXIDE FOR MARTIN TREATMENT	300.00
TOTAL FOR: EVOQUA WATER TECHNOLOGIES LLC (SIEM			300.00
000166	FISHER SCIENTIFIC		
	2177145	LAB SUPPLIES	144.93
TOTAL FOR: FISHER SCIENTIFIC			144.93
000153	FLEIS & VANDENBRINK INC		
	50995R	9/29/18 - 11/2/18 SHERWOOD AVE GRANT DESIGN SERV	1,339.84
	51096	11/3/18 - 11/30/18 IPP PFAS SAMPLING MEETING WITH	1,104.49
	51096A	IPP MANUAL REVIEW	37.00
TOTAL FOR: FLEIS & VANDENBRINK INC			2,481.33
002650	FUEL MANAGEMENT SYSTEM PACIFIC PRID		
	36612	PD GAS 12/15/18	724.59
TOTAL FOR: FUEL MANAGEMENT SYSTEM PACIFIC PRID			724.59
004840	GREENSTREET MARKETING & DESIGN		
	01210182	2018 DOWNTOWN BROCHURE	800.00
TOTAL FOR: GREENSTREET MARKETING & DESIGN			800.00
000134	HAROLD ZEIGLER INC		
	111227	CAR #4	26.80
TOTAL FOR: HAROLD ZEIGLER INC			26.80
003040	HART'S JEWELRY		
	2018-12	GOLDEN TICKET PAYOUT DEC 2018	80.00
TOTAL FOR: HART'S JEWELRY			80.00

003067	HELPNET (BBC-HELPNET)		
	21573	10/1/18 - 12/1/18 EMPLOYEE ASSISTANCE PROGRAM	299.88
TOTAL FOR: HELPNET (BBC-HELPNET)			299.88
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000203	HONEYTREE ARBORIST SERVICES		
	667	DEC 2018 CHRISTMAS GARLAND CITY HALL/GAZEBO/MIL	650.00
TOTAL FOR: HONEYTREE ARBORIST SERVICES			650.00
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002442	HOPKINS PROPANE COMPANY		
	755291	YEARLY RENTAL FEE ON PROPANE TANK @ THE AIRPORT	100.00
TOTAL FOR: HOPKINS PROPANE COMPANY			100.00
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REFUND UB	HUNTER, REBECCA & MIKE		
	12/19/2018	UB refund for account: 03-00031200-05	106.01
TOTAL FOR: HUNTER, REBECCA & MIKE			106.01
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001815	JEFF GILLILAND		
	18/19 SHOE ALLOWNCE	18-19 SHOE ALLOWANCE	200.00
TOTAL FOR: JEFF GILLILAND			200.00
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002301	JOYFUL CLEANING - LINDA TUBBS		
	1049	DECEMBER 2018 CLEANING	964.00
TOTAL FOR: JOYFUL CLEANING - LINDA TUBBS			964.00
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000079	KAECEHE PUBLICATIONS INC		
	40834	2 SUMMARIES/712 N MAIN ST RE-ZONE	390.60
	40835	NOV 2018 HOLIDAY EVENTS DDA	170.00
TOTAL FOR: KAECEHE PUBLICATIONS INC			560.60
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000381	LAPHAM HEATING INC		
	983487	DPW BREAKROOM FURNACE REPAIR	110.74
TOTAL FOR: LAPHAM HEATING INC			110.74
<hr/>			
004804	LL JOHNS & ASSOCIATES INC		
	559	AIRPORT INSURANCE 12/23/18 - 12/27/18	760.03
TOTAL FOR: LL JOHNS & ASSOCIATES INC			760.03
<hr/>			
000682	MAIN-TECH SERVICES INC		
	81120	SCREENING ROOM WATER PIPING REPLACEMENT	1,830.00
TOTAL FOR: MAIN-TECH SERVICES INC			1,830.00
<hr/>			
REFUND UB	MAXSON, SHEILA		
	12/19/2018	UB refund for account: 03-00033862-02	296.75
TOTAL FOR: MAXSON, SHEILA			296.75
<hr/>			
000014	MICHIGAN GAS UTILITIES CORP.		
	2018-11	11/9/18 - 12/10/18 GAS BILLS	4,098.32
TOTAL FOR: MICHIGAN GAS UTILITIES CORP.			4,098.32
<hr/>			
000609	MIDWAY CHEVROLET		
	64745	TRUCK #4 OIL CHANGE	43.33
TOTAL FOR: MIDWAY CHEVROLET			43.33
<hr/>			
000365	MISS DIG		
	20190430	ANNUAL MEMBERSHIP FEE 2018	693.25
TOTAL FOR: MISS DIG			693.25
<hr/>			
002708	MORGAN BIRGE' & ASSOCIATES		
	46708	DECEMBER 2018 PHONE MAINTENANCE	130.00
TOTAL FOR: MORGAN BIRGE' & ASSOCIATES			130.00
<hr/>			
004837	MUNICIPAL WEB SERVICES		
	53268	NOV 2018 WEBSITE SERVICES	200.00




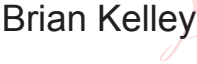



TOTAL FOR: MUNICIPAL WEB SERVICES		200.00
-----		
003071	NATIONAL CREATIVE ENTERPRISES NCE	
	30244 CITY HALL AED NEW BATTERY	157.00
TOTAL FOR: NATIONAL CREATIVE ENTERPRISES NCE		157.00
-----		
004253	NATIONAL HOSE TESTING SPECIALTIES I	
	48000 ANNUAL INSPECTION	546.80
TOTAL FOR: NATIONAL HOSE TESTING SPECIALTIES I		546.80
-----		
004195	NIEBOER HEATING & COOLING	
	72043 DPS FURNACE REPAIR	697.00
TOTAL FOR: NIEBOER HEATING & COOLING		697.00
-----		
004256	OLD DOMINION BRUSH COMPANY	
	6421270 LEAF VACUUM REPAIR	1,328.90
TOTAL FOR: OLD DOMINION BRUSH COMPANY		1,328.90
-----		
004855	PLAINWELL ACE HARDWARE	
	1771 AIRPORT LIGHTS	100.46
	1898 CORDS FOR PARK CHRISTMAS	16.98
	1901 FIREHALL MAINT SUPPLIES	35.98
	1948 SHOP MISC	7.98
	1953 PAINT SAFETY LINES	10.58
	1958 DUMPSTER	7.59
	1960 PAINT FOR DUMPSTER/TRASH BINS	50.93
	1965 FURNACE DPW FILTER	67.96
	2000 PD FASTENERS MISC	24.76
	2018/12A 2018 GOLDEN TICKET PAYOUT	130.00
	2019 SNOWBRUSH/SCRAPER	22.98
TOTAL FOR: PLAINWELL ACE HARDWARE		476.20
-----		
002247	PLUMBER'S PORTABLE TOILETS	
	374431 RESTROOMS FOR CHRISTMAS FESTIVAL	85.00
TOTAL FOR: PLUMBER'S PORTABLE TOILETS		85.00
-----		
004901	R-FACTOR INC	
	00109610 INSULATION FOR WR	605.00
TOTAL FOR: R-FACTOR INC		605.00
-----		
004830	RICHMOND, MICHAEL J	
	2018-12 1/1/19 - 1/31/19 ASSESSING SERVICES	1,400.00
TOTAL FOR: RICHMOND, MICHAEL J		1,400.00
-----		
REFUND MR	RONALD HASSING	
	12/19/2018	280.29
TOTAL FOR: RONALD HASSING		280.29
-----		
004168	SBF ENTERPRISES	
	0131221 PLAINWELL WAIVER FORM	169.00
TOTAL FOR: SBF ENTERPRISES		169.00
-----		
001873	SCHANZ TIRE & AUTO SUPPLY INC.	
	143452 TIRE REPAIR	10.00
TOTAL FOR: SCHANZ TIRE & AUTO SUPPLY INC.		10.00
-----		
000100	SIEGFRIED CRANDALL PC	
	97651 AUDITING SERVICES YEAR END 6/30/18	2,000.00
TOTAL FOR: SIEGFRIED CRANDALL PC		2,000.00
-----		
000962	STATE OF MICHIGAN	
	761-10390692 NPDES ANNUAL PERMIT FEE 2019 MI0020494 WR	3,000.00
TOTAL FOR: STATE OF MICHIGAN		3,000.00
-----		



002402	STEENSMA LAWN & POWER EQUIPMENT		
	555357	MOWER REPAIR	52.50
	555880	MOWER REPAIR PART	139.77
	566165	LEAF VAC	224.00
TOTAL FOR: STEENSMA LAWN & POWER EQUIPMENT			416.27
<hr/>			
REFUND TAX	UNITED BANK		
	12/19/2018	2018 Sum Tax Refund 55-030-033-00	374.94
	12/19/2018	2018 Sum Tax Refund 55-030-034-00	868.21
TOTAL FOR: UNITED BANK			1,243.15
<hr/>			
002653	VAN MANEN OIL COMPANY		
	2195273	REGULAR GAS 11/27/18	115.94
	2195274	DIESEL FUEL 11/27/18	858.60
TOTAL FOR: VAN MANEN OIL COMPANY			974.54
<hr/>			
004896	WALTERS SWEEPING		
	4624	STREET SWEEPING	6,180.00
TOTAL FOR: WALTERS SWEEPING			6,180.00
<hr/>			
REFUND TAX	WELLS FARGO FINANCIAL LEASING INC		
	12/19/2018	2018 Sum Tax Refund 55-905-025-10	28.18
TOTAL FOR: WELLS FARGO FINANCIAL LEASING INC			28.18
<hr/>			
002401	WORLD POINT ELL, INC		
	2097331	MANUAL FOR DPS	332.31
TOTAL FOR: WORLD POINT ELL, INC			332.31
<hr/>			

TOTAL - ALL VENDORS

54,141.55

INVOICE AUTHORIZATION	
<b>Person Compiling Report</b>	<b>Brian Kelley, City Clerk/Treasurer</b>
I verify that to the best of my knowledge the attached invoice listing is accurate and the procedures in place to compile this invoice listing has been followed.	I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.
Insert Signature:  <small>Digitally signed by Cheryl Pickett DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Cheryl Pickett, email=cpickett@plainwell.org Date: 2018.12.20 08:36:52 -05'00'</small>	Insert Signature:  <small>Digitally signed by Brian Kelley Date: 2018.12.21 11:10:33 -05'00'</small>
<b>Bryan Pond, Water Renewal Plant Supt.</b>	<b>Bill Bomar, Public Safety Director</b>
I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.	I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.
Insert Signature:	Insert Signature:  <small>Digitally signed by Bill Bomar Date: 2018.12.20 09:00:41 -05'00'</small>
<b>Bob Nieuwenhuis, Public Works Supt.</b>	<b>Erik J. Wilson, City Manager</b>
I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.	I verify that I have reviewed the expenditures attributed to my department and to the best of my knowledge the attached invoice listing is accurate and complies with the City's purchasing policy.
Insert Signature:  <small>Digitally signed by Robert Nieuwenhuis Date: 2018.12.20 10:07:01 -05'00'</small>	Insert Signature:  <small>Digitally signed by Erik Wilson DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org Date: 2018.12.20 12:32:47 -05'00'</small>

12/20/2018

CHECK REGISTER FOR CITY OF PLAINWELL  
CHECK DATE FROM 12/10/2018 - 12/21/2018

Check Date	Bank	Check	Vendor Name	Description	Amount
<b>Bank CBGEN Chemical Bank - General AP Account</b>					
Check Type: <b>ACH Transaction - <i>Property Tax Distributions</i></b>					
12/14/2018	CBGEN	1437(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2018 WINTER TAX COLLECTIONS W/E 12/08/20	14,897.49
12/14/2018	CBGEN	1438(A)	ALLEGAN COUNTY TREASURER	2018 SUM/WIN TAX/INT COLLECTED W/E 12/08	2,094.84
12/14/2018	CBGEN	1439(A)	PLAINWELL COMMUNITY SCHOOLS	2018 WINTER TAX COLLECTIONS W/E 12/08/20	31,300.10
12/14/2018	CBGEN	1440(A)	RANSOM DISTRICT LIBRARY	2018 SUM/WIN TAX/INT COLLECTED W/E 12/08	805.05
12/21/2018	CBGEN	1441(A)	ALLEGAN AREA EDUCATION SVC AGENCY	2018 WINTER TAX COLLECTED W/E 12/15/2018	20,522.49
12/21/2018	CBGEN	1442(A)	ALLEGAN COUNTY TREASURER	2018 SUM/WIN TAX/INT COLLECTED W/E 12/15	5,859.65
12/21/2018	CBGEN	1443(A)	PLAINWELL COMMUNITY SCHOOLS	2018 WINTER TAX COLLECTED W/E 12/15/2018	54,501.37
12/21/2018	CBGEN	1444(A)	RANSOM DISTRICT LIBRARY	2018 SUM/WIN TAX/INT COLLECTED W/E 12/15	3,496.59
Total ACH Transaction:					133,477.58
Check Type: <b>EFT Transfer - <i>Automatic bill payments</i></b>					
12/10/2018	CBGEN	1435(E)	SILVERSCRIPT INSURANCE COMPANY	DECEMBER 2018 RETIREE PRESCRIPTION COVER	29.10
12/10/2018	CBGEN	1436(E)	SILVERSCRIPT INSURANCE COMPANY	DECEMBER 2018 RETIREE PRESCRIPTION COVER	29.10
12/18/2018	CBGEN	1445(E)	CHEMICAL BANK	NOVEMBER 2018 CHEMICAL BANK FEES	306.39
Total EFT Transfer:					364.59
Check Type: <b>Paper Check - <i>Manual Checks</i></b>					
12/12/2018	CBGEN	13230	CONSUMERS ENERGY	11/1/18 - 11/30/18 ELECTRIC	3,608.56
12/12/2018	CBGEN	13231	MASTERCARD	NOV 2018 MASTERCARD	577.34
12/12/2018	CBGEN	13232	US BANK EQUIPMENT FINANCE (COPIER)	NOV/DEC 2018 DPW COPIER	226.00
12/12/2018	CBGEN	13233	HOME DEPOT	OCT 2018 STATEMENT	730.63
12/12/2018	CBGEN	13234	FUEL MANAGEMENT SYSTEM PACIFIC PRID	PD/FIRE 11/30/18	422.83
12/19/2018	CBGEN	13235	PERCEPTIVE CONTROLS INC	WATER SCADA COMPUTER REPLACEMENT - 50% D	5,995.00
Total Paper Check:					11,560.36
CBGEN TOTALS:					
Total of 17 Checks:					145,402.53
Less 0 Void Checks:					0.00
Total of 17 Disbursements:					<b>145,402.53</b>

