



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
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CITY OF LOWELL
CITY COUNCIL AGENDA
TUESDAY, JANUARY 21, 2020, 7:00 P.M.

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL
2. CONSENT AGENDA
 - Approval of the Agenda.
 - Approve and place on file the minutes of the January 6, 2020 Committee of the Whole and Regular session City Council meetings.
 - Authorize payment of invoices in the amount of \$662,601.31.

3. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA

IF YOU WISH TO ADDRESS AN AGENDA ITEM, PUBLIC COMMENT FOR EACH ITEM WILL OCCUR AFTER THE INITIAL INFORMATION IS SHARED ON THE MATTER AND INITIAL DELIBERATIONS BY THE PUBLIC BODY. PUBLIC COMMENT WILL OCCUR BEFORE A VOTE ON THE AGENDA ITEM OCCURS.

4. OLD BUSINESS
 - a. Rules of Procedure
 - b. Showboat – Change Order Moran Iron Works
5. NEW BUSINESS
 - a. LL&P Board Compensation for 2020
 - b. LL&P Board Pension Approval
 - c. Well #4 Pump Overhaul – Additional Work
 - d. 990 N. Washington
6. BOARD/COMMISSION REPORTS
7. MONTHLY REPORTS
8. MANAGER'S REPORT
9. APPOINTMENTS
10. COUNCIL COMMENTS
11. ADJOURNMENT

NOTE: Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be allowed five (5) minutes maximum to address the Council. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Council.



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Lowell, Michigan 49331
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www.ci.lowell.mi.us

MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for **Tuesday**, January 21, 2020

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL

2. CONSENT AGENDA

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4. OLD BUSINESS

- a. Rules of Procedure – City Manager Michael Burns will provide an update.
- b. Showboat – Change Order Moran Iron Works – Memo is provided by City Manager Michael Burns.

Recommended Motion: That the Lowell City Council approve the change order for construction of the Lowell Showboat at a cost not to exceed \$39,421.80.

5. NEW BUSINESS

- a. LL&P Board Compensation for 2020. Memo is provided by LL&P General Manager Steve Donkersloot.

Recommended Motion: For the 2020 calendar year the compensation for the board members of the Board of Light and Power shall be \$45 per regular or special meeting for a maximum of 20 meetings and a total annual amount not to exceed \$900.

- b. LL&P MERS Defined Contribution Adoption Agreement. Memo is provided by LL&P General Manager Steve Donkersloot.

Recommended Motion: That the Lowell City Council adopt the LL&P DC Plan as presented in your packet.

- c. Well #4 Pump Overhaul – Additional Work. Memo is provided by Public Works Director Daniel Czarnecki.

Recommended Motion: That the Lowell City Council approve the quote from Peerless Midwest, Inc. Ionia, dated 01/14/2020, for the additional work to Well #4 pump overhaul at a cost of \$9,633.74.

- d. 990 N. Washington. Memo is provided by City Manager Michael Burns.

Recommended Motion: There is no recommended motion.

6. BOARD/COMMISSION REPORTS

7. MONTHLY REPORTS

8. MANAGER'S REPORT

9. APPOINTMENTS

10. COUNCIL COMMENTS

11. ADJOURNMENT

**PROCEEDINGS
OF
THE COMMITTEE OF THE WHOLE
OF THE
CITY OF LOWELL
MONDAY, JANUARY 6, 2020, 5:30 P.M.**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL.

The Meeting was called to order at 5:32 p.m. by Mayor Mike DeVore.

Present City Council: Councilmembers Canfield, Chambers, Salxwedel and Mayor DeVore.

Absent: Councilmember Yankovich.

Also Present: City Manager Mike Burns, City Clerk Susan Ullery, Police Chief Steve Bukala and DPW Director Dan Czarnecki.

2. EXCUSE OF ABSENCES.

IT WAS MOVED BY CHAMBERS and seconded by CANFIELD to excuse the absence of Councilmember Yankovich.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel and Councilmember Chambers.

NO: None. ABSENT: Councilmember Yankovich. MOTION CARRIED.

3. MOTION TO APPROVE THE AGENDA.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the agenda as written.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel and Councilmember Chambers.

NO: None. ABSENT: Councilmember Yankovich. MOTION CARRIED.

4. CITIZEN DISCUSSION FOR ITEMS NOT ON THE AGENDA.

No comments.

5. WATER/SEWER RATE STUDY.

City Manager Mike Burns stated we will be discussing the SAW Grant Project today. One of the components of the Saw Grant Project was to have a rate study done on our water and sewer rates to determine how to fund all the improvements that are needed. Burns then introduced Andy Campbell from

Baker Tilley who he has been working with. Campbell reviewed the sewer fund and stated that compared to others throughout the state, we are right in the middle of where the rates should be. As far as the water side, the lead service lines need to be replaced starting in 2021. The cost for this can't be billed back to the homeowner so we need to start building this under special assessment adding a separate charge to show customer how these are being handled. Campbell continued explaining a cost effective option of changing the water and sewer rates over the course of time to be able to get all the capital improvements paid for.

6. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to adjourn at 6:30.

YES: 4.

NO: 0.

ABSENT: 1.

MOTION CARRIED.

DATE:

APPROVED:

Mike DeVore, Mayor

Susan Ullery, City Clerk

**PROCEEDINGS
OF
CITY COUNCIL
OF THE
CITY OF LOWELL
MONDAY, JANUARY 06, 2020, 7:00 P.M.**

1. **CALL TO ORDER; PLEDGE OF ALLEGIANCE; ROLL CALL.**

The Meeting was called to order at 7:00 p.m. by Mayor DeVore and City Clerk Susan Ullery called roll.

Present: Councilmembers Marty Chambers, Councilmember Jim Salzwedel, Councilmember Greg Canfield and Mayor Mike DeVore.

Absent: Councilmember Cliff Yankovich.

Also Present: City Manager Michael Burns, Chief of Police Steve Bukala, City Clerk Sue Ullery, Lowell Light & Power General Manager Steve Donkersloot, and DPW Director Dan Czarnecki.

2. **EXCUSED OF ABSENCE.**

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to excuse the absence of Councilmember Yankovich.

YES: 4 NO: 0. ABSENT: 1 MOTION CARRIED.

3. **ELECTION OF OFFICERS.**

a. Mayor

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to nominate Mike DeVore for Mayor.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel and Councilmember Chambers.
NO: None. ABSENT: Councilmember Yankovich MOTION CARRIED.

b. Mayor Pro Tem

IT WAS MOVED BY CHAMBERS and seconded by DEVORE to nominate Greg Canfield as Mayor Pro Tem. Greg Canfield gratefully and gracefully declined the nomination. He doesn't feel he has enough time as he should to dedicate to the job.

IT WAS MOVED BY CANFIELD and seconded by CHAMBERS to nominate Jim Salzwedel as Mayor Pro Tem.

YES: Councilmember Salzwedel, Councilmember Chambers, Councilmember Canfield, and Mayor DeVore.

NO: None. ABSENT: Councilmember Yankovich. MOTION CARRIED.

c. Review and Adoption of Council Rules of Procedure.

City Manager Michael stated the Rules of Procedure have been in place for a number of years, however, we did have an incident in the last couple months where because of our Rules of Procedures, we could have had a Council Member call into the meeting even though we had a quorum together at

the meeting. Because of our Rules of Procedure, he could not vote. Burns wanted to bring it to Councils attention to see if after verifying it is legal with our City Attorney, if they wanted to consider changing that item in the Rules of Procedure.

Burns will clarify and report back after he speaks with the City Attorney.

4. **APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the regular and closed session minutes of the December 16, 2019 City Council meeting.
- Authorize payment of invoices in the amount of \$147,255.17.

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to approve the consent agenda as written.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore, and Councilmember Salzwedel.

NO: None.

ABSENT: Councilmember Yankovich.

MOTION CARRIED.

5. **CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA.**

There were no comments.

6. **OLD BUSINESS**

a. **Showboat Construction Specifications.**

City Manager Michael Burns briefly explained the mix-up on the height issue and how it is being resolved. Discussed the requirement for a letter of stability from C-Fly. Architect should have final plans completed and adjusted with new heights by early February.

b. **Lowell Township Water/Sewer Agreements.**

City Manager Michael Burns stated the next step needed if the City and Township were to merge into a Water and Sewer Authority would be to have a full valuation of the assets of the water and wastewater treatment plants. The City Attorney and Township Attorney Jeff Sluggett reached out to Plante and Moran to see if this was a project they could take on and they informed us that this is not something within their wheelhouse. We were referred to Public Financial Management Company (PFM), a Philadelphia based public finance financial advisory firm which focuses on asset management and consulting services for municipalities, cities, schools, hospitals and other public entities. PFM provided us with a proposal to consider to conduct a limited valuation and a full valuation of our treatment facilities. After reviewing both options in our proposal, I believe the full valuation of our assets would be necessary to determine the accurate cost of both facilities. The cost of completing this valuation is \$37,500. This cost is not budgeted in our water and wastewater funds for the current fiscal year. I have discussed this with the township and they are willing to pay the first \$10,000 of the cost and the remaining cost would be split between the City of Lowell and Lowell Township if we choose to move forward.

Burns stated City Council needs to determine where we would like to go regarding the selling of the

assets and transferring them to an authority. Does the City Council believe the sale is worth giving equal representation in management of these facilities and selling our assets to an authority? If the authority is formed, the City would also lose the ability to require a 425 agreement for expanded service outside the current service area in Lowell Township.

City Council discussed at length and it was a general consensus that city funds should not be used to pay for the study. Burns will find out what the Township would like to do and then will report back to Council who will then direct him on the next step.

c. Line Shack RFP.

City Manager Michael Burns read memo stating he has been working on the RFP for the sale and development of the former Line Shack building. The building and land for the property is valued at \$100,000. Under the Michigan Constitution, we must sell the property for a fair market value and require \$100,000 as a minimum price for the bid in the RFP. Burns would like to see a restrictive covenant on the building which would require the building to function as a specific use(s) under the restrictive covenant. If chosen this is tied to the deed and if ownership of the building were to change the requirements of the building would not.

City Council discussed and it was a general consensus to not use a restrictive covenant.

7. **NEW BUSINESS**

a. Annual Authorization of Signature for City Bank Accounts and Designation of Depository Banks.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL that Lowell City Council approve the annual authorization of signatures for City Bank Accounts and designation of depository banks as proposed.

YES: Councilmember Canfield, Mayor DeVore, Councilmember Salzwedel, and Councilmember Chambers.

NO: None.

ABSENT: Councilmember Yankovich.

MOTION CARRIED.

b. Resolution 01-20.

City Manager Michael Burns stated being presented are Resolutions' 01-20 and 02-20 which in essence will resolve all issues pertaining to Unity Schools Investors LLC.

Resolution 01-20 if approved will settle all matters pertaining to and authorize the Mayor and City Clerk to execute the approved agreement on behalf of the city and thus authorizing the City Manager to take all steps required to fulfill the City's obligations under the Agreement.

To summarize the settlement agreement, the terms are the following:

- The City will purchase 238 High Street for \$225,000 within 30 days of the purchase. (The Downtown Development Authority and Lowell Light and Power have resolutions to approve allowing the DDA to purchase the property on behalf of the City and for Lowell Light & Power to lend the DDA \$165,000 over a five-year period with an interest of 1.75%).
- The City will support the partial vacation of the north 15 feet of High Street from Monroe Street to the west edge of the existing Unity School building on the 219 High Street Parcel with ownership of said vacated property to be transferred to Unity. The City and Unity will share all costs equally for the partial vacation and re-platting of High Street adjacent to 219

High Street.

- Unity at its cost will construct curbs, gutters and sidewalks in accordance of City standards, along and within the vacated parcel. Unity will also not be limited on curb cuts for the south side of its property accessing 219 High Street.
- Subject to approval by the Michigan Department of Natural Resources (DNR), the City will transfer a 7 foot by 263.2-foot strip of Riverside Park to Unity Schools in exchange for a 10' north and 50' east portion of the southwest corner of 219 High Street. The City will retain easements for locations on the currently owned property for underground utilities and communication lines.
- If required by the Michigan Department of Environment, Great Lakes and Energy, the City will allow a compensation cut to a portion of the banks of Stoney Lakeside Park to address any floodplain mitigation concerns at 219 High Street. Unity at its costs, will be responsible to provide the required testing of the soils to be removed and for the proper disposal of the soils.
- Since the boundary lines of High Street will change on the south and west of the Planned Unit Development relating to the property, these will be deemed as minor amendments to the PUD. The amendments shall be reviewed and approved administratively by the City's zoning enforcement officer.
- Upon execution of the settlement agreement, legal counsel for both parties shall prepare and file a Stipulated Order to Dismiss All Claims with Prejudice and Without Costs for entry by the Court in the Lawsuit.
- Unity further waives and releases any claims for the City's, City's Departments of Lowell Light & Power, the Lowell Area Public Schools, or Comcast/Xfinity's past, current, and future use of the 219 and 238 High Street parcels through existing known easements of record and/or existing above ground or underground lines, including any related facilities for utility and communication services that are currently subject to written easement agreements or are contemplated to be given by Unity pursuant to this Settlement Agreement.

Since there will be a transfer of property between the City and Unity, a resolution pertaining to the transfer of property must sit at Council and be available for public review for twenty days after it has been presented, per the City Charter.

IT WAS MOVED BY CHAMBERS and seconded by SALZWEDEL to approve Resolution 01-20 pertaining to the Settlement Agreement with Unity Schools Investors LLC.

YES: Mayor DeVore, Councilmember Salzwedel, Councilmember Chambers, and Councilmember Canfield.

NO: None.

ABSENT: Councilmember Yankovich.

MOTION CARRIED.

c. Resolution 02-20.

Resolution 02-20 is being presented to accommodate the Charter provision and no action can be taken on this resolution until the 20-day period expires. This will also require four votes in the affirmative in order for action to be taken.

d. Traffic Control Maintenance Agreement.

Public Works Director Dan Czarnecki stated traffic signals in Lowell are owned by either MDOT or the Kent County Road Commission. They are all maintained by the City of Grand Rapids Traffic Department. Because the signals control traffic from the City of Lowell streets we have some responsibility for the maintenance costs of the signals. I was contacted by the Grand Rapids Traffic

Signal Supervisor about entering into a maintenance agreement for the signal maintenance work. They are trying to complete their agreements for all the communities they maintain signals within. The agreements set the parameters for the maintenance and billing for such work. According to the supervisor, the maintenance work on the traffic control device at Valley Vista and M/21 is billed at 50% to the City of Lowell. We have funds budgeted under Major Streets to cover the signal maintenance costs. The agreement needs to be approved and signed by the City and the document has been reviewed by the City Attorney.

IT WAS MOVED BY SALZWEDEL and seconded by CHAMBERS to approve the Electronic Traffic Control Devices Maintenance Agreement with the City of Grand Rapids and authorize the Mayor to sign the agreement.

YES: Councilmember Chambers, Councilmember Canfield, Mayor DeVore and Councilmember Canfield.

NO: None.

ABSENT: Councilmember Yankovich.

MOTION CARRIED.

8. BOARD/COMMISSION REPORTS.

Councilmember Salzwedel stated the LCTV Fund deadline, Friday February 7, 2020, is fast approaching, so get your applications in.

Councilmember Chambers stated Thursday, January 9, 2020 we have the Lowell Light & Power Meeting and Monday, January 13 is the Planning Commission Meeting.

Mayor DeVore stated Fire Authority is meeting Monday, January 13, 2020. Lew Bender is coming Thursday, January 30, 2020.

9. MANAGER'S REPORT.

City Manager Michael Burns reported on the following:

- Was informed City Attorney Dick Wendt will no longer be serving the City of Lowell on a daily basis. Dick has offered for Jessica Wood to take over if the City so desires. Dick Wendt will still be around for institutional matters and agreements, he drafted, but he is not going to be full time anymore.
- We will be reviewing our first special land use application for the adult use marijuana facility located at the former Family Video site at the Planning Commission meeting on Monday, January 13, 2020..
- Lew Bender will be here Thursday, January 23, 2019 from 5:30 p.m. to 9:00 p.m. Tentatively set at the Fire Hall.
- Last week, our third 1997 sewer assessment has been paid. We have one more. The largest outstanding assessment was the Lowell Baptist Church and they did provide us a payment of \$54,000. it \$142,000 towards the total cost of the project if this project moves forward.
- Alerted last week about the Jackson Street Bridge from Kent County and the Kent County Road Commission. They informed us that sometimes either later this year or the beginning of 2021, they are going to be shutting down the bridge and doing replacement work on the bridge. They have no other

information at this time but will share once they have more information.

10. APPOINTMENTS.

None.

11. COUNCIL COMMENTS.

Councilmember Canfield will be out of town for the next meeting on the 21st of January.

Councilmember Salzwedel stated he would like to see some resolutions this year on the sidewalks in the City and would like to see them resolved by June. Also he would like to see at least one mile of road completed this year in the city.

12. ADJOURNMENT.

IT WAS MOVED SALZWEDEL and seconded by CHAMBERS to adjourn at 7:58 p.m.

DATE:

APPROVED:

Mike DeVore, Mayor

Sue Ullery, Lowell City Clerk

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 01-20

**RESOLUTION APPROVING AND AUTHORIZING
EXECUTION OF SETTLEMENT AGREEMENT WITH
UNITY SCHOOL INVESTORS, LLC RELATED TO
PROPERTY LOCATED AT 238 AND 219 HIGH STREET IN
THE CITY AND MATTERS RELATED THERETO**

Councilmember CHAMBERS supported by Councilmember SALZWEDEL moved the adoption of the following resolution:

WHEREAS, Unity School Investors, LLC (“Unity”), own certain real property located at 238 and 219 High Street in the City; and

WHEREAS, the City filed a condemnation of lawsuit against Unity involving an electric utility easement for the 238 High Street parcel in a case entitled City of Lowell v. Unity School Investors, LLC, et. al., Kent County Circuit Court, Case No. 19-05347-CC, and Unity filed claims against the City involving both the 238 High Street parcel and the 219 High Street parcel (the “Lawsuit”); and

WHEREAS, the City and Unity have agreed, pursuant to the terms of a Settlement Agreement (the “Agreement”), to settle all claims that were or could have been asserted in the Lawsuit regarding 238 and 219 High Street.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Agreement in the form presented in this meeting is approved with such modifications not materially adverse to the City approved as to content by the City Manager and as to form by the City Attorney.
2. That the Mayor and City Clerk are authorized and directed to execute the approved Agreement for and on behalf of the City.
3. The City approves the proposed Stipulated Order to Dismiss All Claims with Prejudice and Without Costs related to the Lawsuit presented at this meeting.
4. That the City Manager is authorized to take all steps required to fulfill the City’s obligations under the Agreement.
5. That all resolutions or parts of resolutions to the extent of any conflict herewith are hereby rescinded.

YEAS: Mayor DeVore, Councilmembers Salzwedel, Yankovich, Chambers and Canfield

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

RESOLUTION DECLARED ADOPTED.

Dated: January 6, 2020


Susan Ullery, City Clerk

CERTIFICATION

I, the undersigned City Clerk of the City of Lowell, Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on January 6, 2020, and that public notice of said meeting was given pursuant to and in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: January 6, 2020


Susan Ullery, City Clerk

City Clerk holds this resolution on file for 20 days before bringing back to council for a vote

**CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 02-20

RESOLUTION APPROVING THE TRANSFER OF CITY-OWNED PROPERTY TO UNITY SCHOOL INVESTORS, LLC RELATED TO PROPERTY LOCATED AT 219 HIGH STREET IN THE CITY AND MATTERS RELATED THERETO

Councilmember _____, supported by Councilmember _____, moved the adoption of the following resolution:

WHEREAS, the City and Unity School, LLC (“Unity”) have agreed, pursuant to the terms of a Settlement Agreement (the “Agreement”) to settle all claims that were or could have been asserted in a lawsuit between them related to 238 and 219 High Street in the City; and

WHEREAS, the City Council has, by a separate resolution approved the Agreement on January 6, 2020; and

WHEREAS, the Agreement provides that the City will convey to Unity City-owned property consisting of approximately 7’ x 263.2’ adjacent to the west of the 219 High Street parcel owned by Unity (the “Property”) and in return Unity will convey certain property it owns to the City; and

WHEREAS, the City Charter at Chapter 13, Section 13.3(b)(3) requires that before the City can adopt a final resolution authorizing the transfer of the Property the resolution must remain on file with the City Clerk for public inspection for 20 days before final adoption; and

WHEREAS, this resolution was placed in the City Clerk’s office on January 6, 2020, for public inspection and has remained on file to the date of this resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That in accordance with Chapter 13, Section 13.3(b)(1) the City has previously published one advertisement in the Buyers Guide on January 27, 2019 and one advertisement in the Lowell Ledger on January 30, 2019 for bids related to the Property.
2. That, subject to the terms of the Agreement, the transfer of the Property is approved, subject to the retention by the City of an easement for underground utility and communication lines.
3. That the Mayor, City Clerk and City Manager are authorized to take all steps necessary to transfer the Property to Unity.
4. That the Agreement is ratified and confirmed.

