

**VILLAGE OF MATTAWAN
REGULAR COUNCIL MEETING**

SEPTEMBER 8, 2025

AGENDA

1. CALL TO ORDER @ 7:00 PM
2. PLEDGE OF ALLEGIANCE.
3. ATTENDANCE:
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO AGENDA
7. APPROVAL OF THE AGENDA
8. APPROVAL OF THE MINUTES OF THE ZBA MEETING OF AUGUST 25, 2025
9. APPROVAL OF THE COUNCIL MEETING MINUTES OF AUGUST 25, 2025
10. BILLS TO BE APPROVED IN THE AMOUNT OF \$ 136,390.90
11. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
12. BOARD AND COMMITTEE REPORTS
 - A. FINANCE COMMITTEE – CHAIR STUUT
No meeting, no report
 - B. COMMUNICATIONS COMMITTEE – CHAIR STREETER
No meeting, no report
 - C. DPW COMMITTEE – CHAIR MCLEAN
No meeting, no report
 - D. LAW ENFORCEMENT COMMITTEE – CHAIR MONROE
No meeting, no report
 - E. PARKS & RECREATION COMMITTEE – CHAIR GURLEY
Meeting needs to be scheduled
 - F. POLICY & PERSONNEL COMMITTEE – CHAIR BEGEMAN
No meeting, no report
 - G. ZONING AND ORDINANCE COMMITTEE – CHAIR DANIEL
No meeting, no report
 - H. PLANNING COMMISSION LIAISON REPORT – LIAISON STUUT
No meeting, no report

I. DDA COMMITTEE – CHAIR ROB BROOKS

No meeting, no report

J. KATS – MANAGER MCGREW

Meeting 8/27/2025

13. STAFF REPORTS

A. DEPARTMENT OF PUBLIC WORKS – *Superintendent Anthony*

B. MANAGER’S REPORT – *Manager McGrew*

C. ENGINEER’S REPORT - *Engineer Woodhams*

D. ATTORNEY’S REPORT – *Attorney Graham*

14. OLD BUSINESS

A. WATER CONNECTION COMPLIANCE UPDATE

B. REVIEW OF COMMITTEE ASSIGNMENTS

C. MICHIGAN CERTIFIED PUBLIC MANAGER PROGRAM – *Manager McGrew*

D. PURCHASE OF NEW POLICE DEPARTMENT SERVER

E. MML TRAINING AGREEMENT

F. LIGHT POLE HOLIDAY DECORATIONS

15. NEW BUSINESS

A. ASPHALT HOT BOX MACHINE REPLACEMENT

KM International \$51,730.00

Falcon \$76,122.28

Spaulding Corp. \$49,443.67 w/roller \$50,921.71

B. APPROVE PAY APPLICATION FOR SWT IN THE AMOUNT OF \$962,271.51

C. APPROVE ALTA INVOICE FOR COUPLER REPAIR IN THE AMOUNT OF \$5,409.56

D. APPROVE PURCHASE OF U-BRANCHES FOR PHASE 3 CONCORD FARMS IN THE AMOUNT \$3,208.00

E. MANAGER MCGREW 180-DAY REVIEW

16. COMMUNICATIONS
Revenue and Expense Report
Village Employees and Council Members walking and Vehicles in Homecoming Parade
17. COMMENTS FROM VISITORS
18. COMMENTS FROM COUNCIL
19. ADJOURNMENT @

DRAFT

**VILLAGE OF MATTAWAN
ZONING BOARD OF APPEALS**

AUGUST 25, 2025

MINUTES

1. CALL TO ORDER AT 7:00 P.M.
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE : *Begeman, Daniel, Gurley, McLean, Streeter, Stuut*
OTHERS IN ATTENDANCE: *Manager McGrew, Clerk Storm-Artis, Administrative Assistant Ranney-Holroyd, Attorney Graham*
4. WELCOME TO THE PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ADDITIONS TO THE AGENDA *None*
7. APPROVAL OF THE AGENDA
Motion by McLean, supported by Daniel to approve the agenda. All members voted in favor.
8. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM
Michael Karnak, David Jones, Ryan Benoit, Tess Severson, Lisa Shandley, Jenie Resch, and Tammie Seicore spoke in opposition.
Jacqueline Davis and Steve Kuchnich spoke in favor.
Jeff Lonchor spoke on behalf of the developer and clarified some of the project specifics.
Clerk Storm-Artis stated the office had received 7 letters of opposition that were presented to the ZBA and would be included with the minutes for public review.
9. OLD BUSINESS
 - A. DISCUSSION & DECISION ON VARIANCE REQUEST SUBMITTED BY EDWARD AND FLORENCE KUCINICH TRUST
Member Daniel stated he did not feel the application meets the legal requirements of hardship. The goals, business plans, or finances of the owner do not constitute legal hardship. Variances can only be granted due to a unique condition of the property itself. The request cites an inability to use the property to its potential. However, self-created hardships, such as purchasing or attempting to develop property with knowledge of existing ordinances cannot be the basis of a variance. To meet operational standards including safety, accessibility, and customer service are business or operational needs, not intrinsic physical characteristics to which a variance would apply. The sites proximity to major roads and its suitability for a fueling station make it distinct makes the property more desirable, or valuable, commercially but is not a physical limitation or difficulty for a hardship. According to Michigan cases on Zoning cost, profit, or market potential does not justify a variance.

Member Streeter asked Attorney Graham about the approval of variances and legal liability for litigation. Attorney Graham explained the ZBA has to evaluate the provisions of the Zoning Ordinance that are consistent with Michigan State Law. The factors to consider are outlined in the ordinance and if the ZBA makes a good faith determination based on those factors and the chances of litigation would be minimized as much as possible.

Member Streeter stated he heard the members of the public but also wanted to consider the sellers and their opportunities.

Member Daniel stated a variance is a request to go outside the laws due to a hardship created. In his opinion, what was presented does not meet this and cannot be financial to be considered a hardship. It must be about the property, and since we are only examining the 1000 square foot versus a larger building, we are only examining this variance for this particular property and something unique about it.

Member Streeter asked about denying the variance and setting precedent for future opportunities for property owner to sell.

Member Daniel explained that past approvals or disapprovals do not set precedent. Each variance is considered on its own and based on the particulars of the individual property and specifics of the request.

Attorney Graham clarified that property owners have, will have, and should have rights attached to that ownership. If the community were not zoned, this would not be an issue. The State of Michigan states that the community can adopt a Zoning Ordinance. Once the Zoning Ordinance is adopted that controls over the bundle of rights that you would have with property, The variance is there are times when it is unfair to restrict the use property. The variance requirements are strict, because there is a presumption that the community wants the property used the way it is zoned and there are always other means to approach the problem, such as ordinance amendments.

Member Daniel called the question.

Motion by Daniel, supported by Begeman to deny the variance request. Roll call vote taken. Begeman, Daniel, Gurley, McLean, Streeter and Stuut voted in favor. Motion carried 6-0.

10. NEW BUSINESS *None*
11. PUBLIC COMMENT *None*
12. COMMENTS FROM VISITORS *None*
13. COMMENTS FROM MEMBERS *None*
14. ADJOURNMENT @ 7:34 PM

Motion by Begeman, supported by Gurley to adjourn. All members voted in favor. Motion carried.

**VILLAGE OF MATTAWAN
REGULAR COUNCIL MEETING**

AUGUST 25, 2025

MINUTES

1. CALL TO ORDER @ 7:40 PM
2. PLEDGE OF ALLEGIANCE.
3. ATTENDANCE: *Begeman, Daniel, Gurley, McLean, Streeter, Stuut*
OTHERS IN ATTENDANCE: *Manager McGrew, Clerk Storm-Artis, Administrative Assistant Ranney-Holroyd, Superintendent Anthony, Attorney Graham*
4. WELCOME TO PUBLIC
5. ANNOUNCEMENT OF MEETING BEING RECORDED
6. ELECTION OF OFFICERS

I. President

- a. Call for nominations Pro Tem Begeman
Begeman nominated Stuut for president
- b. Acceptance of nominations from nominees
Stuut accepted nomination for president
- c. Voice vote on nominees in order of nomination
All members voted for Stuut
- d. Declaration that nominee is elected
Pro Tem Begeman declared Stuut elected President

II. President Pro Tem – If Pro Tem elected President

- Pro Tem not elected president no action taken***
- a. Call for nominations from President
 - b. Acceptance of nominations from nominees
 - c. Voice vote on nominees in order of nomination
 - d. Declaration that nominee is elected

III. Treasurer – If Treasurer elected President

- a. Call for nominations from President
Begeman nominated McLean for Treasurer
Stuut nominated Streeter for Treasurer
- b. Acceptance of nominations from nominees
McLean and Streeter accepted nominations
- c. Voice vote on nominees in order of nomination
McLean received 3 votes; Streeter received 3 votes
McLean rescinded his nomination acceptance

All members voted for Streeter

- d. Declaration that nominee is elected

President Stuut declared Streeter elected Treasurer

7. ADDITIONS TO AGENDA
President Stuut added \$20,635.15 to the bills for a new total of \$78,442.41 and new business M-Request from Former Member Smith.
8. APPROVAL OF THE AGENDA
Motion by McLean, supported by Begeman to approve the agenda as amended. All members voted in favor. Motion carried.
9. APPROVAL OF THE MINUTES FROM COUNCIL MEETING AND ZBA OF AUGUST 11, 2025
Motion by McLean, supported by Streeter to approve the agenda as amended. Begeman, Gurley, McLean, Streeter and Stuut voted yes. Daniel abstained. Motion carried 5-0-1.
10. BILLS TO BE APPROVED IN THE AMOUNT OF \$ 57,807.26
20,635.15
Total \$ 78,442.41
Motion by McLean supported by Daniel to pay the bills in the amount of \$78,442.41. Roll call vote taken. All members voted in favor. Motion carried.
11. LIMITED PUBLIC COMMENT ON ANY AGENDA ITEM *None*
12. BOARD AND COMMITTEE REPORTS
- A. FINANCE COMMITTEE – CHAIR STUUT
No meeting, no report
- B. COMMUNICATIONS COMMITTEE – CHAIR STREETER
No meeting, no report
- C. DPW COMMITTEE – CHAIR MCLEAN
No meeting, no report
- D. LAW ENFORCEMENT COMMITTEE – CHAIR COLE
No meeting, no report
- E. PARKS & RECREATION COMMITTEE – CHAIR GURLEY
No meeting, no report
- F. POLICY & PERSONNEL COMMITTEE – CHAIR BEGEMAN
No meeting, no report
- G. ZONING AND ORDINANCE COMMITTEE – CHAIR DANIEL
No meeting, no report
- H. PLANNING COMMISSION LIAISON REPORT – LIAISON STUUT
Meeting 8/20/2025
- I. DDA COMMITTEE – CHAIR ROB BROOKS
Meeting 8/19/2025