## Off Cycle Payment Authorization

**Brian Kelley, City Clerk/Treasurer**

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

Insert Signature:

**Brian Kelley**

Digitally signed by Brian Kelley  
Date: 2018.12.20 12:18:21 -05'00'

**Erik J. Wilson, City Manager**

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

Insert Signature:

**Erik Wilson**

Digitally signed by Erik Wilson  
DN: c=US, st=Michigan, l=Plainwell, o=City of Plainwell, ou=CoP, cn=Erik Wilson, email=ewilson@plainwell.org  
Date: 2018.12.20 12:32:14 -05'00'

Allegan County  
Administrator  
*Robert J. Sarro*



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269.673.0203

December 14, 2018

Dear Allegan County Team,

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

1. Boards & Commissions—set per diem/mileage  
**(APPROVED AS AMENDED)**
2. Boards & Commissions Appointments/Elections  
**(SEVERAL APPOINTMENTS/ELECTIONS HELD)**
3. Board of Commissioners—approve 2019 Meeting Dates (Board & Planning Sessions)  
**(APPROVED AS PRESENTED)**
4. Board Rules of Organization  
**(ADOPTED CHANGES)**
5. Maintain Current Officers—Rules 2019  
**(APPROVED AS PRESENTED)**
6. Administrative Update  
**(INFORMATION ONLY)**
7. Board of Commissioners—approve County Administrator's Evaluation (Possible Closed Session)  
**(APPROVED AS PRESENTED)**
8. Motion to approve of claims paid and to incorporate into proceedings of the Board (11/16/18 & 11/23/18 & 11/30/18 & 12/7/18 & 12/14/18)  
**(APPROVED AS PRESENTED)**
9. Board of Commissioners—repeal Ordinance 1014.0 Ban Lawn Fertilizer Containing Phosphorus (174-020)  
**(MOTION FAILED AS PRESENTED)**
10. Transportation—approve Title VI Plan (174-508)  
**(APPROVED AS PRESENTED)**
11. Board of Commissioners—set 2019/2020 Compensation  
**(APPROVED AS PRESENTED)**
12. FY2019 Salaries—Elected Officials & Chief Deputy Positions  
**(APPROVED AS PRESENTED)**
13. Emergency Management—apply/accept FY2019 Hazard Mitigation Grant Program (173-798)  
**(APPROVED AS PRESENTED)**
14. Parks—set Camping Fees (174-567)  
**(APPROVED AS AMENDED)**
15. Public Health—set Food License (Inspection) Fees (174-568)  
**(APPROVED AS PRESENTED)**
16. Tribal Matters



a. Local Revenue Sharing Board Communication

b. Tribal Land—Intergovernmental Agreement

**(TABLED)**

17. Drain—reconsider abandonment of the Neerkins Drain (August 9, 2018 Board Resolution)

**(APPROVED TO RESCIND)**

18. Indigent Defense Planning

**(APPROVED TO RESCIND PRIOR ACTION TAKEN)**

19. \*Finance—approve 2018 budget amendments (174-794)

**(APPROVED AS PRESENTED)**

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

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

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

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

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

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

Thank you!

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

# Allegan County Administrative Offices



County Services Building  
3283 – 122<sup>nd</sup> Avenue  
Allegan, MI 49010  
269.673.0203

*December 13, 2018*

## Board of Commissioners Update Administrator's Report

### Examples of Excellence

Public Health has highlighted an example of our RICH value; commitment. During its Girls' Night Out event on Thursday, October 25, Allegan General Hospital (AGH) and the AGH Foundation recognized Lisa Letts, Personal Health Services Manager, as its 2018 Spirit of Women Award winner. Lisa was nominated by Mary Whiteford for her passion and dedication to the community. "For me it isn't about doing for others; it is doing with others," said Lisa. "If there is a need or a way I can support the others, I do. Every act or word has a ripple effect; usually you have no idea of the impact." Lisa was a Sergeant in the US Army Reserve. She has been a nurse for over 25 years with a specialty in Emergency Nursing as well as Sexual Assault and Forensic Nursing. The Spirit of Women Award was designed to celebrate the accomplishments, achievements, and "spirit" of women in the Allegan area," said Jennifer Dentler, AGH Spirit of Women Coordinator. "It's an awards program for the unsung heroine of everyday life, who devote themselves, through their example to making their communities healthier, safer, and more inspirational places to live."

### ENGAGEMENT

#### Employment

Number of Active Regular Full-Time and Regular Part-Time Employees: 358

*New Hires: 4*

Last Name	First Name	Position
Pardee	Catherine	Board of Canvassers
Scherphorn	Benjamin	Unregistered Sanitarian
Jaarda	Anna	Telecommunicator
Arias	Abby	Environmental Health Secretary

*Left Employment: 3*

Last Name	First Name	Position
Moored	Rebecca	Medical Examiner Investigator
McIntee III	Jack	IRPT Child Care Worker – Detention
Mackley	Rebecca	Child Care Worker - Cheever

*Open Positions: 10 total*

Telecommunicator; Drain Maintenance Worker II; Child Care Worker – Cheever; PC Network Technician; Correction Officer; IRPT Animal Control; Client Financial Svc Clerk FOC; Professional Engineer; Assistant Prosecuting Attorney; Senior Finance Specialist

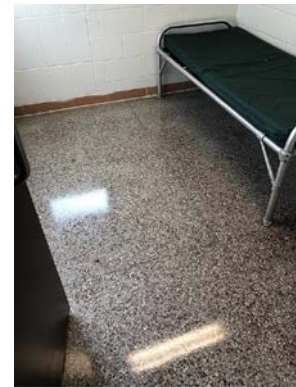
For more information regarding these employment matters, please contact Lyn Holoway, HR Manager at (269) 673-0537.

**Wellness Report** – Attached (Appendix A) is the 3<sup>rd</sup> quarter Wellness Report, due to time constraints on the Board agenda we are providing you with this report. For the future, in the effort to deliver this report in a consistent manner, an annual schedule has been developed. This schedule will be imbedded within the 2019 Board Calendar. For additional information or questions, please contact Amy Doeden, Wellness Coordinator at (269) 673-0240.

## OPERATIONS

**Smart911** – On November 30, Central Dispatch and Information Services met with representatives from RAVE (the creators of Smart 911) to discuss next phases of the project and the upcoming implementation. A soft roll out of Smart 911 is expected to occur by the end of December at which time the software will be installed and our center able to take Smart 911 calls. However the county-side marketing of the Smart 911 solution to the public will not occur until after the first of the year. There is still much testing and training that needs to take place before making the public aware Smart 911 is available in Allegan County. A marketing plan will be developed with the assistance of RAVE. A full launch of Smart 911 is expected mid to late 2019. For more information, please contact Central Dispatch Director, Jeremy Ludwig at [jludwig@allegancounty.org](mailto:jludwig@allegancounty.org).

**Terrazzo Refurbishment at the Juvenile Detention Facility** – The terrazzo at the Juvenile Detention Facility is receiving a face lift. The new employee in Facilities Management, Robert Trujillo, has brought some amazing skills to the County. Robert has started refurbishing the terrazzo throughout the facility. He works on the terrazzo as time permits during his daily duties. Facilities will continue working on this transformation throughout the course of 2019. For more information on this project, please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.



**Fire Alarm Incident** – On December 3, 2018 the Facilities Team was conducting routine maintenance in the Allegan County Courthouse when a power drill burned up and created a terrible smell and smoke. The staff at the courthouse reacted appropriately by utilizing the fire pull station and evacuating as trained in the Facilities Emergency Response Plan (FERP). The event uncovered a few gaps of the process in place to support the building and a couple operational changes related to the new fire panels. Most notably, the new verbiage from the fire panel conveying to the public and the courthouse staff was not operational and email notifications of the event were not sent out. In addition, because this was not an actual fire event, there were mixed directions expressed to the staff on whether to exit the building or remain in their offices. The Building Safety Team along with Facilities Management are working to address these gaps and they will be rectified as soon as possible. For more information on this event please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

**Courthouse Space Study Update** – The courthouse space study is underway. County Administration has been working diligently with the Courthouse Leadership Team to develop options and locations for the Public Defender Space while complimenting other courthouse functions. The teams have also been collaborating with the Allegan County Sheriff's Office to



improve the security posture of the building. During this process several needs and solutions have been identified by stakeholders. This lead to requests to conduct a more holistic review of the space usage within the courthouse. Using previous building use studies from 2003, 2006, 2014 and the public session held this past summer, the Operations Team will begin meeting with courthouse service areas to update the information from past studies and solicit input on current process and future needs. This information will then be compiled into options to determine next steps for the building and the courthouse square in general. The team is working hard to meet the goal of bringing this to the Board by the end of first quarter 2019. For more information, please contact Shawn Stenberg, Director of Facilities Management at 269-673-0207.

## FINANCIAL

**Medical Care Community Donation Account** – Staff from the Treasurer’s Office, Medical Care Community, and Finance recently met, to discuss opportunities to streamline and strengthen the accounting treatment for donations. While relatively small structural changes were crafted, great strides were made in the overall understanding of the process. For more information, please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

**Preparation for New Budget Year** – Human Resources and Finance staff met, to review changes approved during the 2019 budget process, and to confirm benefit costs (such as the MERS Defined Benefit monthly invoice). For more information, please contact Lorna Nenciarini, Executive Director of Finance, at 673-0228.

## SERVICES

**Public Health Update; 29<sup>th</sup> and Jefferies Ground Water Contamination** – We have been doing Board Administrative updates on the AMFCO site in Allegan Township since 2015 when we started ground water monitoring. The Environmental Protection Agency representative Tricia Edwards came and provided an update to the Board in August 2018. Please review the attachment; Appendix B. The contractor is ahead of schedule on the project and the majority of the project has been completed. The 4 impacted wells have been put on municipal water supply. Allegan County Health Department will continue to monitor ground water in that area to monitor plume migration. Any questions please contact Randy Rapp at 269-673-5411 or [rrapp@allegancounty.org](mailto:rrapp@allegancounty.org).

**Public Health EH Field Service Delivery Update** – Currently 98% of the eligible applications, received through November 3<sup>rd</sup>, were issued within the timeframe (10/21/2018- 11/3/2018), the 14 business day benchmark; Appendix C. 93% of all customers (11/4/2018 - 11/17/2018) were contacted within 5 business days of submitting their application. We have noticed a gap in our communication process and addressed it. We expect to see an increase in that percentage on the next report. Any questions please contact Randy Rapp at 269-673-5411 or [rrapp@allegancounty.org](mailto:rrapp@allegancounty.org).

**Public Health EH Field Soil Erosion and Sedimentation Control Update** – Certified letters were mailed on November 21, 2018, to all of the mining operators/owners who did not pay their renewal permit fees for the 2018 season as discussed at the November BOC meeting. Public Health will be bringing back the requested information in a January Board of Commissioner’s meeting. Any questions please contact Randy Rapp at 269-673-5411 or [rrapp@allegancounty.org](mailto:rrapp@allegancounty.org).

**Allegan County Transportation (ACT)** – Michigan Department of Transportation (MDOT) announced the award of five new replacement vehicles for 2019. MDOT received the FY 2018 FTA's Competitive Bus Facilities Infrastructure Investment Program Section 5339(b) funds in the amount of \$9,536,038 to replace vehicles having exceeded their useful life and expansion of fleets in rural areas. ACT has 28 total transit vehicles and 11 are eligible for replacement.

Recently, the local Rural Task Force programed Congestion Mitigation Air Quality (CMAQ) funding for an additional 4 transit vehicles in 2019. CMAQ funds are available for transit, cities, villages, townships and the County Road Commission for road improvements and projects that reduce congestion. For transit CMAQ funds must be used for vehicles that improve air quality and reduce pollution. As such the 4 vehicles will have clean burning propane engines.

