



Village of Paw Paw
Village Council Regular Meeting

March 23, 2026, 7 PM

Paw Paw District Library, Community Room
609 W. Michigan Ave, Paw Paw, MI 49079

Agenda

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call: President Roman Plaszczak; President Pro-Tem Douglas Craddock; Trustees Holly Hamilton, Nicolas Martinez, David McQueen, Steve Richardson, and Donne Rohr.
- IV. Approval of Agenda
- V. Approval of Minutes
 - Regular meeting of March 9, 2026
- VI. Authorization to Pay Claims. March 23, 2026 (Hamilton, Richardson), April 13, 2026 (Martinez, McQueen)
- VII. Audience Participation (Limited to 3 minutes per speaker)
- VIII. Council Member Comments
- IX. Public Hearing: Heritage Woods PUD Amendment
- X. Action Items –
 - Heritage Woods PUD Amendment
 - Warner Vineyards parking request
 - Van Buren County proposal – addressing services
 - MDNR Grant Application – Amphitheater Park
 - Award Bid for Elm Street Reconstruction to Lounsbury Excavating
 - Approve Elm Street Construction Management agreement with Fleis & Vandenbrink
 - Authorize repairs – Lift Station # 1
 - Authorize repair – East Michigan Avenue light pole
 - Authorize repair – Motor pool garage roof
 - 2026 Board & Committee appointments

XI. Workshop Items: None

XII. Committee Meetings and Reports (committees may have items to bring to the council) *Estimated 30 minutes for all with next meeting dates.*

- Area Parks & Rec. Board (McQueen): April 6 – 7:30 PM
- Downtown Development Authority (Plaszczak): April 20 - 5:30 PM
- Economic and Residential Opportunity (Plaszczak): April 16 - 4:00 PM
- Farmers Market (Martinez): April 17 – 5:00 PM
- Fire District Board (Craddock): April 7 – 7:00 PM
- Historical Commission (Plaszczak): June 10 – 4:00 PM
- Housing Commission (Rohr): April 20 – 3:00 PM
- Maple Lake Preservation & Improvement (Plaszczak): *TBD*
- Planning Commission (Martinez): April 2 – 7:00 PM
- Wine & Harvest Board (Craddock): April 1 – 6:00 PM

XIII. Council Member Comments

XIV. Manager & Departmental Reports

XV. Tabled Items Expected to come back before the Village Council

- Short Term Rentals
- Sidewalk Vendor Regulation

XVI. Adjournment

Notice to Public Attendees

If you would like to speak to the Village Council, please make your statements during the Audience Participation Period. Public comments are limited to 3 minutes per speaker. Please note that this is not a question-and-answer exchange.

If you would like follow-up, provide your name and phone number/email on the sign-in sheet at the Clerk's table. The appropriate member of the Village Council or Village Staff will contact you.

Minutes

Regular meeting of March 9, 2026

**Minutes, Paw Paw Village Council
Regular Meeting, March 9, 2026**

The Regular Village Council meeting of Monday, March 9, 2026, convened at 7:00p.m. at the Paw Paw District Library, Community Room. President Plaszcak presiding.

Meeting Convened

Present: President Roman Plaszcak, Pro Tem Douglas Craddock, Trustees Steve Richardson (excused), Holly Hamilton, Nicolas Martinez, David McQueen and Donne Rohr. Also present: Village Manager Bryan Myrkle, Village Clerk Karla Tacy, Director of Public Services Tim Brandys and Police Chief Eric Rottman.

Members Present

Motion by Rohr with support from Craddock to approve the agenda as presented. All members present voting yes, motion carried.

Approval of Agenda

Motion by Rohr with support from Craddock to approve the regular meeting minutes of February 23, 2026. All members present voting yes, motion carried.

Approval of Minutes

Motion by Hamilton with support from McQueen to approve claims for Monday, March 9, 2026, in the amount of \$597,468.38. All members present voting yes, motion carried.

Approval of Claims

None.

Audience Participation

None.

**Council Member
Comments:**

Dan Cothorn from Wesco, presented to Council, information regarding the Tantalus Smart Metering System.

**Presentation: Dan
Cothorn- Tantalus
Metering System**

Motion by Martinez with support from McQueen to adopt the proposed Parks and Recreation Board ordinance amendment. All members present voting yes, motion carried.

**Action Items:
Parks & Rec Board
Amendment**

Motion by Rohr with support from Craddock to approve the Paw Paw Days event and associated road closures on Saturday, July 25th from 5:30 am until 6pm. All members present voting yes, motion carried.

Paw Paw Days

Motion by Rohr with support from Martinez to approve pay request No.6 from Milbocker Construction in the amount of \$153,710.00. All members present voting yes, motion carried.

**Briggs Dam Pay Request
#6**

Motion by Rohr with support from Hamilton to adopt the amended MERS Defined Benefit Plan Agreement for the Administrative Employees, increasing the employee contributions from 10% to 11%, as agreed upon in their Collective Bargaining Agreement. All members present voting yes, motion carried.

**MERS DB Adoption
Agreement**

**Minutes, Paw Paw Village Council
Regular Meeting, March 9, 2026**

Motion by Rohr with support from Craddock to adopt Resolution 26-06 to authorize contract no #25-5656 with the Michigan Department of Transportation and to name the authorized signatories of said contract. Roll call vote; Martinez, Hamilton, Craddock, Plaszcak, McQueen and Rohr voting yes, motion carried.

**Resolution 26-06 MDOT
Category B Funding
Agreement**

None.

**Committee Meetings
Parks and Rec**

None.

DDA

None.

**Economic & Residential
Opportunity**

None.

Farmers Market

None.

Fire Board

The Historical Commission's next meeting will be March 11.

Historical Commission

None.

Housing Commission

The March 17th Maple Lake Improvement Committee meeting will be rescheduled.

**Maple Lake
Preservation**

The Planning Commission discussed Warner Vineyard's proposed expansion site plan.

Planning Commission

None.

Wine & Harvest

Trustee Hamilton would like to see the DPS crew be more careful when removing snow, as her building was recently struck.

**Council Member
Comments
Hamilton**

Trustee Martinez would like to see color changing lights installed on the new Briggs Dam.

Martinez

Manager Myrkle recently had a meeting with Sol America and believes even though federal funding has been reduced, the solar project could still be beneficial for the long term.

Manager Comments

DPS Director Brandys reports Riverworks will be buttoning up the Maple Island Bridge project in the next several weeks.

**Staff Comments
Brandys**

Police Chief Rottman announced the PD recently received a \$5,000 grant from Walmart, to be used for the Shop with a Cop Event. The PD has ordered two anti-LifeVac anti-choking devices.

Rottman

**Minutes, Paw Paw Village Council
Regular Meeting, March 9, 2026**

Clerk Tacy will not be in attendance at the next Council meeting.

Tacy

Motion by Craddock with support by Martinez to adjourn the meeting. All members present voting yes, motion carried. Meeting adjourned at 8:39pm.

Adjournment

Respectfully submitted:

Karla Tacy
Village Clerk

Roman Plaszczak
Village President

DRAFT

Heritage Woods PUD Amendment



March 19, 2026

Village of Paw Paw Planning Commission
Attn: Williams & Works, Village Planning Consultant
111 E. Michigan Avenue
Paw Paw, MI 49079

Re: Heritage Woods Condominium Development PUD Amendment Narrative

To whom it may concern,

The Heritage Woods Condominium project has been ongoing and navigating design constraints brought forward from EGLE. Despite efforts to proactively delineate the existing wetlands on this site prior to the design process, EGLE's interpretation of the wetland boundary differed greatly from that of the professional consulting firm's delineation. The different wetland boundary was not brought to light until after approval with the Village of Paw Paw and when construction had commenced.

As a result, conflicts have arisen between the current design and EGLE's delineated wetland boundary. All parties involved in construction of the Heritage Woods Condominium project have been collaboratively working with EGLE to achieve a solution that best benefits the environment per EGLE's interests while working with the development's constructed work.

To attain a viable solution for all parties involved, an amendment is requested to the previously approved PUD. This amendment would allow for 3- and 4-unit dwellings within the PUD. Reasoning for this request is to provide the development with the closest number of units to what was previously approved. The site plan has been revised so that units were moved outside of the wetland boundary as delineated by EGLE in efforts of preservation. Because utilities have already been installed, the locations of the moved units were subject to specific locations for the sake of constructability. To achieve a maximum desired number of units, units along Old Lane Road would need to be combined into 3- and 4-unit dwellings. All aspects of the PUD remain the same and the updated site design complies with the previously approved PUD with the exception of the number of units per building. Open space for the development has increased, and unit density has decreased. The development has relocated several proposed units at the end of Heritage Woods Lane in hopes to collectively achieve a solution that works for all parties involved.

We appreciate your consideration of this amendment and look forward to serving the community with this development while protecting the interests of all parties involved.

Thank you,

Heritage Woods Condominium Development Team

MEMORANDUM

To: Village of Paw Paw Village Council
Date: March 17, 2026
From: Tricia Anderson, AICP
RE: **Heritage Woods Residential Condominium PUD Amendment**

Background. On February 24, 2025, the Village Council granted the approval of the site plan for a 38-unit residential condominium development within a Planned Unit Development for Heritage Woods. A planned unit development can be used as a tool to allow flexibility with development design by way of setbacks, building separation distances, lot sizes, housing form, etc. This tool is especially useful in cases where the preservation of natural features such as water bodies and wetlands is a priority. The Village Council's approval of Heritage Woods PUD included various departures from the underlying zoning district in an effort to allow clustering of homes and allow the density to be concentrated away from the sensitive natural features. The approval of a PUD also "locks in" those unique development aspects, as requested by the applicant.

The Village Council may recall that, after the initial approval of the PUD, the applicant went on to receive approval from the Drain Commission and began construction of roads and infrastructure in the spring of 2025. In October of 2025, the applicant was granted an amendment to the PUD to allow for two-story buildings, which was not part of the PUD approval, and thus the Council approval of an amendment was required.

