



CITY OF WHITEHALL

**CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS**

March 26, 2019

6:00 p.m.

AGENDA

1. Meeting called to Order
 - A. Pledge of Allegiance
2. Approval of Agenda
3. Approval of the March 12 Work Session and Council Meeting Minutes
4. Approval of Accounts Payable
5. Communications: Drain Commissioner Annual Report, MSHDA Letter for Whitehall II Apartments, Wastewater Minutes, Wastewater Monthly Report
6. Public Comment *
7. Messages from the Mayor, Council, and City Manager
8. Unfinished Business
9. New Business
 - A. Feet on the Street Request
 - B. Taste of White Lake Request
 - C. Resolution 19-08 Main Street Reconstruction
 - D. Resolution 19-09 Liquor License Approval
10. Public Comment *
11. Adjournment

City of Whitehall, 405 E. Colby Street, Whitehall, MI 49461; 231-894-4048

* PUBLIC COMMENT: Citizens wishing to speak on any subject matter or with regard to items on the agenda should use this opportunity. As a courtesy to the council, come to the podium, state your name, and direct your comments to the board. Please limit comments to three minutes.

CITY OF WHITEHALL
CITY COUNCIL WORK SESSION MINUTES
March 12, 2019
5:00 p.m.

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Ellie Dennis, Debi Hillebrand, Norm Kittleson, and Steve Salter

ABSENT: None

ALSO PRESENT: City Attorney Sweeting, City Manager Huebler, Deputy City Clerk Seaver

Mayor Hillebrand called the meeting to order at 5:00 p.m. in the Garden Room.

Oath of Office – Scott Brown

Scott Brown was read the Oath of Office to serve as council member and he accepted and signed.

Discussion Items

Council Vacancy Process (Hillebrand)

Mayor Hillebrand began discussion regarding the council vacancy process. Discussion included setting a policy with contingency in the event another vacancy occurs. The policy may involve a committee who interviews interested parties, but the council would still vote on the candidate. A show of hands indicated six to one on continuing the current process using the next highest vote getter. Concern was expressed, with the current process, in the event additional candidates may not be available. Next steps include gathering ideas for a committee that may involve members from current boards and commissions.

MATs (staff)

City Manager Huebler informed council that the Muskegon Area Transit System (MATS) has indicated they will be invoicing the City \$19,750 to continue servicing the Montague/Whitehall bus route 115. The subsidy would cover the county's current fiscal year. Discussion included continuing the service, regardless of other unit's contributions, as it is a necessary service to our residents. Concerns were expressed about being fiscally responsible with tax dollars when MATS has not provided a plan to improve the situation, as well as verifying the number of actual Whitehall riders. Next steps involve City Manager Huebler requesting additional information from MATS about the subsidy being decreased based on population and number of actual Whitehall riders.

Informational Items

None

Other

None

Public Comment

Lillian Morningstar, Rodney Olson, and Peggy Claus provided suggestions/concerns regarding the bus service.

Meeting Adjourned at 5:54 p.m.

Debra Hillebrand, Mayor

Alyssa Seaver, Deputy City Clerk

CITY OF WHITEHALL
COUNCIL MEETING MINUTES
March 12, 2019

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Ellie Dennis, Debi Hillebrand, Norm Kittleson, and Steve Salter

ABSENT: Student Representatives Alison Hiner and Jackie Jacobs

ALSO PRESENT: City Attorney Sweeting, City Manager Huebler, Deputy City Clerk Seaver, Finance Officer/Treasurer Audo

Mayor Hillebrand called the meeting to order at 6:00 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

Motion by Dennis, seconded by Kittleson, CARRIED, to approve the agenda. All yeses.

APPROVAL OF COUNCIL MINUTES

Motion by Kittleson, seconded by DeMumbrum, to approve the February 12th closed session meeting minutes and February 26th council meeting minutes. Council Member Brown indicated the minutes should be separated, as he was not part of the February 12 discussion.

Motion by Kittleson, seconded by DeMumbrum, CARRIED, to approve the February 12 closed session meeting minutes. Six yeses and one abstain - Brown.

Motion by Kittleson, seconded by DeMumbrum, CARRIED, to approve the February 26 council meeting minutes. All yeses.

APPROVAL OF THE ACCOUNTS PAYABLE

Motion by Connell, seconded by Kittleson, CARRIED, to approve the account payables in the amount of \$112,721.89 and checks to be drawn in their several amounts.

Roll Call Vote: Yes – Connell, Kittleson, Salter, Brown, DeMumbrum, Dennis, and Hillebrand; No – None; Absent – None

COMMUNICATIONS

None

PUBLIC COMMENT

None

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Salter reported on an extensive tour of the Playhouse provided by Winberg. He expressed positive feedback on the construction.

Connell welcomed Council Member Brown and also mentioned positive feedback on the Playhouse.

Dennis informed council and the public about a meeting regarding Flower Creek and e-coli being held tonight at 7pm at Montague City Hall.

Kittleson and Hillebrand also welcomed Council Member Brown

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Arts Council Request

Motion by Salter, seconded by DeMumbrum, CARRIED, to approve the use of public property section A, from the diagram, and liquor sales for Arts Council fundraising event on June 21, 2019. All yeses.

B. Ordinance 19-01 International Property Maintenance Code

Motion by Salter, seconded by Kittleson, CARRIED, to approve Ordinance 19-01: International Property Maintenance Code as presented.

Roll Call Vote: Yes – Salter, Kittleson, Brown, Connell, DeMumbrum, Dennis, and Hillebrand; No – None; Absent – None

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Hillebrand adjourned the Council Meeting at 6:16 pm.

Debra Hillebrand, Mayor

Alyssa Seaver, Deputy City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
March 26, 2019

March 2019 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$48,050.18	Transfer
IRS	Payroll	\$15,219.48	EFT
Alerus Financial	Payroll	\$5,064.35	7090
MISDU	Payroll	\$90.34	7091

Total Prepays: \$68,424.35

TOTAL ACCOUNTS PAYABLE \$506,494.77

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	849321	PREMIUM - MAR-2019	969.81
TOTAL FOR: AFLAC			969.81
SEAV	ALYSSA SEAVER		
	FLEX	FLEX - MAR-2019	65.72
TOTAL FOR: ALYSSA SEAVER			65.72
ASPHA	ASPHALT PAVING INC		
	43207-43212	COLD PATCH - 15 TONS	1,650.00
TOTAL FOR: ASPHALT PAVING INC			1,650.00
BAT	BATCO, INC.		
	STATEMENT	TRAINING/PIPE & CABLE LOCATORS - BOND & SILK	250.00
TOTAL FOR: BATCO, INC.			250.00
MAHON	BRANDON L MAHONEY		
	FLEX	FLEX - FEB-2019	80.08
TOTAL FOR: BRANDON L MAHONEY			80.08
ARMST	BRIAN ARMSTRONG		
	FLEX	FLEX - FEB-2019	40.00
TOTAL FOR: BRIAN ARMSTRONG			40.00
CHART	CHARTER COMMUNICATIONS		
	0038420030419	INTERNET	109.99
TOTAL FOR: CHARTER COMMUNICATIONS			109.99
MISC	CITY OF MUSKEGON		
	244502	LEGAL FEES FOR PETITION TO STRIKE DELINQUENT	160.69
TOTAL FOR: CITY OF MUSKEGON			160.69
CONSU	CONSUMER'S ENERGY		
	STATEMENT	UTILITIES	4.57
TOTAL FOR: CONSUMER'S ENERGY			4.57
BOND	DONALD BOND		
	FLEX	FLEX - MAR-2019	1,499.94
TOTAL FOR: DONALD BOND			1,499.94
DPS	DRAMATISTS PLAY SERVICE INC		
	SO_00000568897	SCRIPTS - ESCANABA IN DA MOONLIGHT	64.85
TOTAL FOR: DRAMATISTS PLAY SERVICE INC			64.85
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	136.58
TOTAL FOR: FRONTIER			136.58
GILL	GILLHESPY OF MICHIGAN INC		
	2239522	FUEL TANK MAINTENANCE	1,724.85
TOTAL FOR: GILLHESPY OF MICHIGAN INC			1,724.85

Vendor Code	Vendor Name	Description	Amount
MISC	KAMM ELECTRIC MOTORS		
	STATEMENT	MOTOR BLOWER REPAIR - LS# 4	65.00
TOTAL FOR: KAMM ELECTRIC MOTORS			65.00
NUMM	KEVIN NUMMERDOR		
	OPTICAL	OPTICAL - NUMMERDOR	250.00
TOTAL FOR: KEVIN NUMMERDOR			250.00
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	257539116-51420	COPIER DIGITAL SUPPORT SVC & COPIER CONTRACT	158.89
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			158.89
AUDO	LAURIE H AUDIO		
	OPTICAL	OPTICAL - H. AUDIO	99.00
TOTAL FOR: LAURIE H AUDIO			99.00
MDEQ	MI DEPT OF ENVIRONMENTAL QUALITY		
	STATEMENT	BRA LOAN PAYMENT	70,657.98
TOTAL FOR: MI DEPT OF ENVIRONMENTAL QUALITY			70,657.98
MRWA	MRWA		
	9303	WATER CERTIFICATION - THRONE & VANDERPUTTE	590.00
TOTAL FOR: MRWA			590.00
MCC	MUSKEGON COMMUNITY COLLEGE		
	STATEMENT	AHFEST MEMBERSHIP	150.00
TOTAL FOR: MUSKEGON COMMUNITY COLLEGE			150.00
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO		
	5958	SALT & SAND - 1.25-2.28.19	5,922.89
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO			5,922.89
MUTRE	MUSKEGON COUNTY TREASURER'S		
	0000171416	DOG TAGS - FEB-2019	220.00
	WWUB123500	WASTE WATER & BOND	60,444.63
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			60,664.63
PREIN	PREIN & NEWHOF, PC		
	48902	ENGINEERING FEES - MAIN ST	998.42
TOTAL FOR: PREIN & NEWHOF, PC			998.42
QUILL	QUILL CORPORATION		
	5677304	OFFICE SUPPLIES	115.21
TOTAL FOR: QUILL CORPORATION			115.21
REP	REPUBLIC SERVICES #240		
	0240-007403332	WASTE REMOVAL	247.25
TOTAL FOR: REPUBLIC SERVICES #240			247.25
SBAM	SBAM PLAN		
	APR-2019	PREMIUM - APR-2019	18,075.31
TOTAL FOR: SBAM PLAN			18,075.31