5. That all resolutions or parts of resolutions to the extent of any conflict herewith are hereby rescinded.

YEAS: Councilmembers _____

NAYS: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: _____, 2020

Susan Ullery, City Clerk

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I, the undersigned City Clerk of the City of Lowell, Michigan (the "City") do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, at a meeting held on _____, 2020, and that public notice of said meeting was given pursuant to and in compliance with Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: _____, 2020

Susan Ullery, City Clerk

Vendor Code	Vendor Name	Description	Amount
01878	ACTION CHEMICAL		
	393354	VACUUM BAGS	90.20
TOTAL FOR: ACTION CHEMICAL			90.20
01513	ADDORIO TECHNOLOGIES, LLC		
	8309	CITY HALL COMPUTER SERVICES	1,704.74
	8324	DPW COMPUTER SERVICES	443.75
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC			2,148.49
10816	AMAZON CAPTIAL SERVICES		
	111-1369187-22250	WATER DEPT THERMOSTAT	53.88
	111-4964800-76210	WATER DEPT	10.00
	111-5770750-60170	4 SETS OF SPIKES - DPW	99.80
	1V9M-FRXD-GQ33	WATER DEPT	30.17
TOTAL FOR: AMAZON CAPTIAL SERVICES			193.85
10660	ARROW ENERGY, INC.		
	125481	AIRPORT AV GAS	6,640.42
TOTAL FOR: ARROW ENERGY, INC.			6,640.42
00045	BARTLETT, SANDY		
	DEC 2019	METER READER MILEAGE & PAY	769.94
	JAN 2020	METER READING & MILEAGE	769.94
TOTAL FOR: BARTLETT, SANDY			1,539.88
00050	BERNARDS ACE HARDWARE		
	DEC 2019	ACCOUNT STATEMENT	295.68
TOTAL FOR: BERNARDS ACE HARDWARE			295.68
00053	BIERI AUTO BODY INC.		
	1/10/20	LPD 2015 EXPLORER DOOR R & M	100.00
TOTAL FOR: BIERI AUTO BODY INC.			100.00
REFUND UB	BLACK, KYLE		
	01/09/2020	UB refund for account: 7-00330-2	9.81
TOTAL FOR: BLACK, KYLE			9.81
10744	C. FLY MARINE SERVICES, LLC (CFMS)		
	975	SHOWBOAT REVISIONS ON 02 DECK	10,000.00
TOTAL FOR: C. FLY MARINE SERVICES, LLC (CFMS)			10,000.00
REFUND UB	CITY OF LOWELL		
	01/09/2020	UB refund for account: 2-02300-2	161.24
TOTAL FOR: CITY OF LOWELL			161.24
10493	COMCAST CABLE		
	1/6 - 2/5/2020	DPW CABLE	45.05
TOTAL FOR: COMCAST CABLE			45.05
10509	CONSUMERS ENERGY		
	DEC 2019	ACCOUNT STATEMENT	8.97
	JANUARY 2020	ACCOUNT STATEMENT	2,981.36
TOTAL FOR: CONSUMERS ENERGY			2,990.33
01156	CURTIS CLEANERS		
	DEC 2019	LPD UNIFORM CLEANING	307.50
TOTAL FOR: CURTIS CLEANERS			307.50

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00132	D&D TRUCKING ACQUISITION, LLC		
	29578	#16 PLOW TRUCK R & M	9,931.89
	29651	#17 PLOW TRUCK R & M	210.07
	29726	#15 PETERBUILT R & M	454.49
TOTAL FOR: D&D TRUCKING ACQUISITION, LLC			10,596.45
10673	FERGUSON WATERWORKS		
	0091876	WATER DEPT METER SUPPLIES	1,848.58
	0091876-1	WATER DEPT	176.60
	0092965	WATER DEPT METERS	1,892.89
TOTAL FOR: FERGUSON WATERWORKS			3,918.07
01517	GR CITY TREASURER		
	20002331	TRAFFIC SIGNAL MAINT OCT - DEC 2019	121.84
	20002446	JUNE-DEC 19 PARKING VALIDATION	41.25
TOTAL FOR: GR CITY TREASURER			163.09
00225	GRAND RAPIDS COMMUNITY COLLEGE		
	12/16 - 12/31/19	TAX DISBURSEMENT	373.90
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE			373.90
02295	GRAYMONT WESTERN LIME INC.		
	143062	WTP- HIGH CALCIUM QUICKLIME	6,597.74
TOTAL FOR: GRAYMONT WESTERN LIME INC.			6,597.74
01508	GTW		
	204808	CYLINDER RENTAL DECEMBER 2019	34.96
TOTAL FOR: GTW			34.96
10053	HANAH'S FLAG & BANNERS LLC		
	3774	FLAGS	1,011.00
TOTAL FOR: HANAH'S FLAG & BANNERS LLC			1,011.00
00248	HOOPER PRINTING		
	59268	LPD LOCKOUT WAIVERS	148.32
TOTAL FOR: HOOPER PRINTING			148.32
00254	HURST, CHRIS		
	1/14/20	LPD FRAMES REIMBURSEMENT	122.11
TOTAL FOR: HURST, CHRIS			122.11
02463	HYDROCORP		
	0055605-IN	CROSS CONNECTION DEC 2019	864.00
	0055775-IIN	CROSS CONNECTION DEC 2019	73.00
TOTAL FOR: HYDROCORP			937.00
00291	KENT COUNTY ROAD COMMISSION		
	411869	TRAFFIC SIGNAL ELECTRIC	43.35
TOTAL FOR: KENT COUNTY ROAD COMMISSION			43.35
00300	KENT COUNTY TREASURER		
	12/16 - 12/31/201	TAX DISBURSEMENT	94,527.44
TOTAL FOR: KENT COUNTY TREASURER			94,527.44
00303	KENT DISTRICT LIBRARY		
	12/16 - 12/31/201	TAX DISBURSEMENT	49,020.12
TOTAL FOR: KENT DISTRICT LIBRARY			49,020.12

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00302	KENT INTERMEDIATE SCHOOL DIST.		
	12/16 - 12/31/201 TAX DISBURSEMENT		1,191.72
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.			1,191.72
00772	LERMA INC.		
	2020	LERMA MEMBERSHIP - POLICE DEPT	60.00
TOTAL FOR: LERMA INC.			60.00
01374	LOWELL AREA HISTORICAL MUSEUM		
	12/16 - 12/31/201 TAX DISBURSEMENT		51.44
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM			51.44
00562	LOWELL AREA SCHOOLS		
	12/16 - 12/31/201 TAX DISBURSEMENT		361,883.95
TOTAL FOR: LOWELL AREA SCHOOLS			361,883.95
01006	LOWELL ARTS		
	GRANT 2019	FLOORING FOR EAST SIDE	15,523.00
TOTAL FOR: LOWELL ARTS			15,523.00
00347	LOWELL CHARTER TOWNSHIP		
	PAYMT #11	WATER OVERPAYMENT	5,103.33
TOTAL FOR: LOWELL CHARTER TOWNSHIP			5,103.33
00330	LOWELL LEDGER		
	1/10/2020	SUBSCRIPTION RENEWAL 2020	25.00
	12/31/19	ACCOUNT STATEMENT	721.10
TOTAL FOR: LOWELL LEDGER			746.10
00341	LOWELL LIGHT & POWER		
	12/6 - 12/31/19	DELINQ ELEC - SALIVADOR, MOORE & SOULES	161.39
	3367	STREET LIGHTS - BROADWAY IMPROVEMENTS	6,525.15
	3368	OCT/NOV ACCESS POINT	2,199.78
	DEC 2019	ELECTRIC STATEMENTS	19,517.71
TOTAL FOR: LOWELL LIGHT & POWER			28,404.03
CREEKSIDE	MCQUEEN, ASHLEY		
	10/6/2019	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: MCQUEEN, ASHLEY			50.00
02513	METRO HEALTH HOSPITAL		
	1/7/2020	TB TEST	13.00
TOTAL FOR: METRO HEALTH HOSPITAL			13.00
00426	MODEL COVERALL SERVICE, INC.		
	DEC 2019	LIBRARY RUGS	255.92
TOTAL FOR: MODEL COVERALL SERVICE, INC.			255.92
10838	MORAN IRON WORKS, INC		
	15969	SHOWBOAT LABOR	11,306.02
TOTAL FOR: MORAN IRON WORKS, INC			11,306.02
01499	NAPA AUTO PARTS		
	DEC 2019	ACCOUNT STATEMENT	206.80
TOTAL FOR: NAPA AUTO PARTS			206.80
01208	NICHOLLS, PAUL		
	1/9/2020	AVIATION OIL & COURTESY CAR BATTERY	450.65
TOTAL FOR: NICHOLLS, PAUL			450.65

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
POST DATES 01/07/2020 - 01/17/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Description	Amount
	Invoice		
00468	NYE UNIFORM COMPANY CO 724219	UNIFORM - STEFFEN	192.00
TOTAL FOR: NYE UNIFORM COMPANY CO			192.00
02247	PITNEY BOWES INC. 1014422154*	POSTAGE METER RED INK	254.97
TOTAL FOR: PITNEY BOWES INC.			254.97
00512	PREIN & NEWHOF, INC. 53114	SAW GRANT 10/27 - 11/30/19	32,628.45
TOTAL FOR: PREIN & NEWHOF, INC.			32,628.45
10762	PROFESSIONAL CODE INSPECTIONS OF MI 6201 6225	NOVEMBER 2019 PERMITS DECEMBER 2019 PERMITS	2,394.90 2,145.60
TOTAL FOR: PROFESSIONAL CODE INSPECTIONS OF MI			4,540.50
10130	RASHID, JEFFREY DEC 2019	ASSESSING EXPENSES	50.46
TOTAL FOR: RASHID, JEFFREY			50.46
10133	RED CREEK WASTE SERVICES INC. 9CR00535	TRASH SERVICE	379.81
TOTAL FOR: RED CREEK WASTE SERVICES INC.			379.81
REFUND UB	ROOKER, MARGARET 01/09/2020	UB refund for account: 3-01740-2	135.08
TOTAL FOR: ROOKER, MARGARET			135.08
10378	RUESINK, KATHIE 911020/911021	CLEANING SERVICES 1/2 - 1/16/2020	540.00
TOTAL FOR: RUESINK, KATHIE			540.00
10042	SAWYER ENGINE & COMPRESSOR INC. 51051	WTP COMPRESSOR R & M	312.50
TOTAL FOR: SAWYER ENGINE & COMPRESSOR INC.			312.50
10316	SCENIC EXPRESSIONS LLC 2126	AIRPORT SNOW PLOWING DEC 19	1,100.00
TOTAL FOR: SCENIC EXPRESSIONS LLC			1,100.00
02575	SELF SERVE LUMBER DEC 2019	ACCOUNT STATEMENT	30.14
TOTAL FOR: SELF SERVE LUMBER			30.14
REFUND UB	STAAL, CHERYL 01/09/2020	UB refund for account: 6-01980-1	93.73
TOTAL FOR: STAAL, CHERYL			93.73
10341	STATE OF MICHIGAN 551-553942	DECEMBER 2019 LIVE SCAN	259.50
TOTAL FOR: STATE OF MICHIGAN			259.50
02032	STEALTH PEST MANAGEMENT LLC 12/27/2019	PEST CONTROL	180.00
TOTAL FOR: STEALTH PEST MANAGEMENT LLC			180.00

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL
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Vendor Code	Vendor Name	Description	Amount
10514	SUPPLYGEEKS		
	OE-19086-1	OFFICE SUPPLIES	465.38
	OE-19687-1	OFFICE SUPPLIES	173.32
TOTAL FOR: SUPPLYGEEKS			638.70
10563	TRACTOR SUPPLY CREDIT PLAN		
	DEC 2019	ACCOUNT STATEMENT	38.67
TOTAL FOR: TRACTOR SUPPLY CREDIT PLAN			38.67
10459	TRANSUNION RISK AND ALTERNATIVE		
	181229-201912-1	POLICE DEPT DEC 2019	163.33
TOTAL FOR: TRANSUNION RISK AND ALTERNATIVE			163.33
10484	VERGENNES BROADBAND		
	5267-20200117-1	ACCOUNT STATEMENT	309.99
TOTAL FOR: VERGENNES BROADBAND			309.99
02203	VISA		
	DEC 2019	ACCOUNT STATEMENT	1,793.45
TOTAL FOR: VISA			1,793.45
10389	VREDEVELD HAEFNER LLC		
	4641	OPEB CALCULATIONS SERVICES	1,500.00
TOTAL FOR: VREDEVELD HAEFNER LLC			1,500.00
10567	WOLF KUBOTA		
	BYR-101463	#52 EXMARK MOWER R & M	198.07
TOTAL FOR: WOLF KUBOTA			198.07
TOTAL - ALL VENDORS			662,601.31

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-040.000	ACCOUNTS RECEIVABLE	VISA	ACCOUNT STATEMENT	13.76	73911
101-000-084.015	DUE FROM FIRE AUTHORITY	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	73910
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	DELINQ ELEC - SALIVADOR,	161.39	73883
101-000-085.000	DUE FROM LIGHT & POWER	VERGENNES BROADBAND	ACCOUNT STATEMENT	58.58	73910
101-000-285.004	CREEKSIDE DEPOSIT	MCQUEEN, ASHLEY	CREEKSIDE PARK DEPOSIT	50.00	73887
Total For Dept 000				312.30	
Dept 172 MANAGER					
101-172-864.000	CONFERENCES & CONVENTIONS	VISA	ACCOUNT STATEMENT	421.89	73911
101-172-955.000	MISCELLANEOUS EXPENSE	VISA	ACCOUNT STATEMENT	776.00	73911
Total For Dept 172 MANAGE				1,197.89	
Dept 209 ASSESSOR					
101-209-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	16.99	73907
101-209-860.000	TRAVEL EXPENSES	RASHID, JEFFREY	ASSESSING EXPENSES	50.46	73897
Total For Dept 209 ASSESS				67.45	
Dept 215 CLERK					
101-215-900.000	PRINTING	LOWELL LEDGER	ACCOUNT STATEMENT	721.10	73882
101-215-900.000	PRINTING	LOWELL LEDGER	SUBSCRIPTION RENEWAL 2020	25.00	73882
Total For Dept 215 CLERK				746.10	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	VREDEVELD HAEFNER LLC	OPEB CALCULATIONS SERVICE	1,500.00	73912
Total For Dept 253 TREASU				1,500.00	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	367.20	73907
101-265-740.000	OPERATING SUPPLIES	PITNEY BOWES INC.	POSTAGE METER RED INK	254.97	73894
101-265-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	418.12	73870
101-265-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	VACUUM BAGS	45.10	73850
101-265-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	63.03	73907
101-265-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	76.35	73911
101-265-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	124.45	73898
101-265-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	50.00	73906
101-265-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	OCT/NOV ACCESS POINT	1,197.07	73885
101-265-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	43.57	73910
101-265-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	2,410.23	73884
Total For Dept 265 CITY H				5,050.09	
Dept 276 CEMETERY					
101-276-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	155.12	73870
101-276-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	19.98	73908
101-276-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	4.54	73907
101-276-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	143.91	73884
Total For Dept 276 CEMETE				323.55	
Dept 301 POLICE DEPARTMENT					
101-301-624.000	SALVAGE INSPECTION FEES	TRANSUNION RISK AND ALTER	POLICE DEPT DEC 2019	163.33	73909
101-301-626.000	REPORTS & FINGERPRINT FEE	STATE OF MICHIGAN	DECEMBER 2019 LIVE SCAN	259.50	73905
101-301-727.000	OFFICE SUPPLIES	HOOPER PRINTING	LPD LOCKOUT WAIVERS	148.32	73871
101-301-727.000	OFFICE SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	35.61	73907
101-301-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	33.24	73855
101-301-740.000	OPERATING SUPPLIES	HURST, CHRIS	LPD FRAMES REIMBURSEMENT	122.11	73872
101-301-744.000	UNIFORMS	CURTIS CLEANERS	LPD UNIFORM CLEANING	307.50	73862
101-301-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 1/2 - 1	390.00	73900
101-301-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	OCT/NOV ACCESS POINT	192.84	73885
101-301-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	43.57	73910
101-301-931.000	R & M POLICE CARS	NAPA AUTO PARTS	ACCOUNT STATEMENT	92.84	73891
101-301-931.000	R & M POLICE CARS	BIERI AUTO BODY INC.	LPD 2015 EXPLORER DOOR R	100.00	73856
101-301-955.000	MISCELLANEOUS EXPENSE	LERMA INC.	LERMA MEMBERSHIP - POLICE	60.00	73878

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
101-301-955.000	MISCELLANEOUS EXPENSE	VISA	ACCOUNT STATEMENT	15.26	73911
101-301-955.000	MISCELLANEOUS EXPENSE	GR CITY TREASURER	JUNE-DEC 19 PARKING VALID	41.25	73865
101-301-955.000	MISCELLANEOUS EXPENSE	METRO HEALTH HOSPITAL	TB TEST	13.00	73888
101-301-984.000	EQUIPMENT	NYE UNIFORM COMPANY CO	UNIFORM - STEFFEN	192.00	73893
101-301-984.000	EQUIPMENT	VISA	ACCOUNT STATEMENT	151.40	73911
Total For Dept 301 POLICE				2,361.77	
Dept 400 PLANNING & ZONING					
101-400-864.000	CONFERENCES & CONVENTIONS	VISA	ACCOUNT STATEMENT	163.50	73911
Total For Dept 400 PLANNI				163.50	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	VISA	ACCOUNT STATEMENT	109.14	73911
101-441-744.000	UNIFORMS	AMAZON CAPTIAL SERVICES	4 SETS OF SPIKES - DPW	99.80	73852
101-441-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	207.86	73898
101-441-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	50.00	73906
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE	45.05	73860
101-441-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	OCT/NOV ACCESS POINT	57.26	73885
101-441-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	73910
101-441-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	315.56	73884
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	880.04	73861
101-441-926.000	STREET LIGHTING	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,109.75	73884
101-441-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	10.98	73855
Total For Dept 441 DEPART				2,914.01	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	252.03	73884
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	97.18	73861
Total For Dept 747 CHAMBE				349.21	
Dept 751 PARKS					
101-751-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	22.14	73855
101-751-740.000	OPERATING SUPPLIES	TRACTOR SUPPLY CREDIT PLA	ACCOUNT STATEMENT	18.69	73908
101-751-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	591.63	73884
101-751-930.000	REPAIR & MAINTENANCE	SELF SERVE LUMBER	ACCOUNT STATEMENT	22.30	73903
Total For Dept 751 PARKS				654.76	
Dept 757 SHOWBOAT					
101-757-920.000	SHOWBOAT UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	47.15	73884
Total For Dept 757 SHOWBO				47.15	
Dept 790 LIBRARY					
101-790-740.000	OPERATING SUPPLIES	ACTION CHEMICAL	VACUUM BAGS	45.10	73850
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	62.57	73907
101-790-740.000	OPERATING SUPPLIES	SUPPLYGEEKS	OFFICE SUPPLIES	88.76	73907
101-790-802.000	CONTRACTUAL	MODEL COVERALL SERVICE, I	LIBRARY RUGS	255.92	73889
101-790-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	47.50	73898
101-790-802.000	CONTRACTUAL	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	73906
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 1/2 - 1	150.00	73900
101-790-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	OCT/NOV ACCESS POINT	256.04	73885
101-790-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,309.98	73884
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	867.30	73861
101-790-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	25.98	73855
Total For Dept 790 LIBRAR				3,149.15	
Dept 803 HISTORICAL DISTRICT COMMISSION					
101-803-727.000	OFFICE SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	1.24	73855
Total For Dept 803 HISTOR				1.24	
Dept 804 MUSEUM					
101-804-887.000	CONTRIBUTIONS & MAINTENAN	STEALTH PEST MANAGEMENT L	PEST CONTROL	40.00	73906
101-804-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	219.40	73884

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	512.43	73861
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	51.44	73879
Total For Dept 804 MUSEUM				823.27	
Total For Fund 101 GENERA				19,661.44	
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC					
202-474-802.000	CONTRACTUAL	GR CITY TREASURER	TRAFFIC SIGNAL MAINT OCT	121.84	73866
Total For Dept 474 TRAFFI				121.84	
Dept 478 WINTER MAINTENANCE					
202-478-802.000	CONTRACTUAL	KENT COUNTY ROAD COMMISSI	TRAFFIC SIGNAL ELECTRIC	43.35	73874
Total For Dept 478 WINTER				43.35	
Total For Fund 202 MAJOR				165.19	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	35.00	73855
Total For Dept 463 MAINTE				35.00	
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	4.95	73903
Total For Dept 474 TRAFFI				4.95	
Total For Fund 203 LOCAL				39.95	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 450 CAPITAL OUTLAY					
248-450-970.000	CAPITAL OUTLAY	LOWELL LIGHT & POWER	STREET LIGHTS - BROADWAY	6,525.15	73886
Total For Dept 450 CAPITA				6,525.15	
Dept 463 MAINTENANCE					
248-463-740.000	OPERATING SUPPLIES	HANAH'S FLAG & BANNERS LL	FLAGS	437.76	73870
248-463-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,550.28	73884
248-463-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	119.98	73855
Total For Dept 463 MAINTE				2,108.02	
Dept 740 COMMUNITY PROMOTIONS					
248-740-880.000	COMMUNITY PROMOTION	VISA	ACCOUNT STATEMENT	66.15	73911
Total For Dept 740 COMMUN				66.15	
Total For Fund 248 DOWNTO				8,699.32	
Fund 249 BUILDING INSPECTION FUND					
Dept 371 BUILDING INSPECTION DEPARTMENT					
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	NOVEMBER 2019 PERMITS	2,394.90	73896
249-371-802.000	CONTRACTUAL	PROFESSIONAL CODE INSPECT	DECEMBER 2019 PERMITS	2,145.60	73896
Total For Dept 371 BUILDI				4,540.50	
Total For Fund 249 BUILDI				4,540.50	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-970.000	CAPITAL OUTLAY	C. FLY MARINE SERVICES, L	SHOWBOAT REVISIONS ON 02	10,000.00	73858
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	SHOWBOAT LABOR	11,306.02	73890
Total For Dept 751 PARKS				21,306.02	
Dept 758 DOG PARK					
260-758-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	53.93	73884
Total For Dept 758 DOG PA				53.93	
Total For Fund 260 DESIGN				21,359.95	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-740.000	OPERATING SUPPLIES	ARROW ENERGY, INC.	AIRPORT AV GAS	6,640.42	73853
581-000-740.000	OPERATING SUPPLIES	NICHOLLS, PAUL	AVIATION OIL & COURTESY C	450.65	73892

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EXP CHECK RUN DATES 01/07/2020 - 01/17/2020

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BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 581 AIRPORT FUND					
Dept 000					
581-000-802.000	CONTRACTUAL	SCENIC EXPRESSIONS LLC	AIRPORT SNOW PLOWING DEC	1,100.00	73902
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	8.97	73861
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	ACCOUNT STATEMENT	49.99	73910
Total For Dept 000				8,250.03	
Total For Fund 581 AIRPOR				8,250.03	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	5,657.52	73884
590-000-043.000	DUE FROM EARTH TECH	LOWELL LIGHT & POWER	OCT/NOV ACCESS POINT	313.88	73885
590-000-043.000	DUE FROM EARTH TECH	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	73910
590-000-276.000	Sewer Inside 5/8"	BLACK, KYLE	UB refund for account: 7-	6.46	73857
590-000-276.000	Sewer Inside 5/8"	ROOKER, MARGARET	UB refund for account: 3-	67.83	73899
590-000-276.000	Sewer Inside 5/8"	STAAL, CHERYL	UB refund for account: 6-	47.05	73904
Total For Dept 000				6,121.31	
Dept 550 TREATMENT					
590-550-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	SAW GRANT 10/27 - 11/30/1	32,628.45	73895
Total For Dept 550 TREATM				32,628.45	
Dept 551 COLLECTION					
590-551-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	46.92	73891
590-551-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	WATER DEPT METERS	946.45	73864
590-551-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	WATER DEPT METER SUPPLIES	924.29	73864
590-551-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	WATER DEPT	88.30	73864
Total For Dept 551 COLLEC				2,005.96	
Dept 552 CUSTOMER ACCOUNTS					
590-552-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READER MILEAGE & P	353.65	73854
590-552-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READING & MILEAGE	353.65	73854
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READER MILEAGE & P	31.32	73854
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READING & MILEAGE	31.32	73854
Total For Dept 552 CUSTOM				769.94	
Total For Fund 590 WASTEW				41,525.66	
Fund 591 WATER FUND					
Dept 000					
591-000-276.000	Water Inside 5/8"	BLACK, KYLE	UB refund for account: 7-	3.35	73857
591-000-276.000	Water Inside 5/8"	CITY OF LOWELL	UB refund for account: 2-	161.24	73859
591-000-276.000	Water Inside 5/8"	ROOKER, MARGARET	UB refund for account: 3-	67.25	73899
591-000-276.000	Water Inside 5/8"	STAAL, CHERYL	UB refund for account: 6-	46.68	73904
591-000-632.000	METERED SALES-TOWNSHIP	LOWELL CHARTER TOWNSHIP	WATER OVERPAYMENT	5,103.33	73881
Total For Dept 000				5,381.85	
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	38.13	73855
591-570-743.000	CHEMICALS	GRAYMONT WESTERN LIME INC	WTP- HIGH CALCIUM QUICKLI	6,597.74	73868
591-570-850.000	COMMUNICATIONS	LOWELL LIGHT & POWER	OCT/NOV ACCESS POINT	182.69	73885
591-570-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	73910
591-570-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	4,840.00	73884
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	456.19	73861
591-570-930.000	REPAIR & MAINTENANCE	SAWYER ENGINE & COMPRESSO	WTP COMPRESSOR R & M	312.50	73901
Total For Dept 570 TREATM				12,455.82	
Dept 571 DISTRIBUTION					
591-571-740.000	OPERATING SUPPLIES	AMAZON CAPTIAL SERVICES	WATER DEPT	30.17	73852
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION DEC 2019	73.00	73873
591-571-801.000	CROSS CONNECTIONS	HYDROCORP	CROSS CONNECTION DEC 2019	864.00	73873
591-571-920.000	PUBLIC UTILITIES	LOWELL LIGHT & POWER	ELECTRIC STATEMENTS	1,016.34	73884
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENT	168.22	73861

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 571 DISTRIBUTION					
591-571-930.000	REPAIR & MAINTENANCE	BERNARDS ACE HARDWARE	ACCOUNT STATEMENT	8.99	73855
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPTIAL SERVICES	WATER DEPT THERMOSTAT	53.88	73852
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPTIAL SERVICES	WATER DEPT	10.00	73852
591-571-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	49.92	73891
591-571-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	WATER DEPT METERS	946.44	73864
591-571-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	WATER DEPT METER SUPPLIES	924.29	73864
591-571-970.000	CAPITAL OUTLAY	FERGUSON WATERWORKS	WATER DEPT	88.30	73864
Total For Dept 571 DISTRI				4,233.55	
Dept 572 CUSTOMER ACCOUNTS					
591-572-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READER MILEAGE & P	353.65	73854
591-572-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READING & MILEAGE	353.65	73854
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READER MILEAGE & P	31.32	73854
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READING & MILEAGE	31.32	73854
Total For Dept 572 CUSTOM				769.94	
Total For Fund 591 WATER				22,841.16	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC DPW COMPUTER SERVICES		443.75	73851
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC CITY HALL COMPUTER SERVIC		1,704.74	73851
Total For Dept 000				2,148.49	
Total For Fund 636 DATA P				2,148.49	
Fund 661 EQUIPMENT FUND					
Dept 895 FLEET MAINT. & REPLACEMENT					
661-895-740.000	OPERATING SUPPLIES	SELF SERVE LUMBER	ACCOUNT STATEMENT	2.89	73903
661-895-930.000	REPAIR & MAINTENANCE	NAPA AUTO PARTS	ACCOUNT STATEMENT	17.12	73891
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION, #17 PLOW TRUCK R & M		210.07	73863
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION, #15 PETERBUILT R & M		454.49	73863
661-895-930.000	REPAIR & MAINTENANCE	D&D TRUCKING ACQUISITION, #16 PLOW TRUCK R & M		9,931.89	73863
661-895-930.000	REPAIR & MAINTENANCE	GTW	CYLINDER RENTAL DECEMBER	34.96	73869
661-895-930.000	REPAIR & MAINTENANCE	WOLF KUBOTA	#52 EXMARK MOWER R & M	198.07	73913
Total For Dept 895 FLEET				10,849.49	
Total For Fund 661 EQUIPM				10,849.49	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	93,393.95	73875
703-000-223.000	DUE TO LIBRARY	KENT DISTRICT LIBRARY	TAX DISBURSEMENT	49,020.12	73876
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	361,883.95	73880
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	1,133.49	73875
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	1,191.72	73877
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	373.90	73867
Total For Dept 000				506,997.13	
Total For Fund 703 CURREN				506,997.13	
Fund 715 LOOK FUND					
Dept 000					
715-000-880.000	COMMUNITY PROMOTION	LOWELL ARTS	FLOORING FOR EAST SIDE	15,523.00	1416
Total For Dept 000				15,523.00	
Total For Fund 715 LOOK F				15,523.00	

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

Fund 101	GENERAL FUND	19,661.44
Fund 202	MAJOR STREET FUN	165.19
Fund 203	LOCAL STREET FUN	39.95
Fund 248	DOWNTOWN DEVELOP	8,699.32
Fund 249	BUILDING INSPECT	4,540.50
Fund 260	DESIGNATED CONTR	21,359.95
Fund 581	AIRPORT FUND	8,250.03
Fund 590	WASTEWATER FUND	41,525.66
Fund 591	WATER FUND	22,841.16
Fund 636	DATA PROCESSING	2,148.49
Fund 661	EQUIPMENT FUND	10,849.49
Fund 703	CURRENT TAX COLL	506,997.13
Fund 715	LOOK FUND	15,523.00

662,601.31



301 East Main Street
Lowell, Michigan 49331
Phone (616) 897-8457
Fax (616) 897-4085
www.ci.lowell.mi.us

**RULES OF PROCEDURE
FOR THE LOWELL CITY COUNCIL
2020**

A. REGULAR AND SPECIAL MEETINGS

All meetings of the City Council will be held in compliance with state statutes, including the Open Meetings Act, 1976 PA 267 as amended, and with these rules.

