

301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
Fax (616) 897-4085

**CITY OF LOWELL, MI  
CITY COUNCIL**

**PUBLIC NOTICE FOR A REGULAR MEETING TO BE HELD AT CREEKSIDE AT  
7:00 P.M. ON TUESDAY SEPTEMBER 8, 2020 WITH OPTION TO HOLD REMOTELY  
VIA "ZOOM" IF INCLEMENT WEATHER PERSISTS**

A regular meeting of the Lowell City Council will be held Tuesday September 8, 2020 at 7:00 PM with an in-person meeting at Creekside Park in the Pavilion. In the event of inclement weather, this meeting will be held remotely with no in-person meeting occurring at City Hall via "Zoom".

To mitigate the spread of the COVID-19 pandemic, protect the public health, and provide essential protections to City of Lowell residents; the City is holding this meeting consistent with crowd size and social distancing recommendations, and the Governor's Executive Order 2020-75. It is the intent of the City to adhere to EO 2020-75 and the Open Meetings Act in order to promote government accountability and fostering openness in government to enhance responsible decision-making.

The **Lowell City Council meeting** will be held via "Zoom" online meeting platform only in the event of inclement weather and will be noticed via the [www.lowellmi.gov](http://www.lowellmi.gov) and the City of Lowell Facebook page in the event of such change. The meeting is open remotely to the public to follow along and participate during the public portion of the meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/89314330535>

Meeting ID: 893 1433 0535

One tap mobile

+13126266799,,89314330535# US (Chicago)

+16465588656,,89314330535# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 893 1433 0535

Find your local number: <https://us02web.zoom.us/j/89314330535>

Public comments or questions may be submitted to the City Clerk at [sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us). Comments and questions submitted will be read aloud during the public comment portion of the meeting. Email addresses in order to contact councilmembers directly can be found at

[http://www.lowellmi.gov/government/city\\_council/mayor\\_and\\_council\\_members.php](http://www.lowellmi.gov/government/city_council/mayor_and_council_members.php).

Persons with disabilities may attend and participate using any of the above described methods. If you require special accommodations, please email [sullery@ci.lowell.mi.us](mailto:sullery@ci.lowell.mi.us) and we will be happy to accommodate you. If you have any questions or need further assistance, please email

sullery@ci.lowell.mi.us. More meeting information, including the meeting agenda, will be available at our website [www.lowellmi.gov](http://www.lowellmi.gov).

According to the Michigan Attorney General Dana Nessel, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). According to the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications. Public meetings are being monitored and violations of statutes will be prosecuted.

DATED: September 2, 2020

Susan Ullery  
City Clerk



301 East Main Street  
Lowell, Michigan 49331  
Phone (616) 897-8457  
Fax (616) 897-4085

CITY OF LOWELL  
CITY COUNCIL AGENDA  
TUESDAY, SEPTEMBER 08, 2020, 7:00 P.M.  
**AT CREEKSIDE PARK**

**1550 GEE DRIVE**

**WITH OPTION TO HOLD REMOTELY VIA "ZOOM" IF INCLEMENT WEATHER PERSISTS**

Join Zoom Meeting

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Meeting ID: 893 1433 0535

Find your local number: <https://us02web.zoom.us/j/89314330535>

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

2. CONSENT AGENDA

- Approval of the Agenda.
- Approve and place on file the Regular and Special minutes of the August 17, 2020 City Council meeting.
- Authorize payment of invoices in the amount of \$771,128.09.

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. Lowell Township – Water & Sewer Rate Study.
- b. MERS.

5. NEW BUSINESS

- a. Resolution 20-20 Resolution establishing new sanitary sewer system rates.
- b. Resolution 20-21. POW Resolution.

6. BOARD/COMMISSION REPORTS

7. MANAGER'S REPORT

8. APPOINTMENTS

9. COUNCIL COMMENTS

10. 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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[www.ci.lowell.mi.us](http://www.ci.lowell.mi.us)

## MEMORANDUM

TO: Lowell City Council

FROM: Michael Burns, City Manager

RE: Council Agenda for Tuesday, September 8, 2020

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 August 17, 2020 Regular City Council meeting.
- Authorize payment of invoices in the amount of \$771,128.09.

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. Lowell Township – Water & Sewer Rate Study

City Manager Michael Burns provided memo.

- b. MERS.

No memo provided

5. NEW BUSINESS

- a. Resolution 20-20. Resolution establishing new sanitary sewer system rates.

City Manager Michael Burns provided a memo.

Recommended Motion: That the Lowell City Council approve Resolution 20-20 modifying the surcharges for the Industrial Pretreatment Program as presented.

- b. Resolution 21-20. POW Resolution.

No memo provided.

Recommended Motion: That the City Council approve Resolution 21-20. Resolution to provide for the designation of September 20, 2020 as "Prisoner of War/Missing in Action Recognition Day".

6. BOARD/COMMISSION REPORTS
7. MANAGER'S REPORT
8. APPOINTMENTS
9. COUNCIL COMMENTS
10. ADJOURNMENT

**PROCEEDINGS  
OF  
CITY COUNCIL MEETING  
OF THE  
CITY OF LOWELL  
MONDAY, AUGUST 17, 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 Sue Ullery called roll.

Present: Councilmembers Cliff Yankovich, Greg Canfield, Jim Salzwedel, Marty Chambers, and Mayor DeVore.

Absent: None.

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

**2. APPROVAL OF THE CONSENT AGENDA.**

- Approval of the Agenda.
- Approve and place on file the minutes of the Regular and Special minutes of the August 3, 2020 and August 11, 2020 City Council meetings.
- Authorize payment of invoices in the amount of \$485,318.25.

IT WAS MOVED BY YANKOVICH and seconded by SALZWEDEL to approve the consent agenda as amended (adding item d. "Water and Sewer" under Old Business).

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

NO: None.

ABSENT: None.

MOTION CARRIED.

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

City Clerk Sue Ullery read a letter from Debra Dunning addressed to the City Council stating she was opposed to changing the noise ordinance.

There were no additional comments.

**4. OLD BUSINESS.**

a. MERS Actuarial.

City Manager Michael Burns explained what he has been working on with the MERS Actuarial and how the unfunded liability will be addressed in the next twenty years. Also that none of us here created this situation we now are in.

Perry Beachum who resides at 924 Riverside stated that the Lowell Light & Power Board has put together a plan that will be 100% funded in 5 years.

City Council discussed at length and asked to know where we are with this in our budget by the 2<sup>nd</sup> September Council meeting. Will leave under "Old Business".

b. Showboat fundraising.

Mark Mundt stated the City Council and the Showboat committee met last Tuesday August 11, 2020 and the Showboat Committee met on Thursday, August 13, 2020. It was a great meeting. Seventeen members met to discuss naming opportunities, and brainstorming ideas that they are working toward putting final touches on as well as discussing some individuals and businesses in the greater Lowell area that they feel could step up and be bigger donors to the cause. Committee members raised their hands and volunteered to contact these individuals. Mundt said we have committee members that are going to make up forms and brochures and people have already been stopping by the Chamber to drop off donations. People are seeing a vision of what the Showboat is going to mean. It is probably going to be one of the finest assets that this city has. We have the Chamber to thank for bringing the boat here, forming and bringing the committee together, replacing the deteriorating boat and making the new boat a reality. Next Showboat Committee meeting is next Thursday, August 27, 2020 here at Creekside Park at 7:00 p.m.

c. Fireworks.

City Manager Michael Burns stated the Chamber of Commerce is requesting the City of Lowell consider allowing for a drive-in fireworks display event. They are planning on holding this on Saturday, October 10, 2020 in the evening. They would like to have the fireworks in the same location they always do and allow for drive-in opportunities at Stoney Lakeside Park and the Fairgrounds. Attorney Jessica Wood stated being an outdoor event amongst people not part of the same household, it would be subject to the limitations of Executive Order 2020-160. Accordingly, it may not exceed 100 people. Technically, the inside of a vehicle is considered "indoors" so each vehicle could not exceed 10 people. And at all times, even when outdoors, people not part of the same household must maintain six feet of distance from one another during the event. Given that this event is outdoors, no mask is required unless people are unable to consistently maintain a distance of six feet or more from individuals who are not members of their household.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve drive-in fireworks display event by the Chamber of Commerce on Saturday October 10, 2020.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

d. Water and Sewer.

City Manager Michael Burns stated we have met with Mark Beauchamp who is very well known in the utility billing industry and we have asked him to provide us a proposal. Basically, what we are asking him to do is review the feasibility study for the water/sewer capital cost, bonding costs, operational, maintenance and administrative costs (the city attorney wrote the proposal). Asking them to run models, run financial analysis models on construction for the Lowell Township facility and to identify the impact on the City



of Lowell's water and wastewater system water rates should Lowell Township construct their own system. They have developed a work plan and a billing cycle for us and after talking to them further, we anticipate this cost will not exceed \$15,000 and we can split the cost between the water and the sewer funds 50/50 if you so choose. Burns recommends the Council retain Beauchamp to help us with this if this is what Council is looking for.

Councilmember Canfield thinks we should reach out to Jerry Hale at the Township tomorrow as he feels Hale is going to do something soon.

Burns will check on the timeframe of the services from Beauchamp and how long it would take.

5. **NEW BUSINESS.**

a. Ability Weavers Request.

City Manager Michael Burns stated that we have been requested by Eric Bartkus to consider a road closure of Riverside Drive for Ability Weavers to host a weaving and fiber arts market on Saturday September 26, 2020. They will follow all state requirements for outdoor events. They are requesting the closure of Riverside Drive from near Main to Elm from 8:00 A.M. to 5:00 P.M.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to approve the request for the road closure of Riverside Drive on Saturday, September 26, 2020 from 8:00 a.m. to 5:00 p.m. as presented.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

b. Amity St. - Engineering Design Services.

Public Works Director Dan Czarnecki read his memo regarding the Amity Street project explaining the cost of funding for the project (including soil borings) and his discussion with Dave Austin from Williams and Works. Williams and Works quoted \$36,500 for services to design and help the city bid out the project. The desire is to have the project begin once the school is on summer break for 2021 and the completion done before school begins in the fall.

IT WAS MOVED BY CANFIELD and seconded by SALZWEDEL to approve the Design Engineering Services quote for Amity Street Resurfacing Design, as proposed by Williams & Works in their letter dated August 11, 2020, for the amount of \$36,500.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

c. Water Billing Late Fees.