J. KATS – MANAGER MCGREW

No Meeting, no report

13. STAFF REPORTS

- A. POLICE DEPARTMENT REPORT– *Chief Mansfield was not present. His report was included in the packet.*
- B. CLERK’S REPORT – *Clerk Storm-Artis read her report included in the packet.*
- C. ENGINEER’S REPORT - *Engineer Woodhams was not present.*
- D. ATTORNEY’S REPORT – *Attorney Graham stated all his items are on the agenda.*

14. OLD BUSINESS

- A. MANAGER MCGREW CONTINUING AS BUILDING OFFICIAL AND BUILDING INSPECTOR
Discussion took place regarding the proposal submitted by Manager McGrew.
Motion by Daniel, supported by Streeter to allow Manager McGrew to continue as the Building Official and Inspector. All members voted in favor. Motion carried.
- B. MANAGER MCGREW 2.5% PAY INCREASE – *Manager McGrew*
Motion by Daniel, supported by Stuut to table the item until Manager McGrew’s 6-month review. All members vote in favor. Motion carried.
- C. UPDATED CARPET BIDS – *Manager McGrew*

Wenke Flooring	\$18,299.45
Home Improvement Supply	\$18,011.00
West Michigan Carpet	\$18,000.00

Motion by Begeman, supported by Gurley to approve the bid from West Michigan Carpet in the amount of \$18,000.00. All members voted in favor. Motion carried.
- D. MANDATORY WATER CONNECTION COMPLIANCE UPDATE – *Manager McGrew*
Motion by Stuut, supported by Gurley to have the office reach out to the residents not in compliance and Manager McGrew develop a letter with the assistance of Attorney Graham for those that remain non-compliant for presentation at the next council meeting on September 8, 2025. Voice vote taken. Nay heard. Roll call vote taken. Daniel, Gurley, McLean, and Stuut voted yes. Streeter voted no. Begeman abstained. Motion carried 4-1-1.
- E. CLARIFICATION OF MOTION LANGUAGE FOR POLICE DEPARTMENT LATERAL INCENTIVE SIGN-ON BONUS – *Chief Mansfield*
Motion by Daniel, supported by Begeman to approve the lateral transfer program as presented, including \$2,000.00 at hire, \$1,500.00 at completion of FTO/Probationary

Period, and \$1,500.00 upon completion of 1-year employment. All members voted in favor. Motion carried.

F. SECURITY CAMERA GRANT APPLICATION RESOLUTION THROUGH PAR PLAN – *Manager McGrew*

Motion by Begeman, supported by Gurley to approve the security camera grant application grant resolution through the Par Plan. All members voted in favor. Motion carried.

15. NEW BUSINESS

A. SEND DEVELOPMENT/ REVIEW OF PARKS MASTER PLAN TO PARKS AND RECREATION COMMITTEE – *Clerk Storm-Artis*

Motion by Begeman, supported by Streeter to send the development/review to the parks and rec committee. All members voted in favor. Motion carried.

B. REVIEW APPLICATIONS FOR VACANT VILLAGE COUNCIL SEAT

Motion by Streeter to appoint Mason Monroe to the vacant village council seat. Voice vote taken. Nay heard. Roll call vote taken. Daniel, Streeter, and Stuut voted yes. Begeman, Gurley, and McLean voted no. Motion failed 3-3.

Discussion took place.

Motion by Streeter to repost for applications requiring a resume due by September 8, 2025. Motion dies due to lack of support.

Discussion continued.

Motion by McLean, supported by Gurley to reconsider appointment of Mason Monroe to the Village Council vacant seat. Roll call vote taken. All members voted in favor. Motion carried.

Motion by Begeman, supported by Streeter to appoint Mason Monroe to the vacant seat on Village Council. All members voted in favor. Motion carried.

C. COMMITTEE, DDA AND PLANNING COMMISSION ASSIGNMENT REVIEW

Motion by Begeman, supported by Stuut to table the item until the next regular council meeting on September 8, 2025. All members voted in favor. Motion carried.

D. VILLAGE OFFICE BUILDING FASCIA - *Manager McGrew*

Manager McGrew explained that the proposed aluminum siding for Village Hall does not meet the Zoning regulations. No action taken.

E. MERS RETIREMENT CHANGES AND UPDATES TO EMPLOYEE HANDBOOK – *Clerk Storm-Artis*

Motion by Daniel, supported by Begeman to approve the presented changes to the employee handbook for the retirement program. All members voted in favor. Motion carried.

F. MICHIGAN CERTIFIED PUBLIC MANAGER PROGRAM – *Manager McGrew*

Motion by Stuut, supported by Gurley to table until the next regular village council meeting on September 8, 2025. All members voted in favor. Motion carried.

Member McLean exited the meeting.

- G. SILVERGRASS PHASE 3 METERS – *Superintendent Anthony*
Motion by Begeman, supported by Daniel to approve the purchase of meters and MXU's in the amount of \$12,960.00. All members voted in favor. Motion carried.
- H. PURCHASE OF NEW POLICE DEPARTMENT SERVER – *Chief Mansfield*
Motion by Daniel, supported by Begeman to approve the purchase of a new police server for \$25,000.00. Voice vote taken. Nay heard. Roll call vote taken. Begeman, Daniel, Gurley, and Stuut voted yes. Streeter voted no. Motion fails 4-1 as 5 votes are required for approval.
Discussion took place.
Motion by Streeter, supported by Begeman to reconsider the approval of the purchase of police server. All members voted in favor.
Motion by Daniel, supported by Begeman to approve the purchase of a new police server for \$25,000.00. Roll call vote taken. All members voted in favor. Motion carried.
Member Streeter asked for it to be noted in the minutes that his change in vote was strictly done due to the expedient nature of the server replacement and asked for the cloud bid to be presented at the next meeting.
- I. RENEWAL OF FRANCHISE AGREEMENT DIRECTV AND PUBLICATION OF NOTICE ON FILE – *Clerk Storm-Artis*
Motion by Daniel, supported by Begeman to approve the renewal of the franchise agreement with DirecTV. All members voted in favor. Motion carried.
Motion by Begeman, supported by Streeter to post the notification of franchise renewal in the Courier-Leader. All members voted in favor. Motion carried.
- J. PURCHASE OF NATIVITY MANGER FOR \$1,495.00 OUT OF PARKS CAPITAL OUTLAY – *Manager McGrew*
Extensive Discussion took place.
Motion to purchase a new Manger for the Nativity in the park. Roll call vote taken. Begeman, Gurley, and Stuut voted yes. Daniel and Streeter voted no. Motion failed 3-2 as it needs 5 approval votes.
- K. COUNCIL MEMBERS AND VILLAGE EMPLOYEES WALKING WITH DPW VEHICLES IN HOMECOMING PARADE AND HANDING OUT SWAG – *Manager McGrew*
Council members desire to participate in the Homecoming Parade. No action taken.
- L. SILVERGRASS LIFT STATION FLYGT PUMP REPAIR – *Superintendent Anthony*
Motion by Stuut, supported by Streeter to approve the pump station repair for \$6,545.00. All members voted in favor. Motion carried.

M. REQUEST FROM FORMER COUNCIL MEMBER SMITH

Member Streeter stated he had received a request from former member Smith regarding his removal from council. Discussion took place.

Motion by Streeter, supported by Stuut to have Manager McGrew and Attorney Graham draft a letter to Former Member Smith stating the reasons for his removal from council. Roll call vote taken. Gurley, Streeter, and Stuut voted yes. Begeman and Daniel voted no. Motion carried 3-2.

16. COMMUNICATIONS

Active Shooter Training

Updated Employee Handbook

Discussion on Possible MML Parliamentary Procedure Training Dates

Cancellation of Manager McGrew and Clerk Storm-Artis attending BS&A Conference

Materials Management Working Groups

17. COMMENTS FROM VISITORS *None*

18. COMMENTS FROM COUNCIL *None*

19. ADJOURNMENT @ 10:02 PM

Motion by Begeman, supported by Daniel to adjourn. All members voted in favor. Motion carried.

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 28995	AP	ALTA Equipment Company Contractual Vnd: 1557 Invoice: SR2/214124 Expected Check Run: 09/08/2025	Invoice: SR2/214124 Ref#: 17813(Loader for Media and Valves) 591-552-81800 591-000-20200	1,522.00	1,522.00
09/04/2025 AP Trx #: 28996	AP	Amazon Capital Services Miscellaneous Office Supplies Vnd: 1612 Invoice: IN76-4974-47YV Expected Check Run: 09/08/2025	Invoice: IN76-4974-47YV Ref#: 17814(Key Storage Box McGillens Crossing 101-172-95600 101-215-72600 101-000-20200	29.89 59.99	89.88
09/04/2025 AP Trx #: 28997	AP	Amazon Capital Services Printing Vnd: 1612 Invoice: 1M9X-H16P-7THG Expected Check Run: 09/08/2025	Invoice: 1M9X-H16P-7THG Ref#: 17865(Epson Printer Ink) 101-301-90000 101-000-20200	89.88 18.99	89.88 18.99
09/04/2025 AP Trx #: 28998	AP	CINTAS Contractual Services Uniform allowance Uniform allowance Vnd: 1226 Invoice: 4241509157 Vnd: 1226 Invoice: 4241509157 Vnd: 1226 Invoice: 4241509157 Expected Check Run: 09/08/2025	Invoice: 4241509157 Ref#: 17815(Mats and Pants 8/27/25) 101-265-81800 590-552-76800 591-552-76800 101-000-20200 590-000-20200 591-000-20200	182.88 35.44 35.44	182.88 35.44 35.44
09/04/2025 AP Trx #: 28999	AP	CINTAS Contractual Services Uniform allowance Uniform allowance Vnd: 1226 Invoice: 4242274324 Vnd: 1226 Invoice: 4242274324 Vnd: 1226 Invoice: 4242274324 Expected Check Run: 09/08/2025	Invoice: 4242274324 Ref#: 17816(Mats and Pants 9/4/25) 101-265-81800 590-552-76800 591-552-76800 101-000-20200 590-000-20200 591-000-20200	253.76	253.76 182.88 35.44 35.44 182.88 35.44 35.44
				253.76	253.76