**Parks, Pavilions at Dumont Lake Park/West Side Park** – Construction of the new pavilion at Dumont Lake Park is now complete. The new pavilion, which is 30' x 50', is five feet wider and ten foot longer than the old pavilion. With the larger size, it will be able to provide better accessibility around the tables/pavilion for users. An electric outlet, which was not in the old pavilion, has also been installed. The concrete slab was extended on the north side of the pavilion so all users could access a grill and serving table. The surface mount grill and serving table will be installed this spring by parks staff. Dumont Lake Park remains closed for repairs on the access bridge. Deteriorating wood planks are in need of replacement. Parks and Facilities Management are working on the repair,

The good roof sections that were saved from the old pavilion at Dumont Lake Park were taken over and installed, replacing the bad roof section on both pavilions at West Side Park. For more information regarding this matter, please contact Brandy Gildea, Parks Coordinator at 269-673-0378.



**Senior Services – Commission on Aging (COA)** – The COA will be participating in the 6<sup>th</sup> annual full day Strategic Planning Meeting on Tuesday, December 18, 2018 to include a joint meeting with the Service Providers to discuss service delivery and plan for 2019. For more information, please contact Sherry Owens, Director at (269) 686-5144.

**Veteran Services** – The Senior and Veteran Services team is proud to announce that Volunteers of America is now serving Allegan County Veterans in the team suite of offices every Monday. Tyler Sisson and Caleb Rudd are Veteran Employment Specialists who, through this program are able to assist veterans with barriers associated with seeking employment.

On a similar but less happy note, Patty Breas with Marine Corps League will no longer be providing assistance with veteran claims as a visiting Veteran Services Officer (VSO), due to funding issues at the State level. Patty has been a visiting VSO and part of the team since 2017 when Kay VanDrunen retired. As you remember, Kay was instrumental in providing guidance and support as the county veteran services staff completed accreditation. Hopefully, funding will be restored and Patty will be able to continue serving Allegan County veterans. For more information, please contact Sherry Owens, Director at (269) 686-5144.

**Senior and Veteran Services** – The visiting service specialists are part of the 2017 and 2018 strategic plans for the Senior and Veteran Services team to increase services available to this population in Allegan County while remaining budget neutral. Currently participating in this project is Karen Slater, a certified Medicaid and Medicare Assistance Program (MMAP) Counselor who provides assistance to residents with Medicare open enrollment program selections as well as new Medicare enrollees. Also part of this project is Robin Bailey, VSO for Veterans of Foreign Wars (VFW). For more information, please contact Sherry Owens at (269) 686-5144.

## ALLEGAN COUNTY WELLNESS Major Objectives

### ***1. Maintain sustainable healthcare costs and expenditures***

A fundamental principle is that preventing costly diseases and keeping healthy employees healthy may result in healthcare cost savings. See page 3 of this report for related data. Additional data will be provided in annual Wellness Key Performance Indicators report.

### ***2. Increase health and wellness***

Reducing and eliminating risk factors is a process that occurs over time and we expect to see positive health trends after 3 to 5 years of wellness programming. Programming began in November 2013 and benchmark participation occurred in September 2015. See page 2 of this report for related data. Annual wellness report will better indicate health trends.

### ***3. Increase productivity***

Increased productivity results from reduced absenteeism and reduced presenteeism. Presenteeism occurs when health problems affect productivity of at-work employees. Data on self-reported absenteeism and self-reported presenteeism is currently available.

### ***4. Increase healthy workplace culture***

A healthy workplace culture is essential to successful wellness program outcomes as it provides support for individuals beginning or maintaining healthy lifestyle behaviors. Related data can be found on the annual Wellness Key Performance Indicators report.

### ***5. Increase engagement***

See page 2 of this report for related data. Plan is to continue our efforts to raise awareness of the wellness benefit and to make wellness activities accessible to increase wellness engagement.

### ***6. Increase integration across County programs***

Quarterly Health Strategy meetings with all health-related vendors occur to ensure optimum program utilization, data-sharing and cooperation, and support for organizational wellness objectives. Vendors include: insurance broker, medical insurance, wellness, worker's compensation, disability and employee assistance program. Additional examples of integration are occurring:

- Wellness coaches make medical referrals for routine preventive care and follow-up care for at-risk individuals.
- Wellness coaches make employee assistance program referrals for employees with emotional health and/or addiction concerns.
- Wellness and Employee Engagement Teams collaborate to plan and conduct events to meet joint objectives.
- Fitness Center 2016 & 2017 fee was waived for wellness-eligible Allegan County employees (all Allegan County employees).
- New Fitness Center members receive an email promoting exercise and physical fitness-related wellness benefits.



## PARTICIPATION

### Objective 5. Increase engagement

#### 5.1. Increase Wellness participation

	Mar '15 <sup>1</sup>	Mar '16	Mar '17	Mar '18	Sep '18	Bnchmrk <sup>2</sup>
<u>Employees—Comprehensive<sup>3</sup></u>						
5.1.1. # Enrolled	235	287	291	312	316	
5.1.1. % Enrolled	68%	82%	84%	86%	86%	
5.1.1. # Core <sup>4</sup> Participation	204	275	289	308	311	
5.1.1. % Core Participation	59%	78%	84%	85%	85%	75%
<u>Spouses—Comprehensive</u>						
5.1.2. # Enrolled	15	17	17	24	26	
5.1.2. # Core Participation	5	8	8	14	17	
<u>Employees—Select<sup>5</sup></u>						
5.1.3. # Enrolled	8	8	9	8	12	
5.1.3. % Enrolled	7%	7%	7%	4%	6%	
<u>Spouses—Select</u>						
5.1.4. # Enrolled	3	3	3	3	3	

Group Programs	Date	# Participants
5.1.5. Mason Jar Salads	8/14	24
5.1.5. Fruit and Vegetable Challenge	8/8—8/26	24
5.1.5. Fitness Boot Camp	8/22—9/26	31
5.1.5. Diet Free 8-wk. Class	10/18—12/13	19 (not final)
5.1.5. Personal Training/Fitness Orientation	10/24	7 (not final)

<sup>1</sup>First report after 2015 Participation Incentive announcement.

<sup>2</sup>Holtyn & Associate best practice benchmark participation indicator at 12 to 24 months. AC Wellness/Holtyn services implemented Nov. 2013.

<sup>3</sup>Comprehensive Program # EEs eligible (Full-time, Regular Part-time, Elected Salaried, Job Share): Mar '15=344, Mar '16=351, Mar '17=345, Mar '18=361, Sep '18=366.

<sup>4</sup>Core components: Biometric Screening, Health Survey & Coaching.

<sup>5</sup>Select Program # EEs eligible (Irregular Part-time, Seasonal, Temporary, Per Diem): Mar '15=116, Mar '16=115, Mar '17=128, Mar '18=191, Sep '18=188. Per Diem EEs added as of 01/01/2018.

EE=employee; L&L=Lunch and Learn.

## HEALTH METRICS

Following is core data for employees in the Comprehensive program. Through 09/30/18, 311 employees participate in Biometric Screening, Health Survey and Coaching program, which provides health metrics (core data).

### 2. Increase health and wellness

#### 2.1. Reduce lifestyle health risk factors

	Mar '15 <sup>1</sup>	Mar '16	Mar '17	Mar '18	Sep '18	Bnchmrk <sup>6</sup>
<u>2.1.1. 12 Lifestyle Health Risk Factors<sup>7</sup></u>						
Low risk (0-2 risks)	60%	61%	64%	63%	62%	70%
Medium risk (3-4 risks)	32%	29%	26%	29%	29%	—
High risk (5+ risks)	8%	10%	10%	8%	9%	—
<u>2.1.2. Zero Heart Disease Risk Factors<sup>8</sup></u>	40%	35%	36%	38%	35%	40%
<i>Measured Health Risk Factors (low % desired):</i>						
2.1.3. Body Mass Index Overweight/Obese	78%	79%	79%	81%	80%	66%
2.1.4. % Body Fat Below Average/Poor	66%	63%	62%	63%	65%	60%
2.1.5. Waist at risk	52%	49%	50%	48%	51%	42%
2.1.6. High Blood Pressure	11%	17%	12%	15%	14%	13%
2.1.7. High Cholesterol (≥200)	41%	33%	33%	33%	32%	32%
2.1.8. Glucose at risk	0%	0%	0%	0%	1%	1%
2.1.9. Poor Fitness	14%	15%	16%	14%	12%	13%

*Self-reported Health Risk Factors (low % desired):*

2.1.10. No Exercise/Leisure-time Activity	21%	13%	10%	13%	11%	12%
2.1.11. Smoking	10%	8%	9%	8%	7%	12%
2.1.12. High Stress	44%	37%	33%	26%	26%	32%
2.1.13. Low Coping	4%	4%	3%	3%	3%	5%
2.1.14. Depression	12%	9%	10%	9%	9%	12%
2.1.15. Alcohol at risk	4%	4%	2%	3%	3%	4%
2.1.16. High Fat Consumption	21%	18%	19%	22%	18%	20%
2.1.17. Low Fiber Consumption	38%	35%	34%	32%	36%	30%

<sup>6</sup>Holtyn & Associates benchmark best practice goals for AC at 5 years.

<sup>7</sup>12 Lifestyle health risks include 2.1.5. through 2.1.17. except 2.1.10.

<sup>8</sup>Heart disease risk factors include 2.1.3. through 2.1.9. and 2.1.11.

Blue font indicates benchmark goal met. For all measured and self-reported Health Risk Factors, low % is desired.

NA=data not available.

## HEALTH CARE EXPENDITURES

### Objective 1: Maintain sustainable health care costs and expenditures

#### 1.4. Medical (paid claims) Note: Updated as of 06/20/2017. Removed Medical Care Community data, fees.

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2018—3/2018	766,770	1/2017—3/2017	656,106	1/2016—3/2016	634,153	1/2015—3/2015	585,120	1/2014—3/2014	390,620	1/2013—3/2013	527,467
4/2018—6/2018	659,309	4/2017—6/2017	724,646	4/2016—6/2016	877,937	4/2015—6/2015	603,730	4/2014—6/2014	433,014	4/2013—6/2013	656,021
7/2018—9/2018	764,044	7/2017—9/2017	665,137	7/2016—9/2016	949,647	7/2015—9/2015	711,768	7/2014—9/2014	550,291	7/2013—9/2013	617,630
		10/2017—12/2017	895,999	10/2016—12/2016	893,037	10/2015—12/2015	806,708	10/2014—12/2014	624,718	10/2013—12/2013	672,380

#### 1.5. Prescription Drugs (paid claims) Note: Updated as of 06/20/2017. Removed Medical Care Community data, fees.

Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount	Date	Amount
1/2018—3/2018	117,485	1/2017—3/2017	127,713	1/2016—3/2016	173,413	1/2015—3/2015	153,663	1/2014—3/2015	122,864	1/2013—3/2014	111,903
4/2018—6/2018	208,314	4/2017—6/2017	196,157	4/2016—6/2016	191,069	4/2015—6/2015	144,697	4/2014—6/2014	164,714	4/2013—6/2013	85,216
7/2018—9/2018	192,355	7/2017—9/2017	213,390	7/2016—9/2016	235,438	7/2015—9/2015	186,217	7/2014—9/2014	168,718	7/2013—9/2013	114,072
		10/2017—12/2017	236,395	10/2016—12/2016	228,381	10/2015—12/2015	189,196	10/2014—12/2014	137,976	10/2013—12/2013	118,076

#### 1.15. Wellness Initiative

To Date		Jul-Sep 2018		Apr-Jun 2018		Jan-Mar 2018	
1.16. Wellness Provider	323,984.77	1.16. Wellness Provider	3,203.84	1.16. Wellness Provider	37,826.09	1.16. Wellness Provider	2,726.89
1.17. Wellness Administration	209,314.74	1.17. Wellness Administration	8,761.29	1.17. Wellness Administration	10,210.81	1.17. Wellness Administration	8,745.01
1.17. Wellness Admin./Misc.	3,504.03	1.18. Incentive	0	1.18. Incentive	0	1.18. Incentive	0
1.18. Incentive	240,000.00	1.15. Total	11,965.13	1.15. Total	48,036.90	1.15. Total	11,471.90
1.15. Total	776,803.54						

2017		2016		2015		2014	
1.16. Wellness Provider	83,316.85	1.16. Wellness Provider	82,319.91	1.16. Wellness Provider	75,355.19	1.16. Wellness Provider	29,236.00
1.17. Wellness Administration	38,624.33	1.17. Wellness Administration	35,524.10	1.17. Wellness Administration	38,322.35	1.17. Wellness Administration	35,278.76
1.18. Incentive	87,000.00	1.18. Incentive	81,300.00	1.18. Incentive	71,700.00	1.17. Wellness Admin./Misc.	49.99
1.15. Total	208,941.18	1.15. Total	199,144.01	1.15. Total	185,377.54	1.15. Total	64,564.75

2013	
1.16. Wellness Provider	10,000.00
1.17. Wellness Administration	33,848.09
1.17. Wellness Admin./Misc.	3,454.04
1.15. Total	47,302.13

U.S. ENVIRONMENTAL PROTECTION AGENCY  
POLLUTION/SITUATION REPORT  
Allegan Drinking Water Site - Removal Polrep



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
Region V

**Subject:** POLREP #3  
Progress  
Allegan Drinking Water Site  
C5HX  
Allegan, MI  
Latitude: 42.5121126 Longitude: -85.8273567