1. Regular meetings

Regular meetings of the City Council will be held on the first and third Monday of each month beginning at 7 p.m. at the City office unless otherwise rescheduled by resolution of the Council.

2. Special Meetings

A special meeting shall be called by the Clerk upon the written request of the Mayor or any two members of the Council on at least 48 hours' written notice to each member of the Council served personally or left at the Councilmember's usual place of residence. Special meeting notices shall state the purpose of the meeting. No official action shall be transacted at any special meeting of the Council unless the item has been stated in the notice of such meeting.

3. Posting requirements for regular and special meeting

- a. During the second regular meeting of December, the City Council will establish the dates, times and places of the regular bimonthly Council meetings. The listing will be posted in the City offices.
- b. For a rescheduled regular or a special meeting of the Council, a public notice stating the date, time and place of the meeting shall be posted at least 18 hours before the meeting at the City office.
- c. The notice described above is not required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety or welfare of the public when two-thirds of the members of the Council determine that delay would be detrimental to the City's efforts in responding to the threat.

4. Minutes of regular and special meetings

The Clerk shall attend the Council meetings and record all the proceedings and resolutions of the Council in accordance with the Open Meetings Act. In the absence of the Clerk, the City Manager may appoint a member of City staff to temporarily perform the Clerk's duties.

Within 8 days of a Council meeting, the draft minutes shall be prepared by the Clerk and shall be placed on the city website for public viewing.

A copy of the minutes of each regular or special Council meeting shall be available for public inspection at the City offices during regular business hours.

5. Work Sessions

Upon the call of the Mayor or the Council and with at least 48 hours notice to the Councilmembers and to the public, the Council may convene a work session devoted exclusively to the exchange of information relating to municipal affairs. No votes shall be taken on any matters under discussion nor shall any Councilmember enter into a formal commitment with another member regarding a vote to be taken subsequently.

An agenda shall be prepared at least 48 hours prior to the work session.

Work sessions shall be audio/video recorded in accordance with other provisions of these Rules of Procedure.

B. CONDUCT OF MEETINGS

1. Meetings to be public

All official meetings of the Council shall be open to the public, and citizens shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the Council may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act.

All official meetings of the Council shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.

The City Clerk shall record all regular and special City Council meetings by audio device. Upon approval of that meeting's minutes, the audio shall be destroyed except in the absence of a video. The meetings shall be videoed. These will be stored electronically and available to the public for reviewing.

2. Agenda preparation

An agenda for each regular Council meeting shall be prepared by the City Manager with the following order of business:

- a. Call to Order; Pledge of Allegiance, Roll Call
- b. Consent Agenda
- c. Citizen Comments for Items Not on the Agenda
- d. Old Business
- e. New Business
- f. Board/Commission Reports
- g. Monthly Reports (prepared for the second regular meeting of the month)
- h. Appointments to Commissions and Boards
- i. Manager's Report
- j. Council Comments
- k. Executive Session
- l. Adjournment

Any Councilmember shall have the right to request new/additional items to the regular agenda during the Approval of the Agenda item of business.

3. Agenda distribution

Agendas shall be distributed so that Councilmembers receive their agendas by the Friday evening before the Monday meeting. Agendas will be distributed to Councilmember's place of residence.

4. Quorum

A majority of the elected or appointed and serving members of the Council shall constitute a quorum for the transaction of business at all council meetings. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date with appropriate public notice.

5. Attendance at council meetings

Election to the City Council is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Council activities and represent the residents of the City. Attendance at Council meetings is critical to fulfilling this responsibility.

The Council may excuse absences for cause. Such cause must be communicated with the clerk prior to the meeting. If a Councilmember has more than three unexcused successive absences for regular or special Council meetings, the Council may enact a resolution of reprimand. In the event that the member's absences continue for more than three additional successive regular or special meetings of the Council, the Council may enact a resolution of censure or request the Councilmember's resignation or both.

6. Presiding officer

The presiding officer shall be responsible for enforcing these rules of procedure and for enforcing orderly conduct at meetings. The Mayor is the presiding officer. The Mayor Pro Tem shall preside in the absence of the Mayor. In the absence of the Mayor and Mayor Pro Tem, the member present who has the longest consecutive service on the Council shall preside.

7. Disorderly conduct

The Mayor may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than allotted time or speaking vulgarities. Such person shall be seated until the chair determines whether the person is in order.

If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to speak at the same meeting except by special leave of the Council. If the person shall continue to be disorderly and disrupt the meeting, the chair may order the sergeant at arms to remove the person from the meeting. No person shall be removed from a public meeting except for an actual breach of the peace committed at the meeting.

C. CLOSED MEETINGS

1. Purpose

Closed meetings may be held only for the reasons authorized in the Open Meetings Act, which are the following:

- a. To consider the dismissal, suspension or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent when the named person requests a closed meeting. MCL 15.268 Sec. 8(a)
- b. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing. MCL 15.268 Sec. 8(c)
- c. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained. MCL 15.268 Sec. 8(d)
- d. To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the Council. MCL 15.268 Sec. 8(e)
- e. To review the specific contents of an application for employment or appointment to a public office when a candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting. MCL 15.268 Sec. 8(f)
- f. To consider material exempt from discussion or disclosure by state or federal statute. MCL 15.268 Sec. 8(h)

2. Calling closed meetings

At a regular or special meeting, the Councilmembers, elected or appointed and serving, may call a closed session by a two-thirds roll call vote for purposes (c), (d), (e) and (f) above, and by a simple majority for purposes (a) and (b). The roll call vote, the purpose(s) for calling the closed meeting, and the time in which the vote was taken shall be entered into the minutes of the open session during which the vote is taken. In addition, the time in which the Council returned to open session shall be recorded in the open session minutes.

3. Minutes of closed meetings

A separate set of minutes shall be taken by the Clerk or the designated secretary of the Council at the closed session. These minutes will be retained by the Clerk, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Open Meetings Act. These minutes shall be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

D. DISCUSSION AND VOTING

1. Rules of parliamentary procedure

The rules of parliamentary practice as contained in the latest edition of Robert's Rules of Order shall govern the Council in all cases to which they are applicable, provided that they are not in conflict with these rules, City ordinances or applicable state statutes. The Mayor may appoint a parliamentarian.

The chair shall preserve order and decorum and may speak to points of order in preference to other Councilmembers. The chair shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by a majority of the Councilmembers present.

Any member may appeal to the Council a ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal and the presiding officer may briefly state the ruling. There shall be no debate on the appeal and no other member shall participate in the discussion. The question shall be, "Shall the decision of the chair be sustained?" If the majority of the members present vote "yes," the ruling of the chair is sustained; otherwise it is overruled.

2. Conduct of discussion

During the Council discussion and debate, no member shall speak until recognized for that purpose by the chair. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the chair, maintain a courteous tone and avoid interjecting a personal note into debate.

No member shall speak more than once on the same question until every member desiring to speak to that question shall have had the opportunity to do so.

The chair, at his or her discretion and subject to the appeal process mentioned in Section D.1., may permit any person to address the Council during its deliberations.

3. Ordinances and resolutions

No ordinance, except an appropriation ordinance, an ordinance adopting or embodying an administrative or governmental code or an ordinance adopting a code of ordinances, shall relate to more than one subject, and that subject shall be clearly stated in its title.

A vote on all ordinances and resolutions shall be taken by a roll call vote and entered in the minutes.

4. Roll call

In all roll call votes, the names of members of the Council shall be called in random order as determined by the City Clerk.

5. Duty to vote

Election to a deliberative body carries with it the obligation to vote. Councilmembers present at a Council meeting shall vote on every matter before the body, unless otherwise excused or prohibited from voting by law. A Councilmember who is present and abstains or does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise excused or prohibited by law from voting.

Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. The opinion of the City Attorney shall be binding on the Council with respect to the existence of a conflict of interest. A vote may be tabled, if necessary, to obtain the opinion of the City Attorney.

The right to vote is limited to the members of Council present at the time the vote is taken. Voting by proxy or by telephone is not permitted.

All votes must be held and determined in public; no secret ballots are permitted.

6. Results of voting

In all cases where a vote is taken, the chair shall declare the result.

It shall be in order for any Councilmember voting in the majority to move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the Council. When a motion to reconsider fails, it cannot be renewed.

E. CITIZEN COMMENTS

1. General

Each Council meeting agenda shall provide for reserve time for citizen comments as requested.

2. Length of presentation - public hearings and public participation

Members of the public at the meeting shall not speak unless recognized by the chair. Members of the public shall be limited to speaking for a maximum of five (5) minutes during any public hearing or public comment. The Sergeant of Arms shall notify the chair when time has expired.

At the discretion of the chair, the time for speaking may be added or reduced.

3. Person addressing the City Council

Prior to addressing the Council, members of the public may state their name and address and, if appropriate, group affiliation. The Council may in its discretion limit public comments to new information or matters not fully addressed at any previous meeting regarding the agenda item at issue. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have had the opportunity to speak.

4. Deviation

Either in his/her discretion, or upon the request of a member of the Council, the Mayor may recognize a member of the audience who shall be permitted to address the Council at a time other than audience participation; however, all other rules as provided herein shall apply.

5. Request to speak during citizen comments

Any person who wishes to speak on a subject not on the printed agenda may speak at this time. All rules of conduct still apply.

6. Requests to speak during regular agenda items

Any person who wishes to speak on an item included on the printed meeting agenda may do so. Speakers will be recognized by the Chair, at which time they will be required to state their name and will be allowed five (5) minutes maximum to address the Council.

F. MISCELLANEOUS

1. Adoption and amendment of rules of procedure

These rules of procedure of the Council will be placed on the organizational meeting agenda for review and adoption. A copy of the rules adopted shall be distributed to each Councilmember.

The Council may alter or amend its rules at any time by a vote of a majority of its members after written notice has been given of the proposed alteration or amendment. The notice shall be given at least 48 hours in advance with a written copy of the proposed alteration or amendment provided to each Councilmember.

2. Suspension of rules

The rules of the Council may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present except that Council actions shall conform to state statutes and to the Michigan and the United States Constitutions.

3. Bid awards

Bids will be awarded by the Council during regular or special meetings. A bid award may be made at a special meeting of the Council if that action is announced in the notice of the special meeting.

4. Special committees

Special committees may be established for a specific period of time by the Mayor or by a resolution of the Council which specifies the task of the special committee and the date of its dissolution.

5. Authorization for contacting the City Attorney

The following officials (by title) are authorized to contact the City Attorney regarding municipal matters:

Mayor and City Councilmembers
City Manager
City Department Heads (upon approval of the City Manager)

6. These Rules of Procedure shall apply except as otherwise provided by the City Charter and/or applicable state statutes.

G. CERTIFICATE OF ADOPTION

Certified to be complete and accurate set of Rules of Procedures of the City Council of the City of Lowell, Michigan adopted by resolution of its regular meeting held January 6, 2020.

Adopted: January 6, 2020

Susan S. Ullery
City Clerk
City of Lowell

LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM



DATE: January 17, 2020
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager 
RE: Change Order Moran Iron Works

Attached is a change order pertaining to the construction of the Lowell Showboat. As you recall, there was an issue pertaining to the height on the 02 deck and the Wheel House. The attached order is for the time and material to make the proper corrections to the vessel.

The cost of the proposed change order is \$39,421.80 and would be charged from the Showboat grant. This is an increase of the total project cost by approximately 2.6 percent.

I have inquired if whether or not the deduction from the performance bond was taken into account on this proposal. Mike Mroz, was out of the office when the change order was developed and I will have information if this was taken into account in the total price. If it wasn't, he will deduct that from the change order. I will have further information at the time of the meeting.

I recommend the Lowell City Council approve the change order for construction of the Lowell Showboat at a cost not to exceed \$39,421.80.



City of Lowell
301 E. Main Street
Lowell, MI 49331

14 January 2020
Moran Iron Works, Inc.
Proposal Number Q-21246-02

Attn: City of Lowell – Mr. Michael Burns
RE: Lowell Showboat Fabrication

Dear Mr. Burns,

We are pleased to present this change order for your consideration. Moran Iron Works, Inc. will provide material and labor to increase the deck house wall height and pilot house wall height per revised drawings.

Included in this proposal:

- All materials and labor to increase the deck house and pilot house height per revised drawings
- All plate material to be ABS Grade A
- All structural material to be AABS Grade A
- All blasting, priming and painting per original contract
- All welding in conformance with AWS D1.1
- 100% visual inspections of all welds

Not included in this proposal:

- Any ABS Classing/fees, ABS inspections or USCG inspections
- Any dredging
- Any fabrication, assembly, engineering or engineer stamped drawings
- Any testing or inspections other than the procedures noted above
- Any provisions for storage of completed components
- Any applicable state or local sales tax
- Anything not listed as included in this proposal

Pricing (Based on receipt of purchase order on or before 1/21/2020):

Your price FOB Our Shop would be

Total **\$39,421.80**
(No Sales or Other Taxes included)

Please note: Due to the current volatility of both the steel and trucking markets, material will be subject to an updated quote at time of purchase, and delivery will be subject to any price increases at time of shipment.

Total Project Weight Increase:

Total increase in fabricated weight of project

6,893 lbs.

(Weights assumed and derived from drawings and documents provided)

Any additional weight over and above that which is quoted herein will be subject to additional unit pricing



Schedule (after receipt of order and all complete information):

- Allow up to 1-2 weeks for additional material purchase
- Allow up to 2-3 weeks for additional fabrication

Please note, above schedule indicates concurrent and overlapping time frames; above outline is not consecutive.
Anticipated delivery schedule: 0 weeks after receipt of order and all complete information
This schedule may be amended as project requirements dictate

Additional Terms and Conditions:

- All material, rentals, outside labor and equipment required but not included in the base bid, will be billed at our cost including freight plus 15%
- Labor by Moran Iron Works' personnel for services required, but not included in the base bid will be billed as follows:
 - Shop labor, travel time, engineering and clerical \$79.00 per man hour
 - Shop labor, travel time, and engineering - overtime \$95.00 per man hour

Notes: A storage fee of 1.25% of purchased price per week will be applied to any raw or fabricated materials, which cannot be processed or delivered due to scheduling delays caused through no fault of our own.

If the contract should be cancelled at any time, the buyer agrees to pay to the seller, the full amount of the investment that the seller has made into the project at that time including, but not limited to: labor performed at current standard rates, materials ordered and/or purchased, services ordered and/or purchased, plus a 10% mark-up on the total investment value.

If the client agrees to supply materials, engineering, drawings, manpower, or information critical to the project and fails to do so requiring suspension of activity, a stop work order will be issued by MIW. An assessment of the loss of momentum and remobilization expenses must take place and will be agreed to by both parties before a continuation of work can commence.

- Our Terms: Net 30 Days - No Retainage
- Pricing valid until Tuesday, January 21, 2020
- Monthly progress invoicing
- Materials will be invoiced upon receipt at our facility

By accepting this proposal, you agree to pay a late fee of 2% of the overdue balance on balances overdue by more than 30 days. You also agree to pay the costs of collecting overdue balances, including attorney fees.

Your acceptance of this proposal shall not be affected if it varies the terms hereof or proposes additional or different terms. Any such proposals shall be deemed to be rejected unless expressly approved by us in writing. You authorize us to proceed on the project and to do the work specified. All shipments and/or work performed shall be deemed to have been made pursuant to the terms hereof.

We are looking forward to your favorable review of this proposal and to working with you on this and future projects. If you have any questions, revisions or further requirements please do not hesitate to contact our Estimating Department.

Sincerely,

Carl Campbell
Estimating Supervisor

Memorandum



To: Mike Burns, City Manager
From: Steve Donkersloot, General Manager
Date: January 13, 2020
Re: LL&P Board Compensation for 2020

Section 16.1 of Chapter 16 of the City Charter requires the City Council to set, each year, the compensation for the board members of the Board of Light and Power. For the past six years (2014 – 2019), the compensation was set at \$35 per regular or special meeting with a maximum of 20 meetings that could be paid – which equates to a total annual amount not to exceed \$700. Going forward into 2020, I believe the compensation should be adjusted to an amount of \$45 per regular or special meeting due to the fact that an adjustment has not been made since 2014 and because LL&P Board Meetings routinely take 2-3 hours.

Recommendation: For the 2020 calendar year the compensation for the board members of the Board of Light and Power shall be \$45 per regular or special meeting for a maximum of 20 meetings and a total annual amount not to exceed \$900.

**CITY COUNCIL
CITY OF LOWELL
KENT COUNTY, MICHIGAN**

RESOLUTION NO. 03-20

**RESOLUTION SETTING COMPENSATION OF BOARDMEMBERS OF
THE CITY OF LOWELL BOARD OF LIGHT AND POWER**

Councilmember _____, supported by Councilmember _____ moved
the adoption of the following resolution:

WHEREAS, Section 16.1 of Chapter 16 of the City Charter requires the City Council to
set each year the compensation for Boardmembers of the City's Board of Light and Power; and

WHEREAS, the City Council has determined to set such compensation for the 2020
calendar year.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. That for the 2020 calendar year the compensation for the Boardmembers of the
City's Board of Light and Power shall be \$45 per regular or special meeting for a maximum of
20 meetings and a total annual amount of not to exceed \$900.

2. That all resolutions or parts of resolutions to the extent they are in conflict with
this resolution are hereby rescinded.

YES: Councilmembers _____

NO: Councilmembers _____

ABSTAIN: Councilmembers _____

ABSENT: Councilmembers _____

RESOLUTION DECLARED ADOPTED.

Dated: January 21, 2020

Susan Ullery, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Lowell at a regular meeting held on January 21, 2020, and that public notice of said meeting was given pursuant to, and in compliance with, Act 267 of the Public Acts of Michigan of 1976, as amended.

Dated: January 21, 2020

Susan Ullery, City Clerk

Memorandum



To: Lowell City Council
From: Steve Donkersloot
Date: January 13, 2020
Re: LL&P MERS Defined Contribution Adoption Agreement

For approximately the past year, the LL&P Board has discussed, reviewed, and weighed the pros and cons of closing the open LL&P Hybrid Retirement Plan so that all new hires can be enrolled in a Defined Contribution Retirement Plan. The primary reason this has been a topic of conversation, as you may already know, is because the LL&P Defined Benefit Pension Plan is underfunded and poses a significant future financial risk to conduct normal and routine operations; moving to a DC Plan eliminates the potential for an additional future unfunded liability (our current problem) for new hires.

At the January 2020 LL&P Board Meeting, the Board ultimately elected to close the Hybrid Plan for non-union employees and open a DC Plan for non-union employees; it is the Board's hope and expectation that this can be addressed for union employees during the upcoming contract negotiation.

Included in your packet is the MERS Defined Contribution Adoption Agreement that must be approved by the City Council to finalize everything.

The key details of the plan are as follows:

- *9% employer contribution regardless of what an employee elects to contribute
- *Additional one-for-one match by employer of up to 3%
- An employee can contribute between 1 – 15% to the plan (same as the DC component of the LL&P Hybrid Plan)
- 5-year vesting period (same as the DC component of the LL&P Hybrid Plan)

It is the LL&P Board's recommendation for the City Council to adopt the LL&P DC Plan as presented in your packet.

*The employer contributions were determined by a number of factors, including: (1) A review of what other electric municipals contribute to DC Plans; (2) The amount (according to a CFP) one needs to save to retire; (3) What level of benefit is needed to attract quality employees going forward

MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name City of Lowell (Light & Power) **Municipality #:** 4104

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20____.

DC being adopted for future Non-Union employees only at this time. Future Union employees will continue to be enrolled in HA until such time that DC is adopted for future Union (HA will remain open until then to allow Union enrollments).

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # 01 and/or current Hybrid division # HA

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or hybrid) employees (select one of the following and see [Plan Document, Section 64](#) for more information):

- Will have a one-time opportunity to convert the value of their current defined benefit from the existing defined benefit or hybrid plan into the new Defined Contribution Plan as a lump sum, or continue accruing service in the Defined Benefit. (Complete *MERS Defined Contribution Conversion Addendum*.)
- Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Defined Contribution plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: ___/___/_____
- Will be required to cease service accrual in Defined Benefit and will transfer to Defined Contribution for future service accrual.

* By completing the section above, the Employer acknowledges receiving Projection Study results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.

B. If this is an **amendment** of an existing Adoption Agreement (existing division number _____), the effective date shall be the first day of _____, 20____.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Defined Contribution Plan Adoption Agreement

- C. If this is to **separate employees** from an existing *Defined Contribution division* (existing division number(s) _____) into a new division, the effective date shall be the first day of _____, 20____.
- D. If this is to **merge division(s)** _____ into division(s) _____, the effective date shall be the first of _____, 20____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

All Full-time Non-Union employees hired after ___/___/2020

(Name of Defined Contribution division – e.g. All Full Time Employees, or General After 7/01/13)

To further define eligibility, (check all that apply):

- Probationary periods** are allowed in one-month increments, no longer than 12 months. During this introductory period the Employer will not report or make contributions for this period, including retroactively. Service will begin after the probationary period has been satisfied. The probationary period will be _____ month(s).
- Temporary employees** in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement. The temporary exclusion period will be _____ month(s).