- 20' front yard setbacks (to ROW)
- 25' rear yard setbacks (to PUD limits)
- 10' side yard setbacks (to PUD limits)
- 20' separation distance between duplex buildings
- 10' wide landscaped buffer along only Units 1-12
- 60' right of way width for Heritage Woods Court
- **38 two-family condominium units (subject of the current request)**
- **21' / 2-story maximum building height (amendment approved in Fall of 2025)**
- 3.38 units per acre residential density
- 83.9% / 9.45 acres of open space
- 76 parking space (2 spaces per unit)

Request. The applicant recently ran into an issue with the boundaries of the regulated wetlands on the site. The approved PUD depicts a delineation of wetland boundaries that were provided by the applicant's environmental consultant. It is our understanding that the Department of Energy, Great Lakes, and Environment (EGLE) has determined that the extent of the wetland boundary is much greater than what was delineated on the approved PUD, thus impacting the location of units at the south end of the cul-de-sac. In order to have the least impact on wetlands, the applicant will need to shuffle the units around, as shown in the proposed PUD plan in Figure 2|B below. Doing so will cause the applicant to lose three units, and will result in only 35 units in place of the approved 38 units. The applicant would like to retain as many units as possible to project a positive outcome in the return on investment for the project. **As such, the applicant requests a change to allow three- and four-unit buildings along Old Lane Road and a shared driveway off the end of the cul-de-sac to extend access to units 13-18.**

The proposed change will impact other elements of the approved PUD, such as the open space calculations, unit density, required parking, and access. The changes appear to be minor; however, they are a domino effect of the change in unit types and layout. The open space will increase and the density and required parking spaces will decrease. The number of driveways on Old Lane Road will increase as well, thus DPW will need to determine whether any negative impacts are anticipated as a result. The shared driveway off the end of the cul-de-sac should be reviewed by the Fire Department to ensure there is adequate fire access for units 13-18. Additionally, the revised layout that provides a shared driveway off the end of the public road cul-de-sac prompts questions about how snow plowing will be handled, as it is not part of the public street.

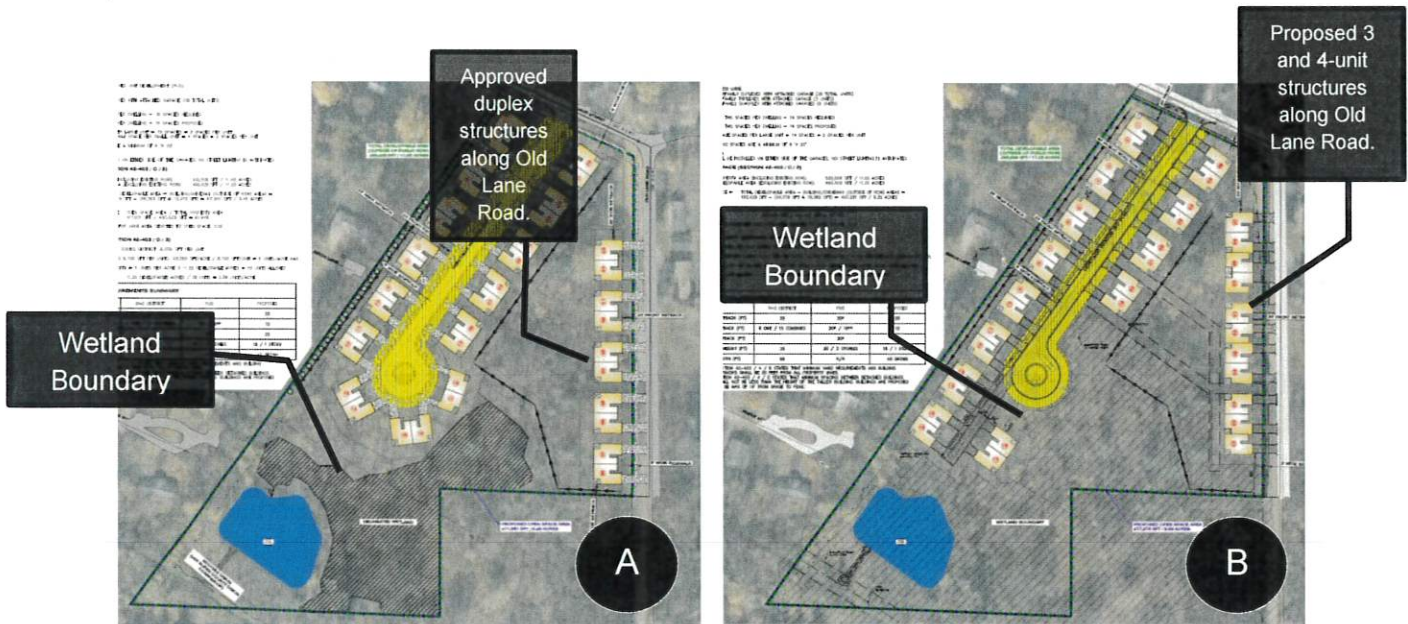


Figure 1 – A: Approved PUD Plan | B: Proposed PUD Amendment

Procedures. Procedurally, the applicant must request an amendment to the PUD in order to modify typology of the condominium units and the modifications to the layout, since the approved PUD limits the housing type to duplex condominium units, and major changes to the layout would prompt the need for an amendment.

The Village Council has the authority to approve, deny, or postpone its decision on the request to allow three and four-unit structures and the revised layout as shown on the revised plan set dated 3/18/26, based on the information provided, and whether the request meets the spirit and intent of the original approval and the PUD ordinance and the Zoning Ordinance. Section 42-402 gives the Village Council the authority to grant final approval of site plans, and further gives the Village Council the sole authority to grant amendments to approved PUDs.

Review. Section 42-403(e)(3) provides permitted residential housing types and uses. Our review of the proposed change to the unit types consisted of ensuring that the unit types proposed meet the requirements of this section. The building code recognizes housing types that exceed 2 units as "multifamily". Part 3 of Section 42-403(e)(3) includes multifamily structures. The proposed change to three and four-unit buildings along Old Lane Road are required to meet the dimensional standards that were adopted as part of the initial PUD approval.

Because site plan review is associated with the approval of the condominium within the PUD, we have reviewed the standards listed in Section 42-402(4) as it relates to the proposed PUD amendment. These standards are below, along with our remarks.

- a. *The vehicular transportation system shall provide for circulation throughout the site and for efficient ingress and egress to all parts of the site by fire and safety equipment.*

Remarks: The modified layout results in a shared driveway that extends off the end of the cul-de-sac, as shown in Figure 2 below. Additionally, the three and four-unit buildings will result in more driveway access along Old Lane Road. Village Council may wish to defer to the DPW director and fire chief to determine the impact of the modified layout and added driveways.

- b. *Pedestrian walkways shall be provided as deemed necessary by the planning commission for separating pedestrian and vehicular traffic.*

Remarks: There is no change to the sidewalk configuration as approved in the PUD. Sidewalks will continue to cross driveways along Old Lane Road.

- c. *Recreation and open space areas shall be provided in all multiple-family residential developments.*

Remarks: The approved PUD contains a significant amount of open space. The open space is anticipated to increase with the three and four-unit buildings.

- d. *The site plan shall comply with the district requirements for minimum floor space, height of building, lot size, yard space, density and all other requirements as set forth in this chapter, unless otherwise provided.*

Remarks: The approved PUD sets the requirements for dimensional elements. The proposed three and four-unit buildings comply with the dimensional requirements set forth in the PUD.

- e. *The requirements for fencing, walks, and other protective barriers shall be complied with as provided in this [chapter] and as deemed appropriate by the planning commission.*

Remarks: No fencing or other protective barriers are proposed relevant to the units along old lane road. As noted above, the sidewalks as shown in the approved PUD will remain the same.

- f. *The site plan shall provide for adequate storage and loading space for the use therein.*

Remarks: This standard is not applicable to a residential development.

- g. *Security measures shall be provided as deemed necessary by the police chief for resident protection in all multiple-family residential developments.*

Remarks: This standard did not apply previously, as the unit types did not include multifamily housing forms. Security measures relevant to the three and four-unit buildings consist of wall lighting on the exterior of each unit. The Village Council may defer to the Police Chief for additional comment.

- h. *Fire protection measures shall be provided as deemed necessary by the fire chief in conformance with all applicable laws of the state for the protection of residents and/or occupants of the structures.*

Remarks: The layout has changed to extend access to units 13-18 via a shared driveway that extends off the end of the cul-de-sac. A fire truck turning template is provided, however, it is not clear whether this change meets the requirements for fire access Village Council may defer to the fire department to determine whether this standard is met.

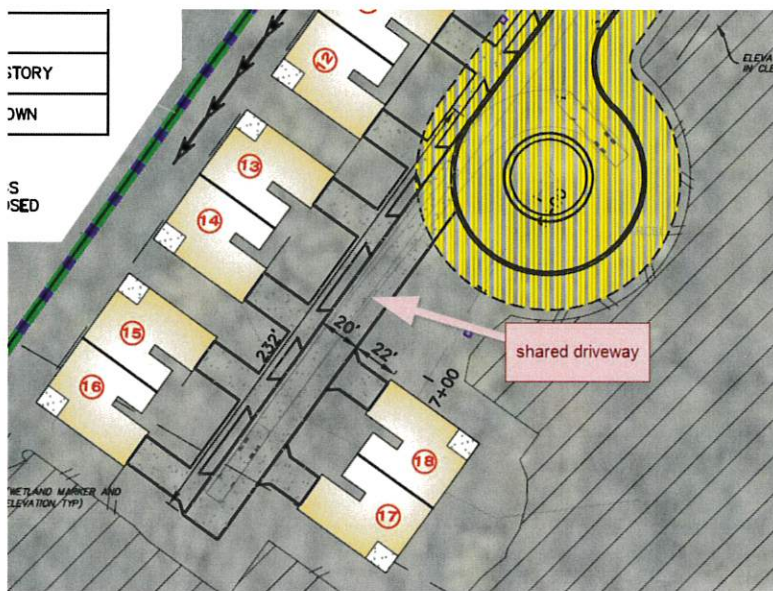


Figure 2 – Shared Driveway Access to Units 13-18

- i. *The site plan shall comply with all requirements of the applicable zoning district, unless otherwise provided.*

Remarks: The proposed PUD amendment complies with the design and dimensional elements set forth in the PUD.