**To:** Mark Johnson, ATSDR  
Keith Creagh, MDEQ  
Bill Schuette, Michigan Department of Attorney General  
Todd Goeks, NOAA  
Wayne Babcock, U.S. Department of Interior  
Robert Burr, U.S. Department of Interior  
Valencia Darby, U.S. DOI  
Rachel Bassler, U.S. EPA  
Carolyn Bohlen, U.S. EPA  
Sam Borries, U.S. EPA  
Phillippa Cannon, U.S. EPA  
Mark Durno, U.S. EPA  
Jason El-Zein, U.S. EPA  
HQ EOC, U.S. EPA  
John Glover, U.S. EPA  
Matt Mankowski, U.S. EPA  
Doug Sweeris, City of Allegan Water  
Aaron Haskin, City of Allegan - Water  
Steve Schultz, Allegan Township Supervisor  
Joel Dye, City of Allegan - Public Works  
Shawn Hauck, City of Allegan  
Angelique Joynes, Allegan Cty Health Dept.  
Randy Rapp, Allegan Cty Health Dept.  
Craid Atwood, Allegan Road Commission  
Montana Krukowski, MDEQ  
Ray Spaulding, MDEQ - RRD  
Lisa Quiggle, MDHHS  
Melanie Brown, MDEQ  
Brandon Pursel, US EPA  
Kathleen Schneiders, US EPA

**From:** Tricia Edwards, OSC

**Date:** 11/15/2018

**Reporting Period:** 11/10/2018 - 11/21/2018

## 1. Introduction

### 1.1 Background

<b>Site Number:</b>	C5HX	<b>Contract Number:</b>	
<b>D.O. Number:</b>		<b>Action Memo Date:</b>	6/21/2018
<b>Response Authority:</b>	CERCLA	<b>Response Type:</b>	Time-Critical
<b>Response Lead:</b>	EPA	<b>Incident Category:</b>	Removal Action
<b>NPL Status:</b>	Non NPL	<b>Operable Unit:</b>	
<b>Mobilization Date:</b>	10/22/2018	<b>Start Date:</b>	10/22/2018
<b>Demob Date:</b>		<b>Completion Date:</b>	
<b>CERCLIS ID:</b>		<b>RCRIS ID:</b>	
<b>ERNS No.:</b>		<b>State Notification:</b>	
<b>FPN#:</b>		<b>Reimbursable Account #:</b>	

#### 1.1.1 Incident Category

#### 1.1.2 Site Description

Mixed residential and commercial area to the northwest of the former Allegan Metal Finishing Co. (AMFCO) that are all on drinking water wells. Some of the drinking water wells have been identified to have chromium and hexavalent chromium when sampled. The area impacted included Jeffrey Drive and 29th Street which are downstream of the AMFCO property.

See POLREP #1

##### 1.1.2.1 Location

AMFCO is an approximately 24-acre property located at 1274 Lincoln Road in Allegan, Allegan County, Michigan, with geographic coordinates of 42.509477 degrees north latitude and 85.825412 degrees west longitude. The facility is located in a mixed commercial, industrial, and residential area, and is bounded on

the north by Lincoln Road with commercial properties beyond; to the east by residential properties; to the south by forested areas; and to the west by Allegan Tubular Products, and residential properties beyond. Residential neighborhoods are located within 100 feet of the Site.

The Site consists of a plume of contaminated groundwater impacting private wells in a mixed residential and commercial neighborhood in Allegan Township, Allegan County, Michigan.

#### **1.1.2.2 Description of Threat**

See POLREP #1

#### **1.1.3 Preliminary Removal Assessment/Removal Site Inspection Results**

See POLREP #1

## **2. Current Activities**

### **2.1 Operations Section**

#### **2.1.1 Narrative**

#### **2.1.2 Response Actions to Date**

##### **November 12, 2018**

- Crew began to prepare for the 8" water main installation down Jeffrey Drive today.
- The 8" main down 29th Street was pressure tested and chlorinated
- Flowable fill was placed around casings along Lincoln (M-89).
- Sample collected by Prein & Newhof of the 10" Main on M-89 and the two legs under M-89 (Jeffrey Drive and 29th Street). Second sample to be collected on 11/13.

##### **November 13, 2018**

- 378' of 8" water main was installed, backfilled and compacted down Jeffrey Drive today.
- Chlorination continued of the 8" main on 29th Street today.
- Second sample collected of the 10" main and the 2 8" legs under M-89.

##### **November 14, 2018**

- 30' of 8" water main was installed, backfilled and compacted down Jeffrey Drive. Jeffrey Drive installation was completed today.
- The 8" main on Jeffrey Drive was pressure tested and chlorinated.
- Preparation of ground for asphalt paving of driveways on M-89 was completed today.

##### **November 15, 2018**

- Asphalt paving restoration of driveways along M-89 began today
- First sample taken on Jeffrey after Chlorination

##### **November 16, 2018**

- Asphalt paving restoration of driveways along M-89 continued
- Connection between the existing 10" City Water Main and the new 10" extension along M-89 was completed. Line was pressurized, drip tested, backfilled and compacted.
- Connection between the new extension along M-29 and the 8" line along 29th Street was completed. Line was pressurized, drip tested, backfilled and compacted.
- Second sample taken on Jeffrey after Chlorination

##### **November 17, 2018**

- Second sample failed, so Milbocker re-chlorinated the pipe

##### **November 19, 2018**

- Restoration work continued along M-89 and 29th Street. Weather conditions were favorable, so topsoil was placed and graded.
- A concrete pad was replaced at one of the residences along 29th Street that was removed for the installation of the 8" line.
- The 8" line on 29th Street was tapped and 3 Curb Stops were installed. 77' of 1" copper line was horizontally drilled to connect each of the three water lines from the main to the homes.
- The 8" line on Jeffrey was tapped and 1 Curb Stop was installed. 80' of Copper Pipe was horizontally drilled to connect each of the three water lines from the main to the homes.
- Asphalt placement completed along M-89 of all driveways and the and the top coat needed at one facility along M-89.

##### **November 20, 2018**

- Another sample was taken from the 8" line on Jeffrey. Sample results should be received tomorrow morning. If sample passes, the 8" line can be connected to the 10" main along M-89.
- The 8" main was tapped and approximately 300' of 2" line was run down Jeffrey Drive to the end of the street. The line stopped at the property line of the last parcel.
- Water service was completed to the 1 residence on Jeffrey Drive
- Water service was completed to the 3 residences on 29th Street
- Restoration work continued along M-89 and 29th Street.

##### **November 21, 2018**

- The chlorination sample for the Jeffrey Drive main passed.
- The 8" line was connected to the leg underneath M-89. The line was charged and leak tested. The line was then backfilled and compacted.

##### **November 22-25, 2018**

No Operations



### 2.1.3 Enforcement Activities, Identity of Potentially Responsible Parties (PRPs)

Potentially Responsible Parties will be investigated by the enforcement team.

## 2.2 Planning Section

### 2.2.1 Anticipated Activities

- Permanent closure of the well on 29th Street (servicing 3 residences) and the well on Jeffrey Drive.
- Cold patch the approach off of M-89 and Jeffrey Drive.

#### 2.2.1.1 Planned Response Activities

\*Some restoration may be required in the spring of 2019.

#### 2.2.1.2 Next Steps

#### 2.2.2 Issues

## 2.3 Logistics Section

No information available at this time.

## 2.4 Finance Section

### Estimated Costs \*

	Budgeted	Total To Date	Remaining	% Remaining
<b>Extramural Costs</b>				
ERRS - Cleanup Contractor	\$884,278.00	\$346,931.00	\$537,347.00	60.77%
TAT/START	\$75,000.00	\$6,208.51	\$68,791.49	91.72%
<b>Intramural Costs</b>				
<b>Total Site Costs</b>	<b>\$959,278.00</b>	<b>\$353,139.51</b>	<b>\$606,138.49</b>	<b>63.19%</b>

\* The above accounting of expenditures is an estimate based on figures known to the OSC at the time this report was written. The OSC does not necessarily receive specific figures on final payments made to any contractor(s). Other financial data which the OSC must rely upon may not be entirely up-to-date. The cost accounting provided in this report does not necessarily represent an exact monetary figure which the government may include in any claim for cost recovery.

## 2.5 Other Command Staff

No information available at this time.

## 3. Participating Entities

### 3.1 Unified Command

### 3.2 Cooperating Agencies

US EPA  
MDEQ  
City of Allegan  
Allegan County Health Department  
Allegan DOT  
Allegan Township

## 4. Personnel On Site

US EPA  
Environmental Restoration (ER)  
Tetra Tech  
Millbocker & Sons  
(ER Subcontractor)  
Prein & Newhof

## 5. Definition of Terms

No information available at this time.

## 6. Additional sources of information

No information available at this time.

## 7. Situational Reference Materials

No information available at this time.

## Environmental Health - Benchmark Data Board of Commissioner Report



	January		February		March		April		May		June		July		August		September		October		November		December
Total Applications Received for the Month	108		113		238		201		282		225		203		189		182		158		84		
14 Business Days for the Month are Permits received during	1/1 thru 1/11	1/12 thru 1/22	1/23 thru 2/2	2/3 thru 2/14	2/15 thru 3/2	3/3 thru 3/14	3/15 thru 4/6	4/7 thru 4/20	4/21 thru 5/14	5/15 thru 5/25	5/26 thru 6/8	6/9 thru 6/22	6/23 thru 7/7	7/8 thru 7/21	7/22 thru 8/4	8/5 thru 8/24	8/25 thru 9/7	9/8 thru 9/22	9/23 thru 10/6	10/7 thru 10/20	10/21 thru 11/3		
Incomplete and/or Unpaid Submissions within 14 Business Days	0	6	19	4	10	7	18	5	16	0	6	11	9	7	11	16	13	18	18	12	3		
Total Eligible for Completion within 14 business day window	34	34	66	36	60	64	139	99	175	84	120	89	65	77	90	109	60	75	57	57	49		
Submissions Not Completed within Eligible Time Period	9	5	11	7	3	4	20	15	31	8	16	11	7	6	7	9	2	2	1	1	1		
Total Completed	25	29	59	29	57	60	119	84	144	76	104	78	58	71	83	100	58	73	56	56	48		
Percentage Complete	74%	85%	89%	81%	95%	94%	86%	85%	82%	90%	87%	88%	89%	92%	92%	92%	97%	97%	98%	98%	98%		

**Number      Percentage**

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

48/49	98%
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**14 business days from October 21 = November 3**

	January		February		March		April		May		June		July		August		September		October		November		December
Total Applications Received	108		113		238		201		282		225		203		189		182		158		84		
5 Business Days for Communication	1/1 thru 1/24	1/25 thru 2/2	2/5 thru 2/12	2/13 thru 2/22	2/23 thru 3/2	3/5 thru 3/12	3/13 thru 3/20	3/21 thru 3/30	4/2 thru 4/13	4/16 thru 5/7	5/8 thru 6/1	6/2 thru 6/22	6/23 thru 7/6	7/7 thru 7/21	7/22 thru 8/4	8/5 thru 8/18	8/19 thru 9/7	9/8 thru 9/21	9/22 thru 10/6	10/7 thru 10/20	10/21 thru 11/3	11/4 thru 11/17	
Total Eligible for Communication	84	31	24	43	39	43	69	96	80	175	211	165	74	90	99	74	123	93	75	107	64	56	
Total Not Communicated to within 5 Business Days	5	1	0	9	5	8	8	9	4	3	0	6	3	2	1	0	3	5	2	1	0	4	
Total Communicated to within 5 Business Days	79	30	24	34	34	35	61	87	76	172	211	159	71	88	98	74	120	88	73	106	64	52	
Percentage Complete	94%	97%	100%	79%	87%	81%	88%	91%	95%	98%	100%	96%	96%	98%	99%	100%	98%	95%	97%	99%	100%	93%	

**Number      Percentage**

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

52/56	93%
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**5 business days from November 4 = November 17**

# Environmental Health - Total Services

## Board of Commissioner Monthly Report



### APPLICATIONS RECEIVED

	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	30	44	72	58	65	68	64	67	55	46	29		598
Septic	39	32	81	60	88	67	61	45	53	44	28		598
Loan Eval.	7	10	16	25	39	27	21	16	23	18	12		214
MDHHS Eval.	2	0	9	12	12	9	8	3	7	7	1		70
SESC	18	16	32	25	44	25	31	45	34	29	10		309
Raw Land/Soil Eval.	10	6	25	16	23	19	11	7	7	12	2		138
Investigative Fieldwork	2	5	3	5	11	10	7	6	3	2	2		56
Monthly Totals	108	113	238	201	282	225	203	189	182	158	84	0	1983

### SERVICES PROVIDED

PERMITS ISSUED	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well	39	35	58	64	76	64	68	72	42	53	34		605
Septic	42	30	59	69	71	75	69	53	61	60	34		623
Loan Eval.	9	4	14	21	31	22	28	17	20	24	13		203
MDHHS	0	0	1	16	8	16	7	6	3	10	0		67
SESC	23	26	28	31	44	24	21	41	35	30	12		315
Raw Land/ Soil Eval.	17	4	14	14	24	13	20	8	7	14	3		138
Monthly Totals	130	99	174	215	254	214	213	197	168	191	96	0	1951

Other Services Completed	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Well Finals	27	98	100	31	55	16	80	46	23	34	34		544
Septic Finals	5	12	22	30	45	51	33	55	53	55	45		406
SESC Inspections	2	18	8	200	217	260	200	185	229	282	174		1775
Investigative Fieldwork	2	5	2	5	11	10	7	8	3	2	2		57
Monthly Totals	36	133	132	266	328	337	320	294	308	373	255	0	2782

Total Services Provided	166	232	306	481	582	551	533	491	476	564	351	0	4733
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*December 13, 2018*

### Commissioner Questions

The purpose of this section to the Board Administrative Report is to capture questions raised by a Commissioner(s) since the last Report and provide answers or updates accordingly.