MERS Defined Contribution Plan Adoption Agreement

IV. Provisions

1. **Vesting** (Check one):

- Immediate
- Cliff Vesting (fully vested after below number years of service)
 - 1 year 2 years 3 years 4 years 5 years
- Graded Vesting
 - _____ % after 1 year of service
 - _____ % after 2 years of service
 - _____ % after 3 years of service (min 25%)
 - _____ % after 4 years of service (min 50%)
 - _____ % after 5 years of service (min 75%)
 - _____ % after 6 years of service (min 100%)

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) 60

If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.

2. **Contributions**

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
 - Weekly
 - Bi-Weekly (every other week)
 - Semi-Monthly (twice each month)
 - Monthly
 - Other (must specify) _____
 - b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations). Select one:
 - Employees are required to contribute per payroll period, the percentage _____% OR flat dollar amount \$_____
 - Employees are required to contribute within the following range for each payroll:
Percentage range from 1 % to 15 % OR
dollar amount range \$_____ to \$_____
- Direct Required Employee Contributions pre-tax

MERS Defined Contribution Plan Adoption Agreement

c. **Employer Contributions**

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or _____% of compensation per employee for each payroll period.

Matching Contributions

The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election as outlined in the *Matching Employer Contribution Addendum (MD-073)*.

See
contribution
Addendum

d. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

3. Compensation

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals (Note: this definition aligns to MERS' 457 definition of compensation)

Medicare taxable wages reported in Box 5 of Form W-2

Base wages, to which any of the following may be included:

Longevity pay

Overtime pay

Shift differentials

Pay for periods of absence from work by reason of vacation, holiday, and sickness

Workers' compensation weekly benefits (if reported and are higher than regular earnings)

A member's pre-tax contributions to a plan established under Section 125 of the IRC

Transcript fees paid to a court reporter

A taxable car allowance

Short term or long term disability payments

Payments for achievement of established annual (or similar period) performance goals

Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications

Lump sum payments attributable to the member's personal service rendered during the FAC period

Other: _____

Other 2: _____

NOTE: For purposes of applying the Internal Revenue Code Section 415(c) limits on annual additions, compensation shall be defined as required under that law.

MERS Defined Contribution Plan Adoption Agreement

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Defined Contribution Loan Addendum*.
5. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

MERS Defined Contribution Plan Adoption Agreement

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by Lowell City Council on
the _____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

MERS Defined Contribution Matching Employer Contribution Addendum



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

This is an Addendum to the Adoption Agreement completed by City of Lowell (Light & Power) #4104
Name of Participating Employer

for All Full-Time Non-Union employees hired after ___/___/2020 of _____
Employee Group Division Code

The Addendum modifies the Adoption Agreement by providing for employer matching contributions to the Program.

The Participating Employer will make matching contributions into the Defined Contribution Plan based on (CHECK ALL THAT APPLY):

- Each Employee's election to defer salary under the MERS 457 program (or any other qualified plan outside of MERS).
- Each Employee's one-time election of required employee contribution for MERS Defined Contribution.

The Participating Employer elects to make employer matching contributions as follows:

The Participating Employer shall make employer matching contributions based on the Employee election(s) indicated above using the following matching contribution formula (**check and complete Percentage or Flat Dollar**):

- Percentage:** For each payroll period in which Employee contributions described above are made, the Participating Employer will contribute 100 % of the Employee contribution amount.
For example, if an Employer elects a 50% match, then for every \$10 the participant defers to the Program, the Employer will contribute \$5 to the Program.
- Flat Dollar:** For each payroll period in which Employee contributions described above are made, the Participating Employer will contribute \$ _____ per payroll period.

Optional: The Participating Employer elects to establish a cap on its matching contributions, so that the match amount cannot exceed a certain amount. The Participating Employer elects the following cap on its matching contribution (**check and complete one of the below**):

- Flat Dollar Cap:** In no event will matching contributions made on behalf of an Employee exceed \$ _____ per _____
(pay period / year / etc.)
- Cap Equal to Percentage of Total Compensation:** In no event will matching contributions made on behalf of an Employee exceed 3.00* % of the Employee's IRS Section 401(a)(17) includable compensation as defined by the Employers' Adoption Agreement (cannot exceed 100% of Employees' income).

* Employees will contribute 1% to 15% of payroll to the DC plan, and Employer will contribute 9% to DC plus up to an additional 3% match (maximum employer contribution will be 12%)

Resolution Adopting the MERS Defined Contribution Plan



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

WHEREAS, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

WHEREAS, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

WHEREAS, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 71 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required contributions of a participating entity and withholding of employee contributions; now, therefore,

IT IS HEREBY RESOLVED:

On behalf of the participating entity, the governing body of
City of Lowell (Light & Power) adopts the MERS Defined
Contribution Plan in accordance with Plan Section 4 for its eligible employees as described
in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan
Document and as authorized by 1996 PA 220, as both may be amended;

I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of this municipality:

Dated: _____, 20____. _____
(Signature of Authorized Official)

Printed name: _____
(Authorized Official - printed)

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below.

Received and Approved by the Municipal Employees' Retirement System of Michigan:

Dated: _____, 20____. _____
(Signature of Authorized MERS Representative)

Memorandum



DATE: January 16, 2020

TO: Michael Burns, City Manager MB

FROM: Daniel Czarnecki, Public Works Director [Signature]

RE: Well #4 Pump Overhaul – Additional Work

PUBLIC WORKS

At their December 2, 2019 meeting, City Council approved the overhaul and cleaning of Pump #4 at the water treatment facility. This work was for \$19,894.92. Peerless Midwest has been onsite and pulled the pump and started their work. Unfortunately, they have come across some issues that need to be addressed in order to complete the overhaul of the pump. The biggest issue is the 40-year old pump bowls are worn out and cannot be reused. They need to be replaced, along with the pump column (suction pipe) that connects the bowls to the motor.

The cost to replace the pipe column is \$3,662.18. The cost to replace the pump bowl assembly is \$4,815.00

They also found the as-built information on the well was incorrect. The information we have says the column assembly was 50-ft long. In reality it is 60-ft long. They are requesting additional \$672.41 for the extra 10-ft of 1-1/4-inch steel line shaft and coupling and \$484.15 for an additional 10-ft of suction pipe column.

The overall increase in cost for additional work to the Well #4 pump overhaul project is \$9,633.74. That brings the total project cost to \$29,528.66. We have budgeted \$40,000.00 for the Well #4 Rehab (591-570-970.000).

It is our recommendation: **That the Lowell City Council approve the quote from Peerless Midwest, Inc. Ionia, dated 1/14/20, for the additional work to Well #4 pump overhaul at a cost of \$9,633.74.**

Brian Vanveelen

From: Masters, Robert <robert.masters@suez.com>
Sent: Tuesday, January 14, 2020 5:03 PM
To: Brian Vanveelen
Subject: RE: City of Lowell Well 4 rehab

Brian,

As you are aware, we had to torch the column assembly apart with your consent and can not re-use it. The pump bowl has been disassembled and inspected. The cast iron bowl impeller cases being over 40 years old are too soft/brittle and we cannot machine them for new wear rings. Since the bowl is obsolete we cannot buy new castings and you will need an entirely new pump bowl. Here are the details of the contingent costs based upon my quote of 11/14/19 that detailed these additional items should they be needed:

1. 60 feet new 8" column assembly (note originally it was thought the pump was 50 feet long prior to pulling it):
 - a. 1-1/4" steel line shaft: **\$672.41** (added 10' of shaft and 1 coupling)
 - b. 8" threaded and coupled column & bearing retainers: **\$3,662.18** (added one bearing retainer rubber bearing and 10' of column)
 - c. 8" suction pipe x 10 feet long: **\$484.15**

2. New pump bowl additional cost: **\$4,815.00**

Total additional cost requested to fully repair the pump are \$9,633.74

Please advise how to proceed before I begin any work on the pump, motor and head.

Sincerely,

Bob Masters | Project Manager |

Peerless-Midwest, Inc.

505 Apple Tree Drive

Ionia, MI 48846

616-690-8139

Please note my new email address: robert.masters@suez.com



Peerless Midwest is now

SUEZ Advanced Solutions

From: Brian Vanveelen <bvanveelen@ci.lowell.mi.us>
Sent: Monday, December 09, 2019 12:54 PM
To: Masters, Robert <robert.masters@suez.com>
Subject: RE: City of Lowell Well 4 rehab

ORIGINAL QUOTE



QUOTATION

City of Lowell
Water Department
Attn: Brian VanVeelen

QUOTE # RWM 2019-1011

DATE October 11, 2019

REFERENCE Well 4 Pump Overhaul and Cleaning

Pull pump and inspect	\$1,640.00
Clean well conventionally	\$6,000.00
T.V. Log Well	\$900.00
Complete pump overhaul, new bowl bearings, new rubber lineshaft bearings, new shaft sleeves, new shaft couplings, new bowl shaft, new head and motor shaft, new packing box bearing.	\$6,717.42
Complete overhaul of 60 HP motor, surge and bench test windings, disassemble, check all machine fits, insulate and bake windings, replace upper bearing, replace lower bearing, dynamic balance, replace sight glass, re-tape leads, assemble, test, paint, fill with new oil, provide and install new set of polaris connectors at motor junction box.	\$2,587.50
Set pump, chlorinate well, startup and test, collect 1st bacteria sample with 3 man crew, 20 ton pump crane and support truck with tools.	\$2,050.00
New impellers, bowls, column or lineshaft are not included and can be quoted upon inspection of the pump.	
Total:	\$19,894.92

ACCEPTED BY Brian Van Veelen
TITLE SUPERINTENDENT
DATE 12-9-2019

PEERLESS-MIDWEST. INC.
Bob Masters
Bob Masters, Project Manager

LOWELL CITY ADMINISTRATION
INTER OFFICE MEMORANDUM



DATE: January 17, 2020
TO: Mayor DeVore and the Lowell City Council
FROM: Michael T. Burns, City Manager *MS*
RE: 990 N. Washington

The City has been renting the house located at 990 N. Washington to Sandra Bartlett and Gary Dietzel since 1979. Their lease is set to expire on June 30, 2020. Currently, they pay \$450 a month to rent the property located in Vergennes Township and the home resides on three acres.

I do not understand what the justification was to rent the property for all these years. That said, the City needs to decide what we would like to do with the property and if we want to renew the lease.

I have discussed this property with our Assessor, who happens to be the Assessor for Vergennes Township, and I have learned the property has not been assessed properly. Currently only the house has been assessed when actuality the entire three acres of property should be. The taxable value on the property is \$11,282 and the City paid \$541.48 in taxes during the current fiscal year. In actuality, the three acre parcel has a true cash value of \$128,500 meaning the taxable value should be \$64,250. When you calculate the non-homestead tax rate of 47.5802 mills, the annual tax to the property should be \$3,057.03. According to the Assessor, this will change in the 2021 tax year.

In addition, when I first arrived in 2016, our insurance carrier informed us they believed there were a number of building codes that needed to be updated. One item of particular concern to them was the wood burning stove that heats the home.

In my opinion, the property and home are not a need of the City. We have no use for it. That said, Ms. Bartlett and Mr. Dietzel have lived here since 1979. It also is not a good practice for municipalities to be landlords.

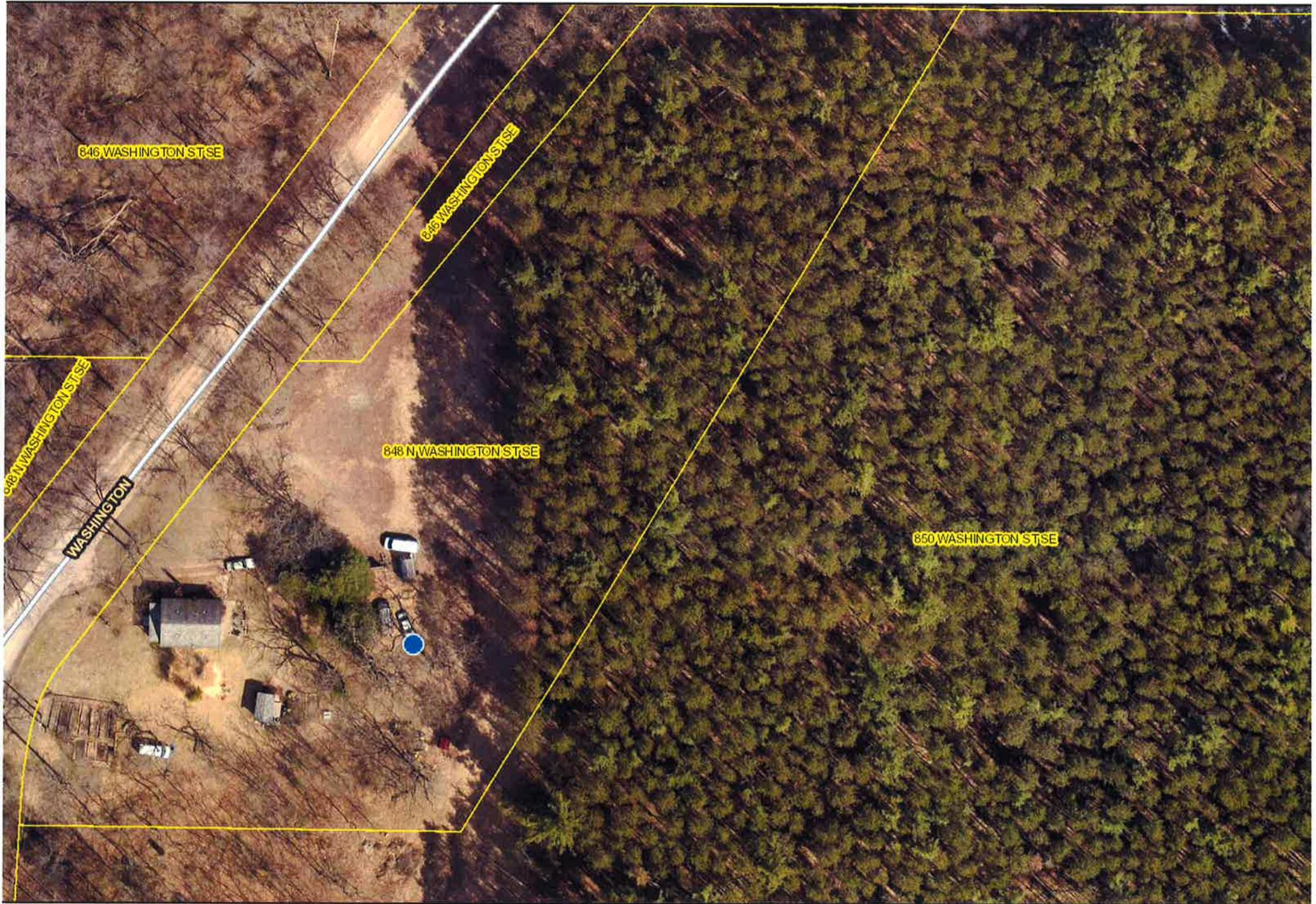
When the City Assessor and I reviewed this, the parcel could be split into three properties in accordance to Vergennes Township's zoning requirement. The Assessor states the minimum parcel size for each lot is 17,000 sq. ft. The Assessor stated it's possible for the properties to be sold individually. The parcel the home resides on, could be sold for the highest amount. The second parcel could be sold for approximately \$25,000 and the third parcel which would be wooded and abuts the property at Scout Park, would be significantly less. You might want to merge this property with Scout Park.

Another option, which I believe may be better, is to have the building official verify the cost to bring the home to code. This should cost more than the value of the home. According to the City Attorney, this would satisfy the Michigan Constitution requirement of selling the property at a fair market value. This would allow us to split the parcel the home and septic system reside on, to the minimum lot size required by township zoning standards and give the home to the current tenants for \$1. The remaining parcel or parcels could be added as park property to Scout Park. This then allows the tenants to remain at the home.

I need direction from the City Council as to what you would like to do going forward with this property.

Viewer Map

January 17, 202



ft



LEASE AGREEMENT

NOTICE

MICHIGAN LAW ESTABLISHES RIGHTS AND OBLIGATIONS FOR PARTIES TO RENTAL AGREEMENTS. THIS AGREEMENT IS REQUIRED TO COMPLY WITH THE TRUTH IN RENTING ACT. IF YOU HAVE A QUESTION ABOUT THE INTERPRETATION OR LEGALITY OF THE PROVISIONS OF THIS AGREEMENT, YOU MAY WANT TO SEEK ASSISTANCE FROM A LAWYER OR OTHER QUALIFIED PERSON.

THIS LEASE AGREEMENT ("Lease") has been made effective as of July 1, 2010, between the CITY OF LOWELL, a Michigan municipal corporation ("Landlord"), whose address is 301 E. Main Street, Lowell, Michigan 49331, and GARY C. DIETZEL AND SANDRA BARTLETT (collectively and individually, "Tenant"), whose address is 990 N. Washington Avenue, Lowell, Michigan 49331. In consideration of the mutual covenants herein contained, Landlord and Tenant agree as follows:

- 1. Leased Premises.** Landlord leases to Tenant, and Tenant leases from Landlord, on the terms and subject to the conditions of this Lease, the premises located at 990 N. Washington Avenue, Lowell Michigan and identified on the attached Exhibit A (the "Premises").
- 2. Term.** The term of this Lease ("Term") shall be for a period of one hundred twenty (120) months commencing on July 1, 2010, and continuing until midnight on June 30, 2020, unless the Term shall sooner terminate (the "Termination Date"). Either Landlord or Tenant may terminate this Lease sooner for any reason upon giving the other party thirty (30) days' advance notice in accordance with paragraph hereof.
- 3. Rent.** Tenant shall pay rent monthly in accordance with the following schedule:

<u>Period</u>	<u>Amount Per Month</u>
July 2010 through June 2011	\$360.00
July 2011 through June 2012	370.00
July 2012 through June 2013	380.00
July 2013 through June 2014	390.00
July 2014 through June 2015	400.00
July 2015 through June 2016	410.00
July 2016 through June 2017	420.00
July 2017 through June 2018	430.00
July 2018 through June 2019	440.00
July 2019 through June 2020	450.00

Tenant shall pay each monthly rental payment, in advance, without any setoff or deductions, on or before the first day of each calendar month during the Term. All payments shall be made by check or money order payable to Landlord, and mailed to Landlord at such place as Landlord may designate. No receipt by Landlord of a lesser amount than the monthly rental payment or endorsement of any check or any letter accompanying a rental payment shall be deemed an accord and satisfaction. All payments received shall be applied first to returned check charges and late fees due pursuant to paragraph 4 below, then to other amounts, excluding rent, due hereunder, then to rent due hereunder.

- 4. Late Charges; Returned Checks; Costs of Collection.** To compensate Landlord for the extra administrative costs it will incur: (i) Tenant shall pay a late charge of Twenty Dollars (\$20.00) if the monthly rent is not received by landlord within ten (10) days after rent is due. The late charge is neither a liquidated damage

nor the sole or exclusive remedy of Landlord for the late payment of rent; (ii) if any of Tenant's checks are returned to Landlord, unpaid, Tenant shall pay Landlord an additional service charge of Fifty Dollars (\$50.00) for each such check. If Landlord must institute legal proceedings against Tenant for a violation of this Lease, Landlord shall, to the extent permitted by law, be entitled to recover from Tenant its reasonable costs of enforcement.

5. Utilities and Property Taxes. Tenant shall be responsible for and pay the entire amount of charges for all utilities, phone or communications service, cable, and residential garbage service in respect of the Premises. Landlord shall not be responsible for any failure or interruption of any utility or service if the interruption is permitted by law. Landlord shall pay any property taxes due on the Premises.

6. Notices. Any notice which either party may or is required to give hereunder may be served personally or sent by certified mail, return receipt requested, and postage prepaid, as follows:

(1) To Tenant at the Premises or at the forwarding address Tenant leaves with Landlord pursuant to paragraph 6 above;

(2) To Landlord at:

City of Lowell
Attention: City Manager
301 E. Main Street
Lowell, Michigan 49331

or at such other places as may be designated in writing by the parties from time to time.

7. Use and Occupancy of the Premises. Tenant shall use and occupy the Premises for single family residential purposes, and for no other purpose. Tenant shall comply with all laws and covenants affecting the Premises or their use or occupancy, all covenants, rules and regulations regarding the Premises, and shall not permit any nuisance or waste, loud noises, disturbances of the peace, harassment, or any acts or omissions that bring ill-repute to the Premises or Landlord or that result in neighbors' complaints. Tenant shall not permit any illegal, immoral or hazardous activities on the Premises or any activities which will increase insurance rates or generate an unusual amount of traffic. Tenant shall be liable for, and shall indemnify and hold Landlord harmless from, any personal injury or property damage claims, expenses and actual attorney fees related to the Premises, unless caused by reckless, intentional or criminal action of Landlord. Tenant shall not permit hazardous, flammable or explosive substances on the Premises and shall comply with all environmental laws at Tenant's expense

8. Condition of Premises; Maintenance; Repair. Tenant agrees that Landlord has made no warranties or representations as to condition or repair of the Premises, nor has any promise to alter, repair or improve the Premises been made except as contained in this Lease. Tenant accepts the Premises in their current condition, acknowledges that they are habitable and agree, during the term of this lease, to keep them in the same or better condition (reasonable wear and tear excepted) and at the expiration thereof, yield and deliver up in the same condition as when taken, reasonable wear and tear excepted. Tenant acknowledges that the Premises are in habitable condition, and accepts the Premises in its "AS IS/WHERE IS" condition. Tenant agrees not to use the structure identified as "Old Pump House Brick" on the attached Exhibit A until, at Tenant's Cost it has been examined by a licensed structural engineer and repairs and modifications as recommended by such structural engineer have been completed at Tenant's sole cost and Tenant has provided Landlord reasonable documentation evidencing the same. Tenant shall keep the lawn and landscaping watered and neatly trimmed, free of rubbish or unsightly items, and shall employ periodic extermination services as necessary to keep the Premises free of all pest infestations. Tenant shall, at Tenant's expense, also keep the foundation, roof, furnace,

air conditioning, electrical and plumbing systems, exterior walls and all load-bearing portions of the Premises in good repair throughout the Term, but shall not be required to replace any of them unless damage was caused by or permitted by Tenant. Tenant shall pay for plumbing service for removal of foreign substances or clogging of any plumbing system or fixture. Tenant shall not permit parking on any portion of the Premises except the driveway. Tenant agrees it shall be Tenant's sole responsibility to repair and maintain the Premises pursuant to Tenant's obligations as set forth in this Lease. Tenant shall be responsible for any damage caused to the Premises by Tenant or by Tenant's family members, guests or invitees. Tenant agrees to report promptly to Landlord any damage caused to or discovered in the Premises. Landlord may repair, at Landlord's sole option and at the expense of the Tenant, all damage to the Premises for which Tenant is responsible hereunder. To the extent permitted by law, Landlord's reasonable delay in providing services it is required to provide shall be excused when caused by events beyond Landlord's reasonable control.

9. Personal Property. Tenant agrees that all personal property is kept on the Premises at Tenant's own risk. Landlord shall not be responsible for any loss of or damage to any personal property whatsoever that may be on the Premises. Tenant agrees to maintain Tenant's own personal property insurance. Tenant releases Landlord from any and all liability for any loss of or damage to personal property left by Tenant after Tenant vacates the Premises.

10. Fire or Destruction; Premises Not Habitable. If the Premises, or any substantial part thereof, are destroyed or rendered untenable by fire or other casualty, Landlord shall have the right to terminate this Lease upon written notice. If the Premises are rendered non-habitable for any reason whatsoever, and Tenant fails to perform Tenant's obligations under this Lease, including Tenant's repair and maintenance obligations, this Lease shall terminate immediately.

11. Waiver of Subrogation. Landlord and Tenant each hereby release the other, including employees, agents, family members, invitees, and guests of the other, from all liability arising from loss, damage or injury caused by fire or other casualty to the extent of any recovery by the injured party under a policy of insurance which permits waiver of liability and waives the insurer's rights of subrogation.

12. Indemnification. Landlord shall not be liable for any damage or injury occurring on or about the Premises to Tenant, Tenant's family members, guests or invitees, except in the case of Landlord's failure to perform, or negligent performance of, a duty imposed by law. Tenant hereby agrees to protect, indemnify and hold Landlord harmless from and against any and all loss, costs, expense, damage or liability arising out of any accident or other occurrence on the Premises or any part thereof, or in any common area, causing injury to any person or property whomsoever or whatsoever, no matter how caused, except in the case of Landlord's failure to perform or negligent performance of a duty imposed by law.