Recommendation. At the upcoming meeting, it is recommended that the Village Council consider comments made at the meeting by the applicant, Village Council, Village Manager, and any others present, in reaching a decision on the approval, with or without conditions, denial, or tabling of the request to amend the Heritage Woods PUD. A suggested motion is provided below, along with a draft resolution for the Village Council's consideration as a record of the PUD approval, and this requested amendment:

I move to approve the amendment to the Heritage Woods PUD and associated site plan dated 3/18/26, to allow for the modified layout and three and four-unit building typologies for the 35-unit condominium development, located on the following parcels: 80-47-582-057-30, 80-47-582-062-30, 80-47-582-062-20, 80-47-582-062-11, subject to the following conditions:

1. The applicant shall provide a recorded copy of the revised master deed reflective of the change to the layout of the condominium development, prior to the issuance of any additional building or zoning permits for the construction of new structures.
2. For all future building and zoning compliance permits, the applicant shall provide a site plan containing the specific building to be built within the building envelope, which indicates the proposed building footprint, separation distance from adjacent building envelopes and setbacks to the PUD limits and rights of way.
3. The applicant shall provide the Village with a copy of any permits required by EGLE relevant to wetland impact.
4. The applicant shall adhere to the requirements of the Paw Paw Village Fire Department and the Village of Paw Paw DPW, prior to the issuance of zoning or building permits to construct units impacted by the modified layout.
5. The applicant shall work with the Van Buren County Drain Commission on any modifications that are necessary to the stormwater management system as it relates to the layout changes. If it is determined that changes are not necessary, the applicant shall provide confirmation from the VBCDC in writing to demonstrate this.

As always, please contact us if you have any questions.

ZONING SUMMARY

EXISTING ZONING: PLANNED UNIT DEVELOPMENT (PUD)

PROPOSED USE

- 1 - MULTIFAMILY DUPLEXES WITH ATTACHED GARAGE (26 TOTAL UNITS)
- 2 - MULTIFAMILY TOWNHOMES WITH ATTACHED GARAGE (3 UNITS)
- 3 - MULTIFAMILY CONDOS WITH ATTACHED GARAGE (8 UNITS)

REQUIRED: TWO SPACES PER DWELING - 74 SPACES REQUIRED
 PROPOSED: TWO SPACES PER DWELING - 74 SPACES PROPOSED

ALL PARKING SPACES ARE A MINIMUM UNIT = 74 SPACES = 2 SPACES PER UNIT

LIGHTING

LIGHTS WILL BE INSTALLED ON EITHER SIDE OF THE GARAGES, NO STREET LIGHTING IS ANTICIPATED.

OPEN SPACE (SECTION 42-403 / C / 3)

TOTAL PROPERTY AREA INCLUDING EXISTING ROW: 520,296 SF / 11.95 ACRES
 TOTAL DEVELOPABLE AREA EXCLUDING EXISTING ROW: 480,429 SF / 11.25 ACRES
 TOTAL DEVELOPABLE AREA - BUILDING/DRIVEWAY (OUTSIDE OF ROW) AREAS = 480,429 SF - (84,779 SF + 18,385 SF) = 407,265 SF / 9.35 ACRES

OPEN SPACE PERCENTAGE: OPEN SPACE AREA / TOTAL PROPERTY AREA

OPEN SPACE MULTIPLES FOR 3455 AREA DEVOLVED TO OPEN SPACE: 150

UNIT DENSITY (SECTION 42-403 / C / 3)

MAX. UNIT AREA PER R-2 ZONING DISTRICT: 8,700 SF PER UNIT
 MAX. UNIT DENSITY USING 8,700 SF PER UNIT: 43,568 SF/ACRE / 8,700 SF/UNIT = 5 UNITS/ACRE MAX.
 PROPOSED LOT/UNIT DENSITY = 5 UNITS PER ACRE X 11.25 DEVELOPABLE ACRES = 56 UNITS ALLOWED
 PROPOSED UNIT DENSITY: 1125 DEVELOPABLE ACRES / 57 UNITS = 3.29 UNITS/ACRE

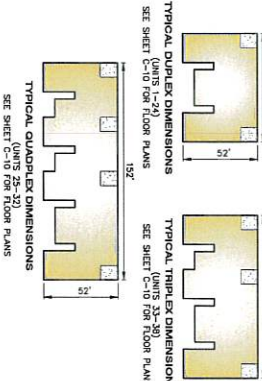
DIMENSIONAL REQUIREMENTS SUMMARY			
	R-2 DISTRICT	PUD	PROPOSED
FRONT SETBACK (FT)	30	30*	20
SIDE SETBACK (FT)	5 ONE / 15 CORNER	30* / 15**	10
REAR SETBACK (FT)		30*	25
BUILDING HEIGHT (FT)	35	30 / 3 STOREYS	18 / 1 STOREY
LOT WIDTH (FT)	66	N/A	AS SHOWN

* SECTION 42-402 / A, B STATES THAT MINIMUM YARD REQUIREMENTS AND BUILDING HEIGHTS SHALL NOT BE LESS THAN THE HEIGHT OF THE TALLEST BUILDING BETWEEN DETACHED BUILDINGS TO BE MAX OF 18 FEET FROM GROUND TO FINISH.



GENERAL NOTES

1. ALL DIMENSIONS SHOWN ARE TO THE EDGE OF METAL.
2. PROVIDE CURB CUTS/RAISERS AT ALL BARRIER FREE ACCESS POINTS.
3. PARALLEL MARKINGS AND SIGNAGE SHALL CONFORM TO THE CURRENT MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AND MICHIGAN BARRIER FREE CODE.
4. MATCH EXISTING CURB & GUTTER SECTIONS WHEN CONNECTING TO THEM.
5. EXCEPT WHERE OTHERWISE INDICATED ON THESE PLANS, ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE MICHIGAN CONSTRUCTION AND WELFARE OF LAW PAVEMENT STANDARDS SPECIFICATIONS.
6. ALL WORK SHALL CONFORM TO ALL LOCAL, STATE AND FEDERAL LAWS, RULES AND REGULATIONS IN FORCE AT THE TIME OF CONSTRUCTION.
7. ALL EXTERIOR CONCRETE SHALL BE ADOT GRADE #1 (CONCRETE), AIR ENTRAINMENT, DUMESTONE APPROPRIATE BRICK FINISHED, CURING SEAL.
8. THE CONTRACTOR SHALL LOCATE ALL ACTIVE UNDERGROUND UTILITIES PRIOR TO EXCAVATION AND PROVIDE PROTECTIVE CASING AND MARKING FOR ALL UTILITIES NOT REQUIRING RELOCATION. ALL UTILITIES SHALL BE PROTECTED AND NOT DISTURBED.
9. ALL REQUIRED FILL FOR THIS PROJECT SHALL BE SELECTED EXCAVATED MATERIAL FROM AROUND AND SHALL BE THE CONTRACTOR'S RESPONSIBILITY.
10. TOP PROTECTION OF UNDERGROUND UTILITIES: THE CONTRACTOR SHALL CALL 1-800-485-7171 A MINIMUM OF THREE FULL WORKING DAYS EXCLUDING HOLIDAYS AND WEATHER DAYS PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITIES AND PROVIDING THEM WITH THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITIES AND PROVIDING THEM WITH THE LOCATION AND DEPTH OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITIES AND PROVIDING THEM WITH THE LOCATION AND DEPTH OF ALL UTILITIES.
11. ANY BITUMINOUS OR CONCRETE PAVEMENT, SANITARY SEWER, SANITARY SEWER SERVICE LEADS OR STORM SEWER WHICH IS DAMAGED BY THE CONTRACTOR AND AT THE CONTRACTOR'S EXPENSE BE REPAIRED TO THE OWNER'S SATISFACTION AND TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
12. ALL UNSURFACED SURFACE MATERIAL MUST BE REMOVED TO A MINIMUM DEPTH OF 6" BELOW THE TOP OF THE SURFACE OR AS DETERMINED BY THE COUNTY ENGINEER.
13. IF ANY EXPOSED INDETERMINATE OR SUSPICIOUS REMAINS APPEAR, THESE SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION OR ANYTHING AFFECTED SO THAT CANCELLATION OR RESUBMISSION MAY OCCUR.



LEGEND

[Symbol]	PROPOSED PAVEMENT / PUBLIC ROADWAY (SEE DETAIL)
[Symbol]	PROPOSED VILLAGE RIGHT-OF-WAY (R.O.W.)
[Symbol]	CONCRETE PAVEMENT AND SIDEWALK
[Symbol]	PROPOSED BUILDING
[Symbol]	PROPOSED DRY DETENTION/RETENTION BASIN
[Symbol]	WETLAND
[Symbol]	PROPOSED OPEN SPACE AREA
[Symbol]	PROPOSED UNIT #



THE USER OF THESE PLANS HEREBY CERTIFIES THAT ALL INFORMATION AND DATA SUBMITTED TO THE ENGINEER HAS BEEN OBTAINED FROM ADEQUATE AND AVAILABLE SOURCES AND THAT THE USER HAS CONDUCTED A REASONABLE INVESTIGATION OF THE SITE AND HAS FOUND NO OBSTACLES TO THE PROPOSED WORK. THE USER SHALL BE RESPONSIBLE FOR ANY FIELD WORK PERFORMED BY HIS OR HER FIELD PERSONNEL.