Vendor Code	Vendor Name	Description	Amount
HUEBL	SCOTT HUEBLER		
	FEB-2019	CAR ALLOWANCE - FEB-2019	300.00
TOTAL FOR: SCOTT HUEBLER			300.00
STANI	THE STANDARD INSURANCE		
	00 756075 0001	PREMIUM - APR-2019	1,045.89
TOTAL FOR: THE STANDARD INSURANCE			1,045.89
TROPW	TROPHY CENTER OF WEST MICHIGAN		
	9968	APPAREL/SERVICE AWARDS - VARIOUS STAFF	576.00
TOTAL FOR: TROPHY CENTER OF WEST MICHIGAN			576.00
UNITED	UNITED CONCORDIA		
	APR-2019	WRAP PLAN - APR-2019	4,372.41
TOTAL FOR: UNITED CONCORDIA			4,372.41
USABL	USA BLUE BOOK		
	834003	METER PARTS/FUEL PUMPS & PAINT	187.03
TOTAL FOR: USA BLUE BOOK			187.03
WHIVE	WHITEHALL VENTURES INC		
	MAR-2019	LEASE - MAR-2019	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
WINBE	WINBERG CONSTRUCTION		
	17-037-014	PAY AP #14 - PLAYHOUSE RENOVATION	262,300.64
TOTAL FOR: WINBERG CONSTRUCTION			262,300.64
WOLVE	WOLVERINE POWER SYSTEMS INC		
	0166328-IN	GENERATOR MAINTENANCE/REPAIR - CITY HALL, LIF	4,391.79
TOTAL FOR: WOLVERINE POWER SYSTEMS INC			4,391.79
TOTAL - ALL VENDORS			438,070.42

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 03/22/2019 - 03/22/2019
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MARCH 26, 2019

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-259.004	DUE TO FLEX FUND	ALYSSA SEEVER	03/31/19	FLEX	65.72
101-000-259.004	DUE TO FLEX FUND	BRANDON I MAHONEY	02/28/19	FLEX	80.08
101-000-259.004	DUE TO FLEX FUND	BRIAN ARMSTRONG	02/28/19	FLEX	40.00
101-000-259.004	DUE TO FLEX FUND	DONALD BOND	03/31/19	FLEX	1,499.94
101-000-259.005	DUE TO ALFAC	AFLAC	03/12/19	849321	969.81
101-000-259.007	DUE TO COUNTY-DOG TAGS - FEB-20	MUSKEGON COUNTY TREASURE	03/15/19	0000171416	220.00
		Total For Dept 000 648			2,875.55
Dept 111 CITY CLERK					
101-111-719.000	APPAREL SVC AWARDS - BOURDON	TROPHY CENTER OF WEST MI	03/14/19	9968	23.00
		Total For Dept 111 CITY CLERK			23.00
Dept 172 ADMINISTRATION					
101-172-727.000	OFFICE SUPPLIES	QUILL CORPORATION	03/08/19	5677304	51.36
101-172-935.000	COPIER MAINTENANCE	KONICA MINOLTA BUSINESS	03/16/19	257539116-5142005	158.89
101-172-935.000	COPIER MAINTENANCE	QUILL CORPORATION	03/08/19	5677304	63.85
		Total For Dept 172 ADMINISTRATION			274.10
Dept 253 TREASURER					
101-253-719.000	APPAREL/SVC AWARDS - SEEVER	TROPHY CENTER OF WEST MI	03/14/19	9968	37.00
101-253-962.000	LEGAL FEES/STRIKE DELINQUENT PP	CITY OF MUSKREGON	03/04/19	244502	160.69
		Total For Dept 253 TREASURER			197.69
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-931.000	GENERATOR MAINT - CITY HALL	WOLVERINE POWER SYSTEMS	03/14/19	0166328-IN	3,591.68
		Total For Dept 265 CITY HALL BLDG & GROUNDS			3,591.68
Dept 301 POLICE					
101-301-719.000	APPAREL/SVC AWARDS - SOVA, BOLL	TROPHY CENTER OF WEST MI	03/14/19	9968	289.00
		Total For Dept 301 POLICE			289.00
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/28/19	STATEMENT	4.57
		Total For Dept 448 STREET LIGHTING			4.57
Dept 525 SANITATION					
101-525-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	02/28/19	0240-007403332	132.25
		Total For Dept 525 SANITATION			132.25
Dept 851 FRINGE BENEFITS					
101-851-719.500	FRINGE-ADMIN CAR ALLOW	SCOTT HUEBLER	02/28/19	FEB-2019	300.00
101-851-719.600	FRINGE-HEALTH INS	SEAM PLAN	03/21/19	APR-2019	16,641.21
101-851-719.601	FRINGE BENEFITS-RETIREE HEALTH	SEAM PLAN	03/21/19	APR-2019	1,434.10
101-851-719.603	FRINGE-HEALTH INS WRAP	UNITED CONCORDIA	03/19/19	APR-2019	4,372.41
101-851-719.650	FRINGE-OPTICAL	KEVIN NUMMERDOR	03/12/19	OPTICAL	250.00
101-851-719.650	FRINGE-OPTICAL-H. AUDIO	LAURIE H AUDIO	03/18/19	OPTICAL	99.00
101-851-719.680	FRINGE-LIFE INS	THE STANDARD INSURANCE	03/15/19	00 756075 0001	188.48
101-851-719.690	FRINGE-DISABILITY INS	THE STANDARD INSURANCE	03/15/19	00 756075 0001	857.41
		Total For Dept 851 FRINGE BENEFITS			24,142.61
		Total For Fund 101 GENERAL OPERATING FUND			31,530.45

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINT					
202-478-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	03/11/19	43207-43212	825.00
202-478-757.000	OPERATING SUPPLIES	MUSKEGON COUNTY ROAD COM	03/15/19	5958	4,442.17
		Total For Dept 478 WINTER MAINT			5,267.17
		Total For Fund 202 MAJOR STREET FUND			5,267.17
Fund 203 LOCAL STREET FUND					
Dept 478 WINTER MAINT					
203-478-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	03/11/19	43207-43212	825.00
203-478-757.000	OPERATING SUPPLIES	MUSKEGON COUNTY ROAD COM	03/15/19	5958	1,480.72
		Total For Dept 478 WINTER MAINT			2,305.72
		Total For Fund 203 LOCAL STREET FUND			2,305.72
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3					
Dept 000 648					
245-000-818.400	CONTRACTUAL SERVICES-DOWNTOWN R	WHITEHALL VENTURES INC	03/31/19	MAR-2019	145.00
		Total For Dept 000 648			145.00
		Total For Fund 245 TAX INCREMENT FINANCE AUTHORITY			145.00
Fund 390 BRA DEBT SERVICE FUND					
Dept 000 648					
390-000-991.000	PRINCIPAL	MI DEPT OF ENVIRONMENTAL	03/19/19	STATEMENT	67,914.21
390-000-995.000	INTEREST	MI DEPT OF ENVIRONMENTAL	03/19/19	STATEMENT	2,743.77
		Total For Dept 000 648			70,657.98
		Total For Fund 390 BRA DEBT SERVICE FUND			70,657.98
Fund 402 CAPITAL PROJECT FUND					
Dept 000 648					
402-000-820.000	ENGINEERING FEES	PREIN & NEWHOF, PC	03/12/19	48902	998.42
		Total For Dept 000 648			998.42
		Total For Fund 402 CAPITAL PROJECT FUND			998.42
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-719.000	APPAREL/SVC AWARDS - BEAMAN	TROPHY CENTER OF WEST MI	03/14/19	9968	58.00
580-000-757.000	OPERATING SUPPLIES	DRAMATISTS PLAY SERVICE	03/15/19	SO_00000568897	64.85
580-000-805.000	MARKETING	MUSKEGON COMMUNITY COLLE	03/19/19	STATEMENT	150.00
580-000-975.000	BUILDING REHAB AND ADDITION	WINBERG CONSTRUCTION	03/14/19	17-037-014	252,300.64
580-000-975.200	BUILDING- CONSTRUCTION MANAGEME	WINBERG CONSTRUCTION	03/14/19	17-037-014	10,000.00
		Total For Dept 000 648			262,573.49
		Total For Fund 580 PLAYHOUSE			262,573.49
Fund 590 SEWER FUND					
Dept 564 SEWER PUMPING					
590-564-775.000	REPAIRS & MAINT SUPPLIES	KAMM ELECTRIC MOTORS	02/27/19	STATEMENT	65.00
590-564-818.000	GENERATOR MAINT - LS #4	WOLVERINE POWER SYSTEMS	03/14/19	0166328-IN	398.38
590-564-920.000	PUBLIC UTILITIES	FRONTIER	03/04/19	STATEMENT	36.09

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Fund 590 SEWER FUND					
Dept 564 SEWER PUMPING					
	Total For Dept 564 SEWER PUMPING				499.47
Dept 566 WASTEWATER SYSTEM-GALLONAGE					
590-566-951.000	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURER	03/15/19	WWUB123500	60,444.63
	Total For Dept 566 WASTEWATER SYSTEM-GALLONAGE				60,444.63
Dept 568 SEWER T & D					
590-568-719.000	APPAREL/SVC AWARDS - SILK	TROPHY CENTER OF WEST MI	03/14/19	9968	40.00
590-568-757.000	OPERATING SUPPLIES	USA BLUE BOOK	03/08/19	834003	60.90
	Total For Dept 568 SEWER T & D				100.90
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-957.000	CONFERENCES & WORKSHOPS-BOND	BATCO, INC.	03/21/19	STATEMENT	250.00
591-540-957.000	CONFERENCES & WORKSHOPS-THRONE	MRWA	03/04/19	9303	590.00
	Total For Dept 540 WATER ADMINISTRATION				840.00
Dept 546 WATER SOURCE PLANT					
591-546-818.100	GENERATOR MAINT - WT #5	WOLVERINE POWER SYSTEMS	03/14/19	0166328-IN	401.73
	Total For Dept 546 WATER SOURCE PLANT				401.73
Dept 548 WATER T & D					
591-548-719.000	APPAREL/SVC AWARDS - SILK	TROPHY CENTER OF WEST MI	03/14/19	9968	129.00
591-548-757.000	OPERATING SUPPLIES	USA BLUE BOOK	03/08/19	834003	60.89
	Total For Dept 548 WATER T & D				189.89
Fund 594 MARINA FUND					
Dept 000 648					
594-000-850.000	TELEPHONE	CHARTER COMMUNICATIONS	03/04/19	0038420030419	109.99
594-000-850.000	TELEPHONE	FRONTIER	03/04/19	STATEMENT	44.21
594-000-955.100	COST OF SALES-FUEL	GILLHESPY OF MICHIGAN IN	02/14/19	2239522	1,724.85
594-000-955.100	COST OF SALES-FUEL	USA BLUE BOOK	03/08/19	834003	32.62
	Total For Dept 000 648				1,911.67
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-751.000	GASOLINE & MOTOR OIL	USA BLUE BOOK	03/08/19	834003	32.62
661-000-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	02/28/19	0240-007403332	115.00
661-000-850.000	TELEPHONE	FRONTIER	03/04/19	STATEMENT	56.28
	Total For Dept 000 648				203.90
	Total For Fund 661 MOTOR POOL FUND				203.90
	Total For Fund 594 MARINA FUND				1,911.67

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101	GENERAL OPERATING FUND			31,530.45
	Fund 202	MAJOR STREET FUND			5,267.17
	Fund 203	LOCAL STREET FUND			2,305.72
	Fund 245	TAX INCREMENT FINANCE			145.00
	Fund 390	BRA DEBT SERVICE FUND			70,657.98
	Fund 402	CAPITAL PROJECT FUND			998.42
	Fund 580	PLAYHOUSE			262,573.49
	Fund 590	SEWER FUND			61,045.00
	Fund 591	WATER FUND			1,431.62
	Fund 594	MARINA FUND			1,911.67
	Fund 661	MOTOR POOL FUND			203.90
	Total For All Funds:				438,070.42



MUSKEGON COUNTY
M I C H I G A N
OFFICE OF THE DRAIN COMMISSIONER



Brenda M. Moore
Drain Commissioner
moorebr@co.muskegon.mi.us

141 E. Apple Avenue, Muskegon, Michigan 49442-3404

231-724-6219
(Fax) 231-724-3480
www.co.muskegon.mi.us/drain

March 7, 2019

Muskegon County Board of Commissioners
State of Michigan

Commissioners:

Pursuant to Section 31, Chapter 2 of Act No. 40 of the Public Acts of 1956 as amended, I respectfully submit the Annual Report for this office for October 1, 2017 through September 30, 2018. In previous years we have also supplied a chart of accounts as the office's financial statement but this year an *Audited Financial Statement Report* was generated by the county's auditors for all County Drainage Districts. This financial report is currently being finalized by the County's Accounting Department and will be provided to the County Board prior to the Drain Code deadline of April 1st.