13. Smoke Detectors. Tenant agrees that unit is equipped with a working smoke detector. Tenant agrees to keep the number of smoke detectors required by law in working order, including replacement of batteries as necessary.

14. Assignment and Subletting. Tenant shall not assign the Lease in whole or in part (for security or otherwise) or sublet all or any portion of the Premises

15. Default. Notwithstanding Landlord's right to impose a late charge, Tenant's failure to pay any monthly rental payment when due, or to perform any of Tenant's obligations hereunder, shall constitute a default. If Tenant defaults in the payment of Rent, allows a material health hazard, criminal act or continuing physical injury to the Premises to exist and such default shall continue for seven (7) days (fifteen (15) days for a non-monetary default) after notice from Landlord (unless a lesser notice period is at any time permitted by law, in which case such shorter period shall apply), or Tenant is late in paying rent three or more times, or Tenant

defaults in the performance of any of its other obligations under this Lease and such default shall continue for seven (7) days after notice thereof from Landlord specifying the default (unless a lesser notice period is at any time permitted by law such as related to illegal substances on the premises, in which case such shorter period shall apply), then Landlord may cure such default, and any costs and expenses incurred by Landlord therefor shall be deemed additional rent due upon demand. Alternatively, Landlord may retake the Premises without terminating this Lease, in which case Tenant shall continue to pay rent and shall pay all costs of retaking, repairing and reletting the Premises and any difference in rental received if the Premises are relet, all as allowed by applicable law, or Landlord may terminate this Lease with such notice as is required by law and require Tenant to peaceably surrender possession of the Premises to Landlord and pay all damages caused by the default, including without limitation Landlord's reasonable attorney fees and costs. If Tenant shall be absent from the Premises for a period of fifteen (15) consecutive days while in default, Tenant shall, at Landlord's option, be deemed to have abandoned the Premises. Tenant shall be in default and may be evicted if tenant, member of tenant's household, or other person under the tenant's control, has manufactured, delivered, possessed with intent to deliver or possessed a controlled substance as defined by Public Act 368 of 1978, as amended, on the Premises. Tenant agrees that acceptance of monthly rental payments by Landlord after notice of termination or forfeiture will not constitute waiver of the notice of termination or forfeiture unless Landlord agrees to a waiver in writing, nor will such payment affect any legal proceedings taken or to be taken by Landlord except to reduce Tenant's obligation to Landlord by the amount of such partial payment.

16. Holdover. Any holding over after the Termination Date will be only with the prior written consent of the Landlord and will, in any case, be construed as a month-to-month tenancy, subject to all other conditions of this Lease, and with the holdover rent to be the monthly rate stated in this Lease, plus the cumulative increase since the Lease's effective date in the Consumer Price Index Midwest Urban since the commencement date of this Lease.

17. Waiver. Landlord's failure to enforce any term of this Lease shall not be deemed a waiver of the enforcement of that or any other term. The receipt by Landlord of rent with knowledge of a breach of any term of this Lease shall not be deemed a waiver of such breach, nor shall partial payment of rent be deemed a waiver of Landlord's right to the full amount thereof.

18. Lead Paint. Tenant(s) acknowledges review and execution of the Lead Warning and Disclosure Statements and receipt of the Environmental Protection Agency pamphlet entitled "Protect Your Family From Lead in Your Home."

19. Joint and Several Agreements. If the Premises are rented to more than one Tenant, all Tenants are jointly and severally responsible for the payment of rent and all covenants and terms of this Lease.

20. Covenants and Conditions. Each provision of this Lease performable by Tenant shall be deemed both a covenant and a condition.

21. Reserved Rights. Landlord reserves the right to enter the Premises, as may be allowed by law for inspection, repairs, alterations or additions, inspection of the Premises, and other like purposes including specifically an annual inspection by Landlord's building official all of which shall be made at reasonable times and with notice to Tenant, except in case of emergency.

22. Severability. If any provision of this Lease should be or become invalid, such invalidity shall not in any way affect any of the other provisions of this Lease, which shall continue to remain in full force and effect. This Lease shall bind and benefit Landlord and Tenant and their successors, heirs, administrators, legal representatives, executors or assigns.

23. **Entire Agreement; Modifications in Writing.** Tenant acknowledges that Landlord has made no representations or promises with respect to the Premises except as herein expressly set forth and that the foregoing constitutes the entire agreement between the parties. No modifications of this Lease shall be binding unless in writing, signed by the Tenant and by an authorized agent of Landlord. This Lease may be executed in multiple counterparts which together shall constitute one original. Facsimile signatures shall be of the same effect as original signatures.

IN WITNESS WHEREOF, the undersigned have executed this Lease deemed effective as of the date first written above.

Date: 6/28/10

Date: 6-28-10

Date: June 22, 2010

TENANT:

Gary C. Dietzel
Gary C. Dietzel

Sandra Bartlett
Sandra Bartlett

LANDLORD:

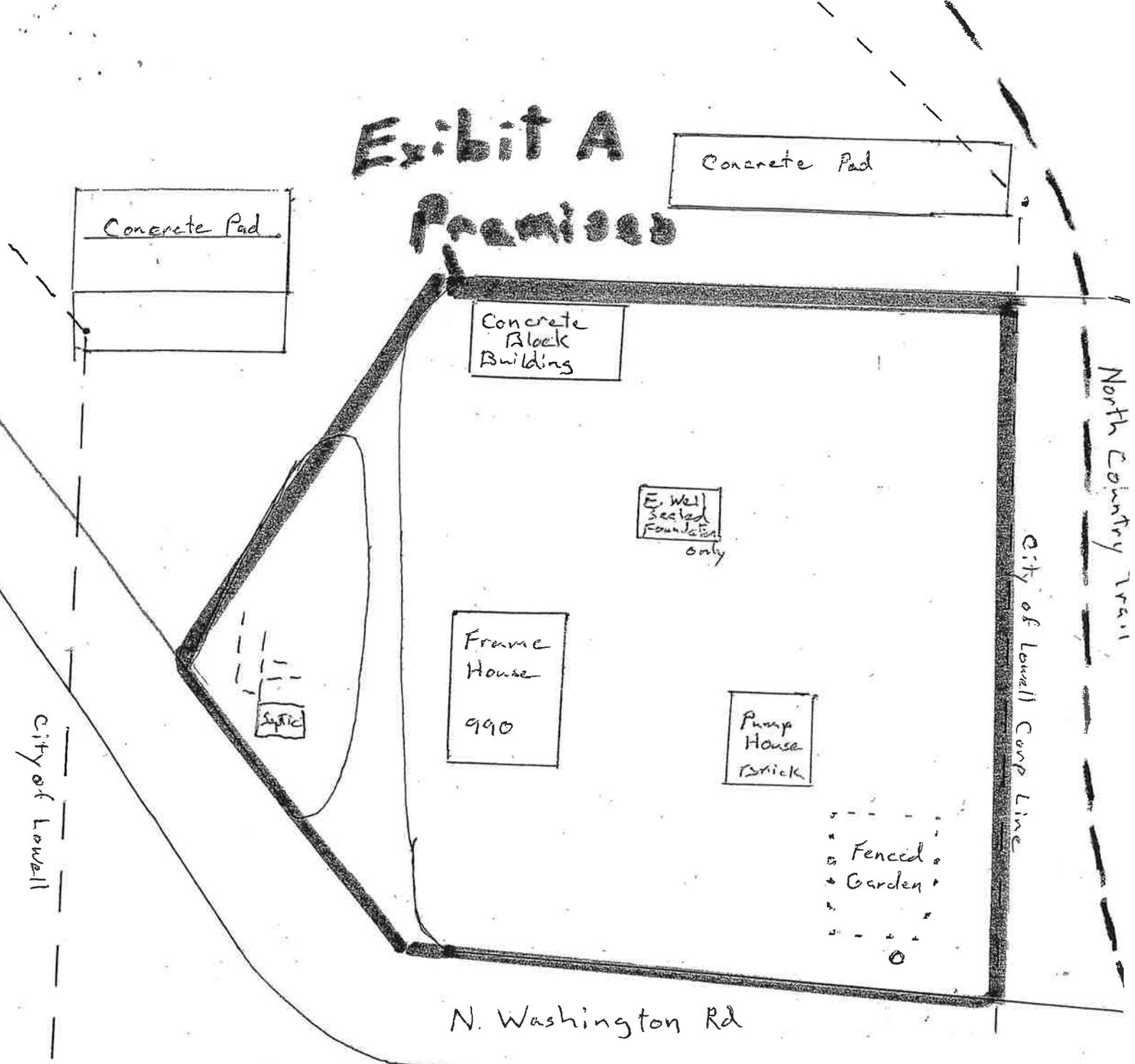
CITY OF LOWELL

By: James Hodges
James Hodges, Mayor

By: Betty R. Morlock
Betty R. Morlock, City Clerk

Exhibit A

Premises



41-16-35-426-052
Vergennes Twp

1/4 Section Line
(35) ← 260' →

City of Lowell
990 N. Washington property
June, 2010
not to scale Gary Dietzel

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
TAXES	TAXES	2,082,750.79	1,760,739.80	33,459.08	322,010.99	84.54
STATE	STATE GRANTS	415,009.00	147,254.25	72,961.75	267,754.75	35.48
LICPER	LICENSES AND PERMITS	42,300.00	22,319.55	480.00	19,980.45	52.76
CHARGES	CHARGES FOR SERVICES	360,733.00	21,718.49	(2,516.19)	339,014.51	6.02
INT	INTEREST AND RENTS	8,100.00	5,779.19	0.00	2,320.81	71.35
OTHER	OTHER REVENUE	13,150.00	7,766.38	2,639.38	5,383.62	59.06
TRANSIN	TRANSFERS IN	303,382.00	0.00	0.00	303,382.00	0.00
FINES	FINES AND FORFEITURES	9,500.00	2,682.75	97.50	6,817.25	28.24
LOCAL	LOCAL CONTRIBUTIONS	11,108.00	8,966.45	0.00	2,141.55	80.72
TOTAL REVENUES		3,246,032.79	1,977,226.86	107,121.52	1,268,805.93	60.91
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
101	COUNCIL	21,675.00	13,765.70	9,218.69	7,909.30	63.51
172	MANAGER	135,807.79	91,696.90	9,303.75	44,110.89	67.52
191	ELECTIONS	15,525.00	3,654.16	512.03	11,870.84	23.54
209	ASSESSOR	60,600.00	24,799.87	4,976.87	35,800.13	40.92
210	ATTORNEY	60,000.00	42,925.95	4,270.00	17,074.05	71.54
215	CLERK	130,930.47	59,870.38	9,531.28	71,060.09	45.73
253	TREASURER	225,789.26	97,486.15	18,358.44	128,303.11	43.18
265	CITY HALL	148,663.83	61,055.89	14,582.43	87,607.94	41.07
276	CEMETERY	128,196.54	65,148.26	6,209.38	63,048.28	50.82
294	UNALLOCATED MISCELLANEOUS	5,000.00	114,269.03	340.00	(109,269.03)	2,285.38
301	POLICE DEPARTMENT	744,687.81	358,158.32	56,093.49	386,529.49	48.10
305	CODE ENFORCEMENT	113,016.55	41,381.07	6,766.13	71,635.48	36.62
336	FIRE	118,155.00	58,880.82	0.00	59,274.18	49.83
371	BUILDING INSPECTION DEPARTMENT	0.00	0.00	0.00	0.00	0.00
400	PLANNING & ZONING	54,986.35	30,915.86	6,602.05	24,070.49	56.22
426	EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00
441	DEPARTMENT OF PUBLIC WORKS	341,640.96	95,758.70	16,849.95	245,882.26	28.03
442	SIDEWALK	3,788.58	565.97	63.51	3,222.61	14.94
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
523	TRASH	0.00	0.00	0.00	0.00	0.00
651	AMBULANCE	0.00	0.00	0.00	0.00	0.00
672	SENIOR CITIZEN CONTRIBUTION	0.00	0.00	0.00	0.00	0.00
728	ECONOMIC DEVELOPMENT	1,100.00	0.00	0.00	1,100.00	0.00
747	CHAMBER/RIVERWALK	4,000.00	1,378.88	329.33	2,621.12	34.47
751	PARKS	157,832.42	76,825.47	3,783.09	81,006.95	48.68
757	SHOWBOAT	0.00	256.02	48.49	(256.02)	100.00
758	DOG PARK	0.00	0.00	0.00	0.00	0.00
774	RECREATION CONTRIBUTIONS	5,000.00	5,000.00	0.00	0.00	100.00
790	LIBRARY	78,874.24	32,709.54	3,589.34	46,164.70	41.47
803	HISTORICAL DISTRICT COMMISSION	0.00	180.00	0.00	(180.00)	100.00
804	MUSEUM	49,166.45	31,878.09	869.78	17,288.36	64.84
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	538,382.00	0.00	0.00	538,382.00	0.00
TOTAL EXPENDITURES		3,142,818.25	1,308,561.03	172,298.03	1,834,257.22	41.64
TOTAL REVENUES		3,246,032.79	1,977,226.86	107,121.52	1,268,805.93	60.91
TOTAL EXPENDITURES		3,142,818.25	1,308,561.03	172,298.03	1,834,257.22	41.64
NET OF REVENUES & EXPENDITURES		103,214.54	668,665.83	(65,176.51)	(565,451.29)	647.84

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	1,500.00	1,293.66	0.00	206.34	86.24
OTHER	OTHER REVENUE	345,284.00	108,794.72	25,779.36	236,489.28	31.51
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		346,784.00	110,088.38	25,779.36	236,695.62	31.75
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	7,500.00	3,029.27	2,450.77	4,470.73	40.39
463	MAINTENANCE	55,811.76	19,126.40	2,273.33	36,685.36	34.27
474	TRAFFIC	9,459.29	5,682.47	204.28	3,776.82	60.07
478	WINTER MAINTENANCE	59,941.61	12,648.38	3,336.60	47,293.23	21.10
483	ADMINISTRATION	16,944.00	1,875.43	0.00	15,068.57	11.07
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		149,656.66	42,361.95	8,264.98	107,294.71	28.31
TOTAL REVENUES		346,784.00	110,088.38	25,779.36	236,695.62	31.75
TOTAL EXPENDITURES		149,656.66	42,361.95	8,264.98	107,294.71	28.31
NET OF REVENUES & EXPENDITURES		197,127.34	67,726.43	17,514.38	129,400.91	34.36

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREET FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	700.00	544.57	0.00	155.43	77.80
OTHER	OTHER REVENUE	148,602.00	41,076.12	9,837.58	107,525.88	27.64
TRANSIN	TRANSFERS IN	175,000.00	0.00	0.00	175,000.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		324,302.00	41,620.69	9,837.58	282,681.31	12.83
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	125,500.00	1,803.89	1,225.39	123,696.11	1.44
463	MAINTENANCE	84,685.22	53,525.53	13,949.03	31,159.69	63.21
474	TRAFFIC	11,090.31	9,810.22	504.12	1,280.09	88.46
478	WINTER MAINTENANCE	80,830.73	21,594.76	6,003.93	59,235.97	26.72
483	ADMINISTRATION	20,662.00	1,875.43	0.00	18,786.57	9.08
906	DEBT SERVICE	25,531.00	25,531.25	0.00	(0.25)	100.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		348,299.26	114,141.08	21,682.47	234,158.18	32.77
TOTAL REVENUES		324,302.00	41,620.69	9,837.58	282,681.31	12.83
TOTAL EXPENDITURES		348,299.26	114,141.08	21,682.47	234,158.18	32.77
NET OF REVENUES & EXPENDITURES		(23,997.26)	(72,520.39)	(11,844.89)	48,523.13	302.20

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BGD USED
Fund 238 - HISTORICAL DISTRICT FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	33.03	0.00	(33.03)	100.00
OTHER	OTHER REVENUE	50,000.00	25,000.00	25,000.00	25,000.00	50.00
TOTAL REVENUES		50,000.00	25,033.03	25,000.00	24,966.97	50.07
Expenditures						
000		50,000.00	5,058.00	645.00	44,942.00	10.12
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		50,000.00	5,058.00	645.00	44,942.00	10.12
TOTAL REVENUES		50,000.00	25,033.03	25,000.00	24,966.97	50.07
TOTAL EXPENDITURES		50,000.00	5,058.00	645.00	44,942.00	10.12
NET OF REVENUES & EXPENDITURES		0.00	19,975.03	24,355.00	(19,975.03)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
TAXES	TAXES	545,794.00	476,944.32	0.00	68,849.68	87.39
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	2,700.00	2,497.05	0.00	202.95	92.48
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		548,494.00	479,441.37	0.00	69,052.63	87.41
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
450	CAPITAL OUTLAY	210,000.00	1,241.56	0.00	208,758.44	0.59
463	MAINTENANCE	112,304.09	43,131.23	13,160.72	69,172.86	38.41
483	ADMINISTRATION	61,761.10	22,992.02	3,569.98	38,769.08	37.23
740	COMMUNITY PROMOTIONS	85,000.00	52,126.02	6.50	32,873.98	61.32
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	320,722.00	0.00	0.00	320,722.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		789,787.19	119,490.83	16,737.20	670,296.36	15.13
TOTAL REVENUES		548,494.00	479,441.37	0.00	69,052.63	87.41
TOTAL EXPENDITURES		789,787.19	119,490.83	16,737.20	670,296.36	15.13
NET OF REVENUES & EXPENDITURES		(241,293.19)	359,950.54	(16,737.20)	(601,243.73)	149.18

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	90,000.00	15,647.00	2,661.00	74,353.00	17.39
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		90,000.00	15,647.00	2,661.00	74,353.00	17.39
Expenditures						
371	BUILDING INSPECTION DEPARTMENT	90,000.00	8,030.70	0.00	81,969.30	8.92
TOTAL EXPENDITURES		90,000.00	8,030.70	0.00	81,969.30	8.92
TOTAL REVENUES		90,000.00	15,647.00	2,661.00	74,353.00	17.39
TOTAL EXPENDITURES		90,000.00	8,030.70	0.00	81,969.30	8.92
NET OF REVENUES & EXPENDITURES		0.00	7,616.30	2,661.00	(7,616.30)	100.00

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 260 - DESIGNATED CONTRIBUTIONS						
Revenues						
STATE	STATE GRANTS	582,000.00	0.00	0.00	582,000.00	0.00
CHARGES	CHARGES FOR SERVICES	0.00	0.00	0.00	0.00	0.00
INT	INTEREST AND RENTS	1,500.00	2,265.94	25.00	(765.94)	151.06
OTHER	OTHER REVENUE	0.00	793.00	0.00	(793.00)	100.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		583,500.00	3,058.94	25.00	580,441.06	0.52
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
265	CITY HALL	0.00	0.00	0.00	0.00	0.00
276	CEMETERY	0.00	179.91	179.91	(179.91)	100.00
301	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00
442	SIDEWALK	0.00	0.00	0.00	0.00	0.00
443	ARBOR BOARD	0.00	0.00	0.00	0.00	0.00
474	TRAFFIC	0.00	23,257.30	0.00	(23,257.30)	100.00
751	PARKS	582,000.00	113,827.97	66,362.57	468,172.03	19.56
758	DOG PARK	1,500.00	334.33	60.26	1,165.67	22.29
759	COMMUNITY GARDEN	0.00	409.40	0.00	(409.40)	100.00
790	LIBRARY	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		583,500.00	138,008.91	66,602.74	445,491.09	23.65
TOTAL REVENUES		583,500.00	3,058.94	25.00	580,441.06	0.52
TOTAL EXPENDITURES		583,500.00	138,008.91	66,602.74	445,491.09	23.65
NET OF REVENUES & EXPENDITURES		0.00	(134,949.97)	(66,577.74)	134,949.97	100.00

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 581 - AIRPORT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	12,716.00	13,732.08	1,855.24	(1,016.08)	107.99
INT	INTEREST AND RENTS	55,200.00	16,403.89	4,130.00	38,796.11	29.72
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		<u>67,916.00</u>	<u>30,135.97</u>	<u>5,985.24</u>	<u>37,780.03</u>	<u>44.37</u>
Expenditures						
000		74,000.00	29,806.78	4,201.75	44,193.22	40.28
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		<u>74,000.00</u>	<u>29,806.78</u>	<u>4,201.75</u>	<u>44,193.22</u>	<u>40.28</u>
TOTAL REVENUES		67,916.00	30,135.97	5,985.24	37,780.03	44.37
TOTAL EXPENDITURES		<u>74,000.00</u>	<u>29,806.78</u>	<u>4,201.75</u>	<u>44,193.22</u>	<u>40.28</u>
NET OF REVENUES & EXPENDITURES		(6,084.00)	329.19	1,783.49	(6,413.19)	5.41

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 590 - WASTEWATER FUND						
Revenues						
STATE	STATE GRANTS	0.00	0.00	0.00	0.00	0.00
CHARGES	CHARGES FOR SERVICES	1,200,983.00	566,860.39	100,599.47	634,122.61	47.20
INT	INTEREST AND RENTS	7,000.00	4,955.64	0.00	2,044.36	70.79
OTHER	OTHER REVENUE	57,810.00	3,281.05	2,351.50	54,528.95	5.68
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
LOCAL	LOCAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00
FED	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,265,793.00	575,097.08	102,950.97	690,695.92	45.43
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
550	TREATMENT	815,895.50	436,862.86	80,462.55	379,032.64	53.54
551	COLLECTION	248,549.76	51,889.65	6,478.20	196,660.11	20.88
552	CUSTOMER ACCOUNTS	82,700.25	28,926.27	4,779.53	53,773.98	34.98
553	ADMINISTRATION	392,291.50	116,011.00	1,244.00	276,280.50	29.57
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,539,437.01	633,689.78	92,964.28	905,747.23	41.16
TOTAL REVENUES		1,265,793.00	575,097.08	102,950.97	690,695.92	45.43
TOTAL EXPENDITURES		1,539,437.01	633,689.78	92,964.28	905,747.23	41.16
NET OF REVENUES & EXPENDITURES		(273,644.01)	(58,592.70)	9,986.69	(215,051.31)	21.41

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 591 - WATER FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	1,202,583.00	524,000.30	82,032.24	678,582.70	43.57
INT	INTEREST AND RENTS	17,040.00	6,702.48	450.00	10,337.52	39.33
OTHER	OTHER REVENUE	10,000.00	4,672.56	2,451.50	5,327.44	46.73
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,229,623.00	535,375.34	84,933.74	694,247.66	43.54
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
552	CUSTOMER ACCOUNTS	0.00	0.00	0.00	0.00	0.00
570	TREATMENT	447,124.10	180,161.81	28,645.70	266,962.29	40.29
571	DISTRIBUTION	489,996.27	144,773.74	19,615.36	345,222.53	29.55
572	CUSTOMER ACCOUNTS	88,668.25	28,831.79	4,744.21	59,836.46	32.52
573	ADMINISTRATION	350,056.50	50,758.25	1,244.00	299,298.25	14.50
906	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		1,375,845.12	404,525.59	54,249.27	971,319.53	29.40
TOTAL REVENUES		1,229,623.00	535,375.34	84,933.74	694,247.66	43.54
TOTAL EXPENDITURES		1,375,845.12	404,525.59	54,249.27	971,319.53	29.40
NET OF REVENUES & EXPENDITURES		(146,222.12)	130,849.75	30,684.47	(277,071.87)	89.49

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BGD USED
Fund 636 - DATA PROCESSING FUND						
Revenues						
INT	INTEREST AND RENTS	80,274.00	8.60	0.00	80,265.40	0.01
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TRANSIN	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		80,274.00	8.60	0.00	80,265.40	0.01
Expenditures						
000		73,300.00	40,992.10	3,328.93	32,307.90	55.92
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		73,300.00	40,992.10	3,328.93	32,307.90	55.92
TOTAL REVENUES		80,274.00	8.60	0.00	80,265.40	0.01
TOTAL EXPENDITURES		73,300.00	40,992.10	3,328.93	32,307.90	55.92
NET OF REVENUES & EXPENDITURES		6,974.00	(40,983.50)	(3,328.93)	47,957.50	587.66