City Manager Michael Burns stated since the COVID-19 pandemic began in March, the City has not issued any late fees for not meeting water billing deadlines. When I presented this item on how you wanted to handle this matter, the council agreed to continue to waive fees in April, but requested I bring it back in May. I was then told the City Council would like to review this in August. I have been informed we have a number of people utilizing a payment plan to address their bills. As of July 20, 2020 water billing deadline, we have 65 accounts past due. This is not a very high number for the City. A lot of time, people wait two months and then pay so they can use their credit card. As manager, this has not been a terrible issue for us. Under Governor Whitmer's Executive Order 2020-144 we are not allowed currently to conduct water shutoffs until 11:59 P.M. on December 31, 2020. There is also the opinion of reinstituting the fee.

Councilmembers all had a general consensus to waive the fees until the governor's executive order is lifted.

d. Resolution 18-20 Pink Arrow Pride Day.

City Manager Michael Burns stated for the 13<sup>th</sup> straight year, the Lowell High School sports team initiated the cancer awareness and fund raising event called Pink Arrow Pride Day to be held on Thursday, September 3, 2020. The players will wear pink jerseys in games being held that day. Funds are being raised for Gilda's Club of Lowell and Lowell Community Wellness for Pink Arrow Family Support.

Perry Beachum who resides at 924 Riverside Drive stated Lowell school sports are tentatively still not confirmed for their seasons due to COVID 19, but cancer knows no boundaries. Pink Arrow Day, which supports Gilda's Club and Lowell Community Wellness who in turn support families on the cancer journey are still is going to continue with the fundraising. Community Day will be at Impact Church parking lot on Friday, August 21, 2020 10:00 a.m. – 7:00 p.m. There is going to be a blood drive and mammography bus there as well.

IT WAS MOVED BY DEVORE and seconded by CHAMBERS to adopt Resolution 18-20 proclaiming Thursday, September 3, 2020 as Pink Arrow Pride Day – Arrow Force XIII in the City of Lowell.

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

NO: None.

ABSENT: None.

MOTION CARRIED.

e. Lowell Area Schools Easement Acceptance.

General Manager of Lowell Light & Power Steve Donkersloot stated at the August LL&P Board Meeting, the LL&P Board approved and recommended to the City Council (for final approval) a Utility Easement Agreement with Lowell Area Schools (LAS). The Agreement will allow LL&P to install electrical infrastructure for the LAS Middle and Bushnell School's construction/renovation projects. In addition, the new infrastructure will be used for future voltage conversion projects as part of LL&P's System Improvement Plan.

IT WAS MOVED BY YANKOVICH and seconded by CHAMBERS to adopt Resolution 19-20 to approve the Utility Easement Agreement with Lowell Area Schools.

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

NO: None.

ABSENT: None

MOTION CARRIED.

6. **BOARD/COMMISSION REPORTS.**

Councilmember Chambers stated we just went over the LL&P meeting details and the Planning Commission Meeting was cancelled.

Councilmember Canfield stated that the Lara Board met at Stoney Lakeside Park, and the trails were the big topic. He stated the board is still trying push through and we have some easements and fundraising to get done in the next 6 weeks or by October 1, 2020 so we are pushing forward with that. We have a trail drought going down grand river south of the river, but Dave Austin is doing a good job of assisting us on that.

Councilmember Yankovich stated the Chamber decided to cancel the Christmas through Lowell this year due to the pandemic.

Mayor DeVore stated that the fire authority met and went over the recommendations from the grant and did not make any motions on any of them. At the next meeting, they are going to decide what they are going to do when Fire Chief Ron VanOverbeek retires at the end of September. The discussion on the new County engine is pushed indefinitely because the County will not approve any bids coming from a department with a retiring chief or an interim chief, but we are a year away so we should be okay to bid by then.

7. **MONTHLY REPORTS.**

There were none.

8. **MANAGER'S REPORT.**

- Burns would like to put to bed a rumor that the City forced Lowell Youth football to end the football season because that is not correct. The City staff and City Manager have had no contact with anyone regarding Lowell Football. We did contact the insurance regarding if someone was exposed to Covid and they said as long as the Lowell Youth Football staff and participants, etc. follows the safety protocols required and list the City as additionally insured, it would not be an issue.
- Congratulations to Scott VanSolkema for his promotion to Sergeant of Police.
- September and October Council meetings will be held at Creekside weather permitting. If weather

doesn't allow, they will be zoom meetings.

- The City received our funds from the Staal Estate. \$78, 000. We put \$50,000 towards the Showboat. \$25,000 for the trail as directed and the remaining will go for a bench at a designated area.
- Also receiving several complaints about semi-trucks on Monroe street. If we see them, an officer on patrol will site a small percentage of them. Going to look into the legality of posting cameras like the ones on toll roads. Will get back to you regarding this.
- Congratulations to Steve Donkersloot on his new position and well wishes on his new endeavor.
- Moran has completed their work on the Showboat. Painting will begin next week for a three week period by a company called Seaway.
- Wanted to share the passing of Bob Robinson, a 25-year employee of the City who retired in 2015 but did come back and work for us part time last year. We send our condolences to his family. We will share funeral service information when we receive details.

9. **APPOINTMENTS.**

Mayor DeVore stated that himself and City Clerk Sue Ullery will work on the appointments together.

10. **COUNCIL COMMENTS.**

Councilmember Canfield congratulated Steve Donkersloot on his new position, he did a lot of great things here in Lowell and we were lucky to have him for eleven years.

Councilmember Yankovich congratulated Steve Donkersloot and stated he would miss him. Also, Superior furniture is getting 12 apartments constructed. They have people calling to rent them and already have the roof complete. Also, there has been a big jump in the work being done on the Riverview Flats as well.

11. **ADJOURNMENT.**

IT WAS MOVED BY SALZWEDEL and seconded by CANFIELD to adjourn at 8:19.

YES: 5.

NO: NONE.

ABSENT: NONE.

MOTION CARRIED.

DATE:

APPROVED:

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Mike DeVore, Mayor

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Sue Ullery, Lowell City Clerk

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

**RESOLUTION NO. 18 - 20**

**RESOLUTION PROCLAIMING THURSDAY, SEPTEMBER 3, 2020  
AS PINK ARROW PRIDE DAY - ARROW FORCE XIII  
IN THE CITY OF LOWELL**

Mayor DEVORE supported by Councilmember CHAMBERS moved the adoption of the following resolution:

**WHEREAS**, many have been afflicted and battling cancer and breast cancer in particular; and

**WHEREAS**, the Lowell High School football team, volleyball team, and soccer team, will once again compete against this disease with each player wearing pink for games on Thursday, September 3, 2020; and

**WHEREAS**, the Lowell community is encouraged to buy and wear Pink Arrow Force XIII t-shirts to support Gilda's Club of Lowell, Lowell Community Wellness for Pink Arrow Family Support, the Dr. Don Gerard Medical Scholarship and the Kathy Talus Scholarship.

**NOW, THEREFORE, BE IT RESOLVED**, that the Lowell City Council recognize Thursday, September 3, 2020 as "Pink Arrow Pride Day Arrow Force XIII and further to encourage all Lowell Community residents to participate in this event by purchasing pink T-shirts and attending the game.

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

NO: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

Dated: August 17, 2020

  
Susan Ullery, City Clerk

**CERTIFICATION**

I, the undersigned duly qualified and acting Clerk of the City of Lowell, Kent County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on August 17, 2020, the original of which is on file in my office and 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.

**IN WITNESS WHEREOF**, I have affixed my official signature the 17th day of August, 2020.

  
Susan Ullery, City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 19-20**

**RESOLUTION APPROVING AND AUTHORIZING  
EXECUTION OF A UTILITY EASEMENT AGREEMENT  
WITH LOWELL AREA SCHOOLS**

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

**WHEREAS**, the City, through its Department of Light and Power (“LL&P”), is installing overhead and underground electric and communications infrastructure and related appurtenances south of Foreman Street, east of the C & O Railroad, and west of Amity Street in the City (the “Improvements”); and

**WHEREAS**, it is necessary that the City obtain an easement over a portion of property owned by Lowell Area Schools (the “Grantor”) for the Improvements; and

**WHEREAS**, the Grantor is willing to provide said easement pursuant and subject to the terms and conditions of a Utility Easement Agreement (the “Agreement”) between it and the City; and

**WHEREAS**, the Lowell Board of Light and Power has reviewed and recommended approval of the Agreement.

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

1. That the Agreement in the form presented at this meeting is approved with such modifications not materially adverse to the City approved as to content by the Manager of LL&P 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. That once the Agreement is executed by the Grantor and the City, the City Clerk shall cause the fully executed Agreement to be recorded with the Kent County, Michigan Register of Deeds.

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

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

NAYS: Councilmembers None

ABSTAIN: Councilmembers None

ABSENT: Councilmembers None

**RESOLUTION DECLARED ADOPTED.**

Dated: August 17, 2020

  
Susan Ullery, City Clerk

**CERTIFICATION**

I, the undersigned 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 of the City at a regular meeting held on August 17, 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: August 17, 2020

  
Susan Ullery, City Clerk

Vendor Code	Vendor Name	Invoice	Description	Amount
01513	ADDORIO TECHNOLOGIES, LLC			
	8574		COMPUTER WORK	1,238.75
	8583		COMPUTER WORK - LPD	3,230.00
	8584		COMPUTER WORK - LPD	467.50
	8584*		COMPUTER WORK - LPD	1,920.65
TOTAL FOR: ADDORIO TECHNOLOGIES, LLC				6,856.90
00007	ADT SECURITY SYSTEMS, INC.			
	784165633		WTP MONITORING	119.97
TOTAL FOR: ADT SECURITY SYSTEMS, INC.				119.97
00015	ALEXANDER CHEMICAL CORP			
	29085		WTP CHEMICALS	15.50
TOTAL FOR: ALEXANDER CHEMICAL CORP				15.50
REFUND TAX	Alqosh Plaza LLC			
	08/24/2020		2020 Sum Tax Refund 41-20-03-327-021	5.38
TOTAL FOR: Alqosh Plaza LLC				5.38
10816	AMAZON CAPITAL SERVICES			
	163W-RPP4-61PN		WPT FRAMES	26.74
	1NDT-9PRM-9KMP		WTP MONITORS & DESK STAND	669.97
	ITM3-1CKG-D796		WATER DEPT TRANSMITTER	30.38
TOTAL FOR: AMAZON CAPITAL SERVICES				727.09
10731	APPLIED IMAGING			
	1587895		CITY HALL COPY MACHINE	475.39
TOTAL FOR: APPLIED IMAGING				475.39
10724	AXON ENTERPRISES, INC			
	SI-1676141		POLICE BODY CAMERA BATTERIES	163.20
TOTAL FOR: AXON ENTERPRISES, INC				163.20
00045	BARTLETT, SANDY			
	8/27/2020		METER READS/MILEAGE AUG 2020	765.38
TOTAL FOR: BARTLETT, SANDY				765.38
10686	BETTEN BAKER			
	136703		2015 EXPLORER - LPD	33.05
	219613		2014 EXPLORER - LPD	585.26
TOTAL FOR: BETTEN BAKER				618.31
10822	BLDI ENVIRONMENTAL ENGINEERING			
	17942		WARE ROAD LANDFILL	9,388.30
	17942*		WARE ROAD LANDFILL	145.00
TOTAL FOR: BLDI ENVIRONMENTAL ENGINEERING				9,533.30
00065	BOUWHUIS SUPPLY, INC.			
	61683		DPW TOWELS	177.80
TOTAL FOR: BOUWHUIS SUPPLY, INC.				177.80
01375	BRECKEN, RALPH			
	R7795115		CDL LICENSE REIMBURSEMENT	25.00
TOTAL FOR: BRECKEN, RALPH				25.00
01916	BS&A SOFTWARE			
	127495 -		ASSESSING SYSTEM SUPPORT	890.00
TOTAL FOR: BS&A SOFTWARE				890.00