This report includes background information about the Drain Code and emerging projects. As with previous years, we provide a table with cumulative projects undertaken since Ms. Barrett, the Deputy Drain Commissioner, and I took our offices in November of 2013.

Of particular note is an outstanding balance for Wolf Lake. We are waiting for Board Authorization for an updated lake level report. This authorization must be done by the County Board of Commissioners under state Inland Lakes and Streams legislation to satisfy the judge in the establishment of a lake level. Even though the project was completed in 1984 the final step to determine the lake level by the court did not occur. The cost of the study can be recuperated through an assessment. Staff has been advised of this matter and we await your direction.

Respectfully submitted,

A handwritten signature in cursive script that reads "Brenda M. Moore".

Brenda M. Moore
Muskegon County Drain Commissioner

Muskegon County Drain Commissioner Annual Report FY 2018

Office Philosophy & History

Muskegon County's economic health and quality of life are fundamentally linked to its water. In addition to 26 miles of Lake Michigan coastline there are over 10,000 acres of surface water in county inland lakes being fed by hundreds of miles of streams running across our countryside. Many streams discharge to inland lakes that are open conduits to Lake Michigan. For public health and our economic future, we must be good stewards of our surface water resources.

Numerous water bodies in Muskegon County are considered "impaired" by the US Environmental Protection Agency including: Bear Lake (phosphorus), Bear Creek (biota), Ruddiman Creek (e. coli), Black Creek (biota), and Little Black Creek (biota). Other waterways have not graduated to the EPA list, but they are degraded (e.g., Cedar, Duck, Flower, Stevens, Norris, and Crockery Creeks). Muskegon and White Rivers have also suffered from pollution. Most waterway damage originates from "nonpoint" pollution carried by storm water runoff from streets, parking lots, rooftops, lawns, cleared land, and farm fields. Biota, or the living organisms of a stream, is most often impacted by excessive sediment (soil transported by water that smothers creatures, their food, and habitat). Another common impact to biota is a lack of oxygen because of the presence of pollutants that increase biochemical oxygen demand (i.e., they take oxygen to break down). E. coli originates from human or animal excrement and poses a health risk to humans who come in contact with contaminated water. Thermal pollution coming from heated rooftops and parking lots can exacerbate blue-green algae blooms that produce neurotoxins. Finally, there are areas of streams known to contain heavy metals in their sediment. When storm water blasts through a "flashy" stream channel it can transport contaminated sediment downstream into lakes.

In the late 1800s and early 1900s the majority of the county's 130+ drains were created under the State Drain Code. These drains represent over 200 miles of surface water within the county. Most county drains are altered creek systems. Many of these drains are at the headwaters of major creeks. If not properly managed, county drains send poor water quality and sediment downstream. Early on, dynamite was often used to create county drains; draining wetlands and rerouting or straightening creeks to expedite surface water drainage. At the time, the tremendous negative impacts of such actions were not well understood. Today, most would never think of doing such things. Still, county drains are established infrastructure systems relied on by numerous property owners. They must be properly maintained. However, while we conduct drain work we can restore some natural functions of the stream that improve water quality *and* extend the life expectancy of drainage improvements.

What constitutes "properly maintained" has been redefined in recent history. The same year I took office, the state legislature amended the Natural Resources & Environmental Protection Act (NREPA) to hold Drain Commissioners more accountable for environmental impacts. Previously, Drain Commissioners were exempt from environmental standards (e.g., soil erosion control, wetland protection, and inland lakes and streams protection). Literally, they could tear up the countryside with absolutely no responsibility to protect or restore the environment. Now, Drain Commissioners must follow state established "*best management practices*" and obtain state permits for most of our work. In addition to these new demands, drain commissioners now have some responsibility for surface water quality.

This Report

The Drain Code requires that annually the Drain Commissioner provides a report of annual activities to the County Board. This report provides more detail about the operations of the office in an effort to foster a broader understanding of what we do. At this point, the only full time employees in our office are the Drain Commissioner and Deputy Drain Commissioner. A temp employee assists with the MS4 Municipal Storm Water Committee and internal records for approximately 5 hours per week. In terms of managing various drain projects, we rely on contractors to help us execute project tasks. This works well in that we can “ramp-up” or trim back as needs dictate. Historically the Drain Office had three employees in addition to the Commissioner and Deputy; an inspector and two administrative staff.

Team Members

We have worked with several **engineering firms** (listed alphabetically) that we utilize for design and project inspection services, including;

- Eng. Inc.
- J&A Engineering
- Land & Resources Engineering
- Schultz Land & Water Consulting

Both staff members are certified soil erosion control officers. We regularly inspect drains as well. We also have a contract with the **Muskegon Conservation District (MCD)** to assist with spraying herbicides, erosion control measures, planting, and invasive species control. MCD staff members are licensed applicators and they have expertise in conservation practices. To date, we have not used chemicals to manage the drains. In rural areas prescribed burns may be an option. MCD staff has recently become a certified burn team.

Excavating contractors are selected based on a competitive, line-item bid process. For larger projects we also hold mandatory pre-bid meetings. Following are contractors who have been awarded contracts by our office:

- Busscher Development
- Jackson Merkey
- McCormick Sand
- Mead Brothers
- Quantum Excavating
- Randall Meyer
- Stein Construction
- Volker Crane Services

Our **legal counsel** is Fahey, Schultz, Burzych Rhodes PLC of Okemos, who also represents the MI Association of Drain Commissioners.

Our **financial advisors** are Steve Mann, Esq., of Miller Canfield and Paul Stauder of Public Financial Management, Inc.

Other important partners include:

- Michigan Department of Environmental Quality – Nonpoint Pollution, Wetland & Inland Lakes and Streams (permits, tech support, and potential grants)
- Michigan Department of Natural Resources, Fisheries Division (tech support and potential grants)
- Michigan Department of Transportation (supplemental assessments and design assistance)
- Muskegon County GIS (services billed to individual districts)
- Muskegon County Road Commission (cost-sharing for road culverts, engineer comments)
- US Fish and Wildlife (tech support and grants)

Drain Code Process and County Practices

Drain projects are completed under one of two scenarios; as maintenance projects or as petitioned projects. The Drain Code limits spending on a drain project to \$5,000 per mile, per year-- unless it comes under petition or a local municipality passes a resolution to allow additional spending. The \$5,000 per mile limit was put in the law decades ago and is nowhere near the actual cost of conducting maintenance now--especially considering state restoration requirements. Working through an entire drain branch under the maintenance scenario can take years. The down-side of that is it is difficult to work on a stream system in small segments because what happens to one segment of the system impacts other parts of the system. For example, if sediment is removed from a portion of stream, it invites water to move faster downstream; this can cause additional flooding or sediment deposition downstream. Ideally, it is more cost effective and environmentally sound to maintain and restore a section of stream (drain) through its entire run.

Under the Drain Code, projects are generally paid through an assessment process. Each Drainage District is treated like its own corporation, having individual charts of account. Drain projects in Muskegon County are currently financed solely through bank notes and bonds paid off by assessments. Other Drain Commissioners have healthy revolving funds that have grown over time and/or County Boards provide a significant general fund injection to their office. In other counties townships often pay most or all of an assessment for their constituents. Whatever the reason, this has not been the culture of Muskegon County in the past. Around 2011 the County Board stopped providing general funds for drain maintenance when the previous Drain Commissioner suggested assessments for work was more appropriate than a flat general fund contribution. He did not get the chance to levy assessments nor was he able to turn around the fact that many drain accounts had zero or negative balances because of an historic lack of assessments to support maintenance. Regardless of the history, we are working with what we can now; bank notes and bonds being paid back with assessments. In addressing negative balances, the newly created revolving fund will prevent the need for 40 bank notes, saving an estimated \$80,000 in financing fees.

Most drain work in the county has required more excavation and restoration work than normally necessary because of a long term lack of consistent management of the systems. To add to the issue, during this time, various property owners were permitted to dig in public drains. Many overly deepened or widened them, which caused damage to downstream segments of the system. Getting state permits, fixing the damage of sporadic digging, and catching up with decades of inadequate maintenance makes what we have to do more complex and expensive. Further, because of the cost to replace or upsize culverts, they can rarely be done as part of maintenance projects. This is why many projects have been petitions, because the cost to effectively undertake a project requested by property owners far exceeds maintenance spending limits of the Drain Code.

A petition must be employed and approved when adding branches to a drain system, abandoning portions of a drain, deepening or widening a channel, or placing a certain amount of culverts or storm sewer. As a check-and-balance under the Drain Code, a Commissioner cannot act on a petition alone. There must be a public hearing process in which all property owners of a district are notified by 1st class mail and via newspaper notices. There is a Board of Determination appointed (BOD) comprised of 3 citizens plus an alternate. Members cannot own property in the district or community in which the project is proposed but they must own land and reside in the county. Under the Drain Code, the Drain Commissioner appoints the BOD members. Early on, some township board members served on BODs but they became less comfortable serving when they realized BOD meetings could be very contentious. Soon after I took office we asked township supervisors if they knew of local people who served on a local board who could handle meetings and, perhaps, an angry crowd. From the local units we generated a list of about 12 people who were willing to serve. They received training from our attorney regarding their roles and responsibilities under the Drain Code.

The Board of Determination process has received a lot of criticism, most notably because the Drain Commissioner appoints BOD members. Truly, I believe we have done the best we can to pick independent thinkers, prepare them legally, and then be "hands off" at meetings. We have legal counsel at hearings if BOD members have procedural questions. At a recent hearing, for example, I was not able to correct the impression that citizens would have to help pay for a new branch of a drain specifically requested by a few property owners. That would not have happened. The benefiting properties would have received the assessment for the new branch because it only served them.