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 661 - EQUIPMENT FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	208,625.00	94,914.27	10,382.38	113,710.73	45.50
INT	INTEREST AND RENTS	500.00	463.57	0.00	36.43	92.71
OTHER	OTHER REVENUE	0.00	584.95	0.00	(584.95)	100.00
TRANSIN	TRANSFERS IN	71,878.46	0.00	0.00	71,878.46	0.00
TOTAL REVENUES		281,003.46	95,962.79	10,382.38	185,040.67	34.15
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
895	FLEET MAINT. & REPLACEMENT	439,863.85	95,656.57	22,575.89	344,207.28	21.75
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		439,863.85	95,656.57	22,575.89	344,207.28	21.75
TOTAL REVENUES		281,003.46	95,962.79	10,382.38	185,040.67	34.15
TOTAL EXPENDITURES		439,863.85	95,656.57	22,575.89	344,207.28	21.75
NET OF REVENUES & EXPENDITURES		(158,860.39)	306.22	(12,193.51)	(159,166.61)	0.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY FUND						
Revenues						
CHARGES	CHARGES FOR SERVICES	0.00	5,000.00	250.00	(5,000.00)	100.00
INT	INTEREST AND RENTS	0.00	34.16	0.00	(34.16)	100.00
TOTAL REVENUES		0.00	5,034.16	250.00	(5,034.16)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	5,034.16	250.00	(5,034.16)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	5,034.16	250.00	(5,034.16)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BGD USED
Fund 714 - LEE FUND						
Revenues						
INT	INTEREST AND RENTS	5,000.00	732.45	0.00	4,267.55	14.65
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		5,000.00	732.45	0.00	4,267.55	14.65
Expenditures						
000		5,000.00	0.00	0.00	5,000.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		5,000.00	732.45	0.00	4,267.55	14.65
TOTAL EXPENDITURES		5,000.00	0.00	0.00	5,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	732.45	0.00	(732.45)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BGD USED
Fund 715 - LOOK FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	3,233.69	0.00	(3,233.69)	100.00
OTHER	OTHER REVENUE	20,000.00	10,275.00	0.00	9,725.00	51.38
TOTAL REVENUES		20,000.00	13,508.69	0.00	6,491.31	67.54
Expenditures						
000		20,000.00	6,175.00	0.00	13,825.00	30.88
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		20,000.00	6,175.00	0.00	13,825.00	30.88
TOTAL REVENUES		20,000.00	13,508.69	0.00	6,491.31	67.54
TOTAL EXPENDITURES		20,000.00	6,175.00	0.00	13,825.00	30.88
NET OF REVENUES & EXPENDITURES		0.00	7,333.69	0.00	(7,333.69)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 716 - CARR FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	61.54	0.00	(61.54)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	61.54	0.00	(61.54)	100.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	61.54	0.00	(61.54)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	61.54	0.00	(61.54)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 717 - PENSION TRUST FUND						
Revenues						
INT	INTEREST AND RENTS	0.00	0.00	0.00	0.00	0.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF LOWELL
 PERIOD ENDING 12/31/2019

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 12/31/2019	ACTIVITY FOR MONTH 12/31/2019	AVAILABLE BALANCE	% BDGT USED
Fund 718 - CARR FUND II						
Revenues						
INT	INTEREST AND RENTS	0.00	4.98	0.00	(4.98)	100.00
OTHER	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		<u>0.00</u>	<u>4.98</u>	<u>0.00</u>	<u>(4.98)</u>	<u>100.00</u>
Expenditures						
000		0.00	0.00	0.00	0.00	0.00
965	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
999	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES		<u>0.00</u>	<u>4.98</u>	<u>0.00</u>	<u>(4.98)</u>	<u>100.00</u>
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		<u>0.00</u>	<u>4.98</u>	<u>0.00</u>	<u>(4.98)</u>	<u>100.00</u>
TOTAL REVENUES - ALL FUNDS		8,138,722.25	3,908,037.87	374,926.79	4,230,684.38	48.02
TOTAL EXPENDITURES - ALL FUNDS		8,681,507.34	2,946,498.32	463,550.54	5,735,009.02	33.94
NET OF REVENUES & EXPENDITURES		<u>(542,785.09)</u>	<u>961,539.55</u>	<u>(88,623.75)</u>	<u>(1,504,324.64)</u>	<u>177.15</u>

**LOWELL POLICE DEPARTMENT
MONTHLY REPORT SUMMARY
CALENDAR YEAR 2019**

Complaint Book Total													
	167	331	523	693	885	1073	1277	1513	1708	1901	2088	2280	
Activity	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Total Arrests	21	14	13	16	12	10	19	39	29	22	15	28	238
Alcohol (MIP/Open Intox)	0	1	0	1	1	0	2	12	4	2	0	1	24
Drug Law Violations	1	1	0	2	1	0	0	4	0	0	2	2	9
Drunk Driving	1	2	2	2	1	1	2	0	3	3	2	2	9
Suspended License	2	1	2	2	0	1	0	0	2	5	1	5	21
Warrant Arrest	8	7	6	4	6	4	7	11	13	5	4	11	86
Other Arrests	9	2	3	5	3	4	8	12	7	7	6	7	73
Assault	2	0	3	1	1	0	2	1	2	2	3	0	17
Assault (Civil/Verbal)	2	1	5	2	4	6	4	5	6	3	6	3	47
Assault (Domestic)	0	0	2	1	2	1	0	6	1	1	5	1	20
Assist from Other Agency	6	3	12	10	10	18	15	11	8	6	7	13	119
Assist to Other Agency	12	13	13	6	16	13	12	23	20	27	17	21	193
Assist to Citizen	36	42	43	18	38	21	23	41	29	20	28	15	354
Breaking & Entering	3	2	0	1	0	3	3	0	1	1	0	1	15
Disorderly Conduct	5	2	2	3	4	3	8	7	7	4	3	4	52
Dog/Animal	2	1	4	2	6	4	2	4	4	7	4	1	41
Larceny	9	4	9	2	8	9	13	13	8	5	7	1	88
Malicious Destruction	0	1	4	2	4	2	2	2	2	1	2	4	26
Motorist Assist	14	8	9	15	10	5	11	5	4	10	4	11	106
Ordinance Violations	2	1	2	2	5	8	8	5	8	5	5	3	54
Accident Total	12	10	12	3	7	6	11	21	10	16	12	7	127
{Property Damage}	12	10	12	2	5	6	9	17	9	15	12	7	116
{Personal Injury}	0	0	0	1	2	0	2	4	1	1	0	0	11
Citations Issued	29	13	33	37	31	17	25	43	38	37	37	50	390
Traffic Stops: Warned	88	58	90	107	96	77	80	98	94	124	116	102	1130
Total # of Traffic Stops	113	63	113	126	116	88	98	138	128	146	150	150	1429

**AGENCIES ASSISTING LOWELL PD
DECEMBER 2019**

19-2089	12/1/2019	VERBAL DOMESTIC / WARRANT ARREST	KENT COUNTY	ASSISTED
19-2110	12/4/2019	OVERDOSE	LOWELL FIRE	ASSISTED
19-2117	12/4/2019	SUICIDAL SUBJECT	KENT COUNTY	ASSISTED
19-2148	12/11/2019	DISORDERLY	KENT COUNTY	BACK-UP
19-2149	12/12/2019	MDOP POLICE PROPERTY / OWI	KENT COUNTY	ASSISTED
19-2156	12/12/2019	SUBJECT CHOKING	ROCKFORD AMBULANCE	ASSISTED
19-2169	12/15/2019	VERBAL DOMESTIC	KENT COUNTY	BACK-UP
19-2178	12/16/2019	DWLS	IONIA COUNTY	BACK-UP
19-2181	12/16/2019	FOUND PROPERTY	IONIA COUNTY	ASSISTED
19-2204	12/19/2019	POACHING	DNR	ASSISTED
19-2215	12/21/2019	OWI AND WARRANT ARREST	KENT COUNTY	ASSISTED
19-2243	12/26/2019	NATURAL DEATH	MEDICAL EXAMINER	ASSISTED
19-2252	12/28/2019	FAMILY TROUBLE / WARRANT ARREST	KENT COUNTY	ASSISTED

LOWELL PD ASSISTING OTHER AGENCIES

DECEMBER 2019

19-2096	12/2/2019	CPS INVESTIGATION	CPS	ASSISTED	CITY OF LOWELL
19-2099	12/2/2019	NATURAL GAS ODOR	LOWELL FIRE	ASSISTED	CITY OF LOWELL
19-2101	12/3/2019	ALARM	KENT COUNTY	BACK-UP	LOWELL
19-2109	12/3/2019	RECKLESS DRIVING	KENT COUNTY	ASSISTED	LOWELL
19-2115	12/4/2019	ALARM	KENT COUNTY	ASSISTED	LOWELL
19-2116	12/4/2019	SUSPICIOUS	KENT COUNTY	ASSISTED	VERGENNES
19-2118	12/5/2019	SUSPICIOUS	KENT COUNTY	ASSISTED	VERGENNES
19-2119	12/5/2019	ALARM	KENT COUNTY	BACK-UP	LOWELL
19-2122	12/5/2019	LARCENY	IONIA COUNTY	ASSISTED	CITY OF LOWELL
19-2143	12/10/2019	WELFARE CHECK	KENT COUNTY	ASSISTED	LOWELL
19-2147	12/11/2019	CPS INVESTIGATION	CPS	ASSISTED	CITY OF LOWELL
19-2155	12/12/2019	VERBAL DOMESTIC	KENT COUNTY	BACK-UP	LOWELL
19-2165	12/16/2019	DOMESTIC / SUICIDAL SUBJECT	KENT COUNTY	ASSISTED	VERGENNES
19-2190	12/17/2019	DOMESTIC	KENT COUNTY	ASSISTED	LOWELL
19-2206	12/20/2019	SUSPICIOUS	KENT COUNTY	BACK-UP	LOWELL
19-2219	12/23/2019	VERBAL ARGUMENT	KENT COUNTY	ASSISTED	LOWELL
19-2225	12/24/2019	SUSPICIOUS	KENT COUNTY	ASSISTED	LOWELL
19-2227	12/25/2019	FIGHT	KENT COUNTY	ASSISTED	LOWELL
19-2230	12/25/2019	CONFRONTATION BY STORE SECURITY	KENT COUNTY	ASSISTED	LOWELL
19-2259	12/29/2019	SUSPICIOUS	KENT COUNTY	ASSISTED	LOWELL
19-2260	12/30/2019	DOMESTIC	KENT COUNTY	ASSISTED	LOWELL

**MONTHLY COMPARISON TOTALS
DECEMBER 2018 AND 2019**

ACTIVITY	DECEMBER	2018 YEAR-TO-DATE	DECEMBER	2019 YEAR-TO-DATE
Total Arrests	32	337	28	238
Alcohol (MIP/Open Intox)	0	10	1	24
Drug Law Violations	0	35	2	9
Drunk Driving	1	27	2	9
Suspended License	3	34	5	21
Warrant Arrest	14	142	11	86
Other Arrests	14	89	7	73
Assault	0	16	0	17
Assault (Verbal)	1	35	3	47
Assault (Domestic)	2	28	1	20
Assist from Other Agency	6	96	13	119
Assist to Other Agency	25	174	21	193
Assist to Citizen	33	478	15	354
Breaking & Entering	2	6	1	15
Disorderly Conduct	1	40	4	52
Dog Complaints	3	20	1	41
Larceny	4	83	1	88
Malicious Destruction	0	14	4	26
Motorist Assist	7	97	11	106
Ordinance Violations	1	77	3	54
Accident Total	11	151	7	127
{Property Damage}	11	132	7	116
{Personal Injury}	0	19	0	11
Citations Issued	22	568	50	390
Traffic Stops: Warned	105	1565	102	1130
# of Traffic Stops Made	128	1945	150	1429
TOTAL COMPLAINTS	178	2215	192	2280



Lowell Area Fire and
Emergency Services Authority
Lowell Area Fire Department
315 S. Hudson St. Lowell, MI 49331
616-897-7354

Wednesday, January 08, 2020

Fire Authority Board:

We responded to 71 total incidents for the month of December. That made the total for the year 964. Last year's total was 872.

We hired 3 people, they will be starting on January 11th.

Engine 3, the county truck, is out for repair. When it returns engine 5 will go out for some warranty work.

We have not had any confirmation on the cause of the house explosion as of yet.

We are continuing to work on the punch list provided by the former DPW director regarding our station needs. LED lighting is gradually being installed through-out the station

Shannon, Corey and I are reviewing all reports.

Please feel free to contact me at (616) 648-1478 with any questions or concerns.

Respectfully, Ron van Overbeek

Fire Chief, Lowell Area Fire Dept.

CITY OF LOWELL
REPORT FOR : DECEMBER
FOR: Michael Burns

DRINKING WATER TREATMENT AND FILTRATION PLANT

A TOTAL OF: 16.89206 MILLION GALLONS OF RAW WATER WAS TREATED FOR THE
MONTH OF: DECEMBER TOTAL PUMPING TIME, TREATMENT AND THE DISTRIBUTION
OF THE FINISHED WATER TO THE SYSTEM REQUIRED 265.48 HOURS, WHICH RESULTED IN
369.75 MAN HOURS FOR THE OPERATION.

CHEMICAL COST PER MILLION GALLONS: \$ 135.09

ELECTRICAL COST PER MILLION GALLONS: \$ 300.07

TOTAL COST PER MILLION GALLONS: \$ 435.16

WATER PRODUCTION

DAILY AVERAGE: 0.545 MILLION GALLONS

DAILY MAXIMUM: 0.645 MILLION GALLONS

DAILY MINIMUM: 0.339 MILLION GALLONS

THE AVERAGE PLANT OPERATION TIME WAS 8.564 HOURS PER DAY.

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 1/7/2020 8:12:18 AM



Basic Incident Info with Number of Responding Apparatus and Personnel for Date Range

Start Date: 12/01/2019 | End Date: 12/31/2019

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/01/2019	2019-908		551 - Assist police or other governmental agency		Vergennes Township - Vergennes Township	2	9
12/02/2019	2019-909		412 - Gas leak (natural gas or LPG)		City of Lowell - City	2	2
12/02/2019	2019-910		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	2
12/03/2019	2019-911		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	3
12/03/2019	2019-912		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	4
12/03/2019	2019-913		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	6
12/03/2019	2019-914		622 - No incident found on arrival at dispatch address		Vergennes Township - Vergennes Township	2	6
12/04/2019	2019-915		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	3	8
12/04/2019	2019-916		561 - Unauthorized burning		City of Lowell - City	1	6
12/04/2019	2019-917		622 - No incident found on arrival at dispatch address		City of Lowell - City	2	6
12/04/2019	2019-918		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	7
12/04/2019	2019-919		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	9
12/05/2019	2019-920		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	2
12/05/2019	2019-921		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	6

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/05/2019	2019-922		550 - Public service assistance, other		City of Lowell - City	1	6
12/06/2019	2019-923		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	4
12/06/2019	2019-924		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	3
12/06/2019	2019-925		444 - Power line down		City of Lowell - City	1	1
12/06/2019	2019-926		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	8
12/07/2019	2019-927		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	4
12/09/2019	2019-928		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	2
12/09/2019	2019-929		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	7
12/10/2019	2019-930		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	4
12/10/2019	2019-931		611 - Dispatched & cancelled en route		Vergennes Township - Vergennes Township	1	1
12/10/2019	2019-932		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3
12/10/2019	2019-933		611 - Dispatched & cancelled en route		Vergennes Township - Vergennes Township	1	3
12/11/2019	2019-934		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3
12/11/2019	2019-935		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	3
12/12/2019	2019-936		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	3
12/12/2019	2019-937		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	3	3
12/12/2019	2019-938		611 - Dispatched & cancelled en route		Lowell Township - Lowell Township	1	3

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/13/2019	2019-939		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	3	7
12/13/2019	2019-940		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	3
12/14/2019	2019-941		611 - Dispatched & cancelled en route		City of Lowell - City	1	4
12/14/2019	2019-942		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	5
12/14/2019	2019-943		731 - Sprinkler activation due to malfunction		City of Lowell - City	3	14
12/15/2019	2019-944		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	7
12/15/2019	2019-945		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	6
12/16/2019	2019-946		111 - Building fire		Vergennes Township - Vergennes Township	7	14
12/16/2019	2019-947		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	7
12/17/2019	2019-948		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	4
12/18/2019	2019-949		311 - Medical assist, assist EMS crew		City of Lowell - City	1	3
12/18/2019	2019-950		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	3	4
12/18/2019	2019-951		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	5
12/18/2019	2019-952		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	1	5
12/19/2019	2019-953		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	4
12/20/2019	2019-954		733 - Smoke detector activation due to malfunction		Lowell Township - Lowell Township	3	5
12/20/2019	2019-955		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	3	3

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/20/2019	2019-956		611 - Dispatched & cancelled en route		City of Lowell - City	1	2
12/20/2019	2019-957		131 - Passenger vehicle fire		Lowell Township - Lowell Township	4	7
12/20/2019	2019-958		251 - Excessive heat, scorch burns with no ignition		City of Lowell - City	2	3
12/21/2019	2019-959		321 - EMS call, excluding vehicle accident with injury		Vergennes Township - Vergennes Township	2	7
12/21/2019	2019-960		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	6
12/22/2019	2019-961		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	5
12/22/2019	2019-962		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	7
12/22/2019	2019-963		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	7
12/23/2019	2019-964		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	7
12/24/2019	2019-965		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	2	8
12/26/2019	2019-966		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	8
12/27/2019	2019-967		611 - Dispatched & cancelled en route		City of Lowell - City	1	5
12/27/2019	2019-968		111 - Building fire		Alto - Bowne Township	2	3
12/27/2019	2019-969		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	9
12/28/2019	2019-970		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	7
12/28/2019	2019-971		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	2	8
12/29/2019	2019-972		424 - Carbon monoxide incident		Lowell Township - Lowell Township	4	7
12/30/2019	2019-973		444 - Power line down		Lowell Township - Lowell Township	2	3

Only REVIEWED incidents included.

DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT	ZONE	# APP.	# PERS.
12/31/2019	2019-974		611 - Dispatched & cancelled en route		City of Lowell - City	2	7
12/31/2019	2019-975		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	1	10
12/31/2019	2019-976		321 - EMS call, excluding vehicle accident with injury		Lowell Township - Lowell Township	3	6
12/31/2019	2019-977		700 - False alarm or false call, other		Lowell Township - Lowell Township	1	5
12/31/2019	2019-978		321 - EMS call, excluding vehicle accident with injury		City of Lowell - City	1	6

TOTAL # INCIDENTS: 71

Only REVIEWED incidents included.

Lowell Area Fire Dept.

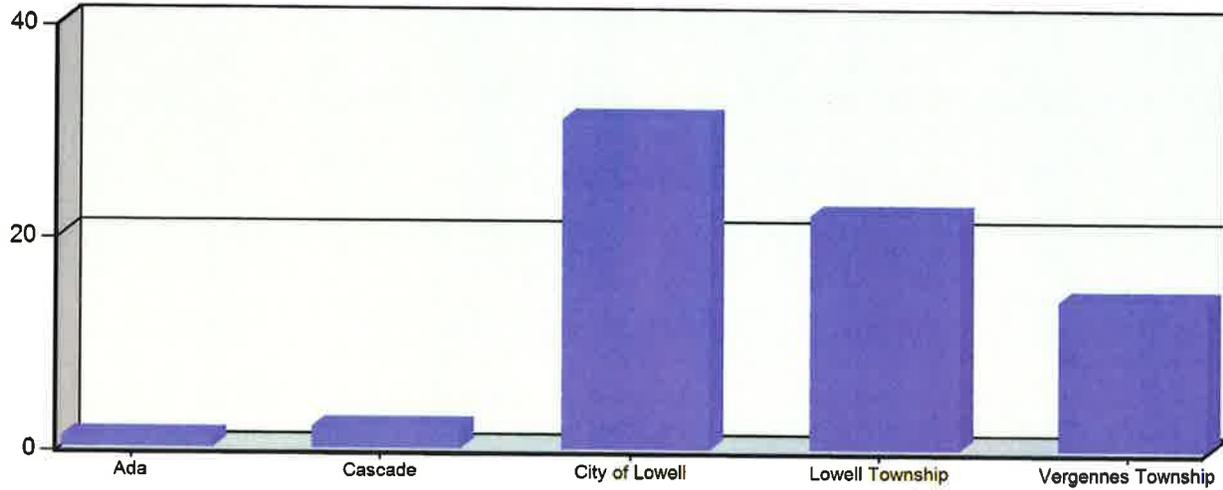
Lowell, MI

This report was generated on 1/7/2020 8:15:54 AM



Incident Count per Zone for Date Range

Start Date: 10/01/2019 | End Date: 10/31/2019



ZONE	# INCIDENTS
Ada - Ada Township	1
Cascade - Cascade TOWNSHIP	2
City of Lowell - City	31
Lowell Township - Lowell Township	22
Vergennes Township - Vergennes Township	14
TOTAL:	70

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 1/7/2020 8:11:48 AM



Incident Count per User-Defined Fields for Date Range

Start Date: 12/01/2019 | End Date: 12/31/2019

ANSWERS	# INCIDENTS
USER-DEFINED FIELD: SCBA (Required)	
0	67
1	2
2	1
6	1

USER-DEFINED FIELD: Hose 1.5 inch Feet used (Required)	
0	69
1	1
400	1

USER-DEFINED FIELD: Hose 3 inch Feet used (Required)	
0	69
1	1
200	1

USER-DEFINED FIELD: Hose 5 inch feet used (Required)	
0	69
1	1
100	1

USER-DEFINED FIELD: Hand Tools Used (Required)	
0	65
1	1
2 four gas monitor	1
3 Pike,	1
TIC	2
two gas monitors	1

USER-DEFINED FIELD: Rescue Tools Used (Required)	
0	70
1	1

USER-DEFINED FIELD: Water used (gal) (Required)	
0	68
1	1
2	1

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.

ANSWERS	# INCIDENTS
7000	1

USER-DEFINED FIELD: LUCAS (Required)	
NO	71

Only User-Defined values selected in the CUSTOM field of an incident Included. Only REVIEWED incidents included in count.

Lowell Area Fire Dept.

Lowell, MI

This report was generated on 1/7/2020 8:10:22 AM



Incident Count with Man-Hours per Zone for Date Range

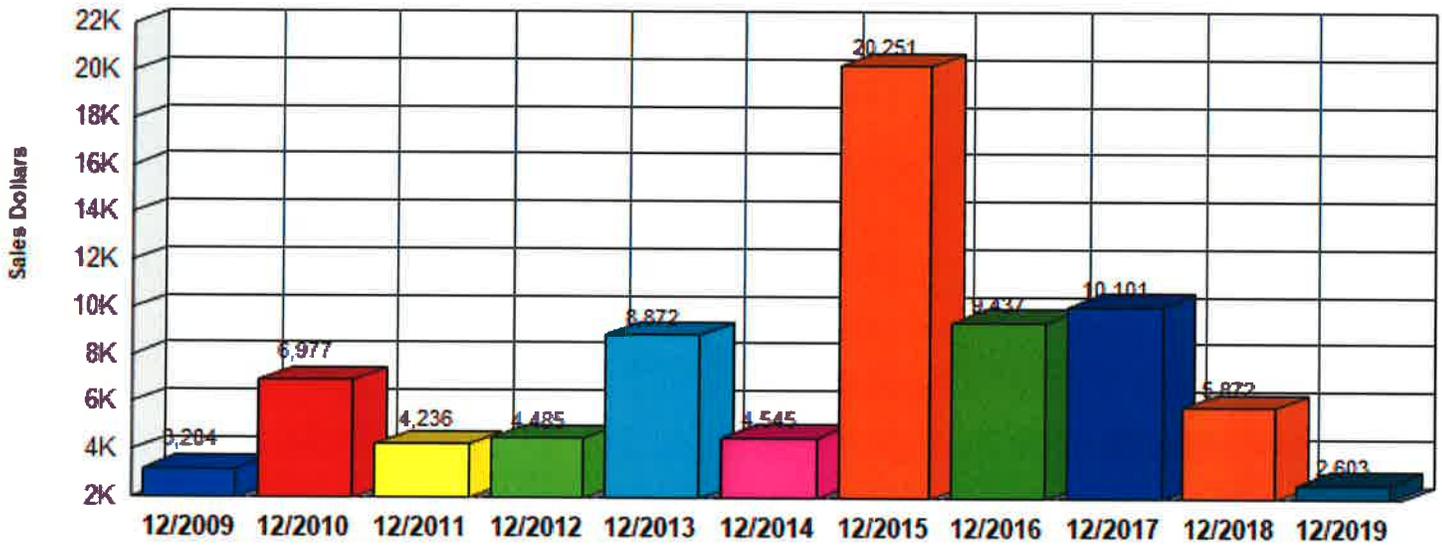
Start Date: 12/01/2019 | End Date: 12/31/2019

ZONE	INCIDENT COUNT	MAN-HOURS
Alto - Bowne Township	1	1:07
City of Lowell - City	36	45:44
Lowell Township - Lowell Township	21	43:31
Vergennes Township - Vergennes Township	13	106:52
TOTAL	71	197:14

NOTE that this report takes into consideration ONLY those Personnel that are associated with an Apparatus, and that only Reviewed incidents are included in the counts.