User: SUE

EXP CHECK RUN DATES 08/15/2020 - 09/03/2020

DB: Lowell

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Vendor Code	Vendor Name	Invoice	Description	Amount
CREEKSIDE	CHUMNEY, MIKE	8/15/2020	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: CHUMNEY, MIKE				50.00
10493	COMCAST CABLE	9/6 -10/5/2020	DPW CABLE	100.76
TOTAL FOR: COMCAST CABLE				100.76
10817	COMPRENHENSIVE ENGINEERING PC	203954	CONSTRUCTION DOCUMENTS SHOWBOAT	2,336.92
		204348	CONSTRUCTION DOCUMENTS	5,640.00
TOTAL FOR: COMPRENHENSIVE ENGINEERING PC				7,976.92
10509	CONSUMERS ENERGY	7/23 - 8/23/2020	ACCOUNT STATEMENTS - AIRPORT	194.91
		AUGUST	ACCOUNT STATEMENTS	1,066.84
TOTAL FOR: CONSUMERS ENERGY				1,261.75
REFUND TAX	Corelogic Centralized Refunds	08/24/2020	2020 Sum Tax Refund 41-20-02-227-024	3,157.67
TOTAL FOR: Corelogic Centralized Refunds				3,157.67
REFUND TAX	Corelogic Centralized Refunds	08/24/2020	2020 Sum Tax Refund 41-20-01-178-035	2,999.97
		08/24/2020	2020 Sum Tax Refund 41-20-03-301-009	1,600.20
		08/24/2020	2020 Sum Tax Refund 41-20-02-101-060	5,066.10
		08/24/2020	2020 Sum Tax Refund 41-20-02-257-005	3,091.37
TOTAL FOR: Corelogic Centralized Refunds				12,757.64
01156	CURTIS CLEANERS	2269-1-25203-2	LPD DRYCLEANING	174.65
TOTAL FOR: CURTIS CLEANERS				174.65
10853	DAVIS & STANTON PROMOTIONS	139658	POLICE UNIFORM BARS	42.00
TOTAL FOR: DAVIS & STANTON PROMOTIONS				42.00
00148	DICKINSON WRIGHT PLLC	1504204	SABO PR	4,916.45
		1504205	WARE ROAD LANDFILL	55.50
		1504206	MI TAX TRIBUNAL	74.00
		1504207	RIVERSIDE PARK	388.50
		1504208	PERSONNEL MATTER	5,309.50
		1504209	TAX TRIBUNAL	166.50
TOTAL FOR: DICKINSON WRIGHT PLLC				10,910.45
CREEKSIDE	ELIZABETH LOPEZ CAMPUZANO	8/22/2020	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: ELIZABETH LOPEZ CAMPUZANO				50.00
00172	EVERGREEN UNDERGROUND, INC.	44816	BOAT LAUNCH/CONDOS R & M	324.00
TOTAL FOR: EVERGREEN UNDERGROUND, INC.				324.00
10673	FERGUSON WATERWORKS	0108090	WATER METERS	1,296.27
TOTAL FOR: FERGUSON WATERWORKS				1,296.27

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EXP CHECK RUN DATES 08/15/2020 - 09/03/2020

DB: Lowell

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Vendor Code	Vendor Name	Invoice	Description	Amount
02218	FLEX ADMINISTRATORS, INC.	8/26/2020	ADMIN JAN - JUNE 2020	35.70
TOTAL FOR: FLEX ADMINISTRATORS, INC.				35.70
00225	GRAND RAPIDS COMMUNITY COLLEGE	8/1 - 8/15/2020	TAX DISBURSEMENT	14,899.52
TOTAL FOR: GRAND RAPIDS COMMUNITY COLLEGE				14,899.52
02295	GRAYMONT WESTERN LIME INC.	154482	WTP QUICKLIME	7,123.50
TOTAL FOR: GRAYMONT WESTERN LIME INC.				7,123.50
00234	HACH COMPANY	12082029	WTP SUPPLIES	557.01
TOTAL FOR: HACH COMPANY				557.01
01893	HEARTHSTONE DESIGN STUDIO LLC	5984	SHOWBOAT CONSULTING MAR-JULY 2020	1,468.75
TOTAL FOR: HEARTHSTONE DESIGN STUDIO LLC				1,468.75
00262	IDEXX DISTRIBUTION CORP.	3069779167	WTP SUPPLIES	266.27
TOTAL FOR: IDEXX DISTRIBUTION CORP.				266.27
10238	JETT PUMP & VALVE, LLC	20208	NW PUMP STATION R & M	180.01
TOTAL FOR: JETT PUMP & VALVE, LLC				180.01
CREEKSIDE	KARA BONNG	8/30/2020	CREEKSIDE PARK DEPOSIT	50.00
TOTAL FOR: KARA BONNG				50.00
01568	KENNEDY INDUSTRIES INC	620052	GRINDER PUMP WWTP	2,610.00
TOTAL FOR: KENNEDY INDUSTRIES INC				2,610.00
10426	KENT COUNTY ANIMAL SHELTER	LOWEC2019 Q4 & 20	DOG LICENSE FEES	1,423.40
TOTAL FOR: KENT COUNTY ANIMAL SHELTER				1,423.40
00300	KENT COUNTY TREASURER	8/1 - 8/15/2020	TAX DISBURSEMENT	115,711.04
TOTAL FOR: KENT COUNTY TREASURER				115,711.04
00302	KENT INTERMEDIATE SCHOOL DIST.	8/1 - 8/15/2020	TAX DISBURSEMENT	79,357.69
TOTAL FOR: KENT INTERMEDIATE SCHOOL DIST.				79,357.69
00975	KENT RUBBER	458361	TIGERFLEX WT HOSE	370.00
TOTAL FOR: KENT RUBBER				370.00
02209	KERKSTRA PORTABLE, INC.	162573	PORTABLE RESTROOM - BOAT LAUNCH	230.00
		162994	PORTABLE RESTROOM CEMETERY	90.00
TOTAL FOR: KERKSTRA PORTABLE, INC.				320.00

09/03/2020 09:14 AM  
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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 08/15/2020 - 09/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 4/6

Vendor Code	Vendor Name	Invoice	Description	Amount
10231	KING MILLING COMPANY	122599	PARKING LOT TAXES	1,852.39
TOTAL FOR: KING MILLING COMPANY				1,852.39
10018	KORE/HI COM, INC.	30127	COMPUTER SERVICES	9,507.80
TOTAL FOR: KORE/HI COM, INC.				9,507.80
REFUND TAX	Lereta LLC			
	09/01/2020	2020 Sum Tax Refund 41-20-01-101-069		219.00
	09/01/2020	2020 Sum Tax Refund 41-20-01-153-018		1,827.05
	09/01/2020	2020 Sum Tax Refund 41-20-02-206-014		3,473.13
	09/01/2020	2020 Sum Tax Refund 41-20-02-337-005		2,780.04
	09/01/2020	2020 Sum Tax Refund 41-20-02-354-025		2,082.52
	09/01/2020	2020 Sum Tax Refund 41-20-02-381-004		1,692.14
TOTAL FOR: Lereta LLC				12,073.88
01374	LOWELL AREA HISTORICAL MUSEUM	8/1 - 8/15/2020	TAX DISBURSEMENT	1,826.89
TOTAL FOR: LOWELL AREA HISTORICAL MUSEUM				1,826.89
00562	LOWELL AREA SCHOOLS	8/1 - 8/15/2020	TAX DISBURSEMENT	131,858.67
TOTAL FOR: LOWELL AREA SCHOOLS				131,858.67
00341	LOWELL LIGHT & POWER	20-3448	IT UPGRADE PROJECT #2 OF 3	21,573.94
	8/1 - 8/15/2020	DELINQ ELEC- VALLEY SPRINGS/BIG BISCUIT HOLDING		102.69
TOTAL FOR: LOWELL LIGHT & POWER				21,676.63
02461	LOWELL ROTARY CLUB	255	ROTARY DUES - BURNS	600.00
TOTAL FOR: LOWELL ROTARY CLUB				600.00
10697	LYNCH, MICHAEL R	8/26/2020	SHOWBOAT EXTRA SERVICES	1,800.00
TOTAL FOR: LYNCH, MICHAEL R				1,800.00
00378	MCMI	200702B-IN	LIBRARY SERVICE CALL	470.00
TOTAL FOR: MCMI				470.00
10838	MORAN IRON WORKS, INC	16344	PROGRESS BILLING PER AGREED UPON INVOICING	229,544.18
TOTAL FOR: MORAN IRON WORKS, INC				229,544.18
MISC	NEWCO DESIGN BUILD	8/28/2020	REFUND DEPOSIT - LAKE MI CU	1,000.00
TOTAL FOR: NEWCO DESIGN BUILD				1,000.00
10195	O'LEARY PAINT	000421275	RENTAL STRIPER	104.97
TOTAL FOR: O'LEARY PAINT				104.97
01708	POSTMASTER	08/31/2020	MAILING WATER SEWER BILLS	435.72
TOTAL FOR: POSTMASTER				435.72

09/03/2020 09:14 AM  
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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 08/15/2020 - 09/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 5/6