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29000	AP	City of Kalamazoo Treasurer	Invoice: MN9MATTAW01 July25 Ref#: 17817(Sewer Treatment 7/1/25-7/31/25)		
		Treatment Fees	590-552-81800	36,500.00	36,500.00
		Vnd: 0069 Invoice: MN9MATTAW01 July25	590-000-20200		
		Expected Check Run: 09/08/2025			
09/04/2025 AP Trx #: 29001	AP	Civica Engineering PLLC	Invoice: 1001-26 9/8/25 Ref#: 17866(USDA Watermain 8/12/25-9/5/25)		
		WATER MAIN	591-554-81850	47,947.15	47,947.15
		Vnd: 1190 Invoice: 1001-26 9/8/25	591-000-20200		
		Expected Check Run: 09/08/2025			
09/05/2025 AP Trx #: 29002	AP	Consumers Energy	Invoice: 103047033198Aug25 Ref#: 17871(Gas-25213 Front Ave Pump 7/30/25		
		Electric/Gas/Utilities	590-552-92100	51.92	51.92
		Vnd: 0013 Invoice: 103047033198Aug25	590-000-20200		
		Expected Check Run: 09/08/2025			
09/05/2025 AP Trx #: 29003	AP	Consumers Energy	Invoice: 100083582062Aug25 Ref#: 17872(Gas-25599 Front Ave 7/30/25-8/29		
		Electric/Gas/Utilities	590-552-92100	18.00	18.00
		Vnd: 0013 Invoice: 100083582062Aug25	590-000-20200		
		Expected Check Run: 09/08/2025			
09/05/2025 AP Trx #: 29004	AP	Consumers Energy	Invoice: 100069601555Aug25 Ref#: 17873(Gas-25th St. Lift Station 7/30/2		
		Electric/Gas/Utilities	590-552-92100	26.89	26.89
		Vnd: 0013 Invoice: 100069601555Aug25	590-000-20200		
		Expected Check Run: 09/08/2025			
09/05/2025 AP Trx #: 29005	AP	Consumers Energy	Invoice: 100056404518Aug25 Ref#: 17874(Gas-25th St. Wellhouse 7/30/25-8		
		Electric/Gas/Utilities	591-552-92100	18.00	18.00
		Vnd: 0013 Invoice: 100056404518Aug25	591-000-20200		
		Expected Check Run: 09/08/2025			
				18.00	18.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/05/2025 AP Trx #: 29006	AP	Consumers Energy Electric/Gas/Utilities Vnd: 0013 Invoice: 100038152268Aug25 Expected Check Run: 09/08/2025	Invoice: 100038152268Aug25 Ref#: 17875(Gas-Treatment Plant 7/30/25-8/29) 591-552-92100 591-000-20200 18.00	18.00	18.00
09/05/2025 AP Trx #: 29007	AP	Consumers Energy Electric/Utilities Vnd: 0013 Invoice: 10006079451Aug25 Expected Check Run: 09/08/2025	Invoice: 10006079451Aug25 Ref#: 17876(Gas-Village Office 7/30/25-8/29/ 101-265-92100 101-000-20200 20.54	20.54	20.54
09/04/2025 AP Trx #: 29008	AP	Courier-Leader & Flashes Printing/Publish. Printing/Publishing Printing/Publishing Vnd: 1606 Invoice: 18038 Vnd: 1606 Invoice: 18038 Vnd: 1606 Invoice: 18038 Expected Check Run: 09/08/2025	Invoice: 18038 Ref#: 17818(Legal Postings Ordinance, Council Vacanc) 590-551-90000 591-551-90000 101-215-90000 590-000-20200 591-000-20200 101-000-20200 230.00 230.00 410.00 230.00 230.00 410.00	20.54	20.54
09/04/2025 AP Trx #: 29009	AP	CTS-Companies Telephone Telephone Utilities - DPW Building Vnd: 1656 Invoice: IN-8000987527589 Vnd: 1656 Invoice: IN-8000987527589 Expected Check Run: 09/08/2025	Invoice: IN-8000987527589 Ref#: 17819(Phone Service 8/12/25-9/30/25) 101-301-85300 101-215-85300 661-892-92100 101-000-20200 661-000-20200 219.98 219.99 152.11 439.97 152.11	870.00	870.00
09/05/2025 AP Trx #: 29010	AP	Cummins Sales & Service Contractual Vnd: 0615 Invoice: S3-250844109 Expected Check Run: 09/08/2025	Invoice: S3-250844109 Ref#: 17880(Generator Repair 25213 Front) 590-552-81900 590-000-20200 1,272.85	592.08	592.08
				1,272.85	1,272.85

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29011	AP	DeWolf & Associates Other Training Costs Vnd: 1539 Invoice: 3916	Invoice: 3916 Ref#: 17821(Public Informtion Officer Seminar - Ryan) 273-320-95802 273-000-20200	445.00	445.00
		Expected Check Run: 09/08/2025		445.00	445.00
09/04/2025 AP Trx #: 29012	AP	Diamond Handyman LLC BUILDING INSPECTIONS Vnd: 1663 Invoice: 9/3/25	Invoice: 9/3/25 Ref#: 17820(Building Inspections 9/3/25) 249-627-80110 249-000-20200	1,787.00	1,787.00
		Expected Check Run: 09/08/2025		1,787.00	1,787.00
09/04/2025 AP Trx #: 29013	AP	Etna Supply Company Concord Farms Phase 3 Vnd: 0018 Invoice: S106392383.001	Invoice: S106392383.001 Ref#: 17822(*CA 8/25/25 Concord Farms Phase 3 M 591-554-82030 591-000-20200	10,325.00	10,325.00
		Expected Check Run: 09/08/2025		10,325.00	10,325.00
09/04/2025 AP Trx #: 29014	AP	Etna Supply Company Concord Farms Phase 3 Vnd: 0018 Invoice: S106392382.002	Invoice: S106392382.002 Ref#: 17823(*CA 8/5/25 Concord Farms Phase 3 Me 591-554-82030 591-000-20200	2,635.00	2,635.00
		Expected Check Run: 09/08/2025		2,635.00	2,635.00
09/04/2025 AP Trx #: 29015	AP	Fabricated Flex & Hose Supplies Vnd: 1196 Invoice: 93020	Invoice: 93020 Ref#: 17824(Hose Assembly, Crimp Female Cam Lock) 590-552-72600 590-000-20200	679.76	679.76
		Expected Check Run: 09/08/2025		679.76	679.76
09/04/2025 AP Trx #: 29016	AP	Flex Administrators Contractual Services Vnd: 1686 Invoice: 1523192	Invoice: 1523192 Ref#: 17867(HSA Administration Fees 8/1/25-8/31/25) 101-172-81800 101-000-20200	19.50	19.50
		Expected Check Run: 09/08/2025		19.50	19.50

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29017	AP	Freightliner of Grand Rapids Repairs & Maintenance Vnd: 0888 Invoice: R002074158:01 Expected Check Run: 09/08/2025	Invoice: R002074158:01 Ref#: 17825(Power Steering Hose Leak Repair) 661-891-93100 661-000-20200	331.02	331.02
09/04/2025 AP Trx #: 29018	AP	Frontier Telephone Alarm System Telephone Vnd: 1121 Invoice: 23118904100226025A25 Vnd: 1121 Invoice: 23118904100226025A25 Expected Check Run: 09/08/2025	Invoice: 23118904100226025A25 Ref#: 17826(Phone-Village Hall, Main Well) 101-215-85300 591-552-92500 101-301-85300 101-000-20200 591-000-20200	331.02 259.58 120.19 99.15	331.02
09/04/2025 AP Trx #: 29019	AP	Holland Dept of Public Safety Training Vnd: 0633 Invoice: 6411 Expected Check Run: 09/08/2025	Invoice: 6411 Ref#: 17827(Officer A Leader Training - Ryan, Engel) 274-320-95800 274-000-20200	478.92 200.00	478.92
09/04/2025 AP Trx #: 29020	AP	IACP/ International Assoc. of C O P Education Vnd: 1426 Invoice: 7228 Expected Check Run: 09/08/2025	Invoice: 7228 Ref#: 17828(IACP Annual Conference - Mansfield) 101-301-96000 101-000-20200	200.00 500.00	200.00
09/04/2025 AP Trx #: 29021	AP	Indiana-Michigan Power Flasher Light Vnd: 0210 Invoice: 04453764906Aug25 Expected Check Run: 09/08/2025	Invoice: 04453764906Aug25 Ref#: 17829(Electric-Front/Main Flasher 7/23/ 202-463-92500 202-000-20200	500.00 31.28	500.00
09/04/2025 AP Trx #: 29022	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04477876603Aug25 Expected Check Run: 09/08/2025	Invoice: 04477876603Aug25 Ref#: 17830(Electric-Red Arrow 7/23/25-8/20/2 590-552-92100 590-000-20200	31.28 97.44	31.28
				97.44	97.44

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29023	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04490764901Aug25 Expected Check Run: 09/08/2025	Invoice: 04490764901Aug25 Ref#: 17831(Electric-Concord Water Tower 7/23 591-552-92100 591-000-20200	47.54 47.54	47.54
09/04/2025 AP Trx #: 29024	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04515763003Aug25 Expected Check Run: 09/08/2025	Invoice: 04515763003Aug25 Ref#: 17832(Electric-Robinson Lift Station 7/ 590-552-92100 590-000-20200	89.73	89.73
09/04/2025 AP Trx #: 29025	AP	Indiana-Michigan Power Street Lights Vnd: 0210 Invoice: 04062311206Aug25 Expected Check Run: 09/08/2025	Invoice: 04062311206Aug25 Ref#: 17833(Electric-Parking Lot 7/23/25-8/20 101-441-92600 101-000-20200	89.73 137.34	137.34
09/04/2025 AP Trx #: 29026	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04657666501Aug25 Expected Check Run: 09/08/2025	Invoice: 04657666501Aug25 Ref#: 17834(Electric-Western Lift Station 7/2 590-552-92100 590-000-20200	137.34 209.18	137.34 209.18
09/04/2025 AP Trx #: 29027	AP	Indiana-Michigan Power Electric/Utilities Vnd: 0210 Invoice: 04663664904Aug25 Expected Check Run: 09/08/2025	Invoice: 04663664904Aug25 Ref#: 17835(Electric-Village Office 7/23/25-8 101-265-92100 101-000-20200	209.18 541.60	209.18 541.60
09/04/2025 AP Trx #: 29028	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04665293009Aug25 Expected Check Run: 09/08/2025	Invoice: 04665293009Aug25 Ref#: 17836(Electric-Root Rd Lift Station 7/2 590-552-92100 590-000-20200	541.60 356.45	541.60 356.45
				356.45	356.45