HURLEY & STEWART, LLC



Sheet Title: **C-2**

Project: **OVERALL LAYOUT PLAN**

Client: **HERITAGE WOODS CONDOMINIUMS**
GREG WATTS / PRIME HOMES

3	SITE PLAN UTILITY REVISIONS	03/24/25
4	EGLE COMMENTS	04/11/25
5	UPDATED ROAD PROFILE	06/29/25
6	SITE PLAN AMENDMENT APPROVAL	05/19/25



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Warner Vineyards parking request

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrkle, Village Manager
Re: Warner Vineyards – request to use public property for parking
Date: March 18, 2026

Background

Mr. Pat Warner, owner of Warner Vineyards, is requesting the Village consider allowing him to use the property that the Village owns at 139 Commercial Ave as a site for overflow parking for his summer concerts series. See attached diagram.

He has secured the use of parking areas owned by Van Buren County and Tapper Ford, however he is still negotiating an extension of the lease with St. Julian Winery. He is seeking a 'Plan B,' in case he cannot reach an agreement with St. Julian.

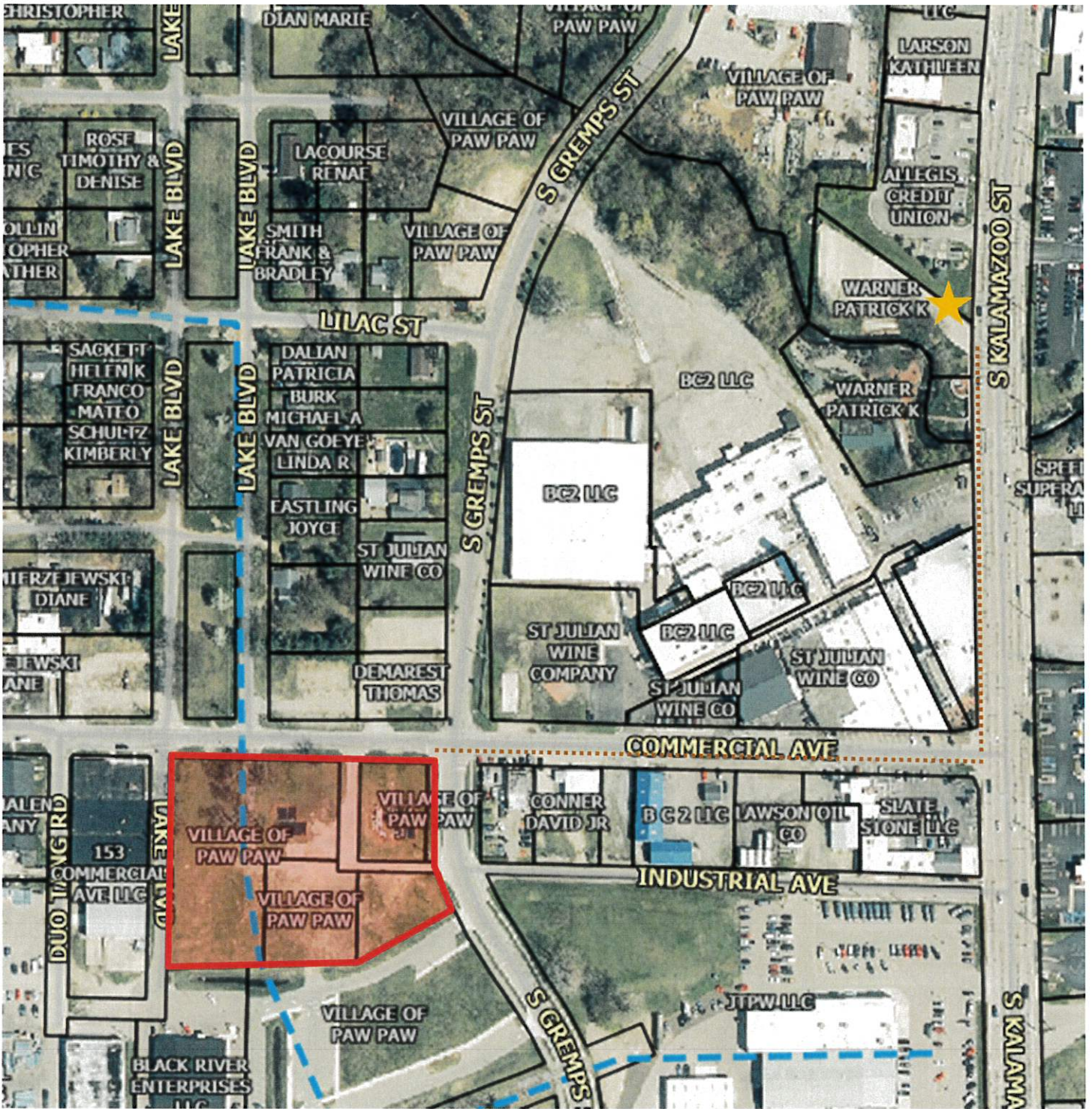
If the Village Council is interested in letting him use this area, there will have be a basic use agreement drafted and approved (terms, length of time, hold harmless, dates of availability, etc) by both parties.

As this would be the furthest approved parking area, from his venue, it is unlikely that it would see much use, except during the most well attended shows.

Recommendation

Consider whether to allow use of this space for Warner Vineyard concert parking, and to authorize the negotiation of a usage agreement.

- Red shaded area = proposed parking area
- Orange dotted line = pedestrian travel route (1,400 feet, 5 to 7 minute walk)
- Yellow Star = Warner concert venue



Van Buren County proposal – addressing services

Bryan Myrkle

From: Walter Elsner <ElsnerW@vanburencountymi.gov>
Sent: Wednesday, March 11, 2026 10:08 AM
To: Walter Elsner
Cc: Admin - GIS; Chad Kirby
Subject: Van Buren County Extends Addressing Services to Cities and Villages

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

Dear Municipal Partners,

On behalf of Van Buren County's Digital Information Department, I am pleased to offer an opportunity to enhance public safety and strengthen regional coordination by participating in the County's centralized addressing services, at no cost to your municipality.

Van Buren County currently assigns and maintains addresses for all townships throughout the county. Following recent addressing policy updates approved by the Van Buren County Board of Commissioners, the County is now extending this same service to cities and villages.

Several municipalities have already chosen to participate in this program, including the **Villages of Mattawan and Lawrence**.

This initiative helps eliminate data silos, improve service efficiency, and most importantly ensure that emergency responders are working from a consistent and accurate address dataset across the entire county.

Key Benefits for Your Municipality

No Cost to You

The County manages all administrative responsibilities and collects address fees directly from applicants, resulting in no financial burden to your municipality.

Improved 911 Dispatch Accuracy

Centralized address data feeds directly into the County's GIS and E-911 systems, providing emergency responders with accurate location information. Address updates are maintained within the County GIS and incorporated into the County's 9-1-1 datasets through the County's regular data update process—similar to how address updates are handled today when local jurisdictions coordinate changes with the County.

Reduced Duplicates and Errors

Countywide oversight standardizes address data formats and significantly reduces the risk of address conflicts, inconsistencies, and missed updates between jurisdictions.

Preservation of Local Addressing Patterns

Address assignments will follow each municipality's existing numbering patterns, grid systems, and established addressing conventions whenever possible. The goal of this program is not to change established addressing schemes, but to ensure addresses are assigned consistently, documented accurately in the County GIS, and properly integrated with the 9-1-1 dispatch system.

Authoritative Countywide Address Record

By centralizing address assignment through the County, all official address records originate from the same GIS dataset used by emergency services, assessors, planning departments, and other public agencies. This ensures all agencies are working from the same verified information and reduces the likelihood of conflicting address records between jurisdictions.

COMING SOON – Modern, Efficient Service

Applicants will soon be able to utilize our new online portal to submit requests, upload site plans, and track their application status, reducing paperwork and administrative burden on local staff.

Stronger Regional Collaboration

Centralized addressing improves communication and data integrity across Assessing, Planning, Dispatch, Emergency Services, and local government partners, promoting a unified addressing standard across the region.

NENA Compliance

Our addressing system adheres to National Emergency Number Association (NENA) guidelines, defining best practices for emergency addressing and GIS data standards to ensure accuracy and interoperability.

Participation is completely voluntary, but we are confident this program will significantly benefit your municipality, your residents, and your emergency response teams.

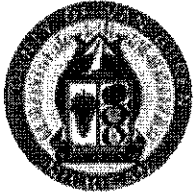
I would welcome the opportunity to meet with you and your team to answer any questions you may have. Let's work together to ensure every property is accurately accounted for and that we make every second count.

Sincerely,

Walter Elsner

GIS & Addressing Specialist

Van Buren County Digital Information Department



Walter Elsner

GIS & Addressing Specialist

Van Buren County GIS

a: 219 E. Paw Paw St.