**Cost Allocation Plan** – During the 2019 Budget process, we received inquiry regarding the County’s current cost allocation distribution model specifically as it relates to Senior Services; the County should analyze current practice, what other counties are doing, and present a recommendation. At that time, Administration did not receive direction from the Board to proceed on this analysis. In speaking with the Administrative Team, it will take quite significant time to conduct a reliable comparison of all data. Therefore, we are asking the Board for formal direction whether or not to proceed with this project.

**Holiday Greetings** – Following the release of the organizational Thanksgiving message, we received inquiry as to the nature of this practice. Beginning in 2006, the current Administrator offered to produce a message to express the County’s gratitude for the service of our employees. We worked through several different approaches and formats ultimately arriving at a consistent process that has lasted many years. For reflection, please see attached (Appendix A) past messages. If the Board wishes to take a different direction or does not desire to be represented in these messages moving forward please provide that direction.

### **Public Health –**

- Q. With whomever's notification to Allegan Co. on/about August (whatever day) that there was evidence of hazardous substances in the water supplies of various co. residents, what was it expected or directed that Allegan Co. (should) do with that information?
- R. September 1, 2018 – Preliminary laboratory results indicated 16 wells in Allegan County had detectable levels of two types of dioxins. Laboratory analysis results for other contaminants had not been completed at that time. MDHHS sent a formal written recommendation to Allegan County and Kalamazoo’s Health Officers advising them to make a health recommendation to impacted wells owners to not drink their well water and use an alternate water supply until the rest of the dioxin, furan, PCB panels were received and analyzed. MDHHS also recommended both health departments provide alternate water to those who could not supply their own drinking water. In an abundance of caution, until the all of the laboratory results were received and the potential health risks of drinking groundwater could be determined, the Allegan County Health Department recommended the 16 households with detectable concentrations of two dioxins in their wells seek an alternative water supply. Bottled water was supplied through MDHHS funding to those 16 households if they were unable to provide for their own alternate water supply. Public Health implemented an Incident Command Structure to manage this incident. A Water Supply/Inventory was established. A hotline was established to facilitate community and media questions and concerns. A website was also created as a resource for publishing press releases, FAQs, past



agency presentations and other useful information. The FAQ document continues to be updated.

**Phosphorous Fertilizer Ordinance –**

Q: What has been the experience of the Health Department regarding the Phosphorous Fertilizer Ordinance and specifically the enforcement of it?

R: The ordinance was promoted by the Soil Conservation District, Senator Patti Birkholz and Watershed Groups. Public Health was in favor in of the principle but needed funding/resources for adequate enforcement. The Board of Commissioners passed the ordinance with no additional funding. Public Health sent letters to all of the suppliers they could locate informing them of the ordinance. Environmental health sanitarians did some random spot checks initially and everyone was selling phosphorus free fertilizer. A state wide ban of phosphorus fertilizer was put in place in 2012. There has not been any complaints forms received in regards to the ordinance nor has environmental health sanitarians conduct any random inspections in at least the last 4 years. There are not any resources. Please see the additional attachments (Appendix B-D) to include the current ordinance, state wide ordinance, and the press release that was done for this topic.

**Soil Erosion and Sedimentation Control (SESC) Permits –**

Q. The possibility of concerns within the Holland area regarding the cost of Allegan County SESC permits and the length of time the permits cover.

R. The team agreed to meet with parties that may have a concern and provided some dates. It was clarified that only the Board of Commissioners (BOC) can set/change these fees. Furthermore, the team has been working to meet the 14 business day turn around set by the BOC. From August 25th through November 3rd this benchmark has been met 97% – 98% of the time.

## Robert Sarro

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**From:** Robert Sarro  
**Sent:** Monday, November 19, 2018 2:50 PM  
**To:** GeneralInfo  
**Subject:** Happy Thanksgiving!

Allegan County Team,

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

Thank you to all of our public safety personnel and members of our armed forces for keeping us safe throughout the holidays.

As sent in the past, here are some helpful safety links that are still current:

Fire Safety/Prevention (great safety tip sheets)

<http://www.nfpa.org/holiday>

Online Shopping Safety

<https://www.staysafeonline.org/stay-safe-online/resources/top-tips-for-safe-online-holiday-shopping/>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)

<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Sincerely,

Robert J. Sarro

County Administrator

**Robert Sarro**

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**From:** ADMINISTRATION  
**Sent:** Monday, November 20, 2017 10:59 AM  
**To:** Everybody  
**Subject:** Happy Thanksgiving!

Allegan County Team,

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days please enjoy yourself, be patient, and most of all, be safe. While the weather has been fairly mild, seasonal weather can arrive at any moment. Please be especially safe while driving. In addition, please be aware of fire hazards as you prepare your home for the holiday and winter weather season.

While we are feasting, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so please do everything you can to take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As you remember all that you have to be thankful for, please keep all members of our armed forces and their families in your thoughts as they continue to protect all that is important to us. This is also a great time to help those in need by providing food/necessity baskets or by providing assistance to one of our many local non-profit agencies.

As sent in the past, here are some helpful links that are still current:

Fire Safety/Prevention (great safety tip sheets)

<http://www.nfpa.org/holiday>

Online Shopping Safety

<https://www.staysafeonline.org/stay-safe-online/resources/top-tips-for-safe-online-holiday-shopping/>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)

<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Sincerely,  
Robert J. Sarro  
County Administrator

## Robert Sarro

---

**From:** Robert Sarro  
**Sent:** Monday, November 21, 2016 4:36 PM  
**To:** GeneralInfo  
**Subject:** Happy Thanksgiving!

Allegan County Team,

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days please enjoy yourself, be patient, and most of all, be safe. While the weather has been fairly mild and we have enjoyed amazing sunsets recently, seasonal weather can arrive at any moment. Please be especially safe while driving. The holiday season traffic requires additional patience and attentiveness. In addition, please be aware of fire hazards as you prepare your home for the holiday and winter weather season.

While we are feasting, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so please do everything you can to take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As you remember all that you have to be thankful for, please keep all members of our armed forces and their families in your thoughts as they continue to protect all that is important to us. This is also a great time to help those within our communities who may need some assistance. Consider helping a family in need directly through food/necessity baskets or by providing assistance to one of our many local non-profit agencies.

As sent in the past, here are some helpful links that are still current:

Fire Safety/Prevention  
<http://www.nfpa.org/holiday>

Online Shopping Safety  
<https://www.staysafeonline.org/stay-safe-online/resources/top-tips-for-safe-online-holiday-shopping/>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)  
<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Sincerely,  
Robert J. Sarro  
County Administrator



## Robert Sarro

---

**From:** Robert Sarro  
**Sent:** Friday, November 20, 2015 4:59 PM  
**To:** ADMINISTRATION  
**Subject:** Happy Thanksgiving!

Allegan County Team,

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days please enjoy yourself, be patient, and most of all, be safe. While the weather has been fairly mild and we have enjoyed amazing sunsets recently, seasonal weather can arrive at any moment. Please be especially safe while driving. The holiday season traffic requires additional patience and attentiveness. In addition, please be aware of fire hazards as you prepare your home for the holiday and winter weather season.

While we are feasting, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so please do everything you can to take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As you remember all that you have to be thankful for, please keep all members of our armed forces and their families in your thoughts as they continue to protect all that is important to us. This is also a great time to help those within our communities who may need some assistance. Consider helping a family in need directly through food/necessity baskets or by providing assistance to one of our many local non-profit agencies.

As sent in the past, here are some helpful links that are still current:

Fire Safety/Prevention  
<http://www.nfpa.org/holiday>

Turkey Frying Safety  
<http://www.cpsc.gov/cpscpub/prerele/prhtml04/04041.html>

General Holiday Shopping Safety  
<https://www.facebook.com/notes/michigan-state-police/simple-precautions-promote-safe-and-fun-holiday-shopping/10150465289478734>

Online Shopping Safety  
<http://www.microsoft.com/security/online-privacy/shopping.aspx>  
<https://www.staysafeonline.org/stay-safe-online/resources/top-tips-for-safe-online-holiday-shopping/>  
<http://www.ftc.gov/opa/2011/11/holidayshopping.shtm>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)  
<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Sincerely,  
Robert J. Sarro  
County Administrator

## Robert Sarro

---

**From:** Robert Sarro  
**Sent:** Friday, November 21, 2014 5:04 PM  
**To:** Everybody  
**Subject:** Happy Thanksgiving!!

Allegan County Team,

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days please be safe, patient, and most of all, enjoy yourself.

Please be especially safe while driving. The holiday season traffic requires additional patience and attentiveness. In addition, please be aware of fire hazards as you prepare your home for the holiday and winter weather season. We have added a holiday fire safety and prevention link below.

While we are feasting, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so let's all do our part and take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As you remember all that you have to be thankful for, please keep all members of our armed forces and their families in your thoughts as they continue to protect all that is important to us. This is also a great time to help those within our communities who may need some assistance. Consider helping a family in need directly through food/necessity baskets or by providing assistance to one of our many local non-profit agencies.

As sent in the past, here are some helpful links that are still current:

Fire Safety/Prevention  
<http://www.nfpa.org/holiday>

Turkey Frying Safety  
<http://www.cpsc.gov/cpscpub/prerel/prhtml04/04041.html>

General Holiday Shopping Safety  
<http://www.ncpc.org/about/news/safety-first-holiday-safety-tips-for-last-minute-shoppers>

Online Shopping Safety  
<http://www.microsoft.com/security/online-privacy/shopping.aspx>

<http://www.ftc.gov/opa/2011/11/holidayshopping.shtm>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)  
<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Sincerely,  
Robert J. Sarro  
County Administrator

## Robert Sarro

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**From:** Robert Sarro  
**Sent:** Friday, November 22, 2013 11:10 AM  
**To:** ADMINISTRATION  
**Subject:** Happy Thanksgiving!

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days please be safe, patient, and most of all, enjoy yourself.

Please be especially safe while driving. The holiday season traffic requires additional patience and attentiveness. The seasonal weather will quickly be upon us. Sudden changes in temperature will affect the roads even if they do not look slippery.

While we are feasting, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so let's all do our part and take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As you remember all that you have to be thankful for, please keep all members of our armed forces and their families in your thoughts as they continue to protect all that is important to us. This is also a great time to help those within our communities who may need some assistance. Consider helping a family in need directly through food/necessity baskets or by providing assistance to one of our many local non-profit agencies.

As sent in the past, here are some helpful links:

### Turkey Frying Safety

<http://www.cpsc.gov/cpsc/pub/prere/phtml04/04041.html>

### General Holiday Shopping Safety

<http://alerts.nationalsafetycommission.com/2008/12/holiday-shopping-safety-tips.php>

### Online Shopping Safety

<http://msisac.cisecurity.org/newsletters/2013-11.cfm>

[http://www.microsoft.com/protect/fraud/finances/shopping\\_us.aspx](http://www.microsoft.com/protect/fraud/finances/shopping_us.aspx)

<http://www.ftc.gov/opa/2011/11/holidayshopping.shtm>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)

<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Robert J. Sarro  
County Administrator



## Robert Sarro

---

**From:** Robert Sarro  
**Sent:** Wednesday, November 21, 2012 3:16 PM  
**To:** Everybody  
**Subject:** Happy Thanksgiving!!

Good Afternoon,

On behalf of the Board of Commissioners and all of our organizational leaders, we wish each of you and your loved ones a safe and happy Thanksgiving holiday. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days this week please be safe, patient, and most of all, enjoy yourself.

Please be especially safe while driving. The holiday season traffic requires additional patience and attentiveness. Enjoy this week's moderate temperature; however, the seasonal weather will quickly be upon us. Sudden changes in temperature will affect the roads even if they do not look slippery.

While we are feasting, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so let's all do our part and take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As you remember all that you have to be thankful for, please keep all members of our armed forces and their families in your thoughts as they continue to protect all that is important to us. This is also a great time to help those within our communities who may need some assistance. Consider helping a family in need directly through food/necessity baskets or by providing assistance to one of our many local non-profit agencies.

As sent in the past, here are some helpful links that are still current:

### Turkey Frying Safety

<http://www.cpsc.gov/cpscpub/prerele/prhtml/04/04041.html>

### General Holiday Shopping Safety

<http://www.nationalsafetycommission.com/alerts/2008/12/holiday-shopping-safety-tips.php>

### Online Shopping Safety

[http://www.microsoft.com/protect/fraud/finances/shopping\\_us.aspx](http://www.microsoft.com/protect/fraud/finances/shopping_us.aspx)

<http://www.ftc.gov/opa/2011/11/holidayshopping.shtm>

Winter Driving Safety (excellent brochures at the bottom of the page – please read)

<http://exchange.aaa.com/safety/roadway-safety/winter-driving-tips/>

Robert J. Sarro  
County Administrator

## Robert Sarro

---

**From:** Robert Sarro  
**Sent:** Friday, November 19, 2010 4:43 PM  
**To:** Everybody  
**Subject:** Safe and Happy Thanksgiving

Good Afternoon,

On behalf of the Board of Commissioners and all of the Administrative Departments we wish each of you a safe and happy Thanksgiving holiday. We know each of you have been working very hard to continue to serve the public during a time when resources are tighter than ever. We are extremely thankful for all that you do for this great county. We wish you a safe and joyful time with your friends and family this holiday.