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29029	AP	Indiana-Michigan Power Electric/Utilities Vnd: 0210 Invoice: 04754664904Aug25 Expected Check Run: 09/08/2025	Invoice: 04754664904Aug25 Ref#: 17837(Electric-Park Outlets 7/23/25-8/2 101-265-92100 101-000-20200	78.83 78.83	78.83
09/04/2025 AP Trx #: 29030	AP	Indiana-Michigan Power Flasher Light Vnd: 0210 Invoice: 04901964900Aug25 Expected Check Run: 09/08/2025	Invoice: 04901964900Aug25 Ref#: 17838(Electric-Main Traffic Light 7/23/ 202-463-92500 202-000-20200	55.28 55.28	55.28
09/04/2025 AP Trx #: 29031	AP	Indiana-Michigan Power Electric/Utilities Vnd: 0210 Invoice: 04973664909Aug25 Expected Check Run: 09/08/2025	Invoice: 04973664909Aug25 Ref#: 17839(Electric-Old DPW Garage 7/23/25-8 101-265-92100 101-000-20200	41.54 41.54	41.54
09/04/2025 AP Trx #: 29032	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04114083910Aug25 Expected Check Run: 09/08/2025	Invoice: 04114083910Aug25 Ref#: 17840(Electric-25213 Front Ave 7/23/25- 590-552-92100 590-000-20200	56.54 56.54	56.54
09/04/2025 AP Trx #: 29033	AP	Indiana-Michigan Power Electric/Utilities Vnd: 0210 Invoice: 04158894404Aug25 Expected Check Run: 09/08/2025	Invoice: 04158894404Aug25 Ref#: 17841(Electric-Village Sign 7/23/25-8/2 101-265-92100 101-000-20200	74.99 74.99	74.99
09/04/2025 AP Trx #: 29034	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04169934900Aug25 Expected Check Run: 09/08/2025	Invoice: 04169934900Aug25 Ref#: 17842(Electric-Front St. Lift Station 7 590-552-92100 590-000-20200	237.17 237.17	237.17

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29035	AP	Indiana-Michigan Power Electric/Utilities Vnd: 0210 Invoice: 04259186809Aug25 Expected Check Run: 09/08/2025	Invoice: 04259186809Aug25 Ref#: 17843(Electric-New Village Sign 7/23/25 101-265-92100 101-000-20200	29.28	29.28
09/04/2025 AP Trx #: 29036	AP	Indiana-Michigan Power Electric/Gas/Utilities Vnd: 0210 Invoice: 04272274905Aug25 Expected Check Run: 09/08/2025	Invoice: 04272274905Aug25 Ref#: 17844(Electric-Murray St. Lift Station 590-552-92100 590-000-20200	59.88	59.88
09/04/2025 AP Trx #: 29037	AP	Jolie Storm-Artis Meals/Mileage Vnd: 1668 Invoice: MAMCEdDayReimburse Expected Check Run: 09/08/2025	Invoice: MAMCEdDayReimburse Ref#: 17845(MAMC Ed Day Mileage and Food Re 101-172-86000 101-000-20200	59.88 284.20	59.88 284.20
09/05/2025 AP Trx #: 29038	AP	Jons to Go Community Promotion Vnd: 1110 Invoice: I65378 Expected Check Run: 09/08/2025	Invoice: I65378 Ref#: 17877 (Portable Restroom 9/2/25-9/29/25) 248-728-88000 248-000-20200	175.00	175.00
09/04/2025 AP Trx #: 29039	AP	Kal-Blue Operating Supplies Vnd: 0659 Invoice: 104539 Expected Check Run: 09/08/2025	Invoice: 104539 Ref#: 17868 (Mater Tags) 591-552-72600 591-000-20200	175.00 114.17	175.00 114.17
09/04/2025 AP Trx #: 29040	AP	Molly Maid Contractual Services Vnd: 1337 Invoice: C42244 8/29/25 Expected Check Run: 09/08/2025	Invoice: C42244 8/29/25 Ref#: 17846(Office Cleaning 8/29/25) 101-265-81800 101-000-20200	114.17 110.00	114.17 110.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29041	AP	PERCEPTIVE CONTROLS, INC	Invoice: 17293 Ref#: 17847 (Monthly Cyber Security June 2025)		
		Contractual	590-552-81900	641.00	
		Contractual	591-552-81800	641.00	
		Vnd: 1303 Invoice: 17293	590-000-20200		641.00
		Vnd: 1303 Invoice: 17293	591-000-20200		641.00
		Expected Check Run: 09/08/2025		1,282.00	1,282.00
09/04/2025 AP Trx #: 29042	AP	Republic Services #249	Invoice: 0249-008643463 Ref#: 17848 (Waste Services 9/1/25-9/30/25)		
		Building/Maintenance	101-265-93000	363.84	
		Vnd: 0002 Invoice: 0249-008643463	101-000-20200		363.84
		Expected Check Run: 09/08/2025		363.84	363.84
09/04/2025 AP Trx #: 29043	AP	Rob's Tire & Auto Care LLC	Invoice: 1045727 Ref#: 17849 (Explorer and Tahoe Repairs)		
		Repairs and Maintenance	101-301-93300	1,761.78	
		Vnd: 1210 Invoice: 1045727	101-000-20200		1,761.78
		Expected Check Run: 09/08/2025		1,761.78	1,761.78
09/04/2025 AP Trx #: 29044	AP	ROSE Pest Solutions	Invoice: 120689310 Ref#: 17850 (Pest Control 8/18/25)		
		Contractual Services	101-265-81800	55.00	
		Vnd: 0977 Invoice: 120689310	101-000-20200		55.00
		Expected Check Run: 09/08/2025		55.00	55.00
09/04/2025 AP Trx #: 29045	AP	Scott Paddock	Invoice: August2025 Ref#: 17851 (Mechanical Inspections August 2025)		
		Bldg./Elect/Mech. Inspector	101-380-80200	256.50	
		Vnd: 1430 Invoice: August2025	101-000-20200		256.50
		Expected Check Run: 09/08/2025		256.50	256.50
09/04/2025 AP Trx #: 29046	AP	State of Michigan	Invoice: BLR507383 Ref#: 17852 (Boiler #MIR448656 Inspection)		
		Repairs & Maint - DPW Bldg	661-892-93100	75.00	
		Vnd: 0376 Invoice: BLR507383	661-000-20200		75.00
		Expected Check Run: 09/08/2025		75.00	75.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29047	AP	State of Michigan CONTRACTUAL IT Vnd: 1123 Invoice: 551-662818 Expected Check Run: 09/08/2025	Invoice: 551-662818 Ref#: 17869(Token Fees 7/1/25-9/30/25) 101-301-81910 101-000-20200	99.00	99.00
09/04/2025 AP Trx #: 29048	AP	Steensma Lawn & Powe Equip Repairs & Maintenance Vnd: 0563 Invoice: 1249641 Expected Check Run: 09/08/2025	Invoice: 1249641 Ref#: 17853(CUTQUIK Cart, Mounting, Water Tank) 661-891-93100 661-000-20200	819.97	819.97
09/04/2025 AP Trx #: 29049	AP	Steensma Lawn & Powe Equip Repairs & Maintenance Vnd: 0563 Invoice: 1255739 Expected Check Run: 09/08/2025	Invoice: 1255739 Ref#: 17854(SPK Blade, Blower Drive Belt) 661-891-93100 661-000-20200	125.60	125.60
09/04/2025 AP Trx #: 29050	AP	T-Mobile Telephone Vnd: 1592 Invoice: 988192991 Aug25 Expected Check Run: 09/08/2025	Invoice: 988192991 Aug25 Ref#: 17855(MPD Cell Phones 7/21/25-8/20/25) 101-301-85300 101-000-20200	190.77	190.77
09/04/2025 AP Trx #: 29051	AP	U.S. BANK EQUIPMENT FINANCE Equip. Repair/Maint. Vnd: 1637 Invoice: 563019538 Expected Check Run: 09/08/2025	Invoice: 563019538 Ref#: 17856(Copier Rental 8/19/25-9/19/25 Overages 7 101-215-77800 101-000-20200	553.15	553.15
09/05/2025 AP Trx #: 29052	AP	USA Blue Book Supplies Operating Supplies Vnd: 0189 Invoice: INV00818724 Vnd: 0189 Invoice: INV00818724 Expected Check Run: 09/08/2025	Invoice: INV00818724 Ref#: 17879(Green and Blue Flags and Paint) 590-552-72600 591-552-72600 590-000-20200 591-000-20200	210.88 210.87	210.88 210.87
				421.75	421.75