<u>Month & Year</u>	<u>Avg. RO</u>	<u>Car Count</u>	<u>Sales Amount</u>	<u>Avg. Labor</u>	<u>Total Labor</u>	<u>Avg. Parts</u>	<u>Total Parts</u>
12/2009	145.66	22	3,204.48	76.23	1,677.00	65.62	1,443.63
12/2010	387.63	18	6,977.42	232.50	4,185.00	149.30	2,687.42
12/2011	282.43	15	4,236.39	132.49	1,987.31	143.76	2,156.38
12/2012	345.00	13	4,485.00	259.62	3,375.00	79.56	1,034.25
12/2013	443.60	20	8,871.91	253.38	5,067.58	180.89	3,617.70
12/2014	413.14	11	4,544.53	306.87	3,375.56	98.44	1,082.87
12/2015	880.49	23	20,251.25	262.04	6,027.00	611.90	14,073.65
12/2016	725.96	13	9,437.43	271.22	3,525.82	446.05	5,798.64
12/2017	439.16	23	10,100.77	282.78	6,504.00	148.31	3,411.07
12/2018	419.46	14	5,872.48	282.79	3,959.10	128.41	1,797.73
12/2019	433.84	6	2,603.06	423.41	2,540.44	0.00	0.00

Totals: 178 80,584.72 \$42,223.81 \$37,103.34



Note: Labor and Part columns do not include Shop Supplies or Hazmat

Dept. of Public Works, City of Lowell

217 S. Hudson

Lowell, MI 49331

Phone: 616-897-5929 Fax: 616- -

Posted Totals by Invoice Number

Report Date: 12/20/2019

Period From: 12/01/2019 To: 12/31/2019

Invoice Number	Date	Name	Tax	Total	Balance Due
001525	12/09/2019	Police	0.00	0.00	1,293.79
001526	12/06/2019	Police	0.00	54.93	1,293.79
001527	12/16/2019	Equipment	0.00	1,000.36	157.50
001528	12/06/2019	Equipment	0.00	635.33	157.50
001529	12/06/2019	Equipment	0.00	504.54	157.50
001530	12/16/2019	Equipment	0.00	407.90	157.50

Grand Totals:

0.00 2,603.06 3,217.58

Number of Invoices: 6

* - Indicates a Counter Sale

Averages:

\$433.84 536.26

Monthly Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

December 2019





January 16, 2020

Mr. Mike Burns
City Manager
City of Lowell
301 East Main Street
Lowell, MI 49331

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the December Monthly Operating Report for the Lowell Wastewater Treatment Plant. During the month 51.91 million gallons of wastewater were treated, down from 53.44 million gallons the month before.

All NPDES Permit requirements were satisfied. Copies of the Monthly Operating Reports for December can be seen in Appendix A. Appendix B contains graphs representing how the actual lab results compared to the limits in the NPDES Permit and how the actual plant flows compared to the design flow.

INDUSTRIAL PRETREATMENT PROGRAM

The Fullers Septic December surcharges were \$30.56. No operational problems were experienced at the plant from this discharge.

The Litehouse December surcharges were \$781.70 for the month, they were also assessed two fines for the month for exceeding their discharge permit for BOD concentration and loading, \$150 each. No operational problems were experienced at the plant from their discharge.

MAINTENANCE COST REPORT

Date	Vendor	Cost
12/3	Agile Safety (1)	\$ 922.20
12/3	Ace Hardware (2)	62.42
12/7	Fire Pro's (3)	105.50
12/11	Michigan CAT (4)	4.59
12/16	Accurate Safety (5)	67.47
12/18	Batteries Plus (6)	7.95
Beginning Balance of the Annual Maintenance Allowance (Including carryover \$\$ from FY 18-19)*		\$ 12,089.01*
Maintenance Allowance Spent YTD		\$ 5,889.25
Balance of Maintenance Allowance		\$ 6,199.76

*The maintenance spending for FY 18-19 was under the annual allotment by \$89.01. That amount will be added to the beginning balance on July 1st. That makes the beginning balance \$12,089.01 (\$12,000+89.01).

In addition to the preventive maintenance the following corrective maintenance activities occurred:

- Replaced chlorine gas detector (1)
- Repainted chlorine equipment wall in chlorine room (2)
- Conducted annual fire extinguisher inspections (3)
- Replaced generator speed sensor(carryover charge from Nov.) (4)
- Conducted annual electrical glove testing (5)
- Replaced battery on chlorine gas meter (6)

PROJECTS FOR THE FUTURE

- Continue miscellaneous painting projects
- Conduct annual maintenance on plant truck
- Conduct annual crane & hoist inspections

If you have any questions or would like additional information, please feel free to call me at your convenience.

Respectfully submitted,

SUEZ



Brian Vander Meulen
Plant Manager

DECEMBER EFFLUENT ANALYSIS OVERVIEW

The daily average for CBOD was 5 mg/l, 80% under the NPDES limit of 25 mg/l. The worst 7-day average was 7 mg/l, 83% under the NPDES limit of 40 mg/l.

The daily average for Suspended Solids was 6.7 mg/l, 78% under the NPDES limit of 30 mg/l. The worst 7-day average was 10.0 mg/l, 78% under the NPDES limit of 45 mg/l.

The monthly average for Phosphorus was 0.33 mg/l, the limit is 1.0 mg/l.

The average removal rate for BOD was 96%; a minimum of 85% is required. The average removal rate for Suspended Solids was 93%; a minimum of 85% is required.

The geometric average for fecal coliform bacteria was 117 colonies/100 mls, the limit is 200 colonies/100 mls. The worst 7-day average was 260 colonies/100 mls, the limit is 400 colonies/100 mls.

The highest chlorine residual was 0.035 mg/l; the limit is 0.038 mg/l. The monthly average was 0.024 mg/l.

Appendix A



State of Michigan
Department of Environmental Quality

Plant Influent Sheet

R4607 4/74
4833-6040

Lowell, Michigan

Weather Code	
1. Clear	6. Warm
2. Partly Cloudy	7. Cold
3. Cloudy	8. Windy
4. Rain	9. Melting Snow
5. Snow	

Plant No. Month Year
410049 December 2019

Superintendent's Signature _____
Brian Vander Meulen, Supt.

D A Y P N S F	WEATHER		FLOW		RAW SEWAGE QUALITY										D A Y P N S F	
	Type Code	Precip Inches	Total MGD	Peak MGD	Temp F	pH SU	BOD		SS		Total-P		VSS mg/l	NH3-N mg/l		Mercury ng/l
	0033	0045	50050	50051	00011	00400	mg/l	LBS	mg/l	LBS	mg/l	LBS	00535	00610	71900	
1	357	0.03	1.98	2.20											*G	1
2	27	0.00	1.91	2.30	57	7.3	95	1513	68	1083			64			2
3	27	0.00	1.96	2.30												3
4	27	0.00	1.85	2.20	56	7.4	95	1466	82	1265	1.6	24.7	74	6.5		4
5	27	0.00	1.90	2.30												5
6	378	0.00	1.69	2.30	57	7.3	113	1593	68	958			66			6
7	278	0.00	1.78	2.20												7
8	247	0.30	1.84	2.10												8
9	3578	0.21	1.74	2.40	56	7.1	273	3962	146	2119			104			9
10	357	0.05	1.80	2.20												10
11	27	0.00	1.77	2.20	56	7.4	160	2362	122	1801			120			11
12	27	0.00	1.70	2.10												12
13	269	0.00	2.16	2.20	57	7.4	83	1495	68	1225	1.9	34.2	52	6.8		13
14	2578	0.02	1.66	2.10												14
15	27	0.00	1.71	2.00												15
16	27	0.00	1.62	2.00	55	7.3	71	959	38	513			34			16
17	257	0.03	1.59	2.00												17
18	278	0.00	1.57	1.90	55	7.4	110	1440	72	943	2.2	28.8	70	8.2		18
19	27	0.00	1.55	2.00												19
20	279	0.00	1.50	2.00	55	7.4	162	2027	106	1326			100			20
21	269	0.00	1.49	1.90												21
22	27	0.00	1.52	1.90												22
23	27	0.00	1.48	2.00	55	7.4	91	1123	70	864			56			23
24	369	0.00	1.33	1.80	55	7.3	214	2374	130	1442	2.6	28.8	114	6.7		24
25	27	0.00	1.37	1.70												25
26	16	0.00	1.43	1.80												26
27	378	0.00	1.32	1.80	55	7.3	171	1883	84	925			66			27
28	2468	0.50	1.37	1.70												28
29	3478	1.56	1.56	1.80												29
30	3578	0.35	1.83	2.10	54	7.1	182	2778	148	2259			130			30
31	358	0.02	1.93	2.20	54	7.2	164	2640	86	1384	1.7	27.4	84	5.5		31
TL	XXXX	3.07	51.91	XXXX	XXXX	XXXX	XXXX	61145	XXXX	40095	XXXX	892	XXXX	XXXX	XXXX	TL
ME	XXXX	XXXX	1.67	XXXX	56	7.3	142	1972	92	1293	2.0	28.8	81	6.7	XXXX	ME
MAX	XXXX	1.56	2.16	2.40	57	7.4	273	3962	148	2259	2.6	34.2	130	8.2	XXXX	MAX
MIN	XXXX	XXXX	1.32	1.70	54	7.1	71	959	38	513	1.6	24.7	34	5.5	XXXX	MIN

Activated Sludge Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

- PM Code
 1. Coventional
 2. Step Feed
 3. Complete Mix
 4. Extended Aeration
 5. Contact Stabilization
 6. Other

Plant No. Month Year
 410049 December 2019

Superintendent's Signature _____
 Brian Vander Meulen, Supt.

AERATION SYSTEM					MIXED LIQUOR						SECONDARY SLUDGE			Process Modifi- cation see code 80889	D A Y P N S F	REMARKS
D A Y P N S F	Aeration Volume KCF 80993	Detention Time Hours 81001	Sludge Age Days 80990	Organic Loading F/M 80992	MLSS mg/l 70323	MLVSS mg/l 70324	Settle. % 81004	SDI % 81007	DO mg/l 00300	SVI % 8100	SS % 81006	VSS % 70325	Waste Kgal 80991			
1	192	8.7											0.0	4	1	
2		9.0	12.2	0.15	2212	1734	55	0.40	4.2	249	0.42	0.33	58.0		2	
3		8.8											82.0		3	
4		9.3	8.7	0.17	1845	1433	13	1.42	6.4	70	0.34	0.26	22.4		4	
5		9.1											0.0		5	
6		10.2	9.0	0.24	1444	1125	10	1.44	5.2	69	0.27	0.21	0.0		6	
7		9.7											0.0		7	
8		9.4											0.0		8	
9		9.9	4.4	0.55	1546	1197	10	1.55	6.1	65	0.24	0.18	0.0		9	
10		9.6											0.0		10	
11		9.7	5.0	0.34	1513	1161	15	1.01	5.7	99	0.23	0.18	0.0		11	
12		10.1											0.0		12	
13		8.0	10.5	0.15	2142	1647	27	0.79	6.8	126	0.34	0.26	11.3		13	
14		10.4											0.0		14	
15		10.1											0.0		15	
16		10.6	24.3	0.10	2083	1596	35	0.60	4.8	168	0.36	0.27	19.6		16	
17		10.8											0.0		17	
18		11.0	12.0	0.17	1890	1447	40	0.47	5.7	212	0.29	0.22	0.0		18	
19		11.1											0.0		19	
20		11.5	9.2	0.21	2034	1585	56	0.36	5.1	275	0.30	0.24	0.0		20	
21		11.6											0.0		21	
22		11.3											0.0		22	
23		11.6	9.5	0.18	1371	1063	10	1.37	6.1	73	0.14	0.11	0.0		23	
24		13.0	4.8	0.44	1165	903	8	1.46	5.9	69	0.18	0.15	0.0		24	
25		12.6											0.0		25	
26		12.1											0.0		26	
27		13.1	7.5	0.35	1158	889	10	1.16	5.7	86	0.21	0.16	0.0		27	
28		12.6											0.0		28	
29		11.0											0.0		29	
30		9.4	3.6	0.43	1373	1068	11	1.25	5.8	80	0.23	0.18	0.0		30	
31		8.9	5.8	0.43	1345	1037	13	1.03	4.6	97	0.24	0.18	0.0		31	
TL	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	193.3	XXXX	TL	
ME	192	10.5	9.0	0.28	1652	1278	22	1.02	5.6	124	0.27	0.21	6.2	XXXX	ME	
MAX	XXXX	13.1	24.3	0.55	2212	1734	56	1.55	6.8	275	0.42	0.33	82.0	XXXX	MAX	
MIN	XXXX	8.0	3.6	0.10	1158	889	8	0.36	4.2	65	0.14	0.11	XXXX	XXXX	MIN	

Remarks:

4833-5034
R4609 4/74

Final Effluent Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

	Fecal	Total
MF	31616	31504
MPW	31615	31505

Plant No. 410049 Month December Year 2019 Sampling Point Code 001

Superintendent's Signature _____
Brian Vander Meulen, Supt.

R 4610 4/74
4833-5468

DAY	CBOD			SS			Total - P			VSS	pH	DO	F.Coli	NH3	Cl2	Mercury	DAY
	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	LBS.	% Rem	mg/l	SU	mg/l	#/100ml	mg/l	mg/l	ng/l	
PN SF	80082	85001	80091	00530	85002	81011	00665	85004	81012	00535	00400	00300	31616	00610	50060	71900	PN SF
1																*G	1
2	4	64	96	6.4	102	91				6.0	7.4	10.2	206		0.013		2
3																	3
4	5	77	95	11.6	179	86	0.54	8.33	66	9.6	7.3	10.0	250	0.04	0.034		4
5																	5
6	8	113	93	9.6	135	86				9.2	7.4	10.5	280		0.027		6
7																	7
8																	8
9	4	58	99	8.8	128	94				5.2	7.3	10.6	251		0.017		9
10																	10
11	4	59	98	5.2	77	96				4.8	7.3	11.5	83		0.028		11
12																	12
13	3	51	96	7.6	137	89	0.30	5.40	84	4.0	7.3	11.2	94	0.10	0.034		13
14																	14
15																	15
16	4	54	94	3.6	49	91				2.8	7.2	12.2	12		0.026		16
17																	17
18	4	52	96	6.0	79	92	0.39	5.11	82	5.2	7.3	11.7	62	0.05	0.002		18
19																	19
20	4	50	98	6.4	80	94				5.6	7.2	12.0	40		0.028		20
21																	21
22																	22
23	11	136	88	11.6	143	83				8.8	7.2	12.2	246		0.035		23
24	6	67	97	2.4	27	98	0.23	2.55	91	2.0	7.3	11.7	93	0.04	0.028		24
25																	25
26																	26
27	5	55	97	6.0	66	93				2.4	7.3	10.9	104		0.032		27
28																	28
29																	29
30	7	107	96	5.2	79	96				3.2	7.3	12.6	191		0.023		30
31	4	64	98	3.6	58	96	0.18	2.90	89	3.2	7.2	10.4	229	0.07	0.005		31
TL	XXXX	2236	XXXX	XXXX	2963	XXXX	XXXX	150.6	XXXX	XXXX	TL						
ME	5	72	96	6.7	96	93	0.33	4.86	83	5.1	7.3	11.3	117	0.06	0.024	XXXX	ME
WA	7	86	94	10.0	147	87	XXXX	XXXX	XXXX	8.3	7.4	10.2	260	0.10	0.032	XXXX	WA
MAX	11	136	99	11.6	179	98	0.54	8.33	91	9.6	7.4	12.6	280	0.10	0.035	XXXX	MAX
MIN	3	50	88	2.4	27	83	0.18	2.55	66	2.0	7.2	10.0	12	0.04	0.002	XXXX	MIN

Remarks: Fecal Coli for December are actually "Greater Than"
Cl2 Residuals for December are actually "Less Than"

Miscellaneous Sheet

State of Michigan
Department of Environmental Quality

Lowell, Michigan

R 4607 4/74
4833-6040

Plant No. Month Year
410049 December 2019

Superintendent's Signature _____
Brian Vander Meulen, Supt.

D A Y P N S F	Grit	Aux Fuel	Power Consumption	Chemicals Applied		
	CF	Nat. Gas CF	KWH	CL2 LBS	FeCL2 GAL	
		2	3			
1	1	18	1.8	9	10	
2	1	27	2.2	5	10	
3	1	21	2.2	5	40	
4	1	26	1.8	10	45	
5	1	18	2.0	10	45	
6	1	15	1.8	10	35	
7	1	10	1.8	10	50	
8	1	14	2.0	5	45	
9	1	21	1.8	10	45	
10	1	27	2.0	10	45	
11	1	20	1.2	10	40	
12	1	20	1.2	10	40	
13	1	37	2.0	15	45	
14	1	11	2.8	10	40	
15	1	18	2.0	12	45	
16	1	31	1.8	10	45	
17	1	29	1.6	10	40	
18	1	37	1.6	8	45	
19	1	21	1.6	7	40	
20	1	16	1.6	11	45	
21	1	10	1.6	6	45	
22	1	13	1.6	8	40	
23	1	26	1.6	12	40	
24	1	19	1.4	8	45	
25	1	18	1.4	10	45	
26	1	14	1.6	8	45	
27	1	19	1.2	10	40	
28	1	8	1.8	10	45	
29	1	11	1.2	4	40	
30	1	23	1.6	10	45	
31	1	27	1.6	8	40	
TL	31	625	53.4	281	1265	0
ME	1	20	1.7	9	41	0
MAX	1	37	2.8	15	50	0
MIN	1	8	1.2	4	10	0

Manpower						
Position Title	Full Time	Part Time	Total Hours	No. of Vac.	No. of Separations	No. of New Hires
Superintendent	1	0	176	0	0	0
Shift Operator	1	1	196	0	0	0
Total	2	1	372	0	0	0
Weekday Hrs.	9					
Saturday Hrs.	4					
Sunday Hrs.	4					
Holiday Hrs.	4					

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

NAME: LOWELL WWTP
ADDRESS: 301 EAST MAIN STREET
 LOWELL MI 49331

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

MI0020311	001 A
PERMIT NUMBER	DISCHARGE NUMBER

MINOR
 (SUBR GG)
 F-FINAL
 001 MUN.WASTE20--FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL MI 49331
ATTN: BRIAN VANDER MEULEN

MONITORING PERIOD						
YEAR	MO	DAY	TO	YEAR	MO	DAY
2019	12	01		2019	12	31

*** NO DISCHARGE ***

NOTE: Read instructions before completing this form.

PARAMETER	X	QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
FLOW, IN CONDUIT OR THRU TREATMENT PLANT 50050 1 0 0 EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	1.67	2.16	(03)	*****	*****	*****		-	7/7	RECORD FLOW
	PERMIT REQUIREMENT	REPORT MONTHLY AVG	REPORT DAILY MAX	MGD	*****	*****	*****	****		WEEKDAYS	RECORD FLOW
SOLIDS, TOTAL SUSPENDED 00530 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	96	147	(26)	*****	6.7	10.0	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	360 MONTHLY AVG	530 7 DAY AVG	lbs/day	*****	30 MONTHLY AVG	45 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
BOD, CARBONACEOUS 05 DAY, 20C 80082 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	72	86	(26)	*****	5	7	(19)	0	3/7	24 HR COMP
	PERMIT REQUIREMENT	300 MONTHLY AVG	470 7 DAY AVG	lbs/day	*****	25 MONTHLY AVG	40 7 DAY AVG	mg/L		WEEKDAYS	24 HR COMP
NITROGEN, AMMONIA TOTAL (AS N) 00610 B 1 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.10	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
PHOSPHORUS, TOTAL (AS P) 00665 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	4.9	8.3	(26)	*****	0.33	0.54	(19)	0	1/7	24 HR COMP
	PERMIT REQUIREMENT	12 MONTHLY AVG	REPORT DAILY MAX	lbs/day	*****	1.0 MONTHLY AVG	REPORT DAILY MAX	mg/L		WEEKLY	24 HR COMP
CHLORINE, TOTAL RESIDUAL 50060 P 0 0 SEE COMMENTS BELOW	SAMPLE MEASUREMENT	*****	*****	****	*****	*****	0.035	(19)	0	3/7	GRAB
	PERMIT REQUIREMENT	*****	*****	****	*****	*****	0.038 DAILY MAX	mg/L		WEEKDAYS	GRAB
MERCURY, TOTAL 71900 B 0 0 PRIOR TO DISINFECT	SAMPLE MEASUREMENT	*****	*G		*****	*****	*G		0	1/90	GRAB
	PERMIT REQUIREMENT	*****	Report Max Monthly Avg	lbs/day	*****	*****	Report Max Monthly Avg	ng/L		QUARTERLY	GRAB
NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.						PHONE NUMBER		DATE		
Brian Vander Meulen, Supt.							(616) 897-8135	2020	1	10	
TYPED OR PRINTED	SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT						AREA CODE	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

NAME: LOWELL WWTP
ADDRESS: 301 EAST MAIN STREET
 LOWELL MI 49331

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)

DISCHARGE MONITORING REPORT (DMR)

MI0020311
 PERMIT NUMBER

001 A
 DISCHARGE NUMBER

MINOR
 (SUBR GG)
 F-FINAL
 001 MUN. WASTE H2O--FLAT RIVER

FACILITY: LOWELL WWTP
LOCATION: LOWELL MI 49331
ATTN: BRIAN VANDER MEULEN

MONITORING PERIOD

FROM	YEAR	MO	DAY	TO	YEAR	MO	DAY
	2019	12	01		2019	12	31

*** NO DISCHARGE ***

NOTE: Read Instructions before completing this form.