We have also wished there could be a different process than the BOD because we have seen petitioners bullied at meetings and members of the public (some of them elected officials) insult our engineers, legal counsel, and BOD members by questioning their integrity. Many of the public comments have degenerated into the perpetuation of misinformation, spiteful comments, and irrelevant hearsay. Because BOD members are citizen volunteers, they may not feel well equipped to "gavel down" inappropriate behavior. As consultants and staff we have very little ability to stop such activity or correct misinformation because it looks like we are trying to sway the process. Still, this is what the Drain Code gave us.

If the BOD determines that a petitioned project should continue, and there are no court challenges, the engineering survey & design process begins. The Drain Commissioner, with her team, determines the scope of the project. During this time the Road Commission and MI Department of Transportation are asked if they want to be partners in any culvert replacements. This opportunity allows a township to pay for culvert replacements over time via an assessment vs. having to pay their half of the culvert cost in one payment to the Road Commission. The Road Commission may request supplemental assessments to finance culvert replacements over time but has chosen not to thus far. MDOT pays for the bulk of work it requests (e.g., Robinson Drain 80% of all costs; Kuis Drain, 100%, of requested work). During this time there are also discussions with permitting agencies, local officials and property owners regarding options.

As part of the "scoping" process, we also look into potential grants. To date, we have investigated grants for in-line wetland creation; full streambed span box culverts to replace side by side metal culverts that sit within the creek bed, and soil erosion and sedimentation control grants for plant materials along drains. The wetland creation grants we pursued went to Lake Erie projects. Fish passage grants generally go to healthier ecosystems with significant fish populations. We also learned that agencies tied to Areas of Concern get more attention from funding entities, as was the intent of being designated an AOC. In short, by comparison, our recent projects were not of interest to many funding agencies. Recently, however, the Muskegon Conservation District partnered with our office for

two grants related to erosion control: one for the Peterson-Ahlert Drain (Bear Creek Watershed) to plant and stabilize stream banks and the other for the Muskegon River Watershed for tree planting, which will primarily target the Holland Drain (Ryerson Creek).

Once the project scope and partners are determined and engineering design is complete we submit for state and/or federal permits. It is during this time that we obtain additional drain easements if necessary. When design and permitting are complete bid specification packets are developed for competitive bid. This is the beginning of the construction phase. For initial phases of the project (survey, design, etc.) we obtain bank notes. For many projects we have been able to finance the entire project using bank notes. Larger construction projects (exceeding 1 million dollars) have required bonding.

Drain Projects

When my tenure began in 2013, four petitions were in process from Mr. Fisher's tenure (Pierson Swamp, Kuis, Ellis, and Mason Drains). Since then, we have received one community petition from the City of Montague to extend and improve the Montague Drain (Buttermilk Creek). Two petitions originated from the County Road Commission (Laurene Taylor and Norris Creek). The remaining petitions were from property owners. See our list following: those ~~stricken~~ are completed projects. Those *italicized* were deemed not necessary by a Board of Determination. Those **bolded** are in progress.

- | | |
|---|---------------------------------------|
| 1. Black Creek Consol. (in planning) | 10. Mason |
| 2. <i>Chaddock</i> | 11. Montague (in planning) |
| 3. Ellis | 12. Norris Creek (in planning) |
| 4. <i>Erickson</i> | 13. Pierson |
| 5. <i>Holland</i> | 14. Ribe (in litigation) |
| 6. Hurlbut (contract awarded) | 15. <i>Saxe</i> |
| 7. Kent | 16. <i>Schwemer</i> |
| 8. Kuis | 17. Stewart |
| 9. Laurene Taylor | 18. <i>Wilsie</i> |

2018 Construction Projects:

- Pierson Drain- estimate 85% complete
- Kuis Drain - estimate 90% complete
- Cleaning & stabilization of a portion of the Wilsie Drain with future phases planned (petition failed)
- Stabilization of unauthorized work done by a property owner on the Walsworth Drain.

2019 Certifications:

In 2019 we are focusing on "cleaning up" the remaining drain district records to; 1) verify the drains were legally established, 2) verify watershed (district) boundaries using 2016 LiDAR data to derive 1-foot elevation contours (vs. 1800s and early 1900s surveys) and, 3) assess each district to both cover the above costs and to rectify negative drain balances which have existed for years. Much of this work is being funded by the newly established revolving fund.

- | | | |
|--------------|----------------|-------------|
| 1. Ackerburg | 5. Bartholomew | 9. Dolph, |
| 2. Artibey | 6. Becker | 10. Ellis |
| 3. Bailey | 7. Bussing | 11. Falbe |
| 4. Barnes | 8. Dobe | 12. Fielder |

13. Four Mile Creek
14. Fred Dow
15. Fruitland #1
16. Henry St 61
17. Henry Street 66
18. Herschel
19. Holland
20. Humphrey
21. Klever IC
22. Knudsen

23. Martin
24. Scott & Waters
25. Orchard Grove
26. Orland Johnson
27. Parent
28. Peters
29. Pett
30. Ruddiman Creek
31. Sanford
32. Seider

33. Staples
34. Taylor
35. Tidioute
36. Tony Rugar
37. Turtle
38. Waalkens
39. Washburn
40. Wells
41. Yonker

2019 Engineering Surveys:

The following drains have been previously certified, they are getting engineered surveys to diagnose potential issues. The cost of which is being covered by a state SAW grant. Note: IC = Inter-county drain.

- | | |
|--------------------|------------------|
| 1. Anderson | 11. Klever |
| 2. Bowen IC | 12. Lawrence |
| 3. Canada | 13. Lewis |
| 4. Carlson | 14. Norris Creek |
| 5. Clyde Thompson | 15. Tony Rugar |
| 6. Crockery Cr. IC | 16. Walsworth |
| 7. Dry IC | 17. Westover |
| 8. Eadie | 18. Wilsie |
| 9. Farkas | 19. Witham |
| 10. John Smith | |

2019 Projects:

Because several petitioned projects did not advance through the BOD process, we will be engaging in multiple year maintenance schedules to address each drain’s biggest issues. At face value this keeps annual costs down, but property owners will receive less service for their investment because each year contractors will charge for mobilization fees to get to the work site rather than giving a better price for work on an entire stretch of drain. We discussed previously why this is not the preferred approach. In an effort to reduce mobilization costs, we intend to bid out numerous small projects at once in hopes one contractor will provide a good price to “batch” maintenance jobs. Thus far the Anderson, Erickson, Holland, Walsworth, Washburn and Yonker Drains are in line for maintenance work.

Financing & Assessments

2019 Bank Notes:

- Wooley Marsh \$133,000
- Hurlbut \$800,000

2018 Bank notes:

- Anderson \$100,000
- Black Creek Consolidated Drain \$500,000
- Brandstrom \$46,500
- Erickson \$50,000
- Furman \$35,000
- Holland \$70,000

- Hurlbut \$100,000 (retired with recent note)
- Montague \$100,000
- Ribe \$180,000
- Washburn \$100,000
- Wilsie \$55,000

2018 Bonds:

- Pierson; (approximately 3.2 million)
- Kuis; (proximately 2.4 million) note: over \$245,000 was pre-paid by MDOT for work along US31.

2018 Assessments

- Ellis (paid by Norton Shores)
- Kent (2nd of 10 years)
- Kuis (1st of 20 years)
- Lawrence (1st of 2 years)
- Little Black Lake Inter-county with Ottawa (1 year, done)
- Laurene Taylor (2nd of 10 years)
- Mason (2nd of 7 years)
- Partridge (1 year, done)
- Pierson Swamp Drain (1st of 30 years)
- Robinson Inter-county with Newaygo and Oceana (1st of 5 years)
- Round Marsh (2nd of 5 years)
- Saxe (1st of 10 years)
- Sieder (paid by Norton Shores)
- Stewart (1st of 10 years)
- Stafford (1 year, done)
- Truman Inter-county with Ottawa (1 year, done)
- Tupper (2nd of 2 year)
- Wooley Marsh (1st of 7 years)

2019 Assessments

Thus far, in addition to continuing multi-year assessments listed above the Hurlbut Drain is a petitioned project that will be built and assessed in 2019.

All newly certified drains will be assessed to rectify negative drain balances and reimburse the revolving fund.

A note on the County's assessment

As already indicated, the County Drain office receives no general funds for drain maintenance. We rely on assessments. General fund allocations ended when Mr. Fisher suggested county assessments for drain work were more appropriate than general fund allocations. The County Administrator at the time agreed and around 2011 general fund allocations ceased. When assessments to the county began in 2014, we provided the engineering calculations that facilitate the recuperation of some assessment fees from the County Road Commission.

When general funds were provided to the drain office for maintenance it amounted to approximately \$200,000 annually. With inflation, \$200,000 in 1980 dollars is worth about \$467,000 in 2019. In looking through office records it's not clear what the county received for their investment when general funds were given. At least now, county assessments are directly tied to specific projects and it is clear what the funds are used for. Regardless, recent County assessments are less than what the Board ever gave the drain office in general funds.

Storm Water Reviews Performed FY 2018

- | | |
|---------------------------------|-----------------------------|
| 1. Aldi Food Market | 9. Sherman Storage Facility |
| 2. Green Acres, LLC | 10. M-46 Wellness |
| 3. Sternberg Hotel Development | 11. Autozone Egleston Twp |
| 4. Apple Carr Village Expansion | 12. Blue Water Industrial |
| 5. LMCU Roosevelt Park | 13. TKI Properties |
| 6. Motion Dynamics | 14. Eagle View Estates |
| 7. Mercy Health North Muskegon | 15. Chandy Acres East |
| 8. Everstream Montague | |

Non-Drain projects

Recent:

- Administering Municipal Storm Water, Post Construction Ordinance and storm water reviews for the cities of Muskegon, Norton Shores, Muskegon Heights, and Roosevelt Park.
- Partnership with county GIS for this office to finance 1-foot LIDAR contours for the entire county (about \$13,000).