If you are venturing out for the big shopping days next week please be safe, patient, and most of all, enjoy yourself.

Please be especially safe driving as the seasonal weather will quickly be upon us. Sudden changes in temperature will affect the roads even if they do not look slippery.

While we are overeating, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so let's all do our part and take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

As sent in the past, here are some helpful links that are still current:

Turkey Frying Safety  
<http://www.cpsc.gov/cpscpub/prerele/prhtml04/04041.html>

Holiday Shopping on a Budget: Tips from the Federal Trade Commission  
<http://www.ftc.gov/bcp/edu/pubs/consumer/alerts/alt082.shtm>

General Holiday Shopping Safety  
<http://www.aps.k12.co.us/risk/archive15.htm>  
<http://www.nationalsafetycommission.com/alerts/2008/12/holiday-shopping-safety-tips.php>

Online Shopping Safety  
[http://www.microsoft.com/protect/fraud/finances/shopping\\_us.aspx](http://www.microsoft.com/protect/fraud/finances/shopping_us.aspx)

Winter Driving Safety (excellent brochures at the bottom of the page – please read)  
<http://www.aaaexchange.com/main/Default.asp?CategoryID=3&SubCategoryID=55>

Sincerely,  
Robert J. Sarro,  
County Administrator  
Allegan County  
3283 122<sup>nd</sup> Ave  
Allegan, MI 49010  
269-673-0239

## Robert Sarro

---

**From:** Robert Sarro  
**Sent:** Wednesday, November 25, 2009 1:44 PM  
**To:** Everybody  
**Subject:** Safe and Happy Thanksgiving

Good Afternoon,

The Board of Commissioners and I wish you a safe and joyful time with your friends and family this holiday weekend. We are extremely thankful for all that you do for Allegan County.

If you are venturing out for the big shopping days this year please be safe, patient, and most of all, enjoy yourself.

We want to see everyone back here safe and sound on Monday so please be especially safe driving as the seasonal weather will quickly be upon us. Sudden changes in temperature will affect the roads even if they do not look slippery.

While we are overeating, shopping, watching football, etc. this holiday, we will have public safety personnel working to keep us safe, so let's all do our part and take precautionary measures to ensure they can enjoy their holiday as well. I know we are all thankful for the work they do.

Happy Holiday,  
Robert J. Sarro  
County Administrator

I have included some links for you to review:

Turkey Frying Safety  
<http://www.cpsc.gov/cpscpub/prerel/prhtml04/04041.html>

Holiday Shopping on a Budget: Tips from the Federal Trade Commission  
<http://www.ftc.gov/bcp/edu/pubs/consumer/alerts/alt082.shtm>

General Holiday Shopping Safety  
<http://www.aps.k12.co.us/risk/archive15.htm>  
<http://www.nationalsafetycommission.com/alerts/2008/12/holiday-shopping-safety-tips.php>

Online Shopping Safety  
[http://www.microsoft.com/protect/fraud/finances/shopping\\_us.aspx](http://www.microsoft.com/protect/fraud/finances/shopping_us.aspx)

Winter Driving Safety (excellent brochures at the bottom of the page – please read)  
<http://www.aaaexchange.com/main/Default.asp?CategoryID=3&SubCategoryID=55>



## Robert Sarro

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**From:** Robert Sarro  
**Sent:** Wednesday, November 26, 2008 10:02 AM  
**To:** Everybody  
**Subject:** Thanksgiving

Good Afternoon,

I wish you a safe and joyful time with your friends and family this holiday. I am extremely thankful for all that you do for Allegan County.

For all the shoppers: Be safe and have patience, but enjoy the bargains.

For all the College Rival Weekend fans: Enjoy the games and may the best team win.

Sincerely,  
Robert J. Sarro  
County Administrator

**To the Employees of Allegan County:**

As we bring 2006 to an end, we would like to thank each of you for your contribution to making this a successful year. Together we have endured several leadership position transitions, maintained operations through budgeting difficulties, and endured a myriad of other challenges. In spite of those challenges we have noticed an increase in communication and trust in the organization, new ideas that are being implemented and improving our services, and collaborative efforts that are forming daily. This gives us great optimism that we will be able to face the opportunities that 2007 will bring and achieve unsurpassed success.

In 2007 we face the ultimate test of rebuilding our organization's foundation through planning, modification, and creation of policy and process that will guide the organization. You each have a critical role in that process as an employee of the County. In addition, many of you are residents of Allegan County, making you a very direct resource of information on how we can improve our organization. Plans are being made right now for the County Administrator and the Human Resources Director to visit every department next year to make sure that we can hear ideas from each of you on how we can improve as an employer and a government agency.

Regrettably, we will be losing the talents of four very dedicated Commissioners moving into 2007: Commissioners Babbitt, Brink, Theirwechter, and Van Langevelde. We thank them each for their service to the County. However, we are very fortunate to have four new talents joining our team in 2007: Commissioners Burns, Kapenga, Jessup, and Spreitzer.

Once again, thank you for your dedication and contribution to this organization. Together the Executive Team and the Board of Commissioners, wish you and your loved ones a safe and happy holiday season and much success in the New Year!

**Executive Team**

Robert J. Saris  
David Van derCant  
Debbie Daniels  
Denise Wilson

Joseph A. Watts

**Commissioners**

Paul M. Babbitt  
Max R. Brink  
Harry Conroy Jones  
Sgt. M. K. Paul

David Babbitt  
David Brink  
Mark R. Jones  
David Black

Tom Jessup  
Dean Kapenga  
Fritz Spreitzer  
Tom Burns

Paul Theirwechter  
David Black  
David Robert

December 20, 2007

To: Allegan County Employees:

As we look ahead to 2008, we want to thank each of you for your efforts in making 2007 another successful year. While we have shared many accomplishments, perhaps what we can be most proud of is how we continue to increase communication and work together. The level of input that you provided in our first year of an organization-wide planning process and the willingness by many departments to meet in person with Administration and provide feedback is outstanding. We are identifying and understanding what the important issues are for our employees and working to find ways to accomplish them. Change takes time. With your continued open communication and patience, we will succeed.

It is our hope that you will take a moment to reflect on the value that you bring to the County. Whether you are dispatching calls, responding to emergencies, administrating, performing clerical duties, or performing any of the myriad of other functions that the County performs, your dedication to your position makes a difference in the lives of over 110,000 residents living in Allegan County. This is a unique benefit to our jobs that we all share, and your efforts do not go unnoticed.

We wish each of you and your loved ones a safe and happy holiday season.

SPG Muel

John C. Lippell

Don Black

Dean Kapenga

Terry Burns

Fritz Spreitzer

Paul H. Eck

Terry Casey Jones

D. Mark DeLong

Max R. Thiele

Tom Leasing

Robert L. Sauer

Debbie Daniels

Denise Wilson

D. S. V. A

# Happy Holidays!

December 23, 2008

To: All County Employees

As we look ahead to a new year, we thank each of you for your efforts in making 2008 another successful year. Once again, we have shared many accomplishments and have continued to increase communication and organization-wide involvement. Despite intense economic challenges, we passed a balanced budget on-time for the first time in over ten years. Whether you are using every last drop of cleaning supplies, turning your police cruiser off to save fuel, innovating ways departments can be more efficient, etc., you are keeping us moving forward. For that, we express our deepest appreciation. It is through your continued efforts that we will achieve success in 2009.

As we continue to learn together and increase communication and involvement we must also strive to create an environment where work and life are well balanced. In doing so, we go beyond an organization and achieve success as a community. You all represent the County's greatest resource at work and at home. Strong community starts with family. Therefore, we celebrate every moment you have with your loved ones.

We wish each of you and your loved ones a safe and happy holiday season.

Dean Kasper  
Terry Burns  
Fitz Spruill  
Paul Mueck  
Terry Casey Jones  
D. Mark Wilson  
Max R. Thiele  
Tom Gessner

SP9 Mark  
John C. Lusk  
Don Black  
Robert L. Jones  
Debbie Daniels  
Denise Wilson  
D. S. V. A



# Happy Holidays!

*On behalf of the Board of Commissioners and Administrative Departments, thank you for your hard work and dedication throughout the past year. It has been another challenging year; however, we have continued to pull closer as a team.*

*As we begin to make plans for the new year, which will hold more opportunities and challenges, let us celebrate every moment we have with our families and loved ones during the upcoming holidays. The success of our organization lies at the heart of a strong community which starts in our own homes. It is through community spirit that we will again achieve success in 2010.*

*We wish you and your loved ones a safe and happy holiday season.*

*Sincerely,  
Robert J. Sarro*







# *Happy Holidays!*

*On behalf of the Board of Commissioners and Administrative Departments, thank you for your hard work and dedication throughout the past year. Through your efforts, we pulled together as a team and achieved many accomplishments. Just a few of those accomplishments have been attached for your reflection. We celebrate these successes with you and look forward to the new opportunities 2011 promises us. Our success in public service starts with our employees who innovate and deliver those services.*

*We also celebrate your families and loved ones and thank them for supporting your passion for Allegan County and their help in building the spirit of community that keeps Allegan County moving forward.*

*We wish you and your loved ones a safe and happy holiday season.*

## County of Allegan 2010 Year in Review

Reflecting back on the year 2010. As an organization we faced many obstacles and were successful in accomplishing many things. Below are just a few of those accomplishments both on an organizational and departmental level. Enjoy the reflection!

### Organizational Accomplishments

- On October 25, 2010, our Organization kicked off the creation of Employee Engagement (Wellness/Morale) committees with the goal to improve the lives of County employees. Currently, these committees are working on developing strategic plans. The committees have developed employee surveys which are planned for distribution in January 2011.
- 2010 marked an important landmark, as the County continued to commit to an economic development strategy. The County has expanded our Parks Director position to include Economic Development. On May 6, 2010, the Board of Commissioners approved the Final Plan, which will allow funding.
- Through a county-wide collaborative effort, we were able to offer Volunteer Separation Agreements. This was a bittersweet endeavor; thirteen employees accepted. The bitter part of this was that our organization said goodbye to thirteen longstanding employees.

On July 29, 2010, our Organization held an Open House to recognize these individuals for their hard work and commitment to Allegan County:

Deputy Gary Smith, Sheriff's Department, 25 years  
Detective John Stidham, Sheriff's Department, 23 years  
Deputy Ken Horton, Sheriff's Department, 25 years  
Deputy Robert Curnick, Sheriff's Department, 26 years  
Corrections Sgt. Mike Russell, Sheriff's Department, 12 year  
Corrections Sgt. Floyd Decker Jr., Sheriff's Department, 26 years  
Joy Perricone, Family Court Recorder/Judicial Secretary, 32 years  
Pam Ulrich, Deputy District Court Clerk, 10 years  
Karen Barnes, District Court Chief Deputy Clerk, 30 years  
Brenda Zeinstra, EH Secretary, Health Department, 13 years  
Marilyn Weber, Health Department Eligibility Examiner, 34 years  
Lyle Smith, Facilities Management Maintenance III, 15 years  
Pete Heath, Facilities Management Janitor, 18 years



Pictured left to right: Deputy Gary Smith, Pete Heath, Lyle Smith, Karen Barnes, Pam Ulrich, Marilyn Weber, and Brenda Zeinstra

## Departmental Accomplishments

### Health Department

- Conducted unwanted electronic waste collection; and prescription drug collections in partnership with law enforcement agencies.
- Developed partnership with Allegan County Resource and Development Center (ACRDC) to implement the Early Head Start Grant.
- Designed Fetal Infant Mortality Review team which included the partner agencies.
- Obtained MLC-3 grant to gauge customer satisfaction and improve cultural sensitivity in STD program, and develop a QI program.
- Conducted several public health outreach events to promote public health services.
- Secured contract with United Networks of America to offer discount prescription cards to citizens.
- Completed 2010 Accreditation Site Review and met 101 of the 109 indicators; reviewers highlighted best practices the utilization of our HIV screening form, partnership with our Multi-agency Collaborative Council (MACC), HIV outreach efforts with pregnant women, and food-borne illness protocol.
- Raised awareness of the Smoke free Air initiative through business surveys, public opinion surveys, and educational outreach.
- Provided hearing & vision screenings, lead, and hemoglobin checks for high-risk preschool children enrolled in Head Start.
- Conducted and strengthened team culture in both Health Department Staff and partnered with other depts., such as MSU Ext, through common initiatives, such as accreditation and goal-setting.

### Land Information Services (LIS)

- Successfully partnered with 31 local units of government and the State of Michigan to acquire and share high-resolution color imagery of the county at a fraction of the cost.
- Partnered with the Road Commission to publish and distribute one of the best Official County Road Maps in the state.
- Worked with the Planning Commission to complete a County Master Plan, which is in the process of adoption by the County municipalities.
- Supported several major county projects by assisting in: establishing an expanded equestrian trail system (Parks); Developing an Incident Action Plan for the B-93 Birthday Bash and Rock the Felt concert (Emergency Management); Preparing court exhibits for several high-profile murder trials (Prosecutor /



Sheriff); Site planning for the new Sheriff's Office and Corrections Center (Admin / Facilities / Sheriff); and improving workflow efficiency in the Drain Office by helping with the transition to BSA.net application (Drain Office).