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/30/2025 AP Trx #: 29053	AP	Van Buren County Central Dispatch CONTRACTUAL IT Vnd: 1328 Invoice: 654	Invoice: 654 Ref#: 17857(Quarterly Modem April, May, June 2025) 101-301-81910 101-000-20200	400.43	400.43
		Expected Check Run: 09/08/2025		400.43	400.43
09/04/2025 AP Trx #: 29054	AP	VC3, Inc CONTRACTUAL IT Vnd: 1309 Invoice: VC3-217709	Invoice: VC3-217709 Ref#: 17858(Monthly Microsoft 365 August 2025) 101-172-81910 101-000-20200	488.30	488.30
		Expected Check Run: 09/08/2025		488.30	488.30
09/04/2025 AP Trx #: 29055	AP	Village of Mattawan H20 Pmt. Water Vnd: 0021 Invoice: 000256-000 Aug25	Invoice: 000256-000 Aug25 Ref#: 17859(Water-Village Office 8/1/25-8/31/ 101-265-92700 101-000-20200	180.70	180.70
		Expected Check Run: 09/08/2025		180.70	180.70
09/04/2025 AP Trx #: 29056	AP	Village of Mattawan H20 Pmt. Utilities - DPW Building Vnd: 0021 Invoice: 000579-000 Aug25	Invoice: 000579-000 Aug25 Ref#: 17860(Water-DPW Office 8/1/25-8/31/25) 661-892-92100 661-000-20200	273.33	273.33
		Expected Check Run: 09/08/2025		273.33	273.33
09/04/2025 AP Trx #: 29057	AP	Village of Mattawan H20 Pmt. Electric/Gas/Utilities Vnd: 0021 Invoice: 000957-000 Aug25	Invoice: 000957-000 Aug25 Ref#: 17861(Water-25th St. Lift Station 8/1/2 590-552-92100 590-000-20200	2,664.43	2,664.43
		Expected Check Run: 09/08/2025		2,664.43	2,664.43
09/05/2025 AP Trx #: 29058	AP	Village of Paw Paw Testing and Analysis Vnd: 0150 Invoice: 950101.1 July25	Invoice: 950101.1 July25 Ref#: 17878(Water Samples Date 7/23/25) 591-552-76500 591-000-20200	90.00	90.00
		Expected Check Run: 09/08/2025		90.00	90.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
09/04/2025 AP Trx #: 29059	AP	VISA	Invoice: *0518 Aug2025 Ref#: 17862(Mailbox Locks, Forks/Plates, MAMC, U		
		Office Supplies	101-215-72600	25.93	
		Education/Training	101-215-96000	172.33	
		Supplies	101-265-72600	132.36	
		Capital outlay	662-891-97000	2,500.00	
		Postage/Meter Rental	101-215-73000	11.00	
		Other Training Costs	273-320-95802	247.49	
		Printing	101-301-90000	71.96	
		Equipment Repairs & Maint.	101-301-77800	165.45	
		Dues & Memberships	101-301-95800	50.00	
		Operating Supplies & Expense	101-301-72600	600.00	
		Vnd: 1685 Invoice: *0518 Aug2025	101-000-20200		1,229.03
		Vnd: 1685 Invoice: *0518 Aug2025	662-000-20200		2,500.00
		Vnd: 1685 Invoice: *0518 Aug2025	273-000-20200		247.49
		Expected Check Run: 09/08/2025		3,976.52	3,976.52
09/05/2025 AP Trx #: 29060	AP	West Michigan Carper Brokers	Invoice: WE009553 Ref#: 17870(*CA 8/25/25 Village Hall Carpet and Viny)		
		Capital Outlay	101-265-97000	10,352.55	10,352.55
		Vnd: 1035 Invoice: WE009553	101-000-20200		
		Expected Check Run: 09/08/2025		10,352.55	10,352.55
09/04/2025 AP Trx #: 29061	AP	WEX BANK	Invoice: 107017609 Ref#: 17863(Fuel Charges 8/1/25-8/31/25)		
		Gas & Oil	101-301-75100	972.46	972.46
		Gas & Oil	661-891-75100	1,096.60	1,096.60
		Vnd: 1695 Invoice: 107017609	101-000-20200		
		Vnd: 1695 Invoice: 107017609	661-000-20200		
		Expected Check Run: 09/08/2025		2,069.06	2,069.06
09/04/2025 AP Trx #: 29062	AP	WOLF KUBOTA	Invoice: MAT-2025155 Ref#: 17864 (QCD-Flush Face Products)		
		Repairs & Maintenance	661-891-93100	188.76	188.76
		Vnd: 1476 Invoice: MAT-2025155	661-000-20200		
		Expected Check Run: 09/08/2025		188.76	188.76
		Cash/Payable Account Totals:		136,390.90	136,390.90
		Accounts Payable	101-000-20200		20,424.66
		Accounts Payable	202-000-20200		86.56
		Accounts Payable	248-000-20200		175.00
		Accounts Payable	249-000-20200		1,787.00
		Accounts Payable	273-000-20200		692.49
		Accounts Payable	274-000-20200		200.00

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
		Accounts Payable	590-000-20200		43,473.00
		Accounts Payable	591-000-20200		63,989.80
		Accounts Payable	661-000-20200		3,062.39
		Accounts Payable	662-000-20200		2,500.00
		TOTAL INCREASE IN PAYABLE:			136,390.90

Manager's Report — August 2025

Key Updates

- **Security Cameras:**
 - Setting up Michigan Security and Lock for the new compliant cameras.
 - Submitted grant application through Michigan Par Plan.
- **Zoning Form:**
 - Uploaded basic zoning approval form for structures under 200 sq ft (including sheds and fences) on the website.
- **New Mechanical, Electrical, and Plumbing Applications and Fees:**
 - Updated all MEP applications on the webpage.
 - Adjusted fees in the system and printed new copies for the lobby (uploaded on webpage 8-11-2025).
- **Process Payroll:**
 - Process payroll for the month.
- **VC3 Police Server:**
 - Evaluating pricing for new and cloud-based police server solutions.

Meetings Attended

- Participated in various meetings, including:
 - KATS meeting in Kalamazoo.
 - Michigan Par Plan training at the Radisson Plaza in Kalamazoo.
 - CTS for the new phone system upgrade.
 - BHS and Par insurance meeting to verify coverage, vehicles, and equipment.
 - Mattawan School Food Truck Event.
 - Planning Commission meeting on 8-20-2025.
 - Police server meetings to compare cloud-based solutions vs. new server.
 - Active shooter training in Lawton.
- **Carpet Installation:**
 - Contact West Michigan Carpet to finalize orders and set up an installation date.

Permits Issued - August 2025

- **Building Permits:** 6
- **Sign Permits:** 0
- **Electrical Permits:** 4
- **Mechanical Permits:** 8
- **Plumbing Permits:** 12

Total Billed: \$10,619.00

Superintendents Report

September 2025

Miss Dig / Utility Locates

With the ongoing water main project, new home construction, and fiber-optic installations, it has taken multiple personnel to keep up with Miss Dig marking requests. If we don't have two people doing Miss Digs and one doing work orders it's two doing orders and one doing Miss Digs.

Water Main Project – Front Street and French

The water main work along Front Street is progressing very well. We're on track and appreciate the continued coordination among teams and contractors.

Annual Water Sampling

This year we had to test for PFAS, Nitrate, Uranium and disinfection byproducts.

Cross Connection Control

A water cross-connection is a physical or potential link between a potable (drinking) water system and a source of non-potable water or other substances that could contaminate the drinking water supply. These connections pose a serious health risk and must be properly inspected and maintained to ensure compliance with state and local regulations.

Our cross-connection inspections are contracted out to Hydro Corp, who perform the inspections and provide reports on compliance status. However, it is our responsibility to enforce compliance with the applicable regulations and address any violations identified.

We have recently encountered a few cases of noncompliance, and I am currently working through the necessary steps to bring these properties into compliance. This includes notifying the property owners, outlining the corrective actions required, and ensuring timely resolution. Enforcement actions may be taken if compliance is not achieved within the given timeframe up to disconnection.

Asphalt Patcher

There have been questions as to where our asphalt patcher has been this year. This winter and spring we ran 28 tons of cold patch through the patcher. Since the asphalt plants opened, we have run 24 tons through that machine.

Right-of-Way Permits

We have approved 4 right of way permits.

Training

Tim and Michael attended a Michigan Rural Water Training on Permit Required Confined Space Entry.

Water Plant Project

The media and valves have finally been delivered for the treatment plants.

Non- Compliance for Sept 1, 2025, deadline

25350 60th Ave- need water/ sewer Deb Schauer 269-615-0895, Jen 269-760-7133. We refunded \$\$ for charging them sewer, as they proved they were on septic and well. Asked for "variance" what can we do to help them, as she is disabled?

**7/14/2025 & 8/29/2025 emailed twice with no response to a variance, I did send her the paperwork to fill out for a Variance.

57449 Kingdon- need water hook up. King, Curtis/ Susan 269-668-3283 They pay metered sewer, and conn fees. They had presented legal past information but was not relevant to hooking to water per Scott Graham.

**Message left twice with no response back. 8/27/2025 and 9/4/2025

Compliance for Sept 1, 2025, deadline

52250 Cherry Ln – Need Water hook up. Jeff Standish 269-668-2342 Bought in outdated letter.

**Permit for water service, paid \$1,600 for the hook up fee. Just waiting on a contractor for the work to be performed.

25400 60th Ave- need water/sewer – Raterink, Stacy 269-352-1602 Have had no contact other than sending letter. They pay FLAT rate for sewer but are on well/septic.

**Filed for the USDA paperwork and filled it, they are hooked up to the Sewer already.

25450 60th Ave- Need water hook up. Begeman, Brian/Luann 269-655-5110. They have applied for USDA loan and have the application/cost amt for water hook up but have not paid anything.

**Filled out the USDA paperwork and checking with contractors for installation cost.

52150 Oak Dr. – Need water/sewer hookup- (Britton) Neil Boff Sr 269-501-1874 is homeowner. Have applied for a (meter) Plumbing permit to start process. Have not paid \$\$ Water/Sewer application.

**Phone number was wrong, the second number found was disconnected, finally I was able to talk with Mrs. Britten (owner of the Land Contract). Had filed with the USDA and is in the process of having the water hooked up through Kalamazoo Excavating the week of the 8th.

** Status over the last couple of weeks.

Fill in the committee's you would like to serve on and bring to the Council meeting. Please remember you may not get all the committee's you choose. Each member serves on 3 committees and is Alternate for 1. In addition to 3 committees please indicate if you are willing to serve as Planning Commission Liaison or as KATS Representative

FINANCE COMMITTEE

- 1.
- 2.
- 3.

Alternate:

LAW ENFORCEMENT COMMITTEE

- 1.
- 2.
- 3.

Alternate:

COMMUNICATIONS COMMITTEE

- 1.
- 2.
- 3.

Alternate:

ZONING & ORDINANCE COMMITTEE

- 1.
- 2.
- 3.

Alternate:

PARKS & RECREATION COMM.

- 1.
- 2.
- 3.

Alternate:

POLICY & PERSONNEL COMMITTEE

- 1.
- 2.
- 3.

Alternate:

DPW COMMITTEE

- 1.
- 2.
- 3.

Alternate:

DDA

PLANNING COMMISSION LIASION

- 1.

KATS REPRESENTATIVE

- 1.

Current Assignments from Seat Replacements

Committee	Members
Finance	Jessalyn Stuut, Chair Terron McLean Jon Daniel <i>Spencer Streeter, Alternate</i>
Communications	Spencer Streeter, Chair Jessalyn Stuut Luann Begeman <i>Terron McLean, Alternate</i>
DPW	Terron McLean, Chair Jessalyn Stuut Spencer Streeter <i>Mason Monroe, Alternate</i>
Law Enforcement	Mason Monroe, Chair Luann Begeman Sara Gurley <i>Jon Daniel, Alternate</i>
Parks & Recreation	Sara Gurley, Chair Terron McLean Mason Monroe <i>Luann Begeman, Alternate</i>
Policy & Personnel	Luann Begeman, Chair Spencer Streeter Jon Daniel <i>Sara Gurley, Alternate</i>
Zoning & Ordinance	Jon Daniel, Chair Mason Monroe Sara Gurley <i>Jessalyn Stuut, Alternate</i>

Re: Michigan Certified Public Manager program

From opd <opd@svsu.edu>

Date Fri 8/29/2025 9:55 AM

To Rich McGrew <rmcgrew@mattawanmi.com>

CAUTION: This email originated from outside the Village of Mattawan. Maintain caution when opening external links/attachments

Hi Rich!