Historic:

The Drain Commissioner's office has taken a major role in special projects outside of the scope of regular duties including:

- Assisting the cities of Muskegon, Norton Shores, Muskegon Heights, Roosevelt Park, and North Muskegon with their 5-year update of state NPDES storm water permits.
- Chair and assist Municipal Storm water group with MDEQ requirements and storm water reviews (listed above).
- Wrote first draft of the Bear Lake Plan - feasibility study added by the consultant.
- Worked with Ottawa and Allegan Counties to draft MDEQ required storm water standards, the first ever for Muskegon County.
- Received \$535,660 SAW grant.
- Drafted County 2015 Recreation Plan

Summary table: Completed Projects

Drain	Description	Status
Dirkes	Maintenance- branch of Black Creek Consol.	Project completed 2016. Black Creek Assessment 2015-2017
Kent	Citizen petition	Project completed 2017. Assessment 2017-2026
Laurene Taylor	Petition from Road Commission	Project completed 2017. Assessment 2017-2026
Little Black Lake	Dam inspection & district certification	Completed and assessed 2018
Marion (Inter-county with Newaygo)	Complaints	Project completed. MDOT financed along M-120, no assessment.
Mason	Citizen petition	Project completed 2017. Assessment 2017-2023
McSorley	Maintenance- branch of Black Creek Consol.	Project completed 2014 Black Creek Assessment 2015-2017
Robinson (Inter-county w/ Newaygo and Oceana)	Started with complaints. M-DOT financed majority of work along M-120.	Project completed 2017. Assessment for Muskegon's portion 2018-2022
Round Marsh	Emergency declaration	Project completed 2016. Assessment 2017-2021
Saxe	Citizen petition	Project completed 2017. Assessment 2018-2027
Stewart	Citizen petition	Project completed 2017. Assessment 2018-2027
Washburn	Complaints	Partial ditch clean-out under maintenance provisions.
Wilsie	Complaints/failed petition	Partial ditch clean-out under maintenance provisions.
Wooley Marsh	Started with complaints Township authorized work	Project complete 2017. Assessment 2018- 2024

Status of Open Drain Projects

Drain	Initiated by	Status	Engineer
Anderson	complaints	Survey and design complete	ENG.
Black Creek Consolidated Drain	petition	Surveys complete determining scope	LRE , ENG and Snell Environmental
Hurlbut	petition	Contract awarded	ENG.
Kuis	petition	Construction about 90% complete	ENG.
Lawrence	complaints	Survey and design complete.	LRE
Montague	petition from City	Engineering complete obtaining easements	LRE
Norris Creek	petition	Survey work complete design started	LRE
Partridge	grant opportunity	Aborted	Schultz
Pierson Swamp	petition	Construction about 80% complete	LRE
Ribe	petition	Secured DTE and CSX agreements. DTE estimates \$1 million to lower gas line <i>at their expense</i>	ENG.
Wolf Lake	Flaw in record	On hold. <i>Need County Board action</i>	Johnson & Anderson
<p>Note: Petitioned projects have taken 18 months to over 3 years to execute depending on:</p> <ul style="list-style-type: none"> • complexity of design • requirement for DEQ, and/or Army Corp permits • need to obtain easements • amount of coordination with land owners (e.g., Railroads and other utilities). • litigation 			



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
LANSING

EARL J. POLESKI
EXECUTIVE DIRECTOR

March 12, 2019

Scott Huebler, City Manager
City of Whitehall
405 E. Colby Street
Whitehall, MI 49461

Dear Mr. Huebler:

The Tax Reform Act of 1986 established the Low Income Housing Tax Credit Program to assist owners and developers in the provision of rental housing for low-income households. The tax credit program provides a reduction in the federal tax liability for individuals and corporate investors in low-income rental housing for a ten-year period. In return, the owner must set aside a minimum of either (1) 20% of the units for families with incomes of 50% or less of the area median income, (2) 40% of the units for families with incomes of 60% or less of the area median income, or (3) 40% of the units for families where the average imputed income limitation for the designated units does not exceed 60% or less of the area median income as determined by the Department of Housing and Urban Development.

The purpose of this letter is to inform you that the Michigan State Housing Development Authority (MSHDA), the tax credit allocating agency for the State of Michigan, has issued a Reservation for Low Income Housing Tax Credits to T J Whitehall LDHA LP, (contact person: Jeffrey F. Gates) the developer of **Whitehall II Apartments**, located at 1123 E. Colby Street in Whitehall, Michigan.

If you would like to comment on the proposed project, please do so in writing within the next two weeks. If you have any questions regarding the project or the Low Income Housing Tax Credit Program, please contact LIHTC staff at (517) 373-6007.

Sincerely,

Chad Benson
Allocations Manager
Low Income Housing Tax Credit Program

**Muskegon Municipal Wastewater Management Committee
Meeting Minutes
January 17, 2019
Muskegon Charter Township**

Members Present

Jerry Sanders, Muskegon Township
Scott Huebler, City of Whitehall
Kim Arter, Laketon Township
Tony Barnes, Dalton Township
Heidi Tice, Fruitport Township
Linda Aerts, Cedar Creek Township

Jerry Bartoszek, Norton Shores
Jacob Eckholm, Muskegon Heights
Sam Janson, North Muskegon
LeighAnn Mikesell, Muskegon
Steve Biesiada, Roosevelt Park

Others Present

Jennifer Hernandez, Muskegon Township
Matt Farrar, Muskegon County

David Johnson, Muskegon County
Ron Langlois, Fruitport Township

Chair Scott Huebler called the meeting to order at 1:30 p.m.

1. **Appointment of Secretary – three year appointment**
Motion by Tony Barnes, seconded by Sam Janson to appoint Marcia Jeske as Secretary for a three year term. Motion Carried.

2. **Approval of Minutes of the November 15, 2018 Meeting**
Motion by Sam Janson, seconded by Tony Barnes to approve the November 15, 2018 meeting minutes as presented. Motion Carried.

3. **Directors Report – David Johnson, Wastewater Director**
Director Johnson summarized his monthly reports highlighting that the plant had a good year with a record corn crop; new waste screens have been installed; issues with grease are being resolved; steel for the fleet building has arrived; we participated in Consumers Energy's Demand Response Program and received a \$25,000 payment even though no emergencies were declared; and there has been no action on extending sewer to Coopersville. The plant has exceeded State limits on PFOS. The MDEQ is requiring pretreatment at the source to address these levels. Michigan's Adventure is sending their sewage to the plant but the lagoons have not yet been emptied.

Sam Janson noted that the \$2.5M State grant awarded for the Coopersville extension has been reallocated.

4. Communications

5. Unfinished Business

6. New Business
Motion by Jerry Bartoszek, seconded by Heidi Tice to approve the 2019 meeting dates and location as presented. Motion Carried.

7. Community Updates/Information/Public Comment

8. Adjournment

Chairman Huebler adjourned the meeting at 2:05 p.m.

Respectfully submitted,

Scott K. Huebler, Chairman

DRAFT

The Wastewater Department exists to improve the public health of Muskegon County citizens by receiving polluted wastewater, cleaning it up, and returning it the environment for reuse and enjoyment. We recognize the weight of our responsibility as stewards both of the environment and of our system infrastructure which enables us to do our job. Our goal is to offer our service to the people of Muskegon County at the best possible rate without compromising our stewardships.

~David Johnson, Director

FINANCIAL REPORT

Christine Morris / Administrative Analyst

JANUARY FINANCIAL REPORT

Operating expenditures for the first four months of the 2019 fiscal year are \$4,193,980, or 26% of the FY2019 budget. Revenues for the same period are \$5,853,153, or 31% of the budget.

INFRASTRUCTURE MAINTENANCE AND IMPROVEMENT PROJECTS

Vic Singh / Engineer & Dave Johnson / Director

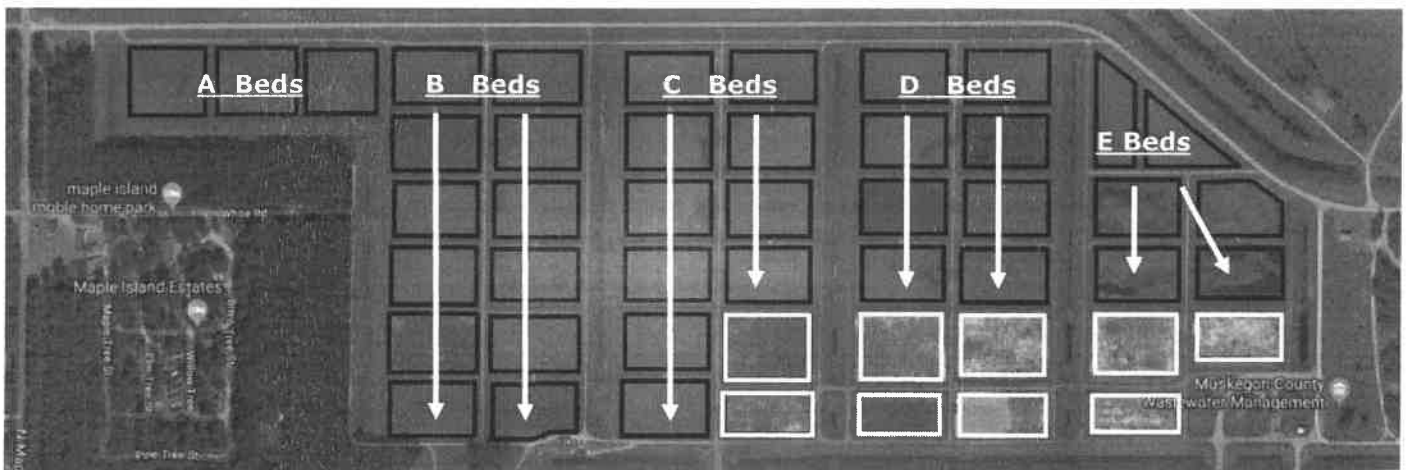
RAPID INFILTRATION BED IMPROVEMENTS

Progress: Jackson-Merkey continued working through February on the Rapid Infiltration (RI) Bed Improvements project as they replace the system’s old butterfly valves with new gate valves. Each one of the 39 RI beds will get one of these new valves, which open to allow the beds to be flooded with the water pumped from the lagoon

interception ditch. The 39 RI beds are divided into 5 different sections, unimaginatively called A, B, C, D, and E, as shown in the satellite photo below. J-M is taking a phased approach to the project, beginning with sections A, B, and C. In the



This month Yellow Rose Trucking began hauling sludge from the sludge drying beds to the landfill after the Board of Public works awarded them the sludge hauling bid at the February Board meeting. The Wastewater’s heavy equipment operator, Chris VanderLaan, is doing the loading. The sludge drying beds are converted RI beds. They are not concerned in our current RI renovation, as they are no longer used to treat water.



The Rapid Infiltration (RI) Treatment System lies immediately south of the Wastewater’s Maple Island entrance drive and thus attracts the gaze of visitors as they drive onto the Wastewater Treatment Plant property. Each black-lined shape above is an RI treatment bed. The white-lined shapes are RI treatment beds that were permanently converted into sludge drying beds.

meantime we're using the D and E beds through the winter. When the A, B, and C beds are complete, we'll start using them so that J-M can begin working on the D and E beds. Thus far J-M has finished installing the new valves in all the C beds and is working through the B beds. There's electrical work to be done also, but that will wait for warmer weather. In the meantime, the valves were the part of the project that J-M could start on immediately and work on through the winter months. We're grateful that they're losing no time in getting the project done. The Rapid Infiltration Treatment System is a major part of our overall treatment system. Many people don't realize that during the months when there's no irrigation, the water discharged through the RI system is the *only* discharge we have. And the volume of water treated by the RI system is not insignificant. On average it's only 30% less than the volume of water that enters the plant through the sewer.

now has walls and a roof. The tube heaters for the two garage bays have been installed. The natural gas piping has been installed and the electrical and plumbing have been started.



The 9" layer of brown insulation has an R-factor of 30. It's placed against the outside steel wall, followed by a vapor barrier, followed by white metal siding. When all is finished, we'll have a well insulated building.