Suite 201

Paw Paw, MI 49079

t: 269-657-8243 ext. 1295

f: 269-657-8235

w:<https://www.vanburencountymi.gov> e: ElsnerW@vanburencountymi.gov

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VAN BUREN COUNTY BOARD OF COMMISSIONERS

Buildings and Grounds

Use of County Property for 2026 Community Events –RESOLUTION

HONORABLE BOARD OF COMMISSIONERS:

WHEREAS, The Village of Paw Paw and other entities require recurring use of various County properties during 2026 as outlined below; and,

WHEREAS, National Day of Prayer: an annual event on the first Thursday in May. In 2026, this date is May 7, 2026, 12n - 1pm, in front of and on the Courthouse steps. This has happened for the last 75 years. There will be a children's choir performance along with clergy from the community who will take turns leading prayers; and,

WHEREAS, Paw Paw Village Farmers' Market: a new summer-long event sponsored by the Village of Paw Paw. The request is to use the Courtyard Park for the 2026 Farmers Market Season, 8am - 3pm, every Sunday, May 17th - October 18th, excluding the weekend of the Wine and Harvest Festival (September 13th); and,

WHEREAS, Warner Vineyards 2026 Summer Concert Series: The request is to use the paved, non-Sheriff, parking lots in Paw Paw for overflow parking during their Summer Concert Series, Fridays and Saturdays from 6:00 PM to 11:00 PM, May through October, 2026. The Summer Concert Series provides significant economic benefits to local businesses by attracting visitors to area stores, restaurants, and other establishments; and,

WHEREAS, Paw Paw Days: an annual event hosted by the Paw Paw Area Chamber of Commerce. The request is to use the Courtyard Park, Administration Parking lot, Friday, July 24th, 5 - 7pm, and Saturday, July 25th, 6am - 6pm; and,

WHEREAS, 2026 Wine & Harvest Festival, an annual event attracting over 60,000 attendees the weekend after Labor Day, includes multiple activities that require use of County-owned properties including:

- **2026 Arts and Crafts Show,** managed by the Paw Paw Service League, which uses proceeds to fund community projects, requires use of the **County Park Area, Court House parking lot, and the grassy area between St. Joseph Street and Berrien Street** from **September 11-13, 2026.**
- **The 36th Annual Grape Lake 5K Run/Walk,** hosted by Freshwater Community Church, requires use of the Human Services East **parking lot at 801 Hazen Street, Paw Paw** as a parking and registration area on **September 12, 2026, from 7:00 AM to 2:00 PM**
- **The Paw Paw Vineyard Classic Bike Tour,** organized by the Kalamazoo Experiential Learning Center, requires use of the Human Services East **parking lot at 801 Hazen Street, Paw Paw** as a parking and staging area on **September 13, 2026, from 7:00 AM to 2:00 PM**

WHEREAS, Annual Lakeshore Harvest Ride, a community fundraising bike event promoting health and recreation, which requires use of the **South Haven Courthouse Parking Lot** for overflow parking when the Kal-Haven Trail Head reaches capacity on **September 19, 2026, from 8:00 AM to 5:00 PM**

WHEREAS, Christmas in the Village: the second year of the event sponsored by the Downtown Development Authority, requires use of the main Courthouse parking lot and front yard area of Courthouse for the tree-lighting ceremony on December 11th and use of the Courtyard Park, December 11- 13, for Christmas in the Park.

NOW, THEREFORE, BE IT RESOLVED, we, the Van Buren County Board of Commissioners, approve the Village of Paw Paw's and other entities' recurring use of various County properties during 2026 as outlined above.

Signed: *Stacy Patton*
Kimberly Smith
Michelle
Lina Pearson
Paul Schenariol

Date: March 10, 2026

FOR CLERK'S USE ONLY

MOTION BY: _____
SECONDED BY: _____

CARRIED
NOT CARRIED

ADDRESSING SERVICES AGREEMENT

Between Van Buren County and the Village of Paw Paw

This Addressing Services Agreement ("Agreement") is entered into by and between Van Buren County, acting through its Digital Information Department, and the Village of Paw Paw.

PURPOSE

The purpose of this Agreement is to designate Van Buren County as the addressing authority for the Village of Paw Paw for the assignment and maintenance of address numbers associated with access points (driveways), ensuring consistency, accuracy, and reliable integration with countywide GIS and 9-1-1 systems.

SCOPE OF COUNTY SERVICES

1. Address Assignment

Van Buren County shall assign official address numbers based on property access points (driveways) in accordance with County addressing policy and NENA best practices. This Agreement does not include unit, suite, apartment, or internal numbering.

2. Road Naming Review

The County shall review and approve new public and private road names for uniqueness, clarity, and 9-1-1 compatibility.

3. GIS & 9-1-1 Data Maintenance

The County shall maintain Village address points and associated road data within the County's official GIS and 9-1-1 datasets used by Central Dispatch and public safety partners. These functions are already performed countywide; this Agreement formally removes the communication gap by making the County the point of address issuance.

4. Address Documentation

The County shall provide official address confirmations for residents, property owners, and other stakeholders as needed.

VILLAGE RESPONSIBILITIES

The Village of Paw Paw agrees to refer residents, property owners, and applicants to Van Buren County for address requests and address-related questions. The Village shall not independently assign address numbers or road names outside of this Agreement.

AUTHORITY & LOCAL CONTROL

Nothing in this Agreement transfers or limits the Village's authority over zoning, land use, permitting, site plan review, or development approval. The County's role is limited to the technical assignment and maintenance of address numbers and road names.

FEES

Addressing services will be provided in accordance with the County's adopted addressing fee schedule, as approved by the Van Buren County Board of Commissioners. Any applicable fees will be communicated directly to applicants by the County.

TERM & TERMINATION

This Agreement shall become effective upon execution by both parties. Either party may terminate this Agreement with written notice. Upon termination, existing address data shall remain part of the County's official GIS and 9-1-1 systems.

AMENDMENTS

This Agreement may be amended by mutual written consent of both parties.

SIGNATURES

For Van Buren County:

Name:

Title:

Date:

For the Village of Paw Paw:

Name:

Title:

Date:

MDNR Grant Application – Amphitheater Park

MEMO

Date: March 2nd, 2026

To: Village of Paw Paw, Village Council
From: Randal Stephens, Antero Group, LLC
CC: Bryan Myrkle, Village of Decatur
Re: Michigan Natural Resource Trust Fund Application

Overview

This memorandum provides an update to the Village Council regarding the proposed submission of the proposed Maple Lake Park Improvement Project to the Michigan Natural Resource Trust Fund Program. This project, which centers on boardwalk, lighting, and amphitheater foundation repairs, is essential to preserving this important community asset and protecting public safety for users of the park. The purpose of this memorandum is to confirm the intent of submitting this application in accordance with the scope, budget, and financial commitments outlined below.

Project Background

Maple Lake Park is a central recreational asset in the Village of Paw Paw, situated along the scenic lakeshore in the heart of downtown. The park provides residents and visitors with direct access to the waterfront, walking trails, and open green space for year-round outdoor recreation. In the summer months, Maple Lake Park also serves as a vibrant community hub, hosting family activities, outdoor concerts, and special events that bolster local business activity and foster a sense of community identity.

Over time, the park's heavily used infrastructure has experienced substantial wear and deterioration. The wooden boardwalk sections have become uneven and structurally compromised due to age and weathering, creating safety concerns for pedestrians. Similarly, the park's lighting system is outdated and insufficient, reducing visibility and accessibility during evening hours. The amphitheater, which supports local performances and community gatherings, also requires foundation stabilization to prevent further damage and maintain its usability.

The planned improvements—boardwalk repairs, lighting upgrades, and amphitheater foundation repairs—will address these critical safety and stabilization needs while preserving Maple Lake Park as a safe, welcoming, and functional destination for residents and visitors. These upgrades will ensure that the park continues to serve as a focal point for outdoor recreation, family gatherings, and community programming well into the future.

Scope and Budget Summary

The Maple Lake Park Improvement Project will address necessary structural and safety repairs to key amenities within the park to ensure long-term stability, functionality, and public safety. The work will begin with roof repairs to existing park structures, resolving weather-related damage and preventing



Antero Group

further deterioration. The amphitheater will undergo targeted repairs and a full repainting to stabilize its foundation, restore its appearance, and sustain its role as a community venue for concerts and events.

Electrical and lighting upgrades will be completed throughout the park to enhance visibility, safety, and nighttime accessibility for visitors. The most substantial component of the project involves boardwalk repairs, including the removal and replacement of deteriorated decking and supports. These improvements will restore structural integrity and provide a safe pedestrian route through the park.

All design and engineering services will be conducted to ensure compliance with current building codes, accessibility standards, and environmental considerations. A project contingency is included to manage any unforeseen site conditions or material adjustments necessary during construction. Collectively, these tasks will preserve Maple Lake Park as a safe, appealing, and accessible gathering space for the Paw Paw community.

The summary of the funding request based on the scope of work items outlined above includes:

- Total Project Cost: \$450,000
- Requested MNRTF Grant: \$337,500
- Local Match Commitment: \$112,500 (25%)

Next Steps

Pending Council confirmation, and adoption of the proposed resolution to apply, the project team will proceed with updating the application narrative and supporting materials for the FY27 MNRTF submission, consistent with program deadlines and requirements.

**VILLAGE OF PAW PAW VILLAGE COUNCIL
RESOLUTION NO. 26-07**

**A RESOLUTION AUTHORIZING APPLICATION TO THE MICHIGAN NATURAL
RESOURCES TRUST FUND FOR A MAPLE LAKE IMPROVEMENT PROJECT**

WHEREAS, the Village of Paw Paw supports the Department of Natural Resources (DNR) submission of an application titled "Maple Lake Park Improvement Project" to the Michigan Natural Resources Trust Fund (MNRTF) program for improvements to the park located at 108 W Michigan Ave, Paw Paw, MI, 49079; and

WHEREAS, the proposed application is supported by the Community's 5-Year Parks and Recreation Plan; and

WHEREAS, the location of the proposed project is within the jurisdiction of the Village of Paw Paw; and **WHEREAS**, the proposed project, if completed, will be a benefit to the community; and

WHEREAS, the Village of Paw Paw is hereby making a financial commitment to the project in the amount of \$112,500 matching funds, in cash.

NOW, THEREFORE, BE IT RESOLVED that Village Council of the Village of Paw Paw, hereby authorizes the submission of a Michigan DNR MNRTF Grant Application for \$337,500, and further resolves to make available its financial obligation amount of \$112,500 (25%) of a total \$450,000.00 project cost, during the course of this project.

AYES:

NAYS:

ABSENT:

ABSTAINING:

RESOLUTION DECLARED ADOPTED

Resolved this 23rd day of March 2026:

Roman Plaszczak, Village President

Karla Tacy, Village Clerk & Treasurer

CERTIFICATION OF RESOLUTION

I, Karla Tacy, Clerk of the Village of Paw Paw, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a true and complete copy of the resolution duly adopted by the Village Council of the Village of Paw Paw, Michigan, at a Regular Meeting held March 23, 2026.

Karla Tacy, Village Clerk

Award Bid for Elm Street
Reconstruction to Lounsbury
Excavating

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrkle, Village Manager
Re: Elm Street project bid and construction management
Date: March 20, 2026

Background

The first portion of the Elm Street reconstruction project was bid earlier this month, and the low bidder is Lounsbury Excavating in the amount of \$534,021, which is well below our initial estimates.