Vendor Code	Vendor Name	Invoice	Description	Amount
00512	PREIN & NEWHOF, INC.	90395	WTP WATER TESTING	300.00
TOTAL FOR: PREIN & NEWHOF, INC.				300.00
02331	PROGRESSIVE HEATING COOLING, CORP.	2017062	DPW SERVICE CALL	248.00
		2017943	LIBRARY SERVICE CALL	150.00
TOTAL FOR: PROGRESSIVE HEATING COOLING, CORP.				398.00
CREEKSID	PURFORMS	8/7/2020	CREEKSID PARK DEPOSIT	50.00
TOTAL FOR: PURFORMS				50.00
10133	RED CREEK WASTE SERVICES INC.	08R00606	TRASH SERVICE	554.58
TOTAL FOR: RED CREEK WASTE SERVICES INC.				554.58
01977	RG ENTERPRISES	2055	CITY HALL ROOF REPAIRS	1,135.00
TOTAL FOR: RG ENTERPRISES				1,135.00
10378	RUESINK, KATHIE	745353/745354	CLEANING SERVICES 8/14-8/27/2020	660.00
TOTAL FOR: RUESINK, KATHIE				660.00
10042	SAWYER ENGINE & COMPRESSOR INC.	53418	COMPRESSOR SERVICE	375.94
TOTAL FOR: SAWYER ENGINE & COMPRESSOR INC.				375.94
10634	SERVPRO OF NE GR, IONIA & MONTCALM	5183947	BIO REMEDIATION - COVID CLEANING	1,829.30
TOTAL FOR: SERVPRO OF NE GR, IONIA & MONTCALM				1,829.30
10849	SMART BUSINESS SOURCE	OE-29709-1	OFFICE SUPPLIES	173.29
		OE-29834-1	OFFICE SUPPLIES	49.05
		WO-81348-1	OFFICE SUPPLIES	289.60
TOTAL FOR: SMART BUSINESS SOURCE				511.94
02425	STERLY, JOHN	8/28/2020	REFUND BOND - AVERY ST	700.00
TOTAL FOR: STERLY, JOHN				700.00
10583	SUEZ WATER ENVIRONMENTAL SVC INC	202040667	SERVICES AUGUST 2020	38,490.00
		202040702	SUR CHARGES FOR JULY 2020	1,327.47
TOTAL FOR: SUEZ WATER ENVIRONMENTAL SVC INC				39,817.47
10328	SUSAN M STEVENS	4302020	APRIL NEWSLETTER	350.00
TOTAL FOR: SUSAN M STEVENS				350.00
MISC	THERESA MORAN	9/1/2020	WTP CREDENZA	100.00
TOTAL FOR: THERESA MORAN				100.00
10069	TRUGREEN	126531873	WTP LAWN SERVICE	119.88
TOTAL FOR: TRUGREEN				119.88

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INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF LOWELL

EXP CHECK RUN DATES 08/15/2020 - 09/03/2020

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID - CHECK TYPE: PAPER CHECK

Page: 6/6

Vendor Code	Vendor Name	Invoice	Description	Amount
10865	USA EARTHWORKS, LLC	PAYREQUEST3	2020 STREET IMPROVEMENTS	8,231.21
TOTAL FOR: USA EARTHWORKS, LLC				8,231.21
02146	VANSOLKEMA, SCOT	8/24/2020	REIMBURSEMENT EASE US DATA RECOVERY WIZARD	37.07
		8-17-2020	REMAINDER OF \$150 EQUIP ALLOWANCE	58.26
		8-17-2020*	OLIGHT FOR DIAZ - EQUIP ALLOWANCE	103.96
TOTAL FOR: VANSOLKEMA, SCOT				199.29
10484	VERGENNES BROADBAND	5267-20200817-1	ACCOUNT STATEMENT	309.99
TOTAL FOR: VERGENNES BROADBAND				309.99
10871	VILLAGE OF SPARTA	8/7/2020	POLICE DEPT REPORTS	348.00
TOTAL FOR: VILLAGE OF SPARTA				348.00
01808	WEST MICHIGAN TREE SERVICES	37831	STUMP GRINDING	265.00
TOTAL FOR: WEST MICHIGAN TREE SERVICES				265.00
00692	WILLIAMS & WORKS INC.	90792	WWTP EXPANSION CONSULTING	884.39
		90834	PLANNING SERVICES	1,875.00
TOTAL FOR: WILLIAMS & WORKS INC.				2,759.39
10873	WOLVERINE SEALCOATING LLC	12010	CRACK SEAL STREETS & PARKING LOTS	15,770.00
TOTAL FOR: WOLVERINE SEALCOATING LLC				15,770.00
01295	X-CEL CHEMICAL SPECIALTIES CO.	78660	TRAFFIC PAINT - BLUE	68.75
		78662	TRAFFIC PAVEMENT PAINT	450.00
		78677	TRAFFICE PAINT WHITE	225.00
TOTAL FOR: X-CEL CHEMICAL SPECIALTIES CO.				743.75
TOTAL - ALL VENDORS				771,128.09

09/03/2020 09:15 AM  
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 08/15/2020 - 09/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 1/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-084.015	DUE FROM FIRE AUTHORITY	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	74702
101-000-085.000	DUE FROM LIGHT & POWER	LOWELL LIGHT & POWER	DELINQ ELEC- VALLEY SPRIN	102.69	74685
101-000-085.000	DUE FROM LIGHT & POWER	VERGENNES BROADBAND	ACCOUNT STATEMENT	58.58	74702
101-000-222.002	DUE TO COUNTY-DOG LICENSE	KENT COUNTY ANIMAL SHELTE	DOG LICENSE FEES	1,423.40	74677
101-000-285.000	DEPOSITS	NEWCO DESIGN BUILD	REFUND DEPOSIT - LAKE MI	1,000.00	74688
101-000-285.000	DEPOSITS	STERLY, JOHN	REFUND BOND - AVERY ST	700.00	74697
101-000-285.004	CREEKSIDE DEPOSIT	ELIZABETH LOPEZ CAMPUZANO	CREEKSIDE PARK DEPOSIT	50.00	74671
101-000-285.004	CREEKSIDE DEPOSIT	CHUMNEY, MIKE	CREEKSIDE PARK DEPOSIT	50.00	74664
101-000-285.004	CREEKSIDE DEPOSIT	KARA BONNG	CREEKSIDE PARK DEPOSIT	50.00	74728
101-000-285.004	CREEKSIDE DEPOSIT	PURFORMS	CREEKSIDE PARK DEPOSIT	50.00	74729
Total For Dept 000				3,513.24	
Dept 172 MANAGER					
101-172-801.000	PROFESSIONAL SERVICES	SUSAN M STEVENS	APRIL NEWSLETTER	350.00	74699
101-172-801.000	PROFESSIONAL SERVICES	BLDI ENVIRONMENTAL ENGINE	WARE ROAD LANDFILL	9,388.30	74661
101-172-801.000	PROFESSIONAL SERVICES	BLDI ENVIRONMENTAL ENGINE	WARE ROAD LANDFILL	145.00	74661
101-172-955.000	MISCELLANEOUS EXPENSE	LOWELL ROTARY CLUB	ROTARY DUES - BURNS	600.00	74725
Total For Dept 172 MANAGE				10,483.30	
Dept 210 ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	MI TAX TRIBUNAL	74.00	74670
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	RIVERSIDE PARK	388.50	74670
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	TAX TRIBUNAL	166.50	74670
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	PERSONNEL MATTER	5,309.50	74670
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	SABO PR	4,916.45	74670
101-210-801.000	PROFESSIONAL SERVICES	DICKINSON WRIGHT PLLC	WARE ROAD LANDFILL	55.50	74670
Total For Dept 210 ATTORN				10,910.45	
Dept 253 TREASURER					
101-253-801.000	PROFESSIONAL SERVICES	FLEX ADMINISTRATORS, INC.	ADMIN JAN - JUNE 2020	35.70	74673
Total For Dept 253 TREASU				35.70	
Dept 265 CITY HALL					
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	104.74	74696
101-265-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	49.05	74731
101-265-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	64.45	74692
101-265-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 8/14-8/	360.00	74694
101-265-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	43.57	74702
101-265-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	646.49	74665
101-265-930.000	REPAIR & MAINTENANCE	RG ENTERPRISES	CITY HALL ROOF REPAIRS	1,135.00	74693
Total For Dept 265 CITY H				2,403.30	
Dept 276 CEMETERY					
101-276-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM CEMETER	90.00	74681
101-276-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	30.00	74692
Total For Dept 276 CEMETE				120.00	
Dept 301 POLICE DEPARTMENT					
101-301-727.000	OFFICE SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	119.23	74696
101-301-727.000	OFFICE SUPPLIES	VANSOLKEMA, SCOT	REIMBURSEMENT EASE US DAT	37.07	74701
101-301-744.000	UNIFORMS	DAVIS & STANTON PROMOTION	POLICE UNIFORM BARS	42.00	74669
101-301-744.000	UNIFORMS	CURTIS CLEANERS	LPD DRYCLEANING	174.65	74716
101-301-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	43.57	74702
101-301-930.000	R & M EQUIPMENT	AXON ENTERPRISES, INC	POLICE BODY CAMERA BATTER	163.20	74658
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	2015 EXPLORER - LPD	33.05	74660
101-301-931.000	R & M POLICE CARS	BETTEN BAKER	2014 EXPLORER - LPD	585.26	74660
101-301-955.000	MISCELLANEOUS EXPENSE	VILLAGE OF SPARTA	POLICE DEPT REPORTS	348.00	74703
101-301-984.000	EQUIPMENT	VANSOLKEMA, SCOT	OLIGHT FOR DIAZ - EQUIP A	103.96	74701
101-301-984.000	EQUIPMENT	VANSOLKEMA, SCOT	REMAINDER OF \$150 EQUIP A	58.26	74701