FLEET MAINTENANCE BUILDING EXPANSION



Progress: The picture immediately above is 5000 last month! It's provided for comparison so that you can see the difference that a month of progress has made, as shown in the picture below. The building



Dave Bonthuis, Wastewater Maintenance Supervisor, views with pleasure the progress on the new building.



STATISTICAL COMPARISONS

Dave Johnson / Director

FLows AND LAGOON LEVELS

Average daily wastewater flow (Fig. 1) received at the WWTP in February was 13.7 MGD, 9.6% higher than the same period last year. Hauled waste flow for February (Fig. 2) was 5.0 MG, 14% lower than the same period last year. The volume of water in the storage lagoons (Fig. 3) near the end of February was 3,533 MG, 4.9% higher than this time last year.

Figure 1

2017 - 2019 Total Wastewater Monthly Flow in MGD

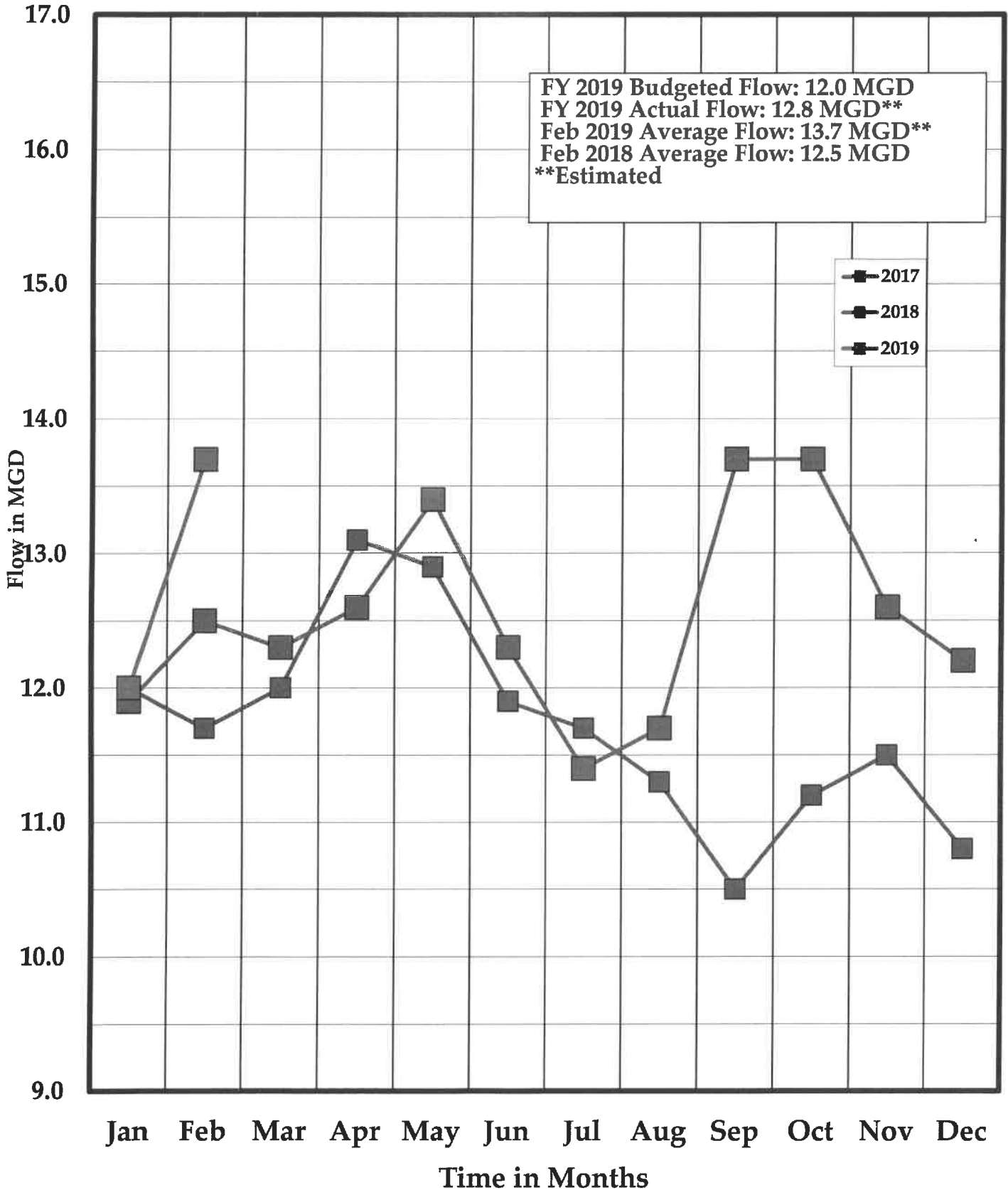


Figure 2

2017 - 2019 Hauled Waste Monthly Volume in Gallons

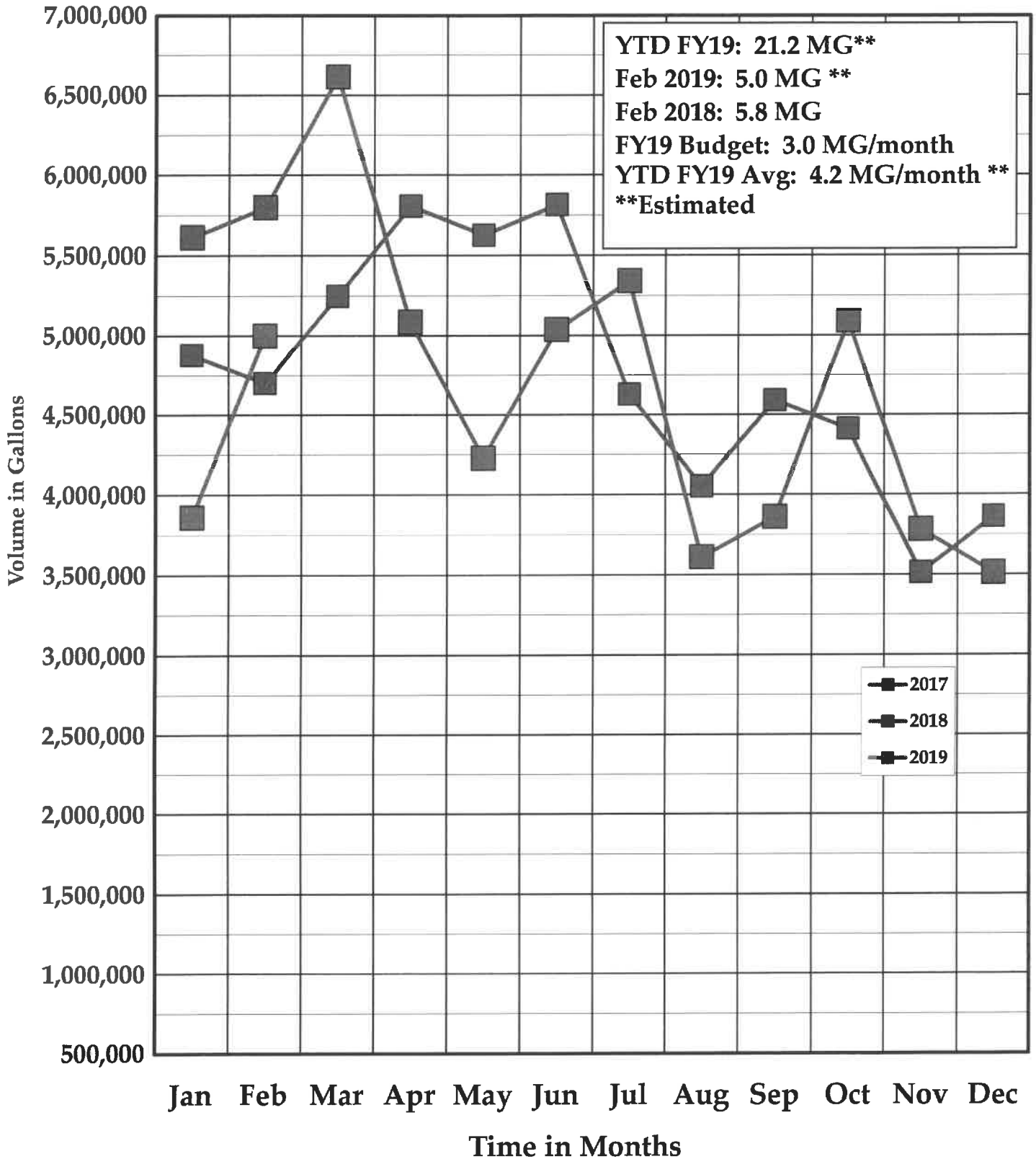
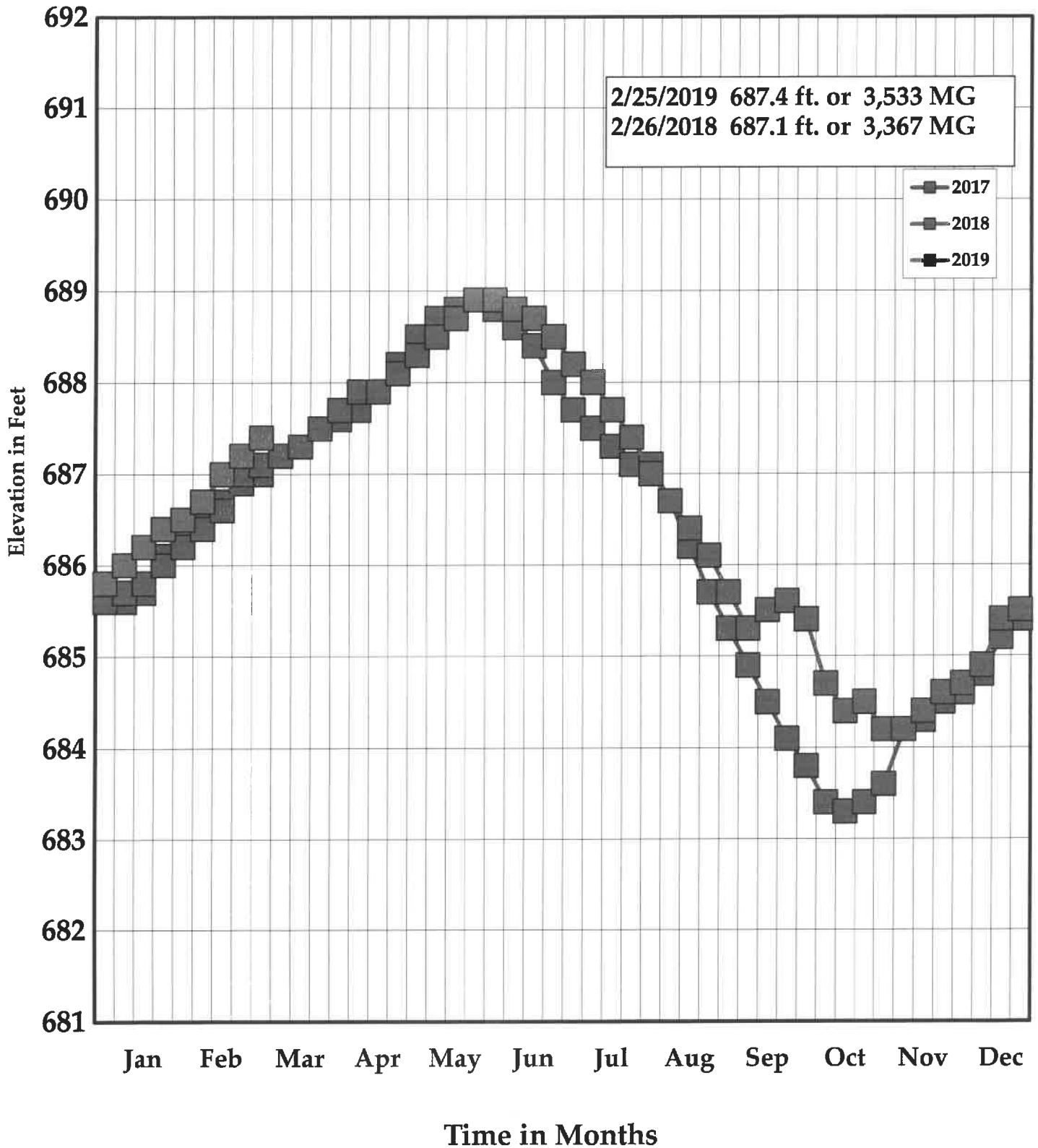