Matt Johnson of Fleis & Vandenbrink Engineering is recommending that the Village award the bid to Lounsbury, with a slight change to one pay item unit that Lounsbury has already agreed to.

Council also needs to approve the construction engineering & management agreement with F&V to oversee the work this summer.

These are presented as two separate action items on the Council agenda. Mr. Johnson will be present at your meeting to answer any questions you may have about the project.

Recommendations

- Award the Elm Street project bid to Lounsbury Excavating in the amount of \$534,021.
- Approve construction engineering and management proposal from Fleis & Vandenbrink in the amount of \$63,900.



March 19, 2026

Bryan Myrkle, Village Manager
Village of Paw Paw
111 E. Michigan Avenue
Paw Paw Michigan, 49079

RE: Elm Street Utility and Street Improvement Bid Review

Dear Bryan:

We have reviewed the bids received on March 16, 2026, for the above reference project. Two bids were received, and the bid summary is attached.

We reviewed the bids, and Lounsbury Excavating, Inc of Paw Paw, Michigan with a bid amount of \$534,021.00, is the lowest responsible bidder.

There was a minor bid informality with Item #37, Concrete Pavement, Non-reinforced, 8 inch. The pay item unit was bid in square feet when it should have been in square yards. The contract should be awarded contingent on signing a change order to correct the unit to square yards. The discrepancy is minor and does not affect price, time, or changes in the work.

Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read "Matt Johnson", is written over a light blue horizontal line.

Matt Johnson, P.E.
Project Manager

Enclosure

4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972
www.fveng.com



Village of Paw Paw

Elm St. Utility and Street Improvements Project 8662291

BID SUMMARY

BID DATE: Monday, March 16, 2026, at 10:00 AM

Bidder	Bid Amount
1. Lounsbury Excavating	\$534,021.00
2. Cripps Fontaine Excavating	\$570,235.00

4798 Campus Drive
Kalamazoo Mi, 49008
P:269.385.0011

Approve Elm Street Construction
Management agreement with Fleis
& Vandenbrink



March 19, 2026

Via b.myrkle@pawpaw.net

Bryan Myrkle, Village Manager
Village of Paw Paw
111 E. Michigan Avenue
Paw Paw, Michigan, 49079

RE: Elm Street Construction Phase Services.

Dear Brian:

Fleis & VandenBrink (F&V) appreciates the opportunity to continue working with the Village on this important project. We have completed many similar projects throughout the years and are excited to continue working with the Village of Paw Paw. Below is our understanding of the project, scope of work, schedule, and fee.

PROJECT UNDERSTANDING

F&V assisted the Village with design and bidding for the Elm Street Utility and Street Improvements project. Bids for the project were opened on March 16, 2026; with Lounsbury Excavating being the low bidder in the amount of \$534,021.00. F&V anticipates the Village will award the construction contract to Lounsbury Excavating at the March 23, 2026, Council Meeting.

SCOPE OF SERVICES

Services will include construction engineering services and resident project representative services.

Construction Engineering Services

F&V shall perform the following tasks for the project:

- Submittals – Shop Drawings, Product Data, and Product Samples
 - F&V will provide support to review construction submittals including shop drawings, product cut sheets, and sample submittals for conformance with the information given in the Contract Documents and compatibility with the design concept of the completed project as a functioning whole as indicated by the Contract Documents. Submittal requirements are based on the “Issued to Bid” set of Plans & Specifications. It is assumed no more than 2 reviews per submittal will be required. Such reviews and approvals or other actions will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto, and do not relieve the contractor from responsibility for verifying measurements or existing conditions in the field. Contractor’s submittal schedule shall be accepted by F&V in advance. In cases of conflict between Contract Documents and accepted submittal, Contract Documents take precedence unless a change is authorized.
- Requests for Information (RFI) – Clarification of Construction Documents
 - F&V will issue formal clarifications and engineering interpretation of the construction drawings and technical specifications (Construction Documents) to assist the Contractor in understanding the intent of the Construction Documents. Such clarifications and interpretations will be consistent with the intent of, and reasonably inferable from Contract Documents.

4798 Campus Drive
Kalamazoo, MI 49008
P: 269.385.0011
F: 269.382.6972
www.fveng.com

- Field Orders
 - In response to Contractor's requests, and subject to any limitations in Contract Documents, F&V may issue field orders authorizing minor variations of the Work from the requirements on Construction Documents. Minor variations are defined as such variations that will not alter the design concept or functionality of the Project as a whole system and will not increase construction line-item cost. Additional services beyond the limitations indicated within this scope shall require written authorization.
- Construction Staking
 - F&V will provide construction staking for the designed improvements. We have budgeted two trips to the site for staking.
- Project Records
 - F&V, through the Office and Onsite representatives, will provide record keeping of Project Construction Documents and will deliver Project records to the Village in electronic format upon completion of the Project unless otherwise noted. F&V will:
 - Maintain record drawings and specifications and will furnish electronic portable document file (PDF) and Geographic Information System (GIS) Shapefile set of record drawings to the Village. Contractor shall maintain and provide final and complete as-built conditions to produce record drawings.
 - Coordinate Project close-out and record keeping of important documents.
 - F&V will maintain project records of the following important documents and will transmit updated records at project closeout:
 - Important correspondences such as formal letters, notice of non-performance or underperformance, notice of concern, etc.
 - Notes of meetings and conference calls
 - Change orders, work change directives, field orders, modifications, addenda
 - Documents concerning unforeseen site conditions
 - General observation, and specific detail observation for major works such as observing major tests procedures.
 - RFIs, clarifications and interpretations of the Construction Documents
 - Shop Drawings
 - Product and sample submittals
 - Documents concerning required permits by regulatory agencies having jurisdiction over the Project.
 - Inspection reports performed by independent inspection agencies or special inspections.
 - F&V will compile records of the following Contractor-generated information, and will furnish updated records (when applicable):
 - Construction schedule, work breakdown schedule, progress schedule
 - Procurement schedule of major equipment and material
 - Contractor's daily activities reports and hours of operation on the Project site.
 - Contractor's routine QA/QC and inspection reports
 - On-site and off-site material testing results
 - Equipment inspection and testing reports
 - Extreme weather conditions reports
 - Changed conditions
 - Material log and chain of custody
 - Pre-Construction and Progress Meetings
 - F&V will perform engineering site visits to observe the progress of the work. We are budgeting two site visits.

- We have budgeted two F&V staff to attend the Pre-Construction Conference. F&V will:
 - Coordinate and schedule the meeting with Village, Contractor, and other staff as appropriate.
 - Create an agenda and distribute minutes of the meeting to attendees
- F&V will coordinate progress meetings throughout the project. We have budgeted for two F&V staff (One Engineer and an RPR) to attend two progress meetings throughout the project. F&V will prepare agenda's and distribute minutes.
- In general, deviations from Contract Documents require Village and F&V approval. F&V will:
 - Reasonably assess and evaluate changes required by Contractor, Village, or changes required as result of unforeseen site conditions, and will provide professional opinion after engineering determination.
 - As necessary, and when change order(s) is approved, modify construction documents and drawings.

Resident Project Representative (RPR) Services

- F&V shall provide the services of Resident Project Representatives (RPRs) to provide observation of Contractor's work according to the following schedule to allow for an acceptable level of construction monitoring and oversight
 - One full-time (40 hr./weeks) RPR is assumed for 60 calendar days.
 - RPRs will conduct on-site general observation to assist F&V and the Village in observing if Work generally complies with design intent, Construction Documents, and construction schedule.
 - RPRs will generally review adequate number of Contractor's routine testing results to assist the Village in determining if Work complies with Construction Documents.
 - RPRs will inform the Village when Contractor's work does not meet the requirements of tests, manufacturer requirements, or approvals required in Contract Documents to the extent possible. RPRs will advise Engineer of work that should be corrected, rejected, or uncovered for observation, or that requires special testing, inspection, or approval. It shall remain Contractor's responsibility to provide work and material in compliance with Contract Documents at all times.
 - RPRs will inform the Village of any part of work-in-progress that does not comply with Construction Documents, or will not produce a completed project in general conformance with Contract Documents, or may imperil the integrity of the design concept as a functioning whole as indicated by Contract Documents
 - RPR will provide HMA density testing of the pavement.
 - The RPR will observe to the extent possible, and will compile and furnish to the Village records, reports, and necessary details relative to the test procedures and inspections performed by Contractor.
 - The RPR shall not be responsible for coordinating Contractor's quality control, testing and inspection required by Contract Documents
 - Project Completion Coordination
 - RPR will assist the Village and Contractor's QA/QC team to maintain deficiency punch list and will follow up with Contractor for timely correction of the deficiencies detected during construction.
 - After notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with the Village and Contractor, F&V will visit the Project to determine if the Work is substantially complete and the deficiencies have been corrected satisfying the requirements of the Construction Documents. F&V will advise prior to the Village issuing certificate of Substantial Completion (in parts or the entire Project)

SCHEDULE

We discussed the contract and schedule with the Contractor. Our proposal is based on the following schedule.

March 23, 2026 : Award Construction Project
April 2026 : Preconstruction Meeting
May 2026 : Start Construction
July 2026 : Substantially Complete Construction
October 2026 : Final Turf Acceptance
December 2026: Closeout Contract

We propose to complete the Scope of Services identified above on a **lump sum basis of \$63,900.00**.

Please contact us if you have any questions. We look forward to working with you on this important project.

Sincerely,

FLEIS & VANDENBRINK


3-19-2026
Matt Johnson, PE
Regional Manager

WORK AUTHORIZATION

The above scope of work is authorized as an amendment under our Professional Services Agreement dated March 15, 2022, based on the scope of work outlined above.