09/03/2020 09:15 AM  
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 08/15/2020 - 09/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 2/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 301 POLICE DEPARTMENT					
		Total For Dept 301 POLICE		1,708.25	
Dept 400 PLANNING & ZONING					
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	1,143.00	74727
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	504.00	74727
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	180.00	74727
101-400-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	PLANNING SERVICES	48.00	74727
		Total For Dept 400 PLANNI		1,875.00	
Dept 426 EMERGENCY MANAGEMENT					
101-426-740.000	OPERATING SUPPLIES	SERVPRO OF NE GR, IONIA & BIO REMEDIATION - COVID C		1,829.30	74730
		Total For Dept 426 EMERGE		1,829.30	
Dept 441 DEPARTMENT OF PUBLIC WORKS					
101-441-740.000	OPERATING SUPPLIES	BOUWHUIS SUPPLY, INC.	DPW TOWELS	177.80	74662
101-441-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	207.86	74692
101-441-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	74702
101-441-850.000	COMMUNICATIONS	COMCAST CABLE	DPW CABLE	100.76	74714
101-441-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	102.45	74665
101-441-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	DPW SERVICE CALL	248.00	74726
		Total For Dept 441 DEPART		865.44	
Dept 747 CHAMBER/RIVERWALK					
101-747-920.000	CHAMBER UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	16.70	74665
		Total For Dept 747 CHAMBE		16.70	
Dept 751 PARKS					
101-751-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	122.86	74692
101-751-930.000	REPAIR & MAINTENANCE	WEST MICHIGAN TREE SERVIC	STUMP GRINDING	265.00	74704
		Total For Dept 751 PARKS		387.86	
Dept 790 LIBRARY					
101-790-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	47.50	74692
101-790-802.000	CONTRACTUAL	RUESINK, KATHIE	CLEANING SERVICES 8/14-8/	300.00	74694
101-790-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	121.01	74665
101-790-930.000	REPAIR & MAINTENANCE	PROGRESSIVE HEATING COOLI	LIBRARY SERVICE CALL	150.00	74691
101-790-930.000	REPAIR & MAINTENANCE	MCMI	LIBRARY SERVICE CALL	470.00	74687
		Total For Dept 790 LIBRAR		1,088.51	
Dept 804 MUSEUM					
101-804-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	14.00	74665
101-804-955.000	PROPERTY TAX DISTRIBUTION	LOWELL AREA HISTORICAL MU	TAX DISBURSEMENT	1,826.89	74682
		Total For Dept 804 MUSEUM		1,840.89	
		Total For Fund 101 GENERA		37,077.94	
Fund 202 MAJOR STREET FUND					
Dept 450 CAPITAL OUTLAY					
202-450-970.000	CAPITAL OUTLAY	USA EARTHWORKS, LLC	2020 STREET IMPROVEMENTS	3,652.43	74734
		Total For Dept 450 CAPITA		3,652.43	
Dept 463 MAINTENANCE					
202-463-970.000	CAPITAL OUTLAY	WOLVERINE SEALCOATING LLC	CRACK SEAL STREETS & PARK	14,380.00	74706
		Total For Dept 463 MAINTEN		14,380.00	
Dept 474 TRAFFIC					
202-474-740.000	OPERATING SUPPLIES	O'LEARY PAINT	RENTAL STRIPER	52.48	74689
		Total For Dept 474 TRAFFI		52.48	
		Total For Fund 202 MAJOR		18,084.91	
Fund 203 LOCAL STREET FUND					
Dept 450 CAPITAL OUTLAY					
203-450-970.000	CAPITAL OUTLAY	USA EARTHWORKS, LLC	2020 STREET IMPROVEMENTS	4,578.78	74734
		Total For Dept 450 CAPITA		4,578.78	
Dept 474 TRAFFIC					

09/03/2020 09:15 AM  
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INVOICE GL DISTRIBUTION REPORT FOR CITY OF LOWELL  
EXP CHECK RUN DATES 08/15/2020 - 09/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED

Page: 3/6

BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 474 TRAFFIC					
203-474-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	TRAFFIC PAVEMENT PAINT	450.00	74707
203-474-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	TRAFFIC PAINT - BLUE	68.75	74707
203-474-740.000	OPERATING SUPPLIES	X-CEL CHEMICAL SPECIALTIE	TRAFFICE PAINT WHITE	225.00	74707
203-474-740.000	OPERATING SUPPLIES	O'LEARY PAINT	RENTAL STRIPER	52.49	74689
Total For Dept 474 TRAFFI				796.24	
Total For Fund 203 LOCAL				5,375.02	
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 463 MAINTENANCE					
248-463-802.000	CONTRACTUAL	KERKSTRA PORTABLE, INC.	PORTABLE RESTROOM - BOAT	230.00	74681
248-463-802.000	CONTRACTUAL	WOLVERINE SEALCOATING LLC	CRACK SEAL STREETS & PARK	1,390.00	74706
248-463-930.000	REPAIR & MAINTENANCE	EVERGREEN UNDERGROUND, IN	BOAT LAUNCH/CONDOS R & M	324.00	74672
248-463-955.000	MISCELLANEOUS EXPENSE	KING MILLING COMPANY	PARKING LOT TAXES	1,852.39	74722
Total For Dept 463 MAINT				3,796.39	
Total For Fund 248 DOWNT				3,796.39	
Fund 260 DESIGNATED CONTRIBUTIONS					
Dept 751 PARKS					
260-751-970.000	CAPITAL OUTLAY	HEARTHSTONE DESIGN STUDIO	SHOWBOAT CONSULTING MAR-J	1,468.75	74675
260-751-970.000	CAPITAL OUTLAY	LYNCH, MICHAEL R	SHOWBOAT EXTRA SERVICES	1,800.00	74686
260-751-970.000	CAPITAL OUTLAY	COMPRENHENSIVE ENGINEERIN	CONSTRUCTION DOCUMENTS SH	2,336.92	74732
260-751-970.000	CAPITAL OUTLAY	COMPRENHENSIVE ENGINEERIN	CONSTRUCTION DOCUMENTS	5,640.00	74732
260-751-970.000	CAPITAL OUTLAY	MORAN IRON WORKS, INC	PROGRESS BILLING PER AGRE	229,544.18	74733
Total For Dept 751 PARKS				240,789.85	
Total For Fund 260 DESIGN				240,789.85	
Fund 581 AIRPORT FUND					
Dept 000					
581-000-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS - AIRP	194.91	74715
581-000-955.000	MISCELLANEOUS EXPENSE	VERGENNES BROADBAND	ACCOUNT STATEMENT	49.99	74702
Total For Dept 000				244.90	
Total For Fund 581 AIRPOR				244.90	
Fund 590 WASTEWATER FUND					
Dept 000					
590-000-043.000	DUE FROM EARTH TECH	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	74702
Total For Dept 000				28.57	
Dept 550 TREATMENT					
590-550-802.000	CONTRACTUAL	SUEZ WATER ENVIRONMENTAL	SERVICES AUGUST 2020	38,490.00	74698
590-550-802.000	CONTRACTUAL	SUEZ WATER ENVIRONMENTAL	SUR CHARGES FOR JULY 2020	1,327.47	74698
590-550-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WATER METERS	648.14	74717
590-550-930.000	REPAIR & MAINTENANCE	KENNEDY INDUSTRIES INC	GRINDER PUMP WWTP	2,610.00	74721
Total For Dept 550 TREATM				43,075.61	
Dept 552 CUSTOMER ACCOUNTS					
590-552-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READS/MILEAGE AUG 2	353.65	74659
590-552-730.000	POSTAGE	POSTMASTER	MAILING WATER SEWER BILLS	217.86	74709
590-552-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	86.64	74696
590-552-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READS/MILEAGE AUG 2	29.04	74659
Total For Dept 552 CUSTOM				687.19	
Dept 553 ADMINISTRATION					
590-553-801.000	PROFESSIONAL SERVICES	WILLIAMS & WORKS INC.	WWTP EXPANSION CONSULTING	884.39	74705
Total For Dept 553 ADMINI				884.39	
Total For Fund 590 WASTE				44,675.76	
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	AMAZON CAPITAL SERVICES	WPT FRAMES	26.74	74656
591-570-740.000	OPERATING SUPPLIES	KENT RUBBER	TIGERFLEX WT HOSE	370.00	74680



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EXP CHECK RUN DATES 08/15/2020 - 09/03/2020  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 4/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 570 TREATMENT					
591-570-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	65.63	74696
591-570-740.000	OPERATING SUPPLIES	HACH COMPANY	WTP SUPPLIES	557.01	74719
591-570-740.000	OPERATING SUPPLIES	IDEXX DISTRIBUTION CORP.	WTP SUPPLIES	266.27	74720
591-570-740.000	OPERATING SUPPLIES	THERESA MORAN	WTP CREDENZA	100.00	74710
591-570-743.000	CHEMICALS	GRAYMONT WESTERN LIME INC	WTP QUICKLIME	7,123.50	74718
591-570-743.000	CHEMICALS	ALEXANDER CHEMICAL CORP	WTP CHEMICALS	15.50	74711
591-570-801.000	PROFESSIONAL SERVICES	PREIN & NEWHOF, INC.	WTP WATER TESTING	300.00	74690
591-570-802.000	CONTRACTUAL	SAWYER ENGINE & COMPRESSO	COMPRESSOR SERVICE	375.94	74695
591-570-802.000	CONTRACTUAL	ADT SECURITY SYSTEMS, INC	WTP MONITORING	119.97	74654
591-570-802.000	CONTRACTUAL	TRUGREEN	WTP LAWN SERVICE	119.88	74700
591-570-802.000	CONTRACTUAL	RED CREEK WASTE SERVICES	TRASH SERVICE	81.91	74692
591-570-850.000	COMMUNICATIONS	VERGENNES BROADBAND	ACCOUNT STATEMENT	28.57	74702
591-570-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	133.48	74665
591-570-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WTP MONITORS & DESK STAN	669.97	74712
Total For Dept 570 TREATM				10,354.37	
Dept 571 DISTRIBUTION					
591-571-920.000	PUBLIC UTILITIES	CONSUMERS ENERGY	ACCOUNT STATEMENTS	32.71	74665
591-571-930.000	REPAIR & MAINTENANCE	JETT PUMP & VALVE, LLC	NW PUMP STATION R & M	180.01	74676
591-571-930.000	REPAIR & MAINTENANCE	AMAZON CAPITAL SERVICES	WATER DEPT TRANSMITTER	30.38	74656
591-571-930.000	REPAIR & MAINTENANCE	FERGUSON WATERWORKS	WATER METERS	648.13	74717
591-571-955.000	MISCELLANEOUS EXPENSE	BRECKEN, RALPH	CDL LICENSE REIMBURSEMENT	25.00	74713
Total For Dept 571 DISTRI				916.23	
Dept 572 CUSTOMER ACCOUNTS					
591-572-703.000	SALARIES-METER READS	BARTLETT, SANDY	METER READS/MILEAGE AUG 2	353.65	74659
591-572-730.000	POSTAGE	POSTMASTER	MAILING WATER SEWER BILLS	217.86	74709
591-572-740.000	OPERATING SUPPLIES	SMART BUSINESS SOURCE	OFFICE SUPPLIES	86.65	74696
591-572-860.000	TRAVEL EXPENSES	BARTLETT, SANDY	METER READS/MILEAGE AUG 2	29.04	74659
Total For Dept 572 CUSTOM				687.20	
Total For Fund 591 WATER				11,957.80	
Fund 636 DATA PROCESSING FUND					
Dept 000					
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	COMPUTER WORK - LPD	467.50	74653
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	COMPUTER WORK - LPD	1,920.65	74653
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	COMPUTER WORK - LPD	3,230.00	74653
636-000-801.000	PROFESSIONAL SERVICES	ADDORIO TECHNOLOGIES, LLC	COMPUTER WORK	1,238.75	74653
636-000-801.000	PROFESSIONAL SERVICES	KORE/HI COM, INC.	COMPUTER SERVICES	9,507.80	74723
636-000-802.000	CONTRACTUAL	APPLIED IMAGING	CITY HALL COPY MACHINE	475.39	74657
636-000-802.000	CONTRACTUAL	BS&A SOFTWARE	ASSESSING SYSTEM SUPPORT	890.00	74663
636-000-986.000	COMPUTER DATA PROCESSING	LOWELL LIGHT & POWER	IT UPGRADE PROJECT #2 OF	21,573.94	74684
Total For Dept 000				39,304.03	
Total For Fund 636 DATA P				39,304.03	
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-222.000	DUE TO COUNTY-CURRENT TAX	KENT COUNTY TREASURER	TAX DISBURSEMENT	30,202.08	74678
703-000-225.000	DUE TO SCHOOLS	LOWELL AREA SCHOOLS	TAX DISBURSEMENT	131,858.67	74683
703-000-228.009	DUE TO STATE-S.E.T.	KENT COUNTY TREASURER	TAX DISBURSEMENT	85,508.96	74678
703-000-234.000	DUE TO INTERMED SCH DISTR	KENT INTERMEDIATE SCHOOL	TAX DISBURSEMENT	79,357.69	74679
703-000-235.000	DUE TO COMMUNITY COLLEGE	GRAND RAPIDS COMMUNITY CO	TAX DISBURSEMENT	14,899.52	74674
703-000-275.000	DUE TO TAXPAYERS	Alqosh Plaza LLC	2020 Sum Tax Refund 41-20	5.38	74655
703-000-275.000	DUE TO TAXPAYERS	Corelogic Centralized Re	2020 Sum Tax Refund 41-20	3,157.67	74666
703-000-275.000	DUE TO TAXPAYERS	Corelogic Centralized Ref	2020 Sum Tax Refund 41-20	1,600.20	74667
703-000-275.000	DUE TO TAXPAYERS	Corelogic Centralized Ref	2020 Sum Tax Refund 41-20	5,066.10	74667
703-000-275.000	DUE TO TAXPAYERS	Corelogic Centralized Ref	2020 Sum Tax Refund 41-20	3,091.37	74667
703-000-275.000	DUE TO TAXPAYERS	Corelogic Centralized Ref	2020 Sum Tax Refund 41-20	2,999.97	74668