I wanted to touch base with you and let you know that you have been accepted into Cohort 19 of our Certified Public Manager program!

Dates for the fall cohort can now be found on our website:

<https://www.svsu.edu/opd/michiganscertifiedpublicmanagerprogram/>

I will be in touch soon with more information.

In the meantime, please do not hesitate to reach out if you have any questions or concerns. We look forward to having you be part of our program!

Thanks,

Jamie



SAGINAW VALLEY STATE UNIVERSITY

Jamie Garcia

Special Projects Coordinator - Center for Adult Learning

.....
Curtiss Hall, C201
.....

PHONE: 989.964.2520

CARDINALS STAND OUT

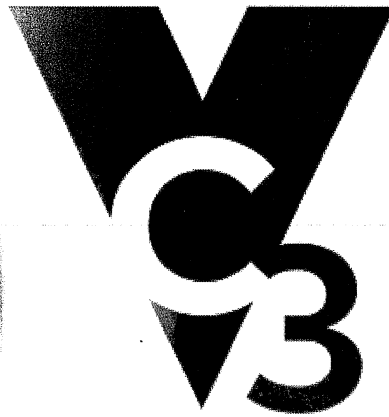
From: opd <opd@svsu.edu>

Sent: Tuesday, August 19, 2025 1:29 PM

To: Rich McGrew <rmcgrew@mattawanmi.com>

Subject: Re: Michigan Certified Public Manager program

Thanks so much, Rich!



**AIM
HIGHER**

Quote Information:

**Ticket #4159722 - 2025.06 - PFF - New server and
Switch**

Quote # JC011401
Version 1

Prepared for:

Village of Mattawan, MI

Jolie Storm
Jstorm@mattawanmi.com

- Executive Summary

Description

Scope of Work

IN-SCOPE SERVICES

Project Management

VC3 will assign a project manager for the duration of the project to work closely with an assigned Client representative to ensure proper project coordination and planning.

These activities will include:

- Project kickoff meeting to define project resources and timeline
- Documentation of scheduled project activities
- Weekly Project Status meetings and documented updates as needed
- Coordination of VC3 and Village of Mattawan, MI schedules to ensure successful implementation
- Project closure documentation to formalize end of project

Initiation & Planning Phase

Implementation: Planning, Communication & Coordination

- Planning, Communication & Coordination
- Planning, Communication & Coordination (after hours)
- Vendor Coordination/Consulting
- Vendor Coordination/Consulting (after hours)
- Pre-Migration Kick-Off call with Client

Execution, Monitoring & Controlling Phase

Environment: Install Rack

- Receive & Unbox and Inspect
- Apply Labels
- Assemble & Install Rack Server Rack (After Hours)
- Rack Cable Cleanup

Server Build: Physical Server Assembly

- Receive, Unbox Server and components
- BIOS, Storage Controller & OOB Firmware Updates & Configure OOB and RAID
- Onsite Unbox server and Install

Host Server Build: Install and Configure Windows Server w/ Hyper-V

- Executive Summary

Description

- Download & Install Windows 2022
- Configure network, time zone and Windows update settings
- Complete all Windows Updates / Install EDR / Enable RDP
- Install and Configure Hyper-V

Primary Domain Controller Server

- Create virtual machine from Template
- Complete Windows Updates
- Enable RDP + Install Mgmt & EDR Install EDR Software
- Join server to domain, prep domain, promote server into DC
- Setup DNS and DHCP (After Hours)
- Manage/Transfer FSMO and GC roles

Application, File & Print Server

- Migrate file shares & Update mapping
- Create Virtual Machine from Template
- Enable RDP + Install Mgmt & EDR Install EDR Software
- BSA - Install/Migrate Application & Configuration Settings
- Enabling access for 3rd party provider
- Reconfigure printer mapping

Closure Phase

Post-Project Migration Support

- End User Support - Remote
- End User Support - Onsite
- Network - Post Implementation Support

Decommission Server/Appliance Services & Roles

- Shutdown/Power Testing
- Migrate VM Files/Archive Repositories to Storage Appliance
- Remove from Network
- Recycle Old Equipment

- Hardware/Software

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Eaton Tripp Lite Series SmartRack 24U Mid-Depth Half-Height Rack Enclosure Cabinet - For Server - 24U Rack Height 32.50" Rack Depth - Floor Standing - Black - 1000 lb Dynamic/Rolling Weight Capacity - 1000 lb Static/Stationary Weight Capacity		\$1,193.00	1	\$1,193.00
	StarTech.com 1U Vented Server Rack Cabinet Shelf - Fixed 10in Deep Cantilever Rackmount Tray for 19" Data/AV/Network Enclosure w/Cage Nuts - 1U 19in vented server rack cabinet shelf/rackmount cantilever tray 10in deep - Universal fit in existing EIA/ECA-3		\$36.00	2	\$72.00
	Dell PowerEdge R760 - 2x Intel Xeon Silver 4514Y 2G - 4x 32GB RDIMM - 8x 2.4TB HDD		\$20,500.00	1	\$20,500.00

Subtotal: **\$21,765.00**

- Labor

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Labor - Fixed Fee - Project One-Time - Proactive		\$12,930.80	1	\$12,930.80

Subtotal: **\$12,930.80**

- Shipping

Thumbnail	Product Description	Comment	Price	Qty	Extended Price
	Shipping and Handling		\$75.00	1	\$75.00

Subtotal: **\$75.00**

Ticket #4159722 - 2025.06 - PFF - New server and Switch

Prepared by: VC3 Josh Conway quotes.josh.conway@vc3.com	Prepared for: Village of Mattawan, MI 24221 Front Ave. Mattawan, MI 49071 Jolie Storm +12696682128 Jstorm@mattawanmi.com	Quote Information: Quote #: JC011401 Version: 1 Delivery Date: 08/26/2025 Expiration Date: 09/26/2025
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Quote Summary

Description	Amount
- Hardware/Software	\$21,765.00
- Labor	\$12,930.80
- Shipping	\$75.00

Total: \$34,770.80

- Applicable taxes & Environmental Surcharges will be added.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Pricing & Availability is subject to change without notice.
- Shipping and handling costs may not be included in this quote, as these costs are variable. Adjusted shipping and handling costs may be applied to the final invoice.
- VC3 makes NO WARRANTY either expressed or implied, regarding performance or suitability for any purpose of the above products. The customer assumes responsibility for understanding the warranty, if any, of the manufacturer or VC3.
- If not included in agreement, travel will be billed separately.
- In the case hardware/software total exceed \$100k, VC3 will require a 50% deposit of the hardware/software total to secure the order. Deposit is payable immediately to VC3.
- Returns:
 - No returns will be accepted unless first approved by VC3 Inc.
 - Approved returns are subject to a 20% restocking fee.
 - Approved return of in-stock items will be accepted within 10 business days of purchase, if merchandise is unopened and packaging is undamaged.
 - Open box items are not returnable
 - Approved defective returns must be shipped to VC3 within 10 business days of said approval

1301 Gervais St. Ste. 1800
Columbia, SC
www.vc3.com
800-787-1160



VC3 Village of Mattawan, MI

Name: Josh Conway
Title: Client Solutions Specialist
Date: 08/26/2025

Name: Jolie Storm
Date:

September 3, 2025

Dear Jolie,

This letter is to confirm the Michigan Municipal League on-site training program, "Parliamentary Procedures." The program will take place on **October 14, 2025** beginning at 5:00 p.m.

Bob Slattery will be your facilitator for the program. Please touch base with him prior to the program to discuss the content of the workshop, location directions, handouts, AV needs and the number of people expected to attend. Bob can be reached at rdslats@comcast.net.

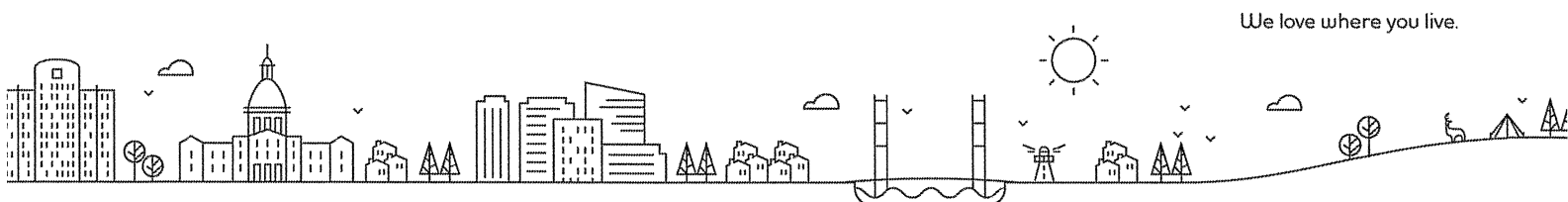
Attached is an evaluation form for you to copy and distribute to attendees. Please encourage participants to fill them out and feel free to make additional copies as needed. Also attached is an attendee sign-in sheet. Please have attendees sign in and mark the total in attendance. If anyone leaves the workshop early, please mark the time on the attendance roster so that we may adjust their credits. Following the workshop, please send me the completed sign-in sheet and evaluation forms, via mail or email.

The price quoted for the workshop is \$2000. We will send you an invoice shortly after the program. Please refer to your signed agreement for our cancellation policy.

The Michigan Municipal League looks forward to this opportunity to assist you in training your community. If you have any questions, please contact me at 734-669-6308 or akrahn@mml.org.

Sincerely,

Agnes Krahn
Communications Associate





michigan municipal league

MICHIGAN MUNICIPAL LEAGUE ON-SITE PROGRAM AGREEMENT

Session Title: Parliamentary Procedures

Date: 10/14/2025

Fees: \$2000.00

Time: 5:00 - 8:00 p.m.

Location: 24221 Front Ave. Mattawan, MI 49071

Responsibilities of the Michigan Municipal League

At your request the League has secured a speaker to present the Parliamentary Procedures training. The speaker will provide the necessary materials and design the program in accordance with the on-site request.