AUTHORIZATION:

By: _____

Printed Name: Bryan Myrkle

Title: Village Manager

Date: _____

Authorize repairs – Lift Station # 1



03/17/2026

Lift Station 1

As you are aware we have three pumps in lift station #1, this is our main lift station, and all sewage eventually flows through this lift station. We have planned to replace one pump each year until all three have been replaced. We replaced the first pump in the 2025 budget year, and we have budgeted the funds in this year's budget to replace the second pump. We have the following quotes for the replacement of pump #2. These are the same three parties that provided the materials and provided the labor for the replacement of the first pump.

Solberg Knowles & Associates provided a quote of \$75,701.00 for the replacement pump and associated parts.

Ld Docsa provided their quote of \$44,786.00 for the labor to replace the old pump with the new Vertical Dry Pit Pump.

CT Electrical Services provided their quote of \$25,500.00; this will be for the required VFD, and any other materials needed for the install as well as their labor.

The total for this is \$145,987.00. The replacement costs have been budgeted in the 2026 budget.

Respectfully Submitted,

Tim Brandys

Director of Public Services

Village of Paw Paw



Solberg Knowles & Associates

A DIVISION OF GASVODA & ASSOCIATES

Helping people use water efficiently

Office 231-652-1934

info@solbergknowles.com

www.solbergknowles.com

Solberg Knowles & Associates

480 N Fairview Rd., STE 2

Zeeland, Michigan 49464

Cell: 219-309-4256

Proposal

TO: Village of Paw Paw

Date: February 23, 2026

ATTN: Tim Brandys

Project: Paw Paw MI Dry Pit Submersible

The seller hereby offers the following equipment subject to all terms & conditions noted on this contract:

We are pleased to offer the following proposal for your review and consideration on the above named project. Kindly review our offer in its entirety and let us know of any further questions or requirements. This offer is for providing the equipment listed herein for installation by others.

QTY	DESCRIPTION
1	Barnes 8ESHDA125044 Vertical Dry Pit Pump 8" Discharge Non Clog Design 125HP, 1750rpm, 460 Volts, 3 Phase IE3 Premium Efficiency Motor 82% Efficient at Duty Point 2,967gpm at 107TDH 50' Pump Cable 12"suction x12" discharge Barnes 360 Steel Base Assembly for Dry Pit Mounting Factory trained technician for pump startup.

Lead time: 10-12 Weeks
Includes Freight to Paw Paw MI
Total Investment: \$75,701.00

This proposal and the attached terms and conditions cannot be modified in any way except by expressed written approval of Gasvoda & Associates, Inc.

Gasvoda & Associates reserves the right to request purchase orders be written directly to the manufacturers per the manufacturers terms and conditions included in their scopes.

TERMS: 100% 30 days NET.
FREIGHT: X FOB Factory included to jobsite, unloading by others.
START-UP: days included Additional start up, if required, will be billed at our standard rate.
TAXES: ALL applicable taxes must be added.
SUBMITTAL DATA: N/A weeks after receipt of order (If Required) .
DELIVERY: 10 to 12 weeks based on longest lead time item.
DURATION: This proposal is valid for 30 days after which we reserve the right to review or withdraw.

Solberg Knowles & Associates

ACCEPTED:

(Authorized signature)

BY: John L. Greaney
John L. Greaney – Sales Engineer

Title: _____

Date: _____

AUTHORIZATION TO PROCEED:

Authorization to proceed with placing the proposed equipment on order must be acknowledged by the return of this document properly executed where required. Such acknowledgment will be considered as your acceptance of this proposal understanding the terms stated above and on the reverse side of this proposal. No submittals will be started and no equipment will be released to manufacturing prior to our receiving your formal authorized return of this document.

Thank you for the opportunity to provide our proposal. Please do not hesitate to call with any further questions or requirements.

Please be sure to fill in the required "Ship To" information below and return it at the time of placing your order. Failure to do so will result in shipment of the equipment to the Buyers address.

Additional Information (Complete if necessary):

BILL TO: _____

SHIP TO: _____

PURCHASE ORDER
NUMBER: _____

SPECIAL
MARKINGS: _____

TAXABLE: No Yes

TAX EXEMPT
ID#: _____

Additional Information (Complete if necessary):

SOLBERG KNOWLES & ASSOCIATES TERMS AND CONDITIONS OF SALE

TERMS

1. Terms of payment are 100% net due 30 days from "date of shipment & invoice" for all orders less than \$100,000.
2. Terms and conditions for orders totaling more than \$100,000.00 are based on progress payments as follow:
 - A) 10% of net order total due upon delivery of submittal data for review and approval with no retainage allowed.
 - B) 10% of remaining net order total due at time of release to production with no retainage allowed.
 - C) Entire balance of remaining net order total due within 30 business days after delivery and invoicing with no retainage allowed.

Start-up services will not be scheduled prior to receipt of full and final payment is received, with no exceptions.

CONDITIONS

1. General

Subject only to any credit terms which Seller may extend, the total purchase price hereunder is due at such time, within or after the estimated shipment period specified on the face hereof, as said equipment is ready to be shipped. Buyer shall pay in full all invoices within the time for payment specified therein and BUYER'S PAYMENT OBLIGATION IS NO WAY DEPENDENT OR CONTINGENT UPON BUYER'S RECEIPT OF PAYMENT FROM ANY OTHER PARTY. Any balance owed by Buyer for 30 days or more after the same becomes due is subject to a 1-1/2% per month delinquency charge until paid. In addition to all other amounts due hereunder, Buyer shall reimburse Seller in full for all collection costs or charges, including reasonable attorney's fees, which Seller may incur with respect to the collection of past due amounts from Buyer.
2. Warranty

Seller warrants only that said equipment is free from defects in materials and workmanship as set forth in Seller's standard Certificate of Warranty furnished to Buyer at the time of final shipment. Seller makes no other warranty concerning said equipment beyond that set forth in said Certificate and expressly disclaims any warranty of merchantability or fitness for any particular process not described in the applicable drawings and specifications.

Seller's sole responsibility with respect to any equipment which proves to be defective as to materials or workmanship is either to replace or to repair the same as is set forth in said Certificate of Warranty. Unless authorized in writing by Seller, Seller is not responsible for any charge or expense incurred for the modification, servicing or adjusting of said equipment after the same has been delivered to Buyer.
3. Liability of Seller

Seller is not liable in any event hereunder for any consequential, incidental, or liquidated damages or penalties.
4. Claim Period

Buyer shall immediately inspect said equipment upon receipt thereof. Seller is not obligated to consider any claim for shortages or non-conformance unless notified thereof by Buyer within 10 days after Buyer's receipt of said equipment.
5. Cancellation

Should Buyer cancel this agreement without Seller's prior written consent, Seller may, at its option, recover from Buyer a cancellation charge of not less than 20% of the purchase price hereunder.
6. Taxes

Sale may be subject to state sales tax depending on the state. Gasvoda & Associates requires proof of exemption for all nontaxable sales. Regardless of exemption status, Gasvoda & Associates proposal does not include any sales tax. Payment of any sales tax remains the responsibility of the purchaser.
7. Fees

All credit card charges will be subject to a 3% processing fee.
8. Storage

If at such time, within or after the estimated shipment period specified on the face hereof, as Seller notifies Buyer that said equipment is ready to be shipped Buyer requests a delay in shipment, Seller may, at its option, agree to store said equipment for a period of time determined by Seller, provided that such agreement will not affect Buyer's obligation to pay in full all invoices as they become due, and provided further that for each month, or portion thereof, said equipment is stored by Seller, Buyer shall pay to Seller as a storage fee an amount equal to 1% of the balance due hereunder.
9. Drawings, Illustrations and Manuals

Catalog and proposal drawings, bulletins, and other accompanying literature are solely for the purpose of general style, arrangement, and approximate dimensions. Seller may make any changes Seller deems necessary or desirable.
10. Insurance

We have made no allowances for special insurance requirements including but not limited to "Waiver of Subrogation", "Form GC2010", liquidated damages, or anything beyond what is specifically spelled out as being included herein. We reserve the right to amend our offering for anything required outside of the specific items/services spelled out as being included. An exception must be in writing and authorized by Gasvoda & Associates.
11. Start Up

NO START UP WILL BE MADE PRIOR TO 100% PAYMENT. Warranty is invalid without authorized start up.
12. Operations and Maintenance Manuals

We include standard manufacturers O & M manuals as provided by the manufacturer. Special conditions of bid documents concerning O & M manuals and / or the modification of manuals to meet specific requirements of the bid documents are the contractors responsibility.

SERVICE QUOTE

FIELD SERVICES & PROJECT SUPPORT



Project	Station 1, Pump Replacement	Quote Number	20260312VOP
Location	Paw Paw, MI	Date	2026.03.12
Client	Village of Paw Paw		

SCOPE OF WORK

LDD to remove existing Allis Chalmers vertical turbine pump and reinstall a new Barnes Vertical Suction pump provided by others. Scope includes removal of existing pump, motor and drive shaft, removal and replacement of existing equipment pad.

INCLUSIONS/ASSUMPTIONS

- Removal of existing pump, motor and drive shaft
- Installation of new 125HP vertical suction pumps
- Equipment pads for elbow stand

EXCLUSIONS

- No permits, bonding or specific insurances
- Electrical work by others
- No bypass pumping or dewatering
- No painting or coatings
- Supply of new Barnes pumps by others

PRICING

TERMS	Description	Estimated Cost
• Proposal valid for 60 days	Labor	\$33,149.00
• Payment terms: Net 30	Equipment	\$6,996.00
• Pricing subject to material escalation beyond validity period	Materials	\$4,441.00
• Additional work outside this scope will require a written change order	Subcontractor	\$0.00
	TOTAL	\$44,786.00

Thank you for the opportunity to provide this quote. We look forward to working with you on this project and continuing to support your future needs. Please contact our office with any questions or to proceed with authorization.

Submitted By: Doug Prudden, Service Director
Date: March 12, 2026

AUTHORIZATION

If this proposal meets with your approval, please authorize by signing below.