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BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Page: 5/6

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 703 CURRENT TAX COLLECTION FUND					
Dept 000					
703-000-275.000	DUE TO TAXPAYERS	Lereta LLC	2020 Sum Tax Refund 41-20	219.00	74724
703-000-275.000	DUE TO TAXPAYERS	Lereta LLC	2020 Sum Tax Refund 41-20	1,827.05	74724
703-000-275.000	DUE TO TAXPAYERS	Lereta LLC	2020 Sum Tax Refund 41-20	3,473.13	74724
703-000-275.000	DUE TO TAXPAYERS	Lereta LLC	2020 Sum Tax Refund 41-20	2,780.04	74724
703-000-275.000	DUE TO TAXPAYERS	Lereta LLC	2020 Sum Tax Refund 41-20	2,082.52	74724
703-000-275.000	DUE TO TAXPAYERS	Lereta LLC	2020 Sum Tax Refund 41-20	1,692.14	74724
Total For Dept 000				369,821.49	
Total For Fund 703 CURREN				369,821.49	

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Page: 6/6

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

Fund 101	GENERAL FUND	37,077.94
Fund 202	MAJOR STREET FUN	18,084.91
Fund 203	LOCAL STREET FUN	5,375.02
Fund 248	DOWNTOWN DEVELOP	3,796.39
Fund 260	DESIGNATED CONTR	240,789.85
Fund 581	AIRPORT FUND	244.90
Fund 590	WASTEWATER FUND	44,675.76
Fund 591	WATER FUND	11,957.80
Fund 636	DATA PROCESSING	39,304.03
Fund 703	CURRENT TAX COLL	369,821.49

771,128.09

**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**



**DATE:** September 1, 2020

**TO:** Mayor DeVore and the Lowell City Council

**FROM:** Michael T. Burns, City Manager *MVB*

**RE:** Lowell Township Rate Study

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At our last City Council Meeting I was directed to reach out to Jerry Hale and find out Lowell Township's status as to create their own water and sewer system. Since this time, I have had a telephone conversation and received a letter pertaining to their status.

To date, they have conducted the original study we discussed in July. This study suggested that the development of public water and sanitary sewer to service the southern end of the township is feasible. They intend to continue to contract with the City for their northern portion of the township, while the separate system will serve properties in the southern portion. The study also recommends a single sanitary sewer be developed in order to serve all planned portions of the Township eventually.

Since the receipt of the study, the Township Board has authorized the expenditure of further sums to pay additional engineering fees associated with discussions with regulators, beginning to refine engineering options, etc. The Township has also retained the services of bond counsel and a financial advisor/underwriter to investigate rate structure issues as well as financing options. They are also working on securing a property for the site.

After receiving this information, both the City Attorney and I believe the study proposed from Utility Financial Solutions will be needed no matter what occurs moving forward. This will impact our rates and this study will provide us a better understanding of the effect.

With this aside, there are also upcoming expansions which will need to occur to our water and wastewater facility mainly to accommodate the Township's growth that we will still need to work through.

The total cost of the proposal will not exceed \$15,000 which can be split by the water and wastewater fund. The study can be completed in six weeks according to Mark Beauchamp, the company's president.

**I recommend the Lowell City Council authorize the rate analysis of potential rate impacts from Lowell Township constructing a water and wastewater system at a cost not to exceed \$15,000.**



August 17, 2018

Richard A. Wendt  
Dickinson Wright, PLLC  
200 Ottawa Ave NW, #900  
Grand Rapids, MI

Dear Mr. Wendt,

It is a pleasure to submit this engagement letter to provide services to the City of Lowell to evaluate the feasibility and potential rate impacts from Lowell Township constructing a water and wastewater system. This letter describes an overview of the potential scope of services to be modified as requested and UFS hourly rates. If you agree with the terms identified, please sign and return to the address listed below.

### **Scope of Services**

Lowell Township is considering construction of a new water and wastewater system at an estimated cost of \$30.6 million. The study identified the feasibility of constructing the system and rates for customers compared with the City of Lowell current rates. The City is requesting the following:

1. Are the Townships costs to operate and own their own water and wastewater system reasonable?
  - a. Potential Workplan:
    - i. Review Feasibility study
      1. Capital costs
      2. Bonding Costs
      3. Operation and Maintenance Costs
      4. Administrative Costs
    - ii. Using UFS models run financial analysis on construction of Lowell Township facilities
2. Identify the impact on City of Lowell water and wastewater rates should Lowell Township construct their own system
  - a. Potential Workplan
    1. Develop financial projections of the water and wastewater departments
      - a. Identify rate impacts from loss of Loss of Lowell Township

2. Identify rate impacts from not serving potential new customers in Lowell Township
- b. Identify how modifications from delaying future capital improvements will impact rates

**Hourly Fees for Services:**

The hourly rates are listed in the table below:

	Hourly Rate
Mark Beauchamp	\$ 320.00
Dawn Lund	275.00
Dan Kasbohm	245.00
Support Staff	115.00 - 135.00

If you have any questions, please call me at 616-403-5450. If you are in agreement with this letter please email to [mbeauchamp@ufswest.com](mailto:mbeauchamp@ufswest.com).

Sincerely,

Mark Beauchamp, President  
Utility Financial Solutions

\*\*\*\*\*

Accepted By: \_\_\_\_\_

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

## Qualifications and Experience

### Introduction

UFS has over 19 years of history in assisting municipalities with cost of service and financial analysis and are recognized experts in the field. Our group and the project team assigned to this engagement are composed of highly qualified, experienced, and knowledgeable professionals. Our reputation has resulted in industry leading status shown by our frequent request to instruct classes and speak at conferences in Michigan and around the nation.

UFS provides consulting services to assist utilities in meeting their strategic and financial objectives. Services are designed to ensure complete client satisfaction and a commitment that:

- Services will be completed in the agreed upon timeframe
- Services are delivered within budget for services requested
- Services provided will meet or exceed client expectations
- Services will be unbiased and independent

Our experience and commitment to utilities ensures that we understand the issues they face and can assist in providing a variety of services including:

- Wastewater, water and electric cost of service and rate design
- Training services for utilities staff and governing bodies
- Expert witness services
- Review of indirect cost allocations
- Connection Fees and ancillary service charges
- Benchmarking analysis
- Financial analysis and feasibility studies for new services
- Evaluating and developing policies and procedures
- Econometric forecasts of sales and load growth

### Summary of Qualifications and Experience

#### **Education and License qualifications**

Mark Beauchamp, MBA, CPA, CMA – Mark has degrees in water purification technology, held a class “A” license in wastewater treatment, bachelor’s in accounting, CPA, CMA and a master’s in business. UFS staff has degrees in accounting, engineering, finance and a master’s in economics.