Figure 3

2017 - 2019 Metro Lagoon Average Elevation in Feet





March 13, 2019

City Council
City of Whitehall
405 East Colby Street
Whitehall, MI 49461

Dear Council Members,

The White Lake Area Chamber of Commerce requests your support for the third 'Feet on the Street' event. Feet on the Street is a grass-roots local street party projected for Sunday, June 9th, 2019 in downtown Whitehall. The event will run from 2pm-6pm. Road closure of Colby Street from Division to Lake is requested for the event.

The White Lake Area Chamber of Commerce will work with downtown area businesses and DPW to support and promote this family fun kick-off to Summer event.

Thank you for your consideration.

Sincerely,

Kathy Burress

Kathy Burress, Event Coordinator
White Lake Area Chamber of Commerce



February 28, 2019

Dear Whitehall City Council Members,

On behalf of Surface Light and the SummerSalt Festival, I ask you to please consider the SummerSalt Committee's request allow beer and wine sales for the 11th annual Taste of White Lake. This year's event will be taking place at Goodrich Park on Friday, June 7th from 4 – 8 pm, with the AfterTaste beer tent continuing until 11 pm.

We plan to set up a 40' x 100' tent in the main parking lot to allow for optimal weather protection and coverage for vendors and patrons. There will also be tables and smaller 10' x 10' tents set up in the park itself to provide coverage to additional vendors. All alcohol sales and consumption will remain within the fenced in area (see attached site plan) covered by a liquor license approved by the Liquor Control Commission.

The main tent will be set up Thursday, June 6th, allowing time for vendors and volunteers to set up early. Everything will be taken down and removed to allow regular activity first thing Saturday morning.

The proceeds of these events will benefit the Playhouse as well as other youth and service organizations within the White Lake community.

Thank you for your continued support of this event!

Sincerely,

A handwritten signature in blue ink that reads "Laacey Chamberlain".

Laacey Chamberlain

SummerSalt Committee Chair



Increasing awareness through community outreach and education

P.O. Box 367 Whitehall, MI 49461 SurfaceLightInc@gmail.com

White Lake
Municipal Marina



100'

50'

Handicap entrance

100'

250'

275'

(water as barrier)

200'

Good



50 ft
10 m

Google

CITY OF WHITEHALL
RESOLUTION 19-08
Main Street Reconstruction

WHEREAS, the City's Transportation Asset Management Plan has identified Main Street from Mears Avenue to Lake Street as a high priority in terms of needed repairs.

WHEREAS, the City budgeted \$508,000 in the current fiscal year to reconstruct Main Street based upon preliminary engineering estimates.

WHEREAS, the scope of the project was expanded to include repairs to the dip in Zellar Street and replacement of the permeable concrete on Lake Street.

WHEREAS, the revised engineers estimate is \$686,900.

WHEREAS, the City solicited for and received the following bids

Kamminga & Roodvoets (Grand Rapids)	\$691,994.93
White Lake Excavating (Whitehall)	\$781,076.25

WHEREAS, the low bid exceeds the budget by \$184,000 which will be covered by delaying the reconstruction of Lewis and Lakeview Streets until Fiscal Year 2019/20.

WHEREAS, the City Manager and Public Works Director have reviewed the bids and concur with Prein & Newhof that the bid should be awarded to K&R.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby award the Main Street Project to Kamminga and Roodvoets for the low qualified bid of \$691,994.93 and that the necessary budget amendments, attached to and considered a part of this resolution, be approved.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held March 26, 2019 at 6:00 p.m.

(___ yes, ___ no, ___ absent).

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

03/20/2019 04:49 PM
User: LAURIE
DB: WHITEHALL

BUDGET REPORT FOR CITY OF WHITEHALL
Fund: 402 CAPITAL PROJECT FUND

GL NUMBER	DESCRIPTION	2018-19 APPROVED BUDGET	2018-19 ORIGINAL BUDGET	2018-19 AMENDED BUDGET
ESTIMATED REVENUES				
Dept 000 - 648				
402-000-699.101	TRANSFERS FROM GENERAL FUND	262,859	262,859	262,859
402-000-699.202	TRANSFER FROM MAJOR STREETS	337,000	337,000	337,000
402-000-699.245	TRANSFERS FROM TIFA	324,746	324,746	22,870
402-000-699.590	TRANSFERS FROM SEWER FUND	281,400	281,400	241,110
402-000-699.591	TRANSFER FROM WATER FUND	102,000	102,000	8,740
Totals for dept 000 - 648		1,308,005	1,308,005	872,579

GL NUMBER	DESCRIPTION	2018-19 APPROVED BUDGET	2018-19 ORIGINAL BUDGET	2018-19 AMENDED BUDGET
ESTIMATED REVENUES				
TOTAL ESTIMATED REVENUES		1,308,005	1,308,005	872,579
APPROPRIATIONS				
Dept 000 - 648				
402-000-818.000	CONTRACTUAL SERVICES	508,400	508,400	691,995
402-000-818.100	CONTRACTUAL SERVICES-LAKEVIEW AND	718,000	718,000	
402-000-820.000	ENGINEERING FEES			61,400
Totals for dept 000 - 648		1,226,400	1,226,400	753,395
TOTAL APPROPRIATIONS		1,226,400	1,226,400	753,395
NET OF REVENUES/APPROPRIATIONS - FUND 402		81,605	81,605	119,184
BEGINNING FUND BALANCE		419,706	419,706	419,706
ENDING FUND BALANCE		501,311	501,311	538,890

March 21, 2019
2170491

Scott Huebler, City Manager
City of Whitehall
405 E. Colby Street
Whitehall, MI 49461

RE: 2019 Street Improvements – Main Street, Lake Street to Mears

Dear Mr. Huebler:

Please find enclosed for your use the bid tabulation for the subject project. A total of 2 bids were received ranging from \$696,994.93 to \$781,076.25. The engineer's estimate was \$686,928. Kamminga & Roodvoets is low bidder and has worked on numerous projects of similar scope in West Michigan including for the City of Whitehall. We recommend awarding the project to Kamminga & Roodvoets.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Prein&Newhof



Daniel J. Sorek, PE

Enclosure(s): Bid Tabulation
Engineer's Opinion of Cost

cc: Brian Armstrong, Public Works Director

Bid Tabulation

Owner: City of Whitehall				1st		2nd	
Project Title: 2019 Utility and Street Improvements, Main Street, Lake Street to Mears Avenue				Kammaing & Roodvoets, Inc 3435 Broadmoor Ave SE Grand Rapids, MI 49512		White Lake Excavating 2571 Holton Whitehal Rd Whitehall, MI 49461	
Bid Date & Time: March 7, 2019 at 2:00 P.M.			Project #: 2170491				
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
1	Mobilization, Max. \$59,000	1.0	LSUM	\$59,000.00	\$59,000.00	\$59,000.00	\$59,000.00
2	Minor Traf Devices	1.0	LSUM	\$44,625.00	\$44,625.00	\$35,000.00	\$35,000.00
3	Barricade, Type III, High Intensity, Double Sided, Lighted.	10.0	Ea	\$85.00	\$850.00	\$100.00	\$1,000.00
4	Barricade, Type III, High Intensity, Double Sided, Lighted.	10.0	Ea	\$1.00	\$10.00	\$1.00	\$10.00
5	Plastic Drum, High Intensity, Furn	50.0	Ea	\$25.00	\$1,250.00	\$15.00	\$750.00
6	Plastic Drum, High Intensity, Oper	50.0	Ea	\$0.10	\$5.00	\$1.00	\$50.00
7	Sign, Type B, Temp, Prismatic, Furn	337.0	Sft	\$7.00	\$2,359.00	\$5.00	\$1,685.00
8	Sign, Type B, Temp, Prismatic, Oper	337.0	Sft	\$0.10	\$33.70	\$1.00	\$337.00
9	Erosion Control, Inlet Protection Fabric Drop	12.0	Ea	\$125.00	\$1,500.00	\$100.00	\$1,200.00
10	Erosion Control, Silt Fence	140.0	Ft	\$2.50	\$350.00	\$2.00	\$280.00
11	Tree , Rem, 6 to 18 inch	5.0	Ea	\$275.00	\$1,375.00	\$500.00	\$2,500.00
12	Tree , Rem, 19 to 36 inch	2.0	Ea	\$975.00	\$1,950.00	\$2,000.00	\$4,000.00
13	Dr Structure, Rem	15.0	Ea	\$250.00	\$3,750.00	\$500.00	\$7,500.00
14	Sewer, Rem, Less than 24 inch	490.0	Ft	\$6.50	\$3,185.00	\$15.00	\$7,350.00
15	Curb and Gutter, Rem	681.0	Ft	\$4.00	\$2,724.00	\$5.00	\$3,405.00
16	Pavt, Rem	565.0	Syd	\$8.00	\$4,520.00	\$10.00	\$5,650.00
17	Sidewalk, Rem	539.0	Syd	\$7.00	\$3,773.00	\$8.00	\$4,312.00
18	Retaining Wall, Rem	615.0	Ft	\$8.00	\$4,920.00	\$15.00	\$9,225.00
19	HMA Surface, Rem	4,655.0	Syd	\$4.50	\$20,947.50	\$3.00	\$13,965.00
20	Dr Structure, Temp Lowering	3.0	Ea	\$300.00	\$900.00	\$500.00	\$1,500.00

