

CITY OF WHITEHALL
COUNCIL MEETING MINUTES
FEBRUARY 25, 2014

PRESENT: Bartholomew, Cabala, Holmstrom, Sikkenga, Smith, Whalen

ABSENT: Hatch

ALSO PRESENT: City Attorney Sweeting, City Manager Huebler, City Clerk Bourdon, Police Chief Squiers, DPW Director Armstrong, DPW Office Coordinator Atchison and Administrative Assistant Wildfong.

Mayor Pro Tem Whalen called the meeting to order at 7:30 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

Motion by Cabala, seconded by Holmstrom, CARRIED, to approve the agenda. All ayes.

APPROVAL OF THE MINUTES

Cabala noted that the minutes should be amended to reflect that she received complaints about the parking lanes downtown not the parking lots.

Whalen noted that the minutes should reflect that he will only miss the City Council Meeting on March 11th.

Motion by Sikkenga, seconded by Bartholomew, CARRIED, to approve the February 11, 2014 minutes as amended. All ayes.

APPROVAL OF THE ACCOUNTS PAYABLE

Motion by Smith, seconded by Bartholomew, CARRIED, to approve the account payables in the amount of \$ 200,556.39 and checks be drawn in their several amounts. Roll Call Vote: Yes - Cabala, Holmstrom, Sikkenga, Bartholomew, Smith, Whalen; No: None; Absent: Hatch.

COMMUNICATIONS

A. MAF Minutes, Planning Commission Year End Report, Waste Water Minutes, White Lake Fire Authority Annual Report, White Lake Senior Center Board Minutes, Whitehall Police Annual Report

Whalen commented that he appreciates the format of the Police Annual Report.

Motion by Bartholomew, seconded by Holmstrom, CARRIED, that the communications be received and placed on file. All ayes.

PUBLIC COMMENT

None

MESSAGES FROM THE MAYOR PRO TEM, COUNCIL AND CITY MANAGER

Mayor Pro Tem Whalen acknowledged the retirement of Administrative Assistant Pat Wildfong after 13 years of dedicated service. Whalen presented a watch to Pat and expressed gratitude for her service and shared how much she will be missed.

Whalen reported that the Kalamazoo City Council recommended residents turn water on to a pencil-thin stream to help combat freezing pipes and asked DPW Director Armstrong what he recommends as a solution and how Whitehall citizens have been impacted with this issue.

DPW Director Armstrong reported that running a thin stream is the appropriate solution and that 13 residents have been affected with frozen pipes. Seven instances were between the meter pit and the home or just in the pit while the others were in the water service line from the water main and the meter pit.

Cabala congratulated Pat Wildfong on her retirement and expressed that she will be missed. Cabala also reported that the Solid Waste Authority proposed to purchase property from Scott Erdman, but did not know the current status. Cabala also inquired about the Phase 3 committee activities.

Smith expressed his appreciation to the Department of Public Works for the cleanup of downtown and Bartholomew added that he has received many positive comments.

Huebler shared that Mayor Hatch sends his warm wishes.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Resolution 04, Residents Right to Protest

Motion by Bartholomew, seconded by Holmstrom. CARRIED, to approve Resolution 04, Residents Right to Protest resolving that the Board of Review permit both residents and non-resident taxpayers to protest to the Board of Review in writing, without the necessity of personal appearance by the taxpayer or the taxpayer's representative, provided such written protest is received on or before the second Tuesday in March of the tax year at issue. Roll Call Vote: Yes - Bartholomew, Smith, Cabala, Holmstrom, Sikkenga, Whalen; No: None; Absent: Hatch.

B. Resolution 05, Poverty Exemption

Motion by Smith, seconded by Holmstrom, CARRIED, to approve Resolution 05, Poverty Exemption adopting the poverty exemption policies and guidelines for the City of Whitehall as submitted. Roll Call Vote: Yes - Bartholomew, Smith, Cabala, Holmstrom, Sikkenga, Whalen; No: None; Absent: Hatch.

C. Master Plan Review

Motion by Holmstrom, seconded by Cabala, CARRIED, to approve the transfer of \$6,000 from City Clerk Publishing to Planning Contractual for Master Plan Review. Roll Call Vote: Yes - Cabala, Holmstrom, Sikkenga, Bartholomew, Smith, Whalen; No: None; Absent: Hatch.

D. Wine & Jazz Fest Use Permit

Motion by Sikkenga, seconded by Cabala, CARRIED, to approve the Use Permit Application for the White Lake Area Chamber of Commerce to sell wine at Goodrich Park on August 2, 2014 from 3 to 7 p.m. All ayes.

E. Staffing

Motion by Bartholomew, seconded by Smith, CARRIED, to approve the Deputy Clerk/Treasurer position. All ayes.

Cabala inquired about how pay scales are established. City Manager Huebler explained that they are based on a salary analysis conducted 20 years ago plus adjusting that scale for cost of living.

F. Street Engineering

Motion by Bartholomew, seconded by Holmstrom, CARRIED, to authorize the execution of the Street Project Engineering proposal as submitted by Prein & Newhof. Roll Call Vote: Yes - Cabala, Holmstrom, Sikkenga, Bartholomew, Smith, Whalen; No: None; Absent: Hatch.

Cabala inquired about how street improvements are prioritized. City Manager Huebler explained that high risk streets that also include water and sewer are given a higher priority.

PUBLIC COMMENT

None.

ADJOURNMENT

Motion by Bartholomew, supported by Smith that the Council meeting be adjourned at 7:55 p.m. All ayes.

Edward L. Whalen, Mayor Pro Tem

Brenda Bourdon, City Clerk