#### **Work History**

UFS has been providing water & wastewater consulting services since 2001. UFS wastewater experience in Michigan is listed below: (A similar list is available for Michigan Water Utilities)

Acme Township MI	Wastewater	2019	Rate Study
Albion MI	Wastewater	2017	SAW Grant Rate Methodology
Allen Park MI	Wastewater	2019	Financial Projection
Allendale MI	Wastewater	2019	COS & Rate Study
Baldwin MI	Wastewater	2017	Contract Review
Baldwin MI	Wastewater	2017	COS FP & Rate Design
Bay City MI	Wastewater	2018	COS FP & Rate Study
Beaverton MI	Wastewater	2018	COS FP & Rate Study

Belding MI	Wastewater	2017	SAW Grant Rate Methodology
Branch County DPW MI	Wastewater	2018	SAW Grant Rate Methodology
Cadillac MI	Wastewater	2018	Lake Mitchell Sewer Authority Contract
Cedar Springs MI	Wastewater	2018	SAW Grant Rate Methodology
Charlevoix MI	Wastewater	2017	FP & SAW Grant Rate Methodology
Charlevoix MI	Wastewater	2018	FP & Rate Study
Charlevoix MI	Wastewater	2019	COS FP & Rate Study
Coldwater MI	Wastewater	2017	COS Financial Projection and Rate Design
Coldwater MI	Wastewater	2017	SAW Grant Rate Methodology
Commerce Township MI	Wastewater	2017	Meter based charges compared to REUs SAW Grant Rate Methodology & Fin Services
Commerce Township MI	Wastewater	2017	SAW Grant Rate Methodology
Covert Township MI	Wastewater	2017	SAW Grant Rate Methodology
East Bay Township MI	Wastewater	2019	Rate Study
Elmwood Township MI	Wastewater	2019	Rate Study
Garfield Township MI	Wastewater	2019	Rate Study
Gladstone MI	Wastewater	2018	COS & Rate Study
Greenville MI	Wastewater	2018	COS & Rate Study
Harbor Springs MI	Wastewater	2018	COS & Rate Design
Holland BPW MI	Wastewater	2017	COS & Rate Study
Howell MI	Wastewater	2018	SAW Grant Rate Methodology
Howell MI	Wastewater	2019	FP & Rate Study
Howell MI	Wastewater	2020	1-YR Rate Design
Lincoln Charter Township MI	Wastewater	2017	Rate Design
Lincoln Charter Township MI	Wastewater	2019	Financial Projection & Rate Study
Ludington MI	Wastewater	2019	SAW & FP
Macomb Township MI	Sewer	2017	20 Year Financial Projection & Rate Study
Macomb Township MI	Sewer	2018	COS & Rate Study
Macomb Township MI	Sewer	2019	5 Year FP & 1 Year Rate Design
Niles MI	Wastewater	2018	FP & One Year Rate Design
Niles MI	Wastewater	2019	SAW & FP
Onsted MI	Wastewater	2019	FP & Rate Study
Paw Paw Township MI	Wastewater	2017	SAW Grant Rate Methodology
Peninsula Township MI	Wastewater	2019	Rate Study
Ray Township MI	Wastewater	2018	Connection Fees & Charges
Saranac MI	Wastewater	2018	FP & SAW Grant Rate Methodology
South Haven MI	Sewer	2019	COS FP & Rate Study
Sturgis MI	Wastewater	2019	COS & Rate Study
Union City MI	Wastewater	2017	SAW Grant Rate Methodology
Union Township MI	Wastewater	2018	Wastewater Rates Review
Union Township MI	Wastewater	2018	Wholesale Rate
Union Township MI	Wastewater	2020	COS FP 1-YR Rates & Connection Fees
Van Buren Township MI	Wastewater	2020	COS FP 1-YR Rates & Connection Fees
Washington Township MI	Wastewater	2017	Benefit & Frontage Fee Study
Washington Township MI	Wastewater	2017	Financial Projection and Rate Design
Washington Township MI	Wastewater	2019	COS & Rate Study
Westland MI	Wastewater	2018	COS FP & Rate Study
Wixom MI	Wastewater	2018	FP & SAW Rate Methodology



Zeeland City of MI	Wastewater	2017	2018 Retail Rate Design
Zeeland City of MI	Wastewater	2018	2019 Retail Rate Design
Zeeland City of MI	Wastewater	2018	COS FP & Rate Study

### Rate Consulting Positions

UFS has served as the rate consultant for 286 utilities in the past five years with services provided in 42 states, Guam, several Caribbean islands, and Canada. UFS has provided expert witness services and delivered testimony before public service commissions.

### Rate Setting Experience

Utility Financial Solutions, LLC (UFS) personnel are recognized experts in the utility field. UFS has industry leading status and are frequent speakers at regional and national conferences and are course instructors. Below is a summary of our courses, training services provided and presentations.

**Training for Utility Management and Governing Bodies** - UFS teaches a series of cost of service, rate design and financial training courses for utility management and governing bodies through APPA, AGA, EUCI and NAURC. UFS also provides training through a series of special topic webinars.

**Training for Utility Staff** - UFS personnel are the instructors for cost of service and financial planning courses offered through the American Public Power Association (APPA), American Gas Association, EUCI and the National Association of Regulatory Utility Commissioners (NARUC). A partial list of courses are included below:

- Basic Cost of Service
- Intermediate Cost of Service
- Advanced Cost of Service
- Financial Planning
- Utility Financial Check-up
- Cost of Service and Rate Design for Distributed Generation
- Development of Line Extension Policies
- Rate Structures to promote Conservation
- Rate Structures to create Revenue Stability
- Advanced issues in Rate Design
- Advanced issues in Cost Allocations

**Conference Presentations** - UFS staff are frequently requested to present special topics at regional and national conferences including APPA's National Conference, Educational Institutes, E&O Workshop and the Business and Financial Workshops. A sample of recent presentations are listed below:

- Development of Avoided Cost and Rate Designs for Distributed Generation
- Appropriate levels of Contributions to City (Payment in lieu of Tax)
- Information provided by Cost of Service Studies
- Cash Reserve Policies
- Development of Utility Extension Policies
- Development of Key Financial Targets
- Cost of Service Challenges and Solutions

**Quality Control-** Proper quality control and management help to ensure the accomplished work is in alignment with the project scope, is completed timely, within budget and the results are accurate and defensible. UFS implements several quality controls to achieve these desired goals, including a three-level review of the financial projection, cost of service studies and that rate designs. The quality controls developed by UFS are specific to utility rate studies and are based on our prior experience working with utilities in the USA, Guam, the Caribbean and Canada. All portions of our studies include the following at a minimum:

1. Development of a detailed work plan based on scope of services and discussion with management
2. Establish work plan with projected milestones and timelines
3. Proof and balance historical data, expenses, and revenues with audited financial statements
4. Compare UFS financial projections with utility budgets
5. Review by Project Manager of projections and cost of service study
6. Review by UFS President or Vice-President of study results
7. Presentation of results by UFS with utility staff prior to finalizing study

#### **Experience with like Authorities for proposed scope of services**

UFS has extensive experience in development of wholesale water & wastewater rates in Michigan and other states. A sample list is below:

1. City of Kalamazoo and 13 Townships, Review and negotiations of wholesale water and wastewater contract
2. Grand Rapids and North Kent Sewer Authority – Analysis to identify feasibility and current methodology billed by the City to North Kent Sewer Authority
3. City of Zeeland and 2 Townships – Developed wholesale wastewater rate methodology
4. City of Bay City and Hampton Township – Development of standby wastewater rate
5. The City of Wixom and Milford – Developed wholesale wastewater rate methodology
6. City of Holland and 5 Townships – Purchase price of capacity and modifications to wholesale wastewater methodology
7. City of Niles and Niles Township – Negotiations and development of wholesale wastewater rate methodology
8. City of Grayling and Grayling and Beaver Creek townships – development of modifications to wholesale wastewater agreement
9. Lyon Township and Lyon Wastewater served as arbitrator on wastewater disputes
10. Muskegon County and area communities – Wholesale rate changes
11. Knoxville Utilities Services UFS completed a wholesale wastewater study for several communities around Knoxville Tennessee
12. Groton Connecticut – Retail and wholesale wastewater cost of service analysis and financial planning study
13. Manassas Virginia – Wholesale rate methodology for expansion of wastewater system

**Experience working with Boards and Committees**

UFS has provided rate consulting services to Municipalities governed by City Councils, Board of Directors and worked with Member Committees to provide wholesale rate services for water and wastewater regional authorities.

**Presentation skills**

A critical aspect of the study is the clear and concise presentation to City Councils and Board of Directors. UFS professionals are skilled at explaining and working with advisory and governing bodies to ensure decisions are based on information they can understand and apply to their community.

UFS has taught Board training courses since 2004 for national associations and large municipal systems on cost of service and financial planning. The course lengths have varied between 2 hours and four days depending on the utility's requests. Please see "Rate Setting Experience" for a partial list of our courses and presentation skills.

**Other Considerations:**

**Timeliness of Studies** - Part of the quality control includes the timely completion of the rate studies. UFS experience in completing studies provides us the ability to timely complete studies as requested and discussed in the initial kick-off meeting.

**Financial Strength** - UFS commenced business in 2001 and has the highest financial rating by Dunn and Bradstreet.

**Independence** - UFS maintains its independence throughout its engagements to help ensure unbiased recommendations to governing bodies. We do not provide services that could impair our independence.

**Name and title of primary contact person**

Mark Beauchamp, MBA, CPA, CMA  
President, Utility Financial Solutions, LLC  
E-mail - mbeauchamp@ufsweb.com  
Cell - (616) 403-5450

**Date firm established** - UFS was established in September 2001

**Proposed service team including titles**

Mark Beauchamp, President  
Dawn Lund – Vice President  
Dan Kasbohm – Manager  
Mike Johnson – Manager  
Chris Lund – Business and Technology Manager  
Joan Bakenhus – Senior Financial Analyst  
Jillian Jurczyk – Financial Analyst  
Robert Blank – Financial Analyst  
Carolyn Ragusett – Administrative Assistant

## Project Team Qualifications

### Proposed team members

UFS has a project team with the knowledge and experience to successfully meet your requirements and to deliver the report by the agreed upon time-frame. The team has over 100 years of combined experience performing similar studies for utilities. This provides the Utility with the experience to creatively solve financial and operational issues and help ensure financial stability in future years. The project team assigned has four team members located in Michigan plus support services out of Wisconsin and Nebraska.