#### County Development

- (Parks) Completion of Phase I of New Richmond Bridge County Park; Grand opening of the Allegan County Equestrian Trail System; secured grant funding from the State of Michigan to construct a new day-ride equestrian parking area at Ely Lake Campground; Repaired boat launch approach at Gun Lake County Park.
- (Tourism) Distributed all 50,000 copies of the Allegan County Visitors Guide by the end of September; on track to distribute over 2,700 packets of visitor information; putting finishing touches on 2011 Visitors Guide.
- (Economic Development) Working with Planning Commission to create recommendation regarding County's Economic Development Commission.
- (Brownfield Authority) Received approval for (2) EPA environmental assessment grants; Completed project plans for both grants and contracted with ECT Inc. to help manage and administer the grants.

#### Equalization

- Appraised 1196 studies parcels, 42 building sites and 123 parcels for the development of the economic condition factor (ECF). The total count of parcels inspected was 1,361.
- Parcel inspection statistics

Agricultural	491
Commercial	208
Industrial	270
Developmental	42
Analyzed	1711 residential sales

#### Senior Services (ACDSS)

- Established a Discretionary Fund to assist low income seniors with emergent needs.
- Outreach & Assessment Coordinator, Rebekah Walton obtained four new certificates.
- Hosted the first annual Speak Up! Speak Out! Elder Abuse Awareness Event in June.
- Hosted the first annual Day of Caring for the Caregivers of our clients.
- Received a Michigan Department of Transportation (MDOT) grant to create a mobility manager to coordinate senior transportation.

- Received a grant from the National Center on Elder Abuse to develop an Elder Abuse Prevention Coalition in the County.
- Collaborated with Allegan County General Hospital to provide quarterly lunch and learn presentations throughout the county.
- (Commission on Aging Board) The Board was instrumental in supporting Senior Millage and celebrated in the renewal through the election process.
- Held a board retreat with the goal to work on what it means to be a board, (responsibilities, etc.) and welcomed three new members.

#### Facilities Management

- Completed many capital improvement projects such as resurfaced and installed security lighting in rear parking lot at County Services Building; remodel at Mental Health Clinic; construction and moved into new Animal Shelter; Phase II of construction at Transportation; several upgrades at the Museum; installed new uninterruptible power supply at Lee 911 Tower.

#### Medical Care Community

- Successfully balanced the budget to address \$500k in recessionary revenue declines.
- The County I.S. staff assisted with a major software upgrade.
- ACMCC entered the fold of the Eden Alternative, a nationally renowned resident care model to forward our growth in resident centered, home-like care.
- ACMCC raised \$16,522 through grants to purchase rehabilitation equipment for the Rehabilitation Center that opened in 2009.
- ACMCC was granted \$10,000 by the Delano Foundation to purchase a wheelchair washer.
- The Federal Centers for Medicare & Medicaid Services (CMS) “5 Star” program rates nursing home quality to assist the public with selecting a nursing home. The County MCF's are known as the best of the best for over-all quality of care and quality of life. ACMCC is now rated the fifth highest out of the 36 MCF's state-wide.

#### Sheriff's Department

- (Animal Shelter) Held two rabies and micro chipping clinics this past year which were a huge success.
- Partnered with the Allegan Area Voc-Tech to provide students experience with animal care and wellness at the shelter.
- Continued partnership with Wishbone Animal Rescue to enhance the care of

animals at the shelter at a low cost and efficient way.

- (Law Enforcement) Participated in “Safe Prom Initiative”.
- Assisted in writing Incident Action Plans and handled law enforcement for the following events; B-93 Birthday Bash,” Rock the Felt”, Casio Groundbreaking.
- U.S. Presidential Visit: Collaborative effort with partner agencies to provide safe environment for successful Presidential visit.
- Two new K-9's purchased through community donations.
- Citizen Police Academy held in the fall was very successful with several new graduates joining the alumni group.
- (Investigative Services) Conviction on 4 people for 2 homicides; Plea on suspect on a cold case homicide from 1990; Forfeiture of cash and property over \$10,000; Conviction on several suspects for 2 safe jobs where \$40,000 and \$15,000 were taken; Over 100 CSC cases and several child pornography cases investigated with a high conviction rate; Over 2,400 pieces of evidence logged into property; Over 200 Domestic Violence cases investigated; Conviction of arm robbery suspects with co-operation from Kalamazoo County Sheriff's Office, Plainwell Public Safety, and Otsego Police Department.
- (Administration/Records) Created Department “Facebook” page; Expanded Sharepoint site; Set up Nixle public notification system; Formal Awards Ceremony held in March; 175th Anniversary Celebration held in August; Streamlined foreclosure recordkeeping; New Jail Design process; Stop Suicide Now Summit held in September.
- In our Community-Support Staff: donated to Susan G. Komen Foundation, Ronald McDonald House, American Cancer Society and collected items to be shipped to service members.

#### Circuit Court

- In cooperation with Information Services (IS) created and implemented an on-line electronic Circuit Court calendar. There is a link on the county's website [www.allegancounty.org](http://www.allegancounty.org) under On-Line Services.
- The Court has revamped and solidified its collection policies into a workable Collection Manual for the court personnel to use for cross -training and collections.
- (Family Court Probation) The Diversion Program has a success rate of approximately 89 per cent with a caseload of approximately 200 children. Collections have increased in the Diversion Program and the Court is receiving great feedback from clients for this program helping to guide their children.
- Our Community Probation officers provided supervision and support for an event sponsored by the Episcopal Church in Allegan for underprivileged children.

# Happy Holidays



**On behalf of the Board of Commissioners and Administrative Departments, thank you for your hard work and dedication throughout the past year. Through your efforts, we pulled together as a team and achieved many accomplishments. We celebrate these successes with you and look forward to the new opportunities 2012 promises us. Our success in public service starts with our employees who innovate and deliver those services.**

**We also celebrate your families and loved ones and thank them for supporting your passion for Allegan County and their help in building the spirit of community that keeps Allegan County moving forward.**

**We wish you and your loved ones a safe and happy holiday season.**



# *Happy Holidays from Allegan County*

*Thank you to the employees and volunteers of Allegan County Government and your supportive families for your continued service throughout 2012. Our success in public service is a direct result of your dedication to the citizens and guests of Allegan County. You exemplify our shared values of respect, integrity, commitment, and honesty. Your collaborative efforts in creating a more unified government organization are noticeable and greatly appreciated.*

*We wish all of our citizens, employees, volunteers, local units, businesses, guests and all of our other community partners a Safe and Happy Holiday Season. Through your collective engagement we will continuously improve our services and keep Allegan County a "...safe, clean, and healthy environment in which to live, work and play."*

*We look forward to the new opportunities and challenges 2013 will bring. Working together, Allegan County will continue to "progress and prosper."*

*\*paid for with private funds*





# *Happy Holidays!*

*Thank you for your hard work and dedication throughout the past year.*

*Through your engagement, we continue to identify and understand what important opportunities and challenges exist for our organization. Every year we find ways to improve services and work closer together as a united organization. Our shared plans and strategies continue to lead us to success. Thank you for your part in making 2013 an outstanding and productive year. We look forward to 2014 with great optimism.*

*We also thank your families and/or loved ones who support your passion for serving the citizens of Allegan County.*

*We wish you all a safe and happy holiday season.*

*We gratefully thank the Allegan County Team for your hard work and dedication making 2014 an outstanding and productive year.*

*As a result of your engagement, we continue to progress and grow as a united organization. Every year we find ways to improve processes and services aimed at providing a better experience for our employees, citizens and customers. Through our shared plans and strategies we continue to build a strong future for Allegan County.*

*We also thank your families and other loved ones who support your commitment to serving the citizens of Allegan County.*

*We look forward to 2015 with optimism and wish you all a safe and happy holiday season.*

Happy Holidays







*Warm Greetings Allegan County Team,*

*Thank you for your hard work and dedication in making 2015 another outstanding and productive year .*

*As a result of your engagement, we progress as a united organization. Together, we continuously find ways to improve processes and services aimed at providing a better experience for our customers and employees. Through our shared plans and strategies we are building a strong future for Allegan County.*

*We also thank your families and other loved ones who support your commitment to serving the citizens of Allegan County.*

*We look forward to 2016 and wish you all a safe and happy holiday season.*

*Sincerely,  
Allegan County Leadership*





# *Happy Holidays!*

*Warm Greetings Allegan County Team,*

*Thank you for making 2016 another amazing year.*

*As a result of your engagement, we continue to progress as a united organization, find creative ways to improve processes and services and provide a better experience for our customers and employees.*

*We look forward to 2017 and wish you all a safe and happy holiday season.*

*Sincerely,  
Allegan County Leadership*



**Robert Sarro**

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**From:** Robert Sarro  
**Sent:** Friday, December 22, 2017 10:13 AM  
**To:** ADMINISTRATION  
**Subject:** Happy Holidays!  
**Attachments:** 2017 Holiday Greeting.pdf

Warm Greetings Allegan County Team,

Please see the attached holiday greeting. On behalf of the Board of Commissioners and all of our organizational leadership, thank you so much for all that you do.

We wish you and your loved ones a safe and happy holiday season.

Sincerely,  
Robert J. Sarro  
County Administrator

# *Happy Holidays!*

*Thank you for keeping Allegan County a great place to live, work and play in 2017.*

*As a result of your engagement, we continue to progress as a united organization, improve processes and services and provide a better experience for our customers and employees.*

*We look forward to 2018 and wish you all a safe and happy holiday season.*

*Sincerely,  
Allegan County Leadership*





# **ALLEGAN COUNTY HEALTH DEPARTMENT**

3255 – 122<sup>ND</sup> Ave., Suite 200, Allegan, MI 49010

**Office Administration**  
(269) 673-5411  
**Bioterrorism Preparedness**  
686-4570  
**Personal Health**  
673-5413  
673-5415



**Communicable Disease**  
686-4524  
**Environmental Health**  
673-5415  
**Resource Recovery**

## **FOR IMMEDIATE RELEASE**

May 6, 2009

## **CONTACT:**

William Hinz, R.S  
Environmental Health Director  
(269)-673-5415

### **Phosphorus Fertilizer Ban**

In 2008 the Allegan County Board of Commissioners passed an ordinance which banned the use of phosphorus fertilizers in Allegan County beginning January 1, 2009.

Under the ordinance phosphorus free fertilizers must be used on all residential and commercial lawns. This would include golf courses. Exemptions include agricultural, gardens, flowers, shrubs, new lawns and lawns which have been soil tested and need phosphorus.

Phosphorus is essential to plant growth but most soils contain sufficient phosphorus. Controlling the use of phosphorus is important to water quality because phosphorus can be carried by run off in to our rivers, lakes, and streams. Every pound of phosphorus which gets into surface water can cause the growth of as much as 750 lbs of algae. Weed and algae growth can clog surface waters and reduce oxygen content of the water causing fish to die off or eliminating many desirable fresh water fish species.

How do you know how much phosphorus a fertilizer contains? The numbers on the bag represent the percentage of three main nutrients; nitrogen (N), phosphorus (P) and potassium (K). A bag of 12-12-12 will contain 12% of each, the remaining is inactive ingredients. A 50 (fifty) pound bag of this fertilizer would contain 6 (six) pounds of phosphorus. N-P-K are always listed in the same order, so the next time you pick up a bag of lawn fertilizer, look for the 0 in the middle. Protect our lakes, rivers, and streams and eliminate the use of phosphorus where it is not needed!!

Another important aspect of the ordinance is it prohibits the application of fertilizer on impervious surfaces such as sidewalks, streets and driveways. Any spills or application onto impervious surfaces must be immediately cleaned up and applied to the lawn or be returned to its container.

####



## **ALLEGAN COUNTY BOARD OF COMMISSIONERS**

### **ORDINANCE No. 1014.0 TO BAN LAWN FERTILIZER CONTAINING PHOSPHORUS IN ALLEGAN COUNTY**

#### **Section 1. Authority**

This Ordinance is adopted under the authority of MCLA 46.10b.

#### **Section 2. Purpose and Intent**

The Allegan County Board of Commissioners finds that Allegan County's lakes, rivers and streams are natural assets, which enhance the environmental, recreational, cultural and economic resources of the area and contribute to the general health and welfare of the public. The Board further finds that regulating the amount of nutrients and contaminants, including phosphorus contained in lawn fertilizer, entering the lakes, rivers and streams of Allegan County will improve and maintain lake and stream water quality by reducing algae blooms and the excess growth and spread of other aquatic plants. The Allegan County Board of Commissioners finds that unreasonable adverse effects on the environment of Allegan County and on the public health of the citizens of Allegan County and the visitors to Allegan County will occur unless this Ordinance is adopted to ban and/ or control the use of lawn fertilizers containing phosphorus.

#### **Section 3. Applicability**

- (a) This Ordinance applies in all areas of Allegan County.
- (b) Townships, cities and villages wholly or partially in Allegan County may assume administration and regulation of lawn fertilizer application if they have adopted ordinances that includes standards at least as restrictive as those described in Sections 5 through 8.