Authorized By	
Name	Signature
Title	Date

March 6, 2026

Village of Paw Paw
111 E. Michigan
Paw Paw, MI 49079

Attn: Evan Turner

RE: Install new VFD and connect pump at Lift 1 pump 2

We will supply labor and materials to install the electrical for the new pump 2 and VFD at the Main Lift Station. The installation will include the following:

- Remove the existing combo starter and disconnect the electrical to the existing pump.
- Provide and install a Yaskawa FP605 NEMA 12 standard VFD with an integrated lockable disconnect as to match pump 1.
- Install conduits to and from the new VFD. A conduit will be installed overhead to a junction box mounted over the hole for the existing drive shaft.
- Hang the cord to the new pump from the enclosure on the main level with a strain relief cord grip 30' above the new pump.
- Connect all the existing wiring and controls to the new VFD.
- Start-up of VFD is included and will be provided by JP Motors and Drives.
- Assist in start-up of pump.

Price \$25,500.00

If you have any questions please call my office.

Sincerely,



John Rounds

jrounds@c-telectric.com

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 \$ 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.

Terms:

Net Due 30 Days – 1.5% Monthly interest on unpaid accounts.

Customer agrees to pay for all fees incurred in the collection of payment.

Warranty only valid on accounts that are kept current.

Prices good for 30 days.

If the estimate is acceptable please sign and return.

Accepted By: _____ Date: _____

Authorize repair – East Michigan
Avenue light pole

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrkle, Village Manager
Re: Michigan Avenue light pole repair
Date: March 18, 2026

Background

A light pole along Michigan Avenue, directly in front of Village Hall, was damaged this winter and needs to be replaced. Severance Electric Company, which originally installed the pole has inspected it and confirmed the need for replacement. They are proposing to obtain the new pole and install it.

Unfortunately, the light poles installed on Michigan during the streetscape update a few years ago are very expensive. Replacing this single pole will cost more than \$20,000 (see attached quote).

Whether it was damaged by the Village's snow removal activities or by an accident of another type could not be determined. Regardless, a good possibility remains that it was hit by a Village employee during snow removal. As a result of this and a handful of other incidents with snow removal downtown this year, we are updating our standards, and the instructions given to our crew to try to eliminate these issues.

Recommendation

Approve replacement of damaged light pole on Michigan Ave in the amount of \$20,666.

SevElectric

SEVERANCE ELECTRIC CO., INC.

Phone: 616-335-0104 Fax: 269-342-2929 EMAIL: Brian@Sevelectric.com

TRAFFIC SIGNALS - ELECTRICAL - COMMUNICATIONS

DIRECTIONAL BORING

Quote

Submitted on 03/09/2026

Quote

Att: Tim

City of Paw Paw

111 E Michigan Ave

P.O. Box 179

Paw Paw MI 49079-0179

Contact:

Tim Brandys

t.brandys@pawpaw.net

Project

Street Lighting

Description	Qty	Unit price	Total price
Sternberg Pole w/Light fixture	1	\$18,226.00	\$18,226.00
Access Door	4	\$610.00	\$2,440.00
all Labor and Material to be provided			\$0.00
			\$0.00

Notes:

Subtotal \$20,666.00

\$20,666.00

Authorize repair – Motor pool
garage roof



03/18/2026

Garage Roof

The shingle roof over our maintenance garage is past its normal life expectancy. We have areas where the roof has holes and we need to make repairs. We have received 4 different quotes. Three of the quotes would remove the old shingles and replace the bad boards. The fourth quote would replace the bad boards, then they would install furring strips and place metal on the roof leaving the old shingles in place.

Quote #1 from Sherriff Goslin in the amount of \$25,250.00, this would be shingles.

Quote #2 from Brocks Roofing and Repair in the amount of \$22,485.00, this would be shingles.

Quote #3 from Lakeside Roofing Solutions in the amount of \$18,401.14, this would be shingles.

Quote #4 from W.P. Roofing in the amount of \$14,800.00, this would be for a metal roof.

I do not have a preference of metal or shingles, my recommendation would be to go with the quote from W.P Roofing and have the metal roof installed. Thank you.

Tim Brandys

Director of Public Services

Village of Paw Paw

2026 Board & Committee appointments

Boards, Commissions and Other Appointments 2026-2027

- See attached table for current membership and updated appointments (highlighted)

Other Council appointments & designations

- Village Appointment to Fire Board: Doug Craddock, Alternate-Donne Rohr
- Village Appointment to Maple Lake Association: Michael Pioch
- Planning Consultant: Williams & Works
- Zoning Administrator: Leonard Lux
- Village Auditor: Maner Costerisan
- Accounting: Siegfried Crandall CPA, PC
- Financial Institution: Mercantile Bank
- Engineering Consultants: Abonmarche, Barr Engineering, Fleis and Vandenbrink, VK Civil
- Building Official: SAFEbuilt
- FOIA Coordinators: Karla Tacy & Monica Marler
- Ordinance Enforcement/Inspections: Larry Haynor & Leonard Lux
- Village Attorneys: Brad Fowler/Mika Meyers (general); Luis Avila (labor); Bauckham, Thall, Seeber, Kaufman, & Koches P.C. (law enforcement)
- Legal Publications: Paw Paw Leader Courier, Kalamazoo Gazette, Herald Palladium

Name	Board	End Date	Term
Nicolas Martinez	PC	Council	Council
Kathy Larson	PC	2027	4
Dave Bogen	PC	2027	4
Emily Hickmott	PC	2028	4
Mike Pioch	PC	2028	4
Jeff Brown	PC	2029	4
Kip Kerby	PC	2029	4
Roman Plaszczak	DDA	Council	Council
Barbara Carpenter	DDA	2026	4
Jim Whelan	DDA	2026	4
Kim Otten	DDA	2026	4
Ellyn Jones	DDA	2026	4
Sarah Cox	DDA	2026	4
Janet Wartman	DDA	2027	4
Terrie Simpkins	DDA	2028	4
Chris Moriatis	DDA	2028	4
Jason Diebler	DDA	2028	4
Eric Cook	DDA	2030	4
Barbara Carpenter	ZBA	2027	4
Mary Lou Hartwell	ZBA	2027	4
Marcos Flores	ZBA	2028	4
Julie Pioch	ZBA	2028	4
Terry Davis	ZBA	2029	4
Wayne Wilhelmi	ZBA- Alternate	2029	4
Kathy Larson	Econ/Housing	2026	3
Mary McIntosh	Econ/Housing	2026	3
Roman Plaszczak	Econ/Housing	2026	3
Kathy Larson	Econ/Housing	2026	3
Paul DeYoung	Econ/Housing	2026	3
Donne Rohr	Miller Court	Council	Council
Michael Pioch	Miller Court	2028	5
Sue Danielson	Miller Court	2028	5
Kathleen Cullitan	Miller Court	2030	5
Alison Harrop	Miller Court	2026	5

Doug Craddock	Wine & Harvest	Council	Council
Donne Rohr	Wine & Harvest	Council	Council
Mary Springer	Wine & Harvest	2029	4
Kim Jones	Wine & Harvest	2029	4
Deborah Droppers	Wine & Harvest	2029	4
Mary Beth Sons	Wine & Harvest	2029	4
Barbara Carpenter	Wine & Harvest	2029	4
Mara Pease	Wine & Harvest	2029	4
Cathy Dekoning	Wine & Harvest	2029	4
Alison Harrop	Wine & Harvest	2029	4
Kevin Ketchum	Wine & Harvest	2029	4
Lisa Boersema	Wine & Harvest	2029	4
Marilyn Clear	Wine & Harvest	Staff	4
Holly Hamilton	Parks & Rec	Council	Council
Walter Elsner	Parks & Rec	2029	4
David McQueen	Parks & Rec	2029	4
Tim Brandys	Parks & Rec	Staff	Staff
Bryan Myrkle	Parks & Rec	Staff	Staff
Glen Glidden	Construction BOA	2026	3
Thomas Drake	Construction BOA	2026	3
Vacant	Construction BOA	2026	3

Village of Paw Paw MICHIGAN

Memorandum

To: Village Council
From: Bryan Myrkle, Village Manager
Re: Village Manager's Report for March 23, 2026
Date: March 20, 2026

Updates & Reports

- **Briggs Dam** – The Briggs Dam project moves ever closer to completion each day. All concrete work is done, steel sheeting that makes up the downstream side of the cofferdam is being removed, the bridge is installed, and backfilling and land leveling around the site is being completed. Water will soon be pouring over the spillway, which will mark the beginning of what we all hope will be more than 100 years of operation.
- **Warner Vineyard Concerts** – We have made significant progress over the past month toward a potential approval of a site plan for Warner Vineyard's proposed expansion. This includes working with EGLE on a wetlands permit, gathering the necessary supporting information for the Special Land Use approval, and working with his architect on the site plan elements.
- **Elm Street** – A bid award for the first part of this summer's Elm Street reconstruction project is on the agenda for this meeting. The second part of the project, also planned for this summer, is currently out for bid under the guidance of VK Civil engineering and will be on the agenda for one of your next meetings.
- **Employment Contract** – My contract to serve as Village Manager expires on April 8. I submitted a proposal for renewal to Village President Plasczack, who intends to discuss it with the Finance Committee before bringing a recommendation to the Village Council.

-
- **Water Well Lease with Paw Paw Public Schools** – The Village of Paw Paw leases approximately one acre of property from the public schools that is home to two of our water wells. The lease was originally created in 1990 and was for a term of 25 years. It should have been renewed in 2015, but it was overlooked by both the Village and the School District. The Schools reached out last year with the intent of renewing the lease or selling the property to the Village. No progress was made beyond that initial outreach, however we have scheduled a meeting with the schools for early April to take up the issue once again.
 - **Hawthorne Meadows (Hazen St)** – Developers are reviewing proposed changes to the Brownfield Plan that supports this housing project that I recommended to the County’s Brownfield consultant. They do not incorporate any changes that relate to electrical service costs, only roads, water & sewer. Since talking to you recently about possible assistance for those costs, I have had the opportunity to research and consider this more and will update you on that at your meeting.