Cancellation Policy

All cancellations must be in writing and emailed to Events@mml.org. Notice of cancellations will be processed as follows:

Notice of 15 days or greater.....No fee due

Notice of 7 – 14 days.....50% of the fee

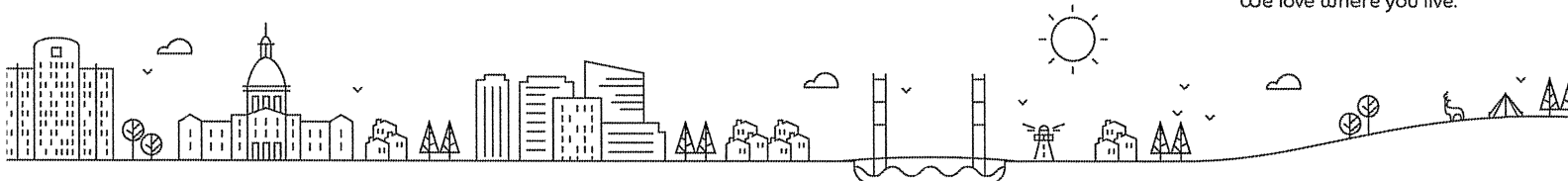
Notice of less than 7 days.....100% of the fee

The quoted price is guaranteed for 90 days from the date of this proposal.

Signature: _____

Date: _____

We love where you live.





Shop Address:

4885 Felch St.

Zeeland, MI 49464

Luke DeGroot

Cell: (616) 916-8804

Office: (616)-223-9954

Email: luke@customtrenchinginc.com

Mailing Address:

4885 Felch. St.

Zeeland, MI 49464

Customer:

Dave Savage, CT Electric

Date:

7/3/2025

Jobsite:

Mattawan Seasonal Lighting UG

Description:

3,850' Directional bore; install (1) 1" HDPE conduit for seasonal lighting pedestals

Install (27) customer-provided pedestals in specified locations

Hydrovac service; spot known utilities for crossing, backfill

Total: \$62,765.00

Notes: HDPE conduit included in quote. Furnishing of pedestals not included in quote. All required ROW/DOT permits for road crossings/installation on others.

Custom Trenching will not be held responsible for unmarked privately owned wires, gas lines, water lines or sprinkler systems damaged during our work. If damaged the repair will be at the owner's expense.

July 8, 2025

To: Village of Mattawan

RE: Service drops for Seasonal lighting

Please review our price on the following:

We will furnish and install all material and labor necessary to complete the installation.

Includes:

- Electrical permit
- (4) 100-amp Service drops (120/240 volt) 1 phase (Underground within 10' of utility pole if clear)
- (27) Outlet post (landscape style) with GFCI outlet
- Conductors in conduit (conduit by others)

Does not include:

- Site layout survey
- Concrete cutting removal replacement
- Patching or Painting
- Directional boring of conduits
- Miss Dig by Directional boring contractor

Mattawan service drops and Outlets: \$57,600.00

Includes list of Standard Conditions (attached).

If you have any questions, please call my office.

Sincerely,



Dave Savage

Estimator / Project Manager

O (269) 342-5016

C (269) 806-6016

-Continued

Mattawan Seasonal Lighting

July 8, 2025

Page 2

CT Electrical Services, Inc. - Standard Conditions

-These conditions apply unless specifically mentioned otherwise in this proposal.

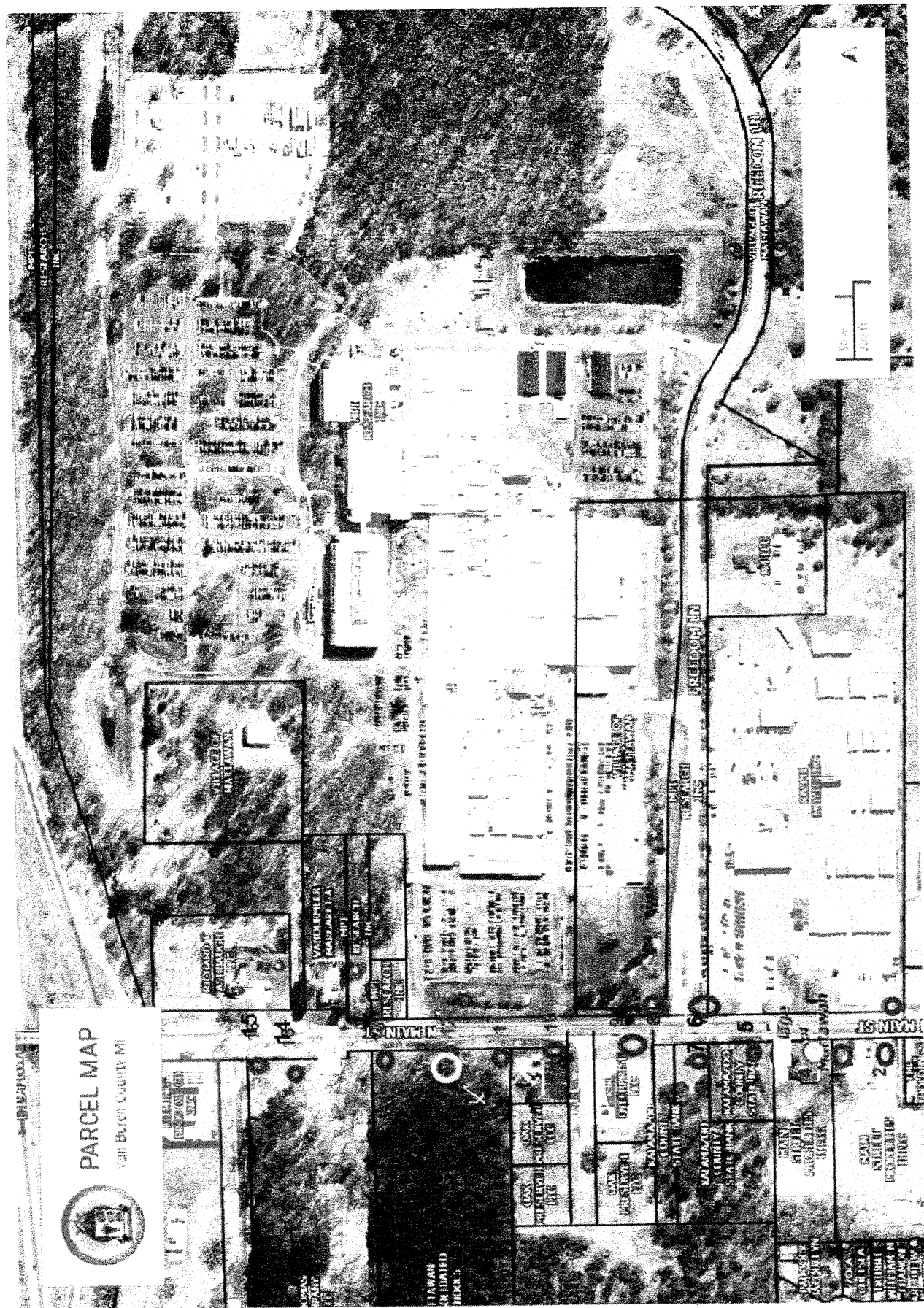
1. Utility Co. Charges NOT Included
2. Engineered Stamped Drawings NOT Included
3. Prevailing Wages NOT Included
4. Cutting and Patching NOT Included
5. Painting NOT Included
6. Dumpsters NOT Included
 - a. We assume to be able to use the General Contractors or Owners Dumpsters.
7. Bond NOT Included
8. Proposal based on the Plans and Specs in our possession at bid time.
9. All work to be performed during normal working hours (M-F, 7-5).
10. Does NOT Include any work Not Shown on Plans, Mentioned in Specs, or Mentioned Elsewhere in this proposal.
11. Warranty will not be Applicable while payments are beyond terms.
12. Retainage not to exceed 5% of original contract.
13. This price applies to an agreed upon completion date and staffing requirements. An accelerated completion date requiring staffing changes will be extra.
14. Customer agrees to pay for all fees incurred in the collection of payment.
15. Terms are NET 30 Days – 1.5% monthly interest on unpaid balances.
16. Price is good for 30 days.
17. Add \$ 1,750.00 for Temp. Power, Temp. Lighting, Temp. Heating Connections, and (1) 30A 240V Site Trailer (Utility Charges NOT Included).
18. Price based on frost-free conditions.
19. Past due accounts may result in pullout of staffing.
20. As Needed inspections included.

In the event of a significant delay or price increase of material, equipment or energy occurring during the performance of the Subcontract through no fault of the Subcontractor, the Subcontract sum, time of completion or Subcontract requirements shall be adjusted in accordance with the procedures of the Contract Documents. A change in price of an item of material, equipment or energy will be considered significant when the price of an item increases ten percent (10%) between the date of this Subcontract and the date of installation.



PARCEL MAP

RESEARCH



Yellow circles indicate service drops.

14 to 15 100 feet

11 to 12 153 feet
12 to 13 220 feet
13 to 14 240 feet

8 to 9 114 feet
9 to 10 162 feet
10 to 11 140 feet

4 to 5 260 feet
5 to 6 300 feet
7 to 6 72 feet

1 to 2 120 feet
2 to 3 156 feet
3 to 4 63 feet



PARCEL MAP

Van Buren County, MI



1 to 2 300 feet
2 to 3 165 feet
3 to 4 125 feet
4 to 6 240 feet

5 to 6 80 feet
6 to 7 230 feet
7 to 8 204 feet
10 to 9 200 feet

The yellow is where we
anticipate the electric service
drop to be.

Memorandum

To: Village Council
CC: Manager McGrew
From: Superintendent Anthony
Date: 9/5/2025
Re: Asphalt Hot Box Machine Replacement – Bid Summary and Recommendation

Our current Asphalt Hot Box Machine is 19 years old and no longer heats evenly, impacting our efficiency. Since the asphalt plants opened in late April, we've already put 24 tons of hot mix asphalt through it.

I've obtained bids from three vendors to replace our machine with a newer, more efficient model:

- **KM International:** \$51,730.00
- **Falcon:** \$76,122.28
- **Spaulding Corporation:** \$49,443.67

Additionally, I recommend including a vibrating roller for **\$3,800.00**, bringing the **Spaulding total to \$50,921.71**. This option includes upgrading from a two-ton to a three-ton machine, with the added capability to **recycle asphalt**, something our current unit cannot do.

This new unit would allow us to:

- Retrieve hot mix asphalt in the fall,
- Let it cool and harden at the shop,
- Break it up and store it in our cold patch barn, and
- Reheat it in winter to patch potholes at **half the cost** of using cold patch.

Budget Considerations:

We budgeted the following for this year:

- **Patcher:** \$45,000
 - **Chipper:** \$52,000

By reallocating **\$6,500 from the chipper budget**, the combined purchase of the **Spaulding machine and vibrating roller (\$50,921.71)** fits within our existing budget, with a remaining **\$578.83**.