#### **Section 4. Definition**

- (a) "Agriculture uses" means beekeeping, dairying, egg production, floriculture, fish or fur farming; forest and game management; grazing; livestock raising; orchards; plant greenhouses and nurseries; poultry raising; raising of grain, grass, mint and seed crops; raising of fruits, nuts, berries, sod farming and vegetable raising.
- (b) Fertilizer has the meaning in MCLA 324.8501(k)
- (c) Lawn fertilizer means any fertilizer, whether applied by property owner, renter or commercial entity, intended for nonagricultural use, such as for lawns, golf courses, parks and cemeteries. Lawn fertilizer does not include fertilizer products intended primarily for garden or indoor use.

## **Section 5. Regulation of the Use and Application of Lawn Fertilizer**

(a) Effective January 1, 2009, no person shall apply any lawn fertilizer within Allegan County that is labeled as containing more than 0% phosphorus, except as provided in Section 6 of this Ordinance.

(b) No lawn fertilizer shall be applied when the ground is frozen.

(c) No person shall apply lawn fertilizer to any impervious surface including parking lots, roadways, and sidewalks. If such application occurs, the fertilizer must be immediately contained and either legally applied to turf or placed in an appropriate container.

## **Section 6. Exemptions**

The restrictions upon the use of lawn fertilizer under Section 5 of this Ordinance shall not apply to:

(a) Newly established turf or lawn areas during their first growing season.

(b) Turf or lawn areas that soil tests, performed within the past three years by the Michigan State University Extension Service or other qualified or recognized authority in the area of soil analysis, confirm are below phosphorus levels established by the Michigan State University Extension Service. The lawn fertilizer application shall not contain an amount of phosphorus exceeding the amount and rate of application recommended in the soil test evaluation.

(c) Agricultural uses, vegetable and flower gardens, or application to trees or shrubs.

(d) Yard waste compost, bio-solids or other similar materials that are primarily organic in nature and are applied to improve the physical condition of the soil.

## **Section 7. Enforcement**

This Ordinance will be enforced by the Environmental Health Division of the Allegan County Health Department.

## **Section 8. Civil Infraction Penalties; Injunctive Relief**

Any person who violates Section 5 in the application of lawn fertilizer at his or her residence shall be subject to a civil infraction penalty of fifty (\$50) dollars per violation. Any commercial fertilizer applicator, residential or commercial developer, industrial or commercial owner, or other person who violates Section 5, shall be subject to a civil infraction penalty of \$50 for the first violation within a twelve (12) month period, \$150.00 for the second violation within a twelve (12) month period, and \$300.00 for the third and each subsequent violation within a twelve (12) month period. The repeated use of lawn fertilizer in violation of this Ordinance may also be declared a nuisance, subject to injunctive and other equitable relief in the Allegan County Circuit Court.



## New Michigan Fertilizer Legislation Restricts Phosphorus Applications on Turf

Beginning **January 1, 2012**, phosphorus fertilizer applications are restricted on residential and commercial lawns in Michigan, including athletic fields and golf courses statewide. This includes applications by both homeowners and commercial applicators.

The general rule in [Public Act 299 of 2010](#) (Act 299) is no phosphorus fertilizer may be applied on residential or commercial lawns, unless it meets an exemption. The sale of phosphorus fertilizers in the marketplace is not impacted. Phosphorus applications for agriculture, gardens, trees, and shrubs are exempted; the restrictions are identified below.

### Act 299 Highlights:

- Starting January 1, 2012, a person shall not apply any fertilizer with available phosphate ( $P_2O_5$ ) to turf. Available phosphate ( $P_2O_5$ ) may be applied at **specified rates** under the following instances:
  - When a soil test or plant tissue test indicates phosphorus is needed;
  - For new turf establishment using seed or sod;
    - A finished sewage sludge (biosolid), organic manure or a manipulated manure (like compost). The application rate is limited to 0.25 pounds of phosphorus per 1,000 square feet.
    - On golf courses whose manager(s) have completed a Michigan Department of Agriculture and Rural Development (MDARD) approved training program.
- [Local phosphorus fertilizer ordinances](#) in existence before December 16, 2010 are grandfathered.
- Fertilizer cannot be applied to frozen soil or soil saturated with water.
- Any fertilizer released onto a hard surface, such as a sidewalk or driveway must be cleaned up promptly.
- The other phosphorus provisions in Act 299 include new definitions, setbacks from surface water, \$50 civil fines and outreach information.

### Additional Information

Michigan State University's [Be Phosphorus Smart](#) program

[Homeowner Brochure – Use Phosphorus Free Fertilizer](#)

[Recent Phosphorus Newsletter Article](#) – Includes background information about the legislation

[MSU Soil Testing Lab Recommendations for Phosphorus Applications to Turfgrass](#)

[Senate Bill 648](#) - Proposed amendments to Act 299 were introduced in September 2011

Contact:

[April Hunt](#), Feed and Fertilizer Manager



**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION  
NOTICE OF HEARING  
FOR THE GAS CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-20322**

Received

**DEC 19 2018**

City of Plainwell  
Clerk/Treasurer's Office

- Consumers Energy Company requests Michigan Public Service Commission's approval for authority to increase its rates for the distribution of natural gas and for other relief.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, MI 49201, phone: 517-788-0550 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A pre-hearing will be held:

**DATE/TIME:**      **Wednesday, January 2, 2019, at 9:00 AM**

**BEFORE:**        **Administrative Law Judge Jonathan Thoits**

**LOCATION:**       Michigan Public Service Commission  
7109 West Saginaw Highway  
Lansing, Michigan 48917

**PARTICIPATION:**   Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Business Section at (517) 284-8090 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a pre-hearing to consider Consumers Energy Company's November 30, 2018 application for the following: 1) authorization to adjust its retail natural gas rates so as to provide additional revenue of \$229 million annually above the level established in Case No. U-18424; 2) authorization to adjust its existing retail natural gas rates so as to produce a rate of return on common equity of not less than 10.75%; 3) approval of the proposed Gas Revenue Decoupling Mechanism; and 4) authorization to implement the proposed Investment Recovery Mechanism.

All documents filed in this case shall be submitted electronically through the Commission's E-Dockets website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets). Requirements and instructions for filing can be found in the User Manual on the E-Dockets help page. Documents may also be submitted, in Word or PDF format, as an attachment to an email sent to: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov). If you require assistance prior to e-filing, contact Commission staff at (517) 284-8090 or by email at: [mpscedockets@michigan.gov](mailto:mpscedockets@michigan.gov).

Any person wishing to intervene and become a party to the case shall electronically file a petition to intervene with this Commission by December 27, 2018. (Interested persons may elect to file using the traditional paper format.) The proof of service shall indicate service upon Consumers Energy Company's Legal Department – Regulatory Group, One Energy Plaza, Jackson, MI 49201.

Any person wishing to appear at the hearing to make a statement of position without becoming a party to the case may participate by filing an appearance. To file an appearance, the individual must attend the hearing and advise the presiding administrative law judge of his or her wish to make a statement of position. All information submitted to the Commission in this matter becomes public information, thus available on the Michigan Public Service Commission's website, and subject to disclosure. Please do not include information you wish to remain private.

Requests for adjournment must be made pursuant to the Michigan Administrative Hearing System's Administrative Hearing Rules R 792.10422 and R 792.10432. Requests for further information on adjournment should be directed to (517) 284-8130.

A copy of Consumers Energy Company's request may be reviewed on the Commission's website at: [michigan.gov/mpscedockets](http://michigan.gov/mpscedockets), and at the office of Consumers Energy Company. For more information on how to participate in a case, you may contact the Commission at the above address or by telephone at (517) 284-8090.

Jurisdiction is pursuant to 1909 PA 300, as amended, MCL 462.2 et seq.; 1919 PA 419, as amended, MCL 460.54 et seq.; 1939 PA 3, as amended, MCL 460.1 et seq.; 1969 PA 306, as amended, MCL 24.201 et seq.; and Parts 1 & 4 of the Michigan Administrative Hearing System's Administrative Hearing Rules, Mich. Admin Code, R 792.10101 through R 792.10137, and R 792.10401 through R 792.10448.

The Utility Consumer Representation Fund has been created for the purpose of aiding in the representation of residential utility customers in various Commission proceedings. Contact the Chairperson, Utility Consumer Participation Board, Department of Licensing and Regulatory Affairs, P.O. Box 30004, Lansing, Michigan 48909, for more information.

**CONSUMERS ENERGY COMPANY HAS REQUESTED THE INCREASES AND OTHER PROPOSALS DESCRIBED IN THIS NOTICE. THE MICHIGAN PUBLIC SERVICE COMMISSION MAY GRANT OR DENY THE REQUESTED INCREASES AND OTHER PROPOSALS, IN WHOLE OR IN PART, AND MAY GRANT LESSER OR GREATER INCREASES THAN THOSE REQUESTED, AND MAY AUTHORIZE A LESSER OR GREATER RATE FOR ANY CLASS OF SERVICE THAN THAT REQUESTED.**

## **Reports & Communications:**

### **A. Boards & Commissions Appointments:**

Several board members' terms end on December 31, 2018. Clerk Kelley confirmed with each candidate that he/she is willing to serve for another full-term. The appointments are mayoral, subject to confirmation from Council.

**Recommended action:** Consider confirming the Mayor's re-appointments as presented.

### **B. Ordinance 381 – Recreational Marijuana Opt-Out – 2<sup>nd</sup> Reading**

At the December 10, 2018 Council Meeting, this ordinance was introduced for first reading. This ordinance prohibits recreational marijuana establishment within the city and refers the matter to the Planning Commission for review and report back to Council before December 1, 2019. .

**Recommended action:** Consider approving for publication Ordinance 381 prohibiting recreational marijuana establishments and referring the issue to the Planning Commission.

### **C. City-Wide Flower Purchase:**

This is for the annual city-wide flower purchase that will be planted in May 2019.

**Recommended action:** Consider approving the purchase of flowers from Napp's Greenhouse in an amount not to exceed \$4,750.00.

### **D. DPW – Lighting Fixture Replacement:**

Superintendent Nieuwenhuis has researched options to replace light fixtures to take advantage of Consumers Energy available rebates. Quotes have been received from Moore Electric and Lites Plus for LED lighting tubes for the DPW facility and the city's streetlights. The DPW staff can perform the installation, which would also save the city. The total cost for the lighting upgrades is \$18,894.35 (\$16,195.50 for the streetlights and \$2,698.85 for the DPW facility), with Consumers Energy rebates totaling \$8,662.50 (\$7,987.50 for the streetlights and \$675.00 for the DPW facility) for a net project cost of \$10,231.85. The **estimated** annual energy cost savings are \$19,290.00.

**Recommended action:** Consider approving a project with Lites Plus to upgrade light fixtures at DPW and the streetlights at a cost of \$18,894.35 with Consumers Energy rebates of \$8,662.50.

### **E. WR – Certificate of Substantial Completion/Pay Request #2 – Screw Pump Project:**

Fleis & Vandenbrink reports that the replacement of the screw pumps at the water renewal facility is substantially complete as of November 27, 2018. There is a short list of punch list items before completion and staff is in agreement with those items. Fleis has also submitted Pay Request #2 for the contractor, Franklin Holwerda, for \$57,420.00.

**Recommended action:** Consider confirming the substantial completion of the Screw Pump Replacement Project and approving pay request #2 to Franklin Holwerda for \$57,420.00 and authorizing the City Manager to execute all documents related to the approved action.

### **F. DPW – Emergency Water SCADA Computer Upgrade:**

The computer hardware used to operate the water SCADA system has exceeded its useful life and is causing more frequent outages, which could leave the water system at risk. Superintendent Nieuwenhuis solicited estimates for this upgrade and City Manager Wilson authorized an emergency purchase due to the lead time needed to build a suitable system.

**Recommended action:** Consider confirming the emergency purchase of a Water SCADA computer hardware and software from Perceptive Controls for a total cost of \$11,990.00.

### **G. DPW – Sale of Bottled Water Inventory:**

In September 2018, City Council authorized emergency expenditures related to water testing and contingency planning. During that time, the city purchased several pallets of bottled water for distribution. Since tests of the city's water supply have not identified any harmful contaminants, the

bottled water is no longer needed and the Administration seeks authority to sell that water to other organizations.

**Recommended action:** Consider authorizing the City Manager to seek the sale of all or partial supply of the bottled water in inventory.

#### **H. Disposal of City Assets:**

The blue chairs harvested from the Paper Mill, currently used for seating in Council Chambers have reached the end of their useful lives and the Administration seeks authority to dispose of and/or sell those chairs.

**Recommended action:** Consider authorizing the disposal/sale of the blue chairs.

#### **I. Resolutions 19-01 through 19-05:**

Council will consider adopting Resolutions 19-01 thru 19-05 for Ordinance enforcement officers, 2019 Council meetings, 2019 Employee Holiday dates, Street Flag dates and Street closures.

**Recommended action:** Consider adopting Resolutions 19-01 through 19-05 as presented.

#### **Reminder of Upcoming Meetings**

- January 10, 2019 – Allegan County Board of Commissioners – 1:00pm
- January 8, 2019 – Plainwell DDA/BRA/TIFA Board – 7.30am
- January 2, 2019 – Plainwell Planning Commission – 7:00pm
- January 14, 2019 – Plainwell City Council – 7:00pm

#### **Non-Agenda Items / Materials Transmitted**

- December 13, 2018 Allegan County Board of Commissioner's Update
- December 13, 2018 Allegan County Board Administrative Report
- Notice of Public Hearing – Consumers Energy (Gas) – January 2, 2019 9:00am