### **Proposed Team Members: Lead Mark Beauchamp, Project Manager Dawn Lund,**

Mark Beauchamp	President
Dawn Lund	Vice President
Dan Kasbohm	Manager
Mike Johnson	Manager
Chris Lund	Business and Technology Manager
Joan Bakenhus	Senior Financial Analyst
Jillian Jurczyk	Financial Analyst
Robert Blank	Financial Analyst



## Mark Beauchamp

President, Utility Financial Solutions, LLC

Email: [mbeauchamp@ufswest.com](mailto:mbeauchamp@ufswest.com)

Cellular: 616-403-5450

Location: Holland, MI

### Education

- AAS Water Purification Technology
- ABA Business Administration
- BBA Major – Accounting
- MBA Master's Degree in Business

### Course Instructor

#### **American Public Power Association (APPA)**

- Advanced Cost of Service Course (Cash Basis & Utility Basis of Ratemaking)
- Intermediate Cost of Service (Cash Basis & Utility Basis of Ratemaking)
- Basic Cost of Service (Cash Basis and Utility Basis of Ratemaking)
- Financial Planning for Municipal Utilities
- Financial Planning for Board & Councils
- Financial Planning and Rate Setting for Managers (Part of Managers Certificate Program)

#### **American Municipal Power (AMP)**

- Financial Planning and Rate Designs for Electric Utilities

### Expert Witness Service

- Detroit Edison vs. Ameritech – Provided expert witness services for Detroit Edison on development of Pole Attachment Rates for Ameritech
- Nebraska State Unicameral – Served as an expert witness before the state of Nebraska Unicameral on Proper rate setting and credits to provide customer installed renewable generation
- Dayton Power & Light – Provided expert witness services on pole attachment rates. Case was resolved prior to Court appearance
- Coldwater Board of Public Works – Provide expert witness services on rate challenge by large industrial customer. Case was dropped after deposition was provided
- Smethport PA – Provided deposition and responses to Pennsylvania Public Service Commission on Rate Filing for Smethport

### License and Qualifications

- Class "A" license in wastewater treatment from the State of Michigan
- (CPA) Certified Public Accountant – Wisconsin
- (CMA) Certified Management Accountant – Institute Certified Management Accountants

### Course Instructor

#### **Michigan State University**

- Advanced Issues in Cost Allocation (Utility Basis of Rate Making)
- Retail Costing and Pricing of Electricity
- Wholesale Costing and Pricing of Electricity

#### **Southwest American Water Works Association**

#### **Michigan Rural Water Association**

- Cost of Service & Rate Making for Water Utilities

#### **Michigan Finance Government Officers Association**

- Cost of Service & Rate Making for Water & Wastewater Utilities

### Industry Involvement

- Member of the American Public Power Association
- Member of the American Water Works Association
- Member of the Institute of Management Accountants
- Speaker at national conferences on Financial Planning for Municipal Utilities, Pricing for Water Utilities, Pricing Fiber Optic backbone systems, Unbundling Electric Rates, and Ways to Attract and Retain Customers
- Author of articles appearing in national magazines and newsletters regarding pricing fiber optics, unbundling electric rates, and designing water rates





**LOWELL CITY ADMINISTRATION**  
**INTER OFFICE MEMORANDUM**

**DATE:** September 2, 2020

**TO:** Mayor DeVore and the Lowell City Council

**FROM:** Michael T. Burns, City Manager *MB*

**RE:** Resolution 20-20 – IPP Sanitary Sewer Surcharges

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The City has not reviewed the rate of surcharges for our Industrial Pretreatment Program in ten years. After reviewing the amounts for the surcharges we believe it is necessary to modify the charges instances when wastewater is above 300 mg/l of Biochemical Oxygen Demand (BOD), 300 mg/l of Suspended Solids (SS), and/or 10 mg/l of Phosphate (PO<sub>4</sub>). Currently the City only has two entities participating in our Industrial Pretreatment Program. This has no impact on our normal residential/commercial user.

Attached is Brian Vandermuelen's memo explaining this in greater detail. However, he is suggesting we increase the surcharge amounts for the following.:

	<b>Current Surcharge</b>	<b>Calculated Surcharge</b>
BOD	\$0.18	\$0.29
SS	\$0.26	\$0.35
PO <sub>4</sub>	\$6.79	\$6.60

If we go ahead and modify the charges per our Sewer Ordinance this must be approved via council resolution. I attached Resolution 20-20 for consideration.

**I am recommending the Lowell City Council approve Resolution 20-20 modifying the surcharges for the Industrial Pretreatment Program as presented.**



April 8, 2020

Mike Burns, City Manager  
City of Lowell  
301 E. Main St.  
Lowell, MI 49331



**RE: SURCHARGE RATES**

Mike,

I have reviewed the current surcharge rates of the City. These rates are in place so that additional fees can be assessed on anyone discharging wastes in higher concentrations than typically discharged. The current rates were established in 2010 and reviewed, but not changed in 2019. The following is how to determine what the rates should be:

Using USEPA guidance manuals, which are based upon studies the USEPA has done, the following items are considered to be “given”:

Normal Domestic Strength wastewater has 300 mg/l of Biochemical Oxygen Demand (BOD), 300 mg/l of Suspended Solids (SS), and 10 mg/l of Phosphate (PO<sub>4</sub>). Discharges with concentrations higher than Normal Domestic Strength should be surcharged.

The cost allocation for operation and maintenance is 25% for BOD, 25% for SS, 10% for PO<sub>4</sub>, and 40% for flow. As an example, if total O & M costs were \$100,000 per year, 25% or \$25,000 would be the cost to treat the BOD in the water. Again, these numbers are based upon USEPA studies and recommended in guidance manuals for calculating surcharges and are therefore “given”.

With the preceding understood, the surcharge rates can be calculated in four basic steps:

- 1) Determine the annual loading into the treatment plant (City’s FY18-19)

BOD	441,925	pounds
SS	366,841	pounds
PO <sub>4</sub>	7,721	pounds

- 2) Determine the annual O & M costs for the treatment

To determine the O & M costs, I used the FY20-21 budget number for the treatment costs. Because surcharges are intended to offset treatment costs, costs associated with the collection system are not included. The FY20-21 Operation and Maintenance budget for the treatment plant is \$509,236.



- 3) Determine the annual cost allocation for a given parameter

FORMULA: (FY20-21 Budget) \* (% Allocation) = Annual Cost

<b>Parameter</b>	<b>Budget</b>	<b>% of Cost</b>	<b>Annual Cost</b>
BOD	\$509,236	25%	\$127,309.00
SS	\$509,236	25%	\$127,309.00
PO <sub>4</sub>	\$509,236	10%	\$50,923.60

- 4) Determine the surcharge rate for a given parameter

FORMULA: (Annual Cost) / (Annual Loading) = Surcharge Rate (per pound)

<b>Parameter</b>	<b>Annual Cost</b>	<b>Annual Loading</b>	<b>Surcharge Rate</b>
BOD	\$127,309.00	441,925	\$0.29
SS	\$127,309.00	366,841	\$0.35
PO <sub>4</sub>	\$50,923.60	7,721	\$6.60

The following is a comparison of the current rates and the proposed rates:

	<b>Current Surcharge</b>	<b>Calculated Surcharge</b>
BOD	\$0.18	\$0.29
SS	\$0.26	\$0.35
PO <sub>4</sub>	\$6.79	\$6.60

It is up to you if you want the City Council to adopt the surcharge rates listed above for any discharge higher than Normal Domestic Strength. I would be happy to meet with you at your convenience to discuss this in greater detail.

Respectfully,

Brian Vander Meulen  
WWTP Plant Manager

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 20 - 20**

**RESOLUTION ESTABLISHING NEW SANITARY SEWER  
SYSTEM RATES**

Councilmember \_\_\_\_\_, supported by Councilmember \_\_\_\_\_, moved the adoption of the following resolution:

**WHEREAS**, Section 25-300 of the Code of Ordinances of the City of Lowell authorizes the City Council to establish sanitary sewer system surcharges from time to time by resolution; and

**WHEREAS**, the City Council has determined that it is necessary to increase certain sanitary sewer charges to cover increased costs of certain pollutants.

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

1. The terms used in this resolution shall have the meanings given them in Chapter 25 of the Code of Ordinances of the City of Lowell unless, in the context in which the term is used, it has another or different meaning.

2. Effective for billings mailed to users on and after October 1, 2020, the following surcharges fees shall be billed to users of the sanitary sewer system:

<u>Pollutant Parameter</u>	<u>In excess of</u>	<u>Surcharge Fee</u>
BOD-biochemical oxygen demand	300 mg per liter	\$.29 per lb.
TSS-total suspended solids	300 mg per liter	\$.35 per lb.
P04-phosphates	10 mg per liter	\$6.60 per lb.

3. All resolutions and 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: September 7, 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 at a regular meeting held on September 8, 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: September 8, 2020

\_\_\_\_\_  
Susan Ullery  
City Clerk

**CITY OF LOWELL  
KENT COUNTY, MICHIGAN**

**RESOLUTION NO. 21-20**

**RESOLUTION TO PROVIDE FOR THE DESIGNATION OF  
SEPTEMBER 20, 2020, AS  
"PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"**

Councilmember \_\_\_\_\_ supported by Councilmember \_\_\_\_\_ moved the adoption of the following resolution:

**WHEREAS**, the United States has fought in many wars, one of the longest was the Vietnamese Conflict; and,

**WHEREAS**, Sunday, September 20, 2020 is a day of remembrance for those who suffered as prisoners of war or are still missing as a result of any conflict; and,

**WHEREAS**, although cooperation has increased within the past few years, there are still nearly 1700 American servicemen and civilians including 48 from the State of Michigan missing and unaccounted for in Indochina. The uncertainty surrounding their fates has caused their families to suffer great hardship; and,

**WHEREAS**, increasing public awareness and focusing public attention on this issue is one way to help achieve this goal;

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Lowell, that **Sunday, September 20, 2020** shall be designated as:

**"PRISONER OF WAR/MISSING IN ACTION RECOGNITION DAY"**

We urge all of our citizens to take note of this important issue and remember those servicemen and civilians who were prisoners of war and those that are still missing and to commemorate the day with appropriate activities.

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

NAYS: Councilmembers None \_\_\_\_\_

ABSTAIN: Councilmembers None \_\_\_\_\_

ABSENT: Councilmembers None \_\_\_\_\_

**RESOLUTION DECLARED ADOPTED.**

Dated: September 08, 2020

\_\_\_\_\_  
Susan Ullery, City Clerk

**CERTIFICATION**

I, the undersigned 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 of the City at a regular meeting held on September 08, 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.

\_\_\_\_\_  
Susan Ullery, City Clerk

Dated: September 08, 2020

## **APPOINTMENTS**

	Expires
Arbor Board	
Vacancy (Diane LaWarre – Resigned)	06/30/2020
Vacancy (Melissa Spino – Currently Serving)	06/30/2020
Construction Board of Appeals	
Vacancy	01/01/2021
Downtown Development Authority	
Vacancy (Eric Wakeman – Currently Serving)	01/01/2020
Local Officers Compensation Commission	
Vacancy (Roger LaWarre – Currently Serving)	06/30/2020
Lowell Area Fire and Emergency Services Authority	
Vacancy (Dave Pasquale – Currently Serving)	01/01/2020
Planning Commission	
Vacancy (David Cadwallader – Currently Serving)	06/30/2020
Vacancy (Colin Plank – Currently Serving)	06/30/2020