Contractor's Application for Payment

Owner:	<u>Village of Mattawan</u>	Owner's Project No.:	<u>1001-26</u>
Engineer:	<u>Civica Engineering PLLC</u>	Engineer's Project No.:	<u>1001-26</u>
Contractor:	<u>SWT Excavating</u>	Contractor's Project No.:	<u>1001-26</u>
Project:	<u>USDA RURAL DEVELOPMENT 2023 Watermain Utility Improvement Projects</u>		
Contract:	<u>2023 Watermain Utility Improvement Projects</u>		

Application No.:	<u>4</u>	Application Date:	<u>9/8/2025</u>
Application Period:	<u>From</u>	<u>7/11/2025</u>	<u>to</u> <u>9/8/2025</u>

1. Original Contract Price	\$	3,705,721.94
2. Net change by Change Orders	\$	506,594.82
3. Current Contract Price (Line 1 + Line 2)	\$	4,212,316.76
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	3,264,900.70
5. Retainage		
a. 5% X \$ 2,875,056.94 Work Completed	\$	143,752.85
b. 5% X \$ 389,843.76 Remaining Stored Materials	\$	19,492.19
c. Total Retainage (Line 5.a + Line 5.b)	\$	163,245.04
6. Amount eligible to date (Line 4 - Line 5.c)	\$	3,101,655.66
7. Less previous payments (Line 6 from prior application)	\$	2,139,384.15
8. Amount due this application	\$	962,271.51
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	947,416.06

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: SWT Exc. Inc**Signature:** [Signature] **Date:** 9/8/2025**Recommended by Engineer**

By: Civica Engineering PLLC
Title: Project Manager
Date: 9/4/25

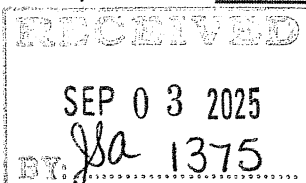
Approved by Funding Agency

By: _____
Title: _____
Date: _____

Approved by Owner

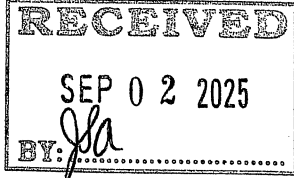
By: _____
Title: _____
Date: _____

By: _____
Title: _____
Date: _____





ALTA CONSTRUCTION EQUIPMENT LLC
56195 PONTIAC TRAIL
NEW HUDSON MI 48165



INVOICE TO:

VILLAGE OF MATTAWAN
24221 FRONT AVE
MATTAWAN MI 49071-9501

REMIT TO: ALTA CONSTRUCTION EQUIPMENT LLC
DEPT. 771420
PO BOX 77000
DETROIT, MI. 48277-1420

SERVICE INVOICE

ALTA JACKSON, MI (CE)
12000 NORTON RD
PARMA MI 49269

WORK SITE:

VILLAGE OF MATTAWAN
22899 FREEDOM LANE
MATTAWAN MI 49071

INVOICE NO	CUSTOMER NO	CUSTOMER PO	INVOICE DATE	PAYMENT TERMS
SS2/73895	BP0105320	L35GS	8/20/2025	NET 30 DAYS
SALESPERSON: MADISON COOK CONTACT: TOM ANTHONY 269-668-2300			SERVICE ORDER : SWA915633 REF :	

VOLVO MODEL: L35GS S/N: 3424256 CUST UNIT: UNIT: EQ0108369 METER : 965.50

SEGMENT : 10 QUICK COUPLER WON'T RELEASE ATTACHMENTS CUSTOMER - FIELD

SEGMENT TYPE: Chargeable

VOLVO MODEL: L35GS S/N: 3424256 CUST UNIT: UNIT: EQ0108369 METER : 965.50

WORK SITE: VILLAGE OF MATTAWAN 22899 FREEDOM LANE MATTAWAN MI 49071

LOCATION :

WORK DESCRIPTION:

QUICK COUPLER WON'T RELEASE/ WON'T FUNCTION TO RELEASE
BUCKET

TOM 269-217-4921

CORRECTION:

- 08/07/2025 HD
-ARRIVED ONSITE & LOCATED THE MACHINE
-DISCUSSED WITH THE CUSTOMER ON THE MACHINE ISSUES
-ISSUES ARE CURRENTLY ON ATTACHMENT ON MACHINE
-FOUND THE RIGHT-SIDE PIN WOULD NOT RETRACT
-FOUND WHEN ACTIVATING COUPLER LOCK PIN WOULD MOVE SLIGHTLY
-FOUND THE LEFT-SIDE PIN SLIDING CORRECTLY
-FOUND THE PIN WOULD NOT SLIDE IN & WHEN TRYING TO ADJUST IT

-DISCONNECTED THE LINES TO THE CYLINDER
-FOUND THE PIN WAS ABLE TO SLIDE IN
-RECONNECTED THE LINES
-FOUND THE PIN WOULD SLID OUT BUT NOT BACK IN
-NOTICED A NOISE FROM THE CYLINDER
-DETERMINED THE PIN WAS BROKE OFF PISTON
-MACHINE GOING INTO THE SHOP FOR FURTHER REPAIRS

ITEM / LOT ID	DESCRIPTION	QTY	PRICE	CORE	TOTAL
MISC	MISC - SERVICE SUPPLIES	1.00	59.96		59.96
MISC	PART				
MISC	FUEL SURCHARGE	1.00	7.95		7.95
MISC	MISC - TRUCK USAGE FEE	1.00	55.35		55.35
LABOR					615.00

View and Pay Bills Online:	https://altaequipment.billtrust.com	Enrollment Token:	ZKW HHK BXQ
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PAGE NO: 1 of 3



REMIT TO: ALTA CONSTRUCTION EQUIPMENT LLC
DEPT. 771420
PO BOX 77000
DETROIT, MI. 48277-1420

INVOICE NO SS2/73895	CUSTOMER NO BP0105320	CUSTOMER PO L35GS	INVOICE DATE 8/20/2025	PAYMENT TERMS NET 30 DAYS
SALESPERSON: MADISON COOK CONTACT: TOM ANTHONY 269-668-2300			SERVICE ORDER : SWA915633 REF :	

SEGMENT 10 TOTAL:

0.00 PARTS 615.00 LABOR 123.26 MISC. 0.00 TAX 738.26 TOTAL

SEGMENT : 20 INSPECT COUPLER MISC. TROUBLESHOOTING CUSTOMER - SHOP

SEGMENT TYPE: Chargeable

VOLVO MODEL: L35GS **S/N:** 3424256 **CUST UNIT:** **UNIT:** EQ0108369 **METER :** 965.50

WORK SITE: VILLAGE OF MATTAWAN 22899 FREEDOM LANE MATTAWAN MI 49071

LOCATION :

WORK DESCRIPTION:

INSPECT COUPLER

CORRECTION:

08/12/2025 HD

- POWER WASHED THE COUPLER
- DISCONNECTED THE HYDRAULIC LINES TO THE COUPLER
- REMOVED VALVES ON SIDE OF COUPLER
- HAMMERED IN THE COUPLER PINS
- REMOVED THE PIN SLEEVES
- REMOVED THE COUPLER PINS FROM THE BARREL
- REPEATED THE STEPS ON THE SECOND SIDE
- REMOVED THE TILT PIN
- REMOVED COUPLER TUBE & FRAME
- UNSCREWED THE TUBE FROM THE FRAME

08/14/2025 ST

- CLEANED ALL PARTS FROM DIRT & DEBRIS
- CLEANED ALL THE THREADS & SURFACES OF THE PARTS TO BE RE USED
- INSTALLED SEALS TO THE PISTONS
- INSTALLED THE PISTONS IN THE CYLINDER
- INSTALLED ONE PIN INTO THE RIGHT SIDE

08/15/2025 GC

- REMOVED BOTH LOCK COLLARS
- REMOVED BOTH PISTONS
- INSTALLED REAR WIPER SEAL
- HOOKED UP HYDRAULIC LINES
- CENTERED THE CYLINDER
- TESTED THE OPERATION
- WASHED THE MACHINE
- MACHINE TESTED GOOD
- MACHINE IS READY

****THANK YOU FOR CHOOSING ALTA EQUIPMENT COMPANY****

ITEM / LOT ID	DESCRIPTION	QTY	PRICE	CORE	TOTAL
	TUBE	1.00	1,168.78		1,168.78
	PISTON ROD	2.00	744.66		1,489.32
	WASHER	2.00	16.69		33.38
	O-RING	4.00	8.07		32.28
	SLEEVE	2.00	306.61		613.22
	SCRAPER RING	2.00	42.41		84.82
MISC	MISC - SHIPPING AND HANDLING	1.00	183.00		183.00
MISC	MISC - SERVICE SUPPLIES PART	1.00	94.75		94.75
LABOR					971.75

ALTA EQUIPMENT COMPANY

REMIT TO: ALTA CONSTRUCTION EQUIPMENT LLC
DEPT. 771420
PO BOX 77000
DETROIT, MI. 48277-1420

INVOICE NO	CUSTOMER NO	CUSTOMER PO	INVOICE DATE	PAYMENT TERMS
SS2/73895	BP0105320	L35GS	8/20/2025	NET 30 DAYS
SALESPERSON: MADISON COOK CONTACT: TOM ANTHONY 269-668-2300			SERVICE ORDER : SWA915633 REF :	

SEGMENT 20 TOTAL:

3,421.80 PARTS

971.75 LABOR

277.75 MISC.

0.00 TAX

4,671.30 TOTAL

PARTS	3,421.80
LABOR	1,586.75
MISC.	401.01
SALES TAX	0.00
TOTAL INVOICE	5,409.56

TOTAL IF PAID AFTER DUE DATE:

5,490.70

Memorandum

To: Village Council

CC: Manager McGrew

From: Superintendent Anthony

Date: 9/4/2025

Re: Approval to Proceed with Purchase – Concord Farms Phase 3

I received a price on “U” Branches for phase 3. These are the units that allow for the separation of irrigation and residential usage.

The cost of the “U” Branches is \$3,208.00 for 16 of them from ETNA Supply.

Spent \$12,960 on Meters and MXU’s previously.

Total Budget is \$65,000.

Jolie Storm

From: Rich McGrew
Sent: Friday, September 5, 2025 9:48 AM
To: Jolie Storm
Subject: Closed Session 180 review

I'm requesting a closed session for the 180 day review with council.
Thank you. Due to the confidential information with salaries, hourly rates, etc.

Sincerely,

Rich McGrew
Village Manager

Village of Mattawan
24221 Front Ave
P: 269-668-2128
F: 269-668-4324