PARAMETER	SAMPLE MEASUREMENT / PERMIT REQUIREMENT	QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS			
MERCURY, TOTAL	SAMPLE MEASUREMENT	*****	0.00001	lbs/day	*****	*****	0.72	ng/L	0	1/90	CALCTD
71900 X 0 0 PRIOR TO DISINFECT	PERMIT REQUIREMENT	*****	0.000036		12-Mo Rolling Avg	*****	*****		3.0	QUARTERLY	CALCTD
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	*****	*****	****	*****	117	260	(19)	0	3/7	GRAB
74055 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		*****	*****	200		400	DAILY	GRAB
BOD, 5-DAY PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	****	96	*****	88	(23)	0	1/30	CALCTD
81010 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****		*****	85	*****		Minimum Daily % Removal	PERCENT	ONCE/MON
SOLIDS, SUSPENDED PERCENT REMOVAL	SAMPLE MEASUREMENT	*****	*****	****	93	*****	83	(23)	0	1/30	CALCTD
81011 K 0 0 PERCENT REMOVAL	PERMIT REQUIREMENT	*****	*****		*****	85	*****		Minimum Daily % Removal	PERCENT	ONCE/MON
pH	SAMPLE MEASUREMENT	*****	*****	****	7.2	*****	7.4	(12)	0	3/7	GRAB
00400 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		****	6.5	*****		9.0	S.U.	WEEKDAYS
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	*****	*****	****	10.0	*****	*****	(19)	0	3/7	GRAB
00300 P 0 0 SEE COMMENTS BELOW	PERMIT REQUIREMENT	*****	*****		****	3.0	*****		*****	mg/L	WEEKDAYS
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	PHONE NUMBER		DATE			
		(616) 897-8135	2020	1	10		
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA CODE	NUMBER	YEAR	MO	DAY

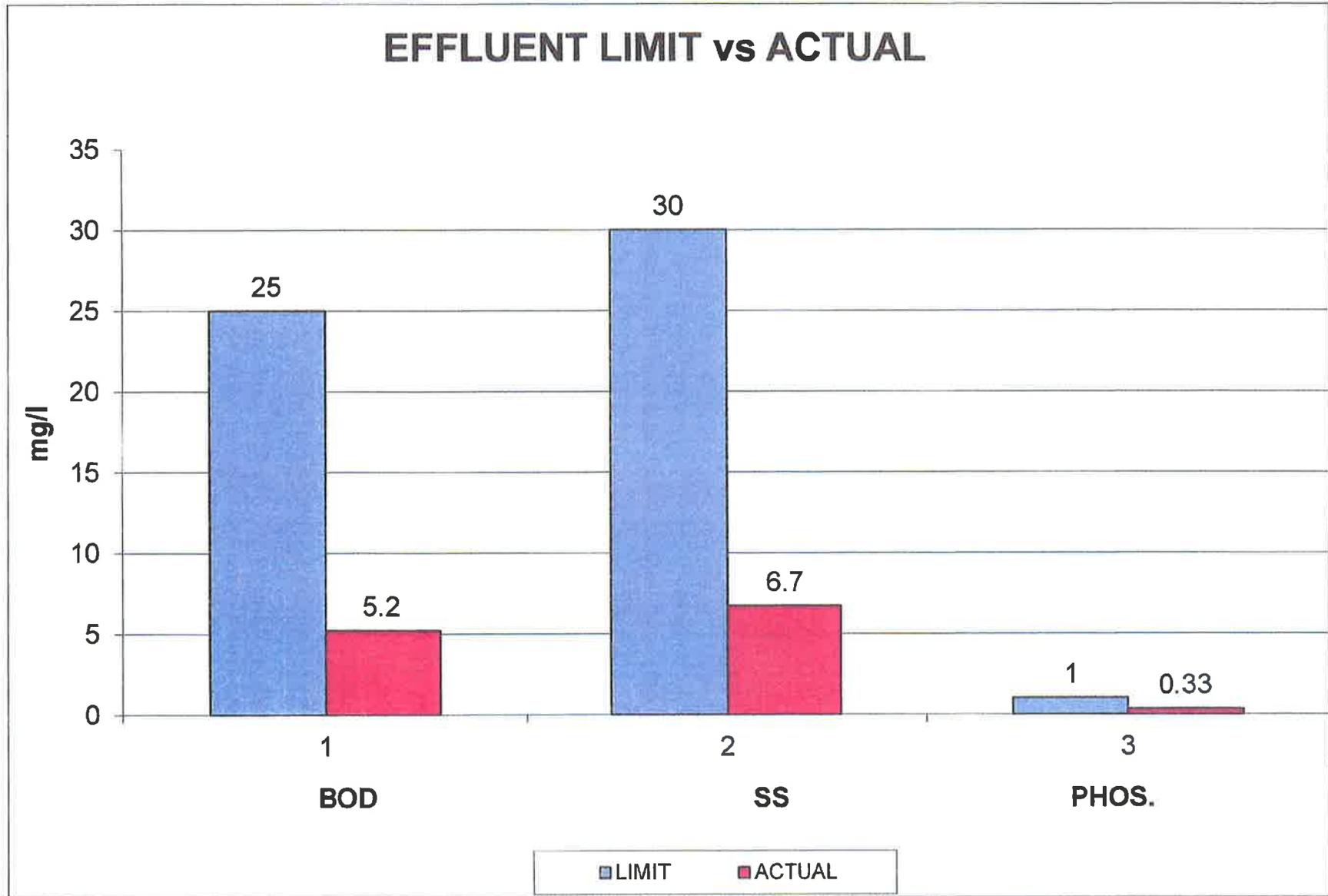
COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

P=AFTER DISINFECTION

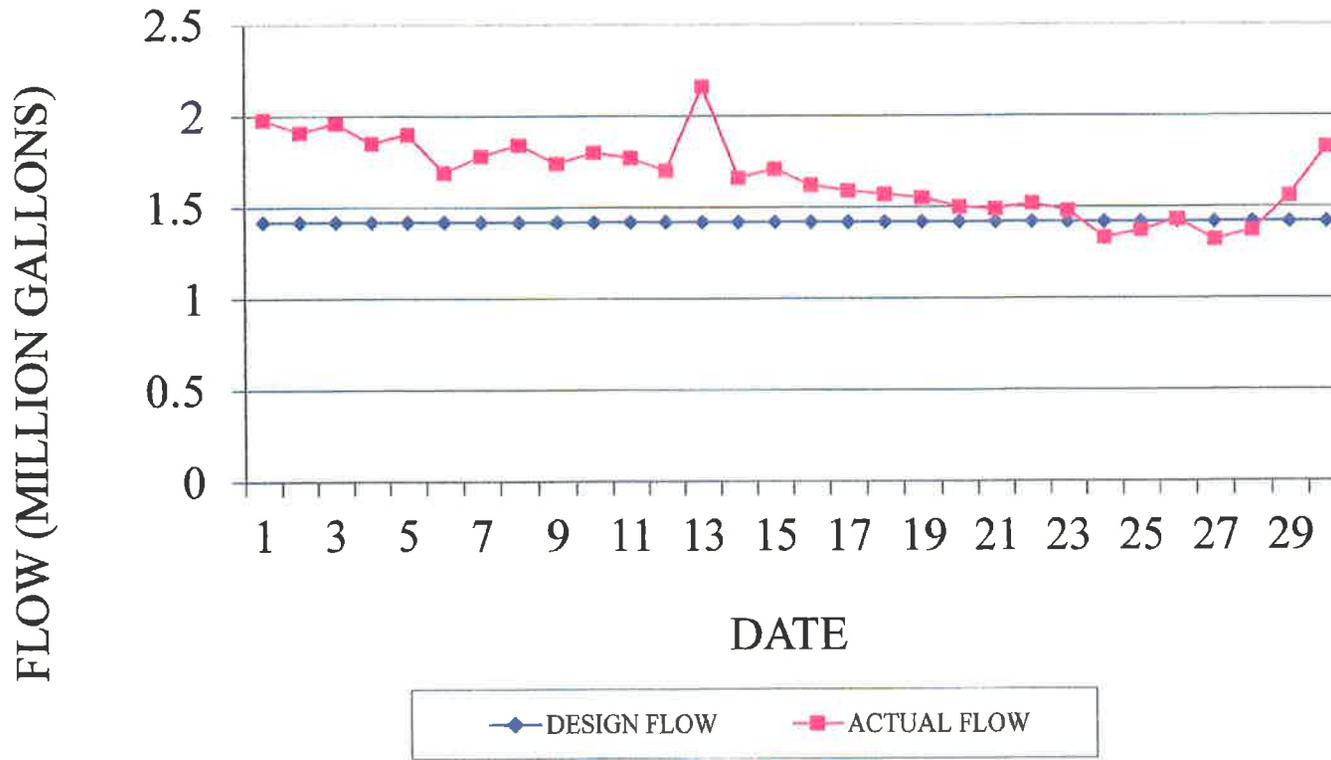
Appendix B



EFFLUENT LIMIT vs ACTUAL



DESIGN FLOW vs ACTUAL FLOW



Annual Operating Report

for the . . .

Contract Operation

of the . . .



Wastewater Treatment Plant

Calendar Year 2019





January 16, 2020

Mr. Mike Burns
City Manager
City of Lowell
301 East Main Street
Lowell, MI 49331

Dear Mr. Burns:

On behalf of Suez I am pleased to submit the 2019 Annual Summary Report for the City's Wastewater Treatment Plant. Plant performance has been very good. All NPDES permit limits were met for the entire year.

HIGHLIGHTS

Several noteworthy events occurred in 2019. In July we celebrated the 30th anniversary of Suez running the plant, as well as it being my 9th year at the plant. In June we received the Health & Safety in a Small Facility award from the Michigan Water Environment Association (MWEA). This the third time the facility has won this award.

Minor flooding affected plant flows this year, though the river never reached "minor flood stage", we were in the "action stage" many times. This had an effect on flows into the plant for a majority of the year. In fact our flows were above design capacity of 1.42 million gallons per day for 223 days of the year.

PLANT PERFORMANCE

Approximately 557 million gallons of wastewater was treated. This is up from last year's total of 480 million gallons. The average daily flow was 1.53 million gallons. This is also up from last year's average daily flow of 1.31 million gallons. As you can see in the chart of the daily flows there were spikes in the flows for almost every month, these correlate to significant rain events. No operation problems were experienced from these events. Appendix A contains a graph showing the daily flows for the year. Another graph showing the average daily flows from 1990 through 2019 is also included in the appendix.

Contained within the 557 million gallons of wastewater was 525,064 pounds of organic material. The treatment process removed 96.2% of this material, down from 96.3% the previous year. This is an excellent removal rate and is far above what is required in the discharge permit.

This year over 4.41 million gallons of Waste Activated Sludge were thickened down to a volume of approximately 639,000 gallons of biosolids using the Rotating Drum Thickener. These biosolids were applied to local agricultural fields as outlined in our Biosolids Management Plan. Biosolids applied to farmland act as both a nutrient source for the crops and as a soil conditioner. The farmers participating in this program see a great benefit from these biosolids. As a result, our list of participating sites grew again this past year.

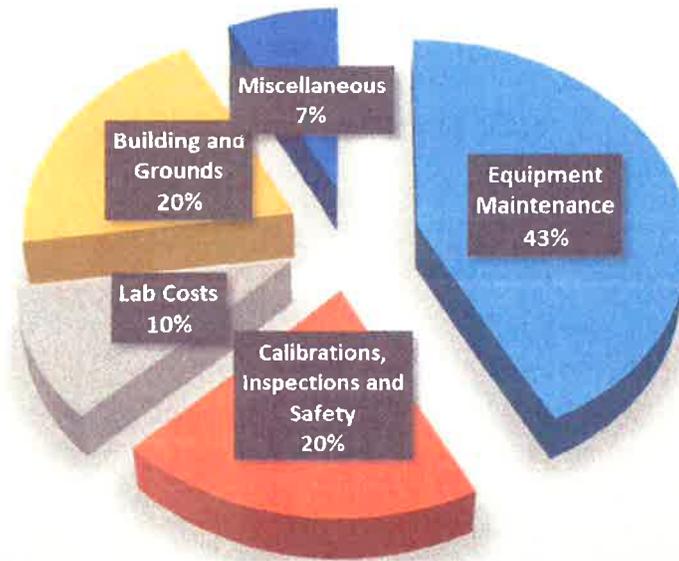
MAINTENANCE BUDGET

Maintenance activities paid for directly by Suez and costing more than \$1500 were as follows:

- Building & Grounds and Lab- Includes building paint and painting supplies, new chlorine meter, lawn fertilizer and weed-killer, sprinkler parts, rehabilitating and reinstalling the sign, replacing the light fixtures in the chemical room, replacing furnace filters, etc.
- Equipment Maintenance- Includes generator batteries and speed sensor, aerator and blower belts, misc. piping, motor bearings, blower filters and lawn mower maintenance and repair, etc.
- Calibrations, Inspections and Safety- Includes annual calibrations of the flow meters and lab balances, safety inspections on the hoists, arc flash gloves and fire extinguishers.
- Miscellaneous Costs (<\$700)- Includes parts for various minor maintenance activities including: bearings, plumbing fittings, filters, lubricants, spare parts, new tools, electrical parts, fasteners, belts, etc.

Over \$2,000 worth of miscellaneous maintenance purchases from local businesses including: Bernard’s Ace Hardware, Self-Serve Lumber, Tractor Supply, and Showboat Automotive.

2019 MAINTENANCE COSTS



CITY BUDGET ITEMS

Maintenance related expenses paid for directly from the City’s wastewater budget were as follows: annual chlorinator service, WAS macerator replacement, annual lift station preventative maintenance, new effluent chlorinators, and annual generator preventative maintenance.



STAFF UPDATE

Cody Chambers started the end of February 2018. He recently wrote and passed the state exam for his "C" level wastewater license. As his experience at the plant increases so does his understanding of the facility operation.

Sjana Gordon continues as our part time/weekend employee. As such she does lab work, equipment checks, meter readings and housekeeping activities.

INDUSTRIAL PRETREATMENT PROGRAM

For 2019 the only permitted industrial users were Fullers Septic and Litehouse Inc. Fullers Septic was issued a discharge permit in 2012 for their onsite septic waste treatment system. The treatment system came online in 2013 and has been operating very well ever since. They were issued a new 5 year discharge permit that began in 2016. They were in compliance with their discharge permit for 2019 and no operational problems were experienced at the plant as a result of their discharge.

In September 2018 Litehouse Inc. was issued a permit to discharge wastewater to the City wastewater plant. In May 2019 they began discharging their pretreated water to the City. From May to November they were operating under a Special Discharge Allocation (SDA) for an increased concentration of the Biochemical Oxygen Demand (BOD). Once their process stabilized they were able to discharge within ordinance limits and allowed the SDA to expire. To date they are discharging approximately half the quantity they ultimately anticipate. For 2019 they were assessed three fines for exceeding discharge permit limits. No operation problems were experienced from their discharge.

REGULATORY

Inspections by Environment Great Lakes & Energy (EGLE, formerly MDEQ) last year included the annual audit of our Industrial Pretreatment Program, Residuals Management Program, and an operational inspection. No significant issues were detected during these inspections.

The current NPDES permit was received in 2015. Contained within the permit is a new requirement for us to develop an Asset Management Plan requirement. In 2015 the City began working with Prien and Newhoff to help put the plan together and to apply for a grant to help with this effort. The City was notified in the fall of 2016 that they had been one of the communities selected to receive a SAW grant. Work on this was finished up in December and a draft report issued. Coordination with Prien and Newhoff on treatment plant projects has already begun.

In the spring of 2018 EGLE implemented an initiative to address issues with Per- and Polyfluoroalkyl Substances (PFAS). This is a chemical that had been used in many different industries across the state. At that time the state required all wastewater treatment facilities to survey the industries within their jurisdiction. Having only two active industrial users EGLE has determined that Lowell has satisfied the requirements of the PFAS initiative and no further action has been required.



MERCURY MONITORING

Monitoring for Mercury continued this past year. Analysis still indicates that we have very low levels (parts per trillion) of mercury entering and leaving the plant. Effluent levels are well within the limit in the permit.

For 2019, testing for Mercury in the collection system continued as well. Unfortunately this did not produce any revelations. In 2008 we began using a different analytical technique on the collection system samples. This technique allows us to look for mercury at much lower concentrations than the old technique. Although we can see the presence of mercury in the collection system, finding a consistent source of such small quantities is quite difficult.

COMMUNITY INVOLVEMENT

Community involvement is a very important part of the Suez philosophy. This past year we were again a sponsor for the Sizzlin' Summer Concert Series. As well as sponsored a hole, co-sponsored lunch, and hosted two teams for the Chamber of Commerce Golf Outing. We also had a booth at the Community Expo, and competed and participated in the Souper Thursday event through the Chamber.

We continued our memberships with the Chamber of Commerce where I was the Chair of the Chamber Ambassadors for 2019. Cody has continued our involvement with the Lowell Rotary Club and has joined the Rotary Board.

CONCLUSION

Suez and I have now operated the Lowell Wastewater Plant for over 9 years. The facility continues to be one of which we can all be proud. Operating and maintaining the plant continues to challenge and reward plant staff on a daily basis. Cooperation between other City departments and ours continues to be the norm. Combined, this is the type of work environment that makes us all look forward to coming to work every day.

The purpose of this report was to give a brief overview of the operation and maintenance of the City's Wastewater Treatment Plant. If you or any of the Council members would like additional information about any items contained in this report do not hesitate to contact me at your convenience.

Respectfully Submitted,

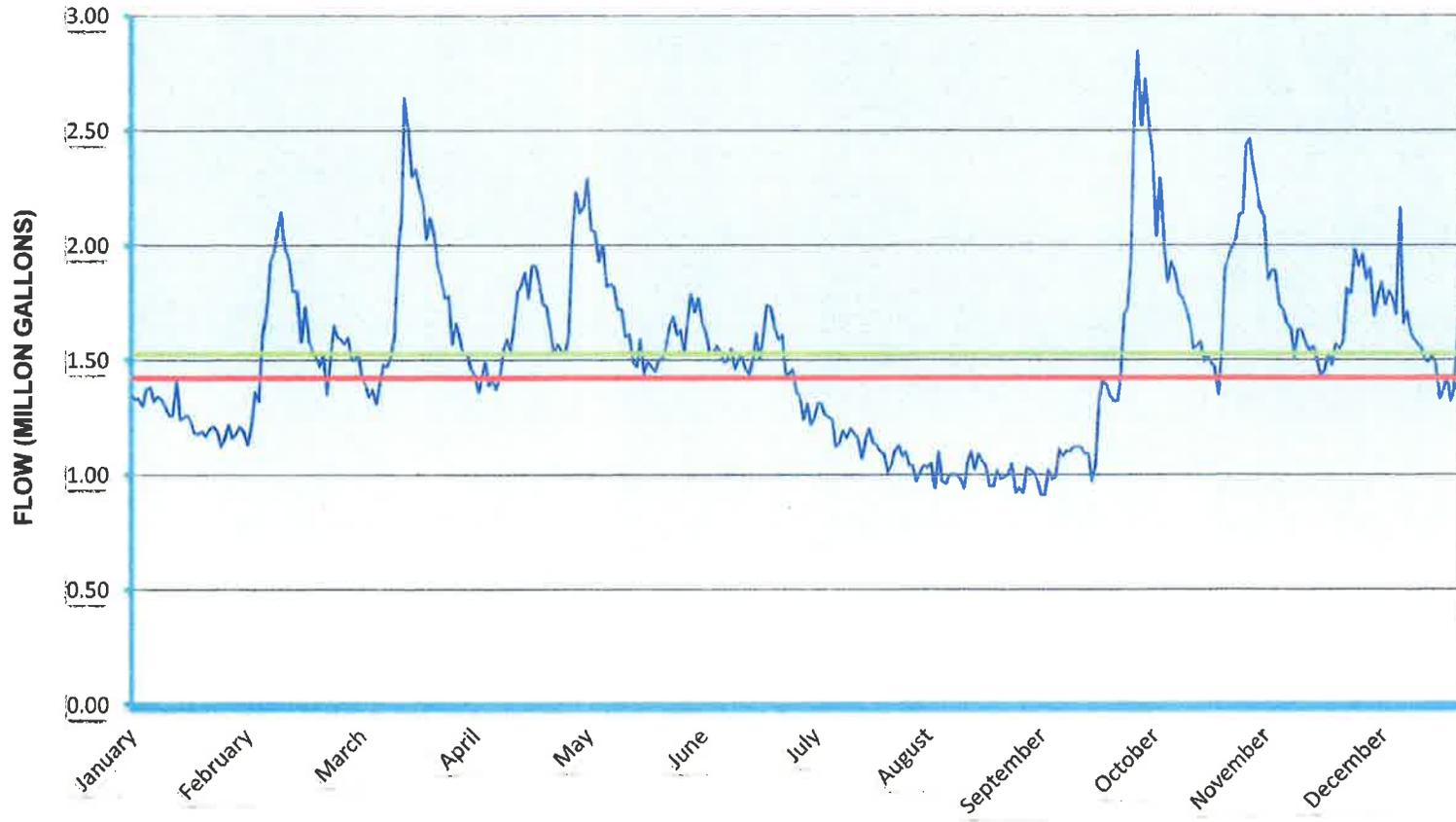
A handwritten signature in blue ink that reads "Brian Vander Meulen".

Brian Vander Meulen
Plant Manager

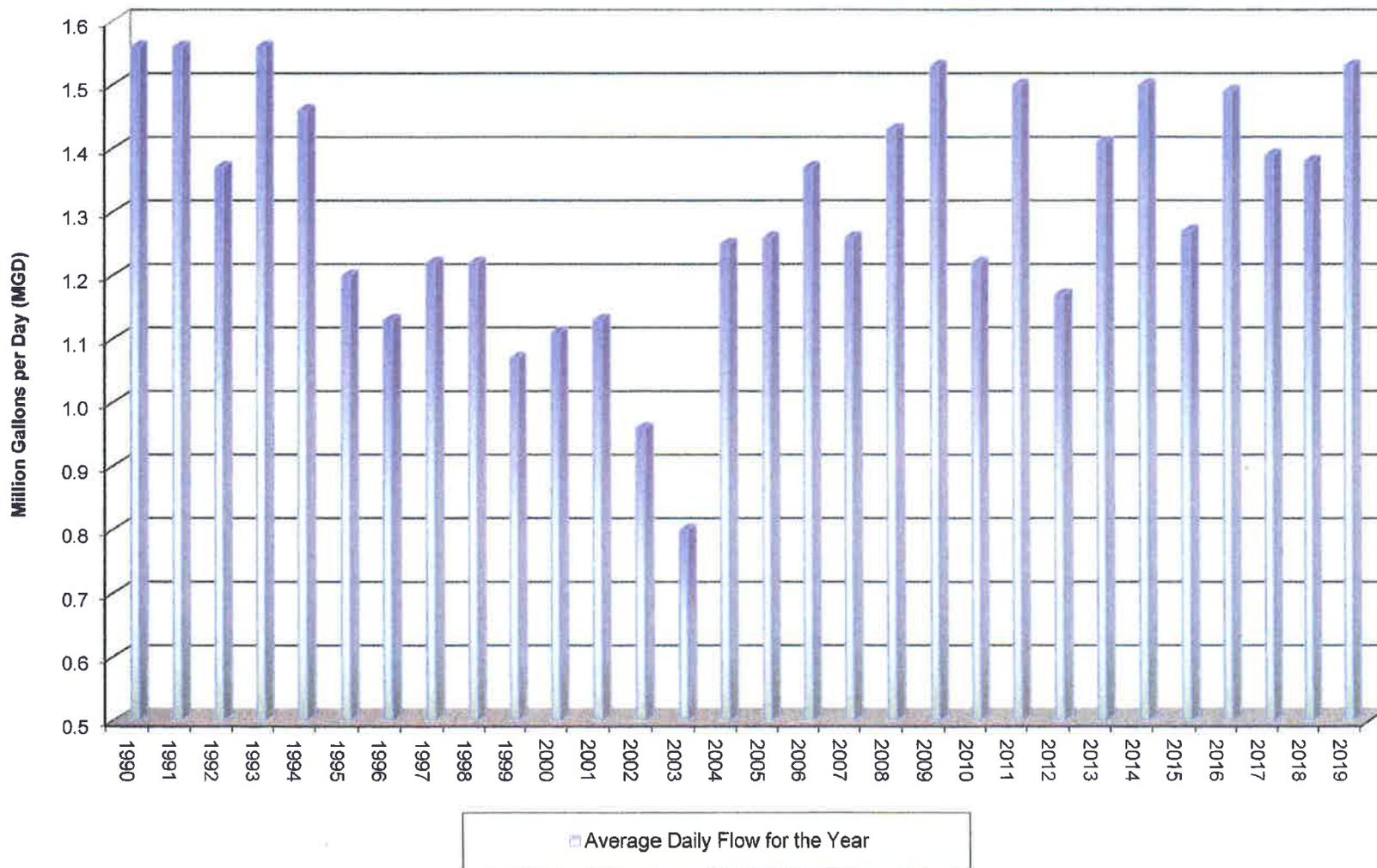
Appendix A



2019 DAILY FLOWS



HISTORIC PLANT FLOWS (1990-2017)



APPOINTMENTS

	Expires
Airport Board	
Vacancy (Paul Nicholls – Currently Serving)	01/01/2020
Vacancy (Jeff Ostrander – Currently Serving)	01/01/2020
Vacancy (Tom Grimm – Currently Serving)	01/01/2020
Building Authority	
Vacancy (Charles Myers – Currently Serving)	01/01/2020
Downtown Development Authority	
Vacancy (Eric Wakeman – Currently Serving)	01/01/2020
Vacancy (Rita Reister – Currently Serving)	01/01/2020
Downtown Historic District Commission	
Vacancy (Ardis Barber – Currently Serving)	01/01/2020
Lowell Area Fire and Emergency Services Authority	
Vacancy (Dave Pasquale – Currently Serving)	01/01/2020
Parks and Recreation Commission	
Vacancy (Paula Mierendorf – Currently Serving)	01/01/2020