Bid Tabulation

Owner: City of Whitehall				1st		2nd	
Project Title: 2019 Utility and Street Improvements, Main Street, Lake Street to Mears Avenue				Kammaing & Roodvoets, Inc 3435 Broadmoor Ave SE Grand Rapids, MI 49512		White Lake Excavating 2571 Holton Whitehal Rd Whitehall, MI 49461	
Bid Date & Time: March 7, 2019 at 2:00 P.M.			Project #: 2170491				
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
21	Sanitary Sewer, 8 inch	1,306.0	Ft	\$58.00	\$75,748.00	\$65.00	\$84,890.00
22	Sanitary Manhole, 48 inch Dia	4.0	Ea	\$3,850.00	\$15,400.00	\$3,000.00	\$12,000.00
23	Sanitary Sewer, Lateral, 6 inch	400.0	Ft	\$38.00	\$15,200.00	\$35.00	\$14,000.00
24	Sanitary Sewer, 8 inch x 8 inch x 6 inch Wye	16.0	Ea	\$500.00	\$8,000.00	\$250.00	\$4,000.00
25	Sanitary Sewer, Coupling, 8 inch	4.0	Ea	\$250.00	\$1,000.00	\$1,000.00	\$4,000.00
26	Sanitary Sewer, Tap, 8 inch	1.0	Ea	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00
27	Sanitary Sewer, Plug, 8 inch	4.0	Ea	\$250.00	\$1,000.00	\$500.00	\$2,000.00
28	Sewer Tap, 12 inch	1.0	Ea	\$1,400.00	\$1,400.00	\$1,000.00	\$1,000.00
29	Sewer Bulkhead, Less than 15 inch	2.0	Ea	\$275.00	\$550.00	\$250.00	\$500.00
30	Sewer, CI IV, 12 inch, Tr Det B	570.0	Ft	\$40.00	\$22,800.00	\$40.00	\$22,800.00
31	Dr Structure, 24 inch dia, Modified	4.0	Ea	\$1,000.00	\$4,000.00	\$1,400.00	\$5,600.00
32	Dr Structure, 48 inch dia, Modified	6.0	Ea	\$1,400.00	\$8,400.00	\$1,900.00	\$11,400.00
33	Dr Structure Cover, Type B	3.0	Ea	\$800.00	\$2,400.00	\$750.00	\$2,250.00
34	Dr Structure Cover, Type K	1.0	Ea	\$800.00	\$800.00	\$900.00	\$900.00
35	Dr Structure Cover, Type G	6.0	Ea	\$600.00	\$3,600.00	\$550.00	\$3,300.00
36	Subgrade Undercutting, Type II	200.0	Cyd	\$7.00	\$1,400.00	\$10.00	\$2,000.00
37	Machine Grading, Modified	15.5	Sta	\$2,600.00	\$40,300.00	\$3,000.00	\$46,500.00
38	Aggregate Base, 8 inch, Modified	4,193.0	Syd	\$10.50	\$44,026.50	\$12.00	\$50,316.00
39	Aggregate Base, 4G, 8 inch	135.0	Syd	\$20.00	\$2,700.00	\$25.00	\$3,375.00
40	Aggregate Base, 10 inch, Modified	400.0	Syd	\$15.00	\$6,000.00	\$20.00	\$8,000.00

Bid Tabulation

Owner: City of Whitehall				1st		2nd	
Project Title: 2019 Utility and Street Improvements, Main Street, Lake Street to Mears Avenue				Kammaing & Roodvoets, Inc 3435 Broadmoor Ave SE Grand Rapids, MI 49512		White Lake Excavating 2571 Holton Whitehal Rd Whitehall, MI 49461	
Bid Date & Time: March 7, 2019 at 2:00 P.M.		Project #: 2170491					
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
41	Approach, CII, 6 inch	198.0	Syd	\$8.50	\$1,683.00	\$12.00	\$2,376.00
42	Dr Structure Cover, Adj, Case 1	6.0	Ea	\$475.00	\$2,850.00	\$400.00	\$2,400.00
43	Gate Box, Adj, Case I	3.0	Ea	\$325.00	\$975.00	\$500.00	\$1,500.00
44	Water Box, Adjust	8.0	Ea	\$800.00	\$6,400.00	\$1,000.00	\$8,000.00
45	HMA, 36A	434.0	Ton	\$107.00	\$46,438.00	\$107.00	\$46,438.00
46	HMA, 13A	583.0	Ton	\$92.00	\$53,636.00	\$92.00	\$53,636.00
47	Driveway, Nonreinf Conc, 6 inch	113.0	Syd	\$35.00	\$3,955.00	\$45.00	\$5,085.00
48	Curb and Gutter, Conc, Det F4	2,950.0	Ft	\$15.00	\$44,250.00	\$20.00	\$59,000.00
49	Detectable Warning Surface	51.0	Ft	\$50.00	\$2,550.00	\$50.00	\$2,550.00
50	Curb Ramp Opening, Conc	80.0	Ft	\$18.00	\$1,440.00	\$20.00	\$1,600.00
51	Sidewalk Ramp, Conc, 6 inch	430.0	Sft	\$5.50	\$2,365.00	\$6.00	\$2,580.00
52	Sidewalk, Conc, 4 inch	4,065.0	Sft	\$3.25	\$13,211.25	\$4.00	\$16,260.00
53	Sidewalk, Conc, 6 inch	220.0	Sft	\$4.75	\$1,045.00	\$5.00	\$1,100.00 *
54	Stairs, Conc	154.0	SFt	\$90.00	\$13,860.00	\$75.00	\$11,550.00
55	HMA Approach	39.0	Ton	\$200.00	\$7,800.00	\$200.00	\$7,800.00
56	Modular Block Retaining Wall	1,600.0	Sft	\$36.50	\$58,400.00	\$53.00	\$84,800.00
57	Post, Steel, 3 lb	154.0	Ft	\$7.00	\$1,078.00	\$10.00	\$1,540.00
58	Sign, Type III, Rem	10.0	Ea	\$40.00	\$400.00	\$25.00	\$250.00
59	Sign, Type III, Erect, Salv	2.0	Ea	\$60.00	\$120.00	\$50.00	\$100.00
60	Sign, Type IIIA	31.8	Sft	\$20.50	\$650.88	\$15.00	\$476.25

Bid Tabulation

Owner: City of Whitehall				1st		2nd	
Project Title: 2019 Utility and Street Improvements, Main Street, Lake Street to Mears Avenue				Kammaing & Roodvoets, Inc 3435 Broadmoor Ave SE Grand Rapids, MI 49512		White Lake Excavating 2571 Holton Whitehal Rd Whitehall, MI 49461	
Bid Date & Time: March 7, 2019 at 2:00 P.M.			Project #: 2170491				
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount
61	Sign, Type IIIB	18.0	Sft	\$21.00	\$378.00	\$15.00	\$270.00
62	Pavt Mrkg, Waterborne, 4 inch, Yellow	3,140.0	Ft	\$0.33	\$1,036.20	\$0.50	\$1,570.00 *
63	Pavt Mrkg, Waterborne, 24 inch, Stop Bar	62.0	Ft	\$6.20	\$384.40 *	\$10.00	\$620.00
64	Pavt Mrkg, Waterborne, 6 inch, Crosswalk	175.0	Ft	\$1.50	\$262.50	\$3.00	\$525.00
65	Turf Restoration	17.0	Sta	\$700.00	\$11,900.00	\$1,000.00	\$17,000.00
66	Triax Geogrid	135.0	Syd	\$5.00	\$675.00	\$100.00	\$13,500.00
Total Bid				\$691,994.93 *		\$781,076.25 *	

* Denotes correction made by Engineer

Engineer's Opinion of Cost

Owner:

City of Whitehall

Project Title:

2019 Street and Utility Improvements; Main Street

Bid Date & Time:

March 7, 2019 at 2:00 P.M.

Project #:

2170491

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
1	Mobilization, Max. \$59,000	1	LSUM	\$59,000.00	\$59,000.00
2	Minor Traf Devices	1	LSUM	\$10,000.00	\$10,000.00
3	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	10	Ea	\$50.00	\$500.00
4	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	10	Ea	\$10.00	\$100.00
5	Plastic Drum, High Intensity, Furn	50	Ea	\$10.00	\$500.00
6	Plastic Drum, High Intensity, Oper	50	Ea	\$1.00	\$50.00
7	Sign, Type B, Temp, Prismatic, Furn	337	Sft	\$4.00	\$1,348.00
8	Sign, Type B, Temp, Prismatic, Oper	337	Sft	\$1.00	\$337.00
9	Erosion Control, Inlet Protection Fabric Drop	12	Ea	\$100.00	\$1,200.00
10	Erosion Control, Silt Fence	140	Ft	\$3.00	\$420.00
11	Tree , Rem, 6 to 18 inch	5	Ea	\$400.00	\$2,000.00
12	Tree , Rem, 19 to 36 inch	2	Ea	\$1,000.00	\$2,000.00
13	Dr Structure, Rem	15	Ea	\$350.00	\$5,250.00
14	Sewer, Rem, Less than 24 inch	490	Ft	\$8.00	\$3,920.00
15	Curb and Gutter, Rem	681	Ft	\$12.00	\$8,172.00
16	Pavt, Rem	565	Syd	\$10.00	\$5,650.00
17	Sidewalk, Rem	539	Syd	\$4.00	\$2,156.00
18	Retaining Wall, Rem	615	Ft	\$10.00	\$6,150.00
19	HMA Surface, Rem	4655	Syd	\$3.00	\$13,965.00
20	Dr Structure, Temp Lowering	3	Ea	\$500.00	\$1,500.00
21	Sanitary Sewer, 8 inch	1306	Ft	\$70.00	\$91,420.00
22	Sanitary Manhole, 48 inch Dia	4	Ea	\$3,000.00	\$12,000.00

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
23	Sanitary Sewer, Lateral, 6 inch	400	Ft	\$65.00	\$26,000.00
24	Sanitary Sewer, 8 inch x 8 inch x 6 inch Wye	16	Ea	\$250.00	\$4,000.00
25	Sanitary Sewer, Coupling, 8 inch	4	Ea	\$500.00	\$2,000.00
26	Sanitary Sewer, Tap, 8 inch	1	Ea	\$250.00	\$250.00
27	Sanitary Sewer, Plug, 8 inch	4	Ea	\$250.00	\$1,000.00
28	Sewer Tap, 12 inch	1	Ea	\$350.00	\$350.00
29	Sewer Bulkhead, Less than 15 inch	2	Ea	\$250.00	\$500.00
30	Sewer, CI IV, 12 inch, Tr Det B	570	Ft	\$65.00	\$37,050.00
31	Dr Structure, 24 inch dia, Modified	4	Ea	\$2,000.00	\$8,000.00
32	Dr Structure, 48 inch dia, Modified	6	Ea	\$2,500.00	\$15,000.00
33	Dr Structure Cover, Type B	3	Ea	\$500.00	\$1,500.00
34	Dr Structure Cover, Type K	1	Ea	\$500.00	\$500.00
35	Dr Structure Cover, Type G	6	Ea	\$350.00	\$2,100.00
36	Subgrade Undercutting, Type II	200	Cyd	\$10.00	\$2,000.00
37	Machine Grading, Modified	15.5	Sta	\$1,500.00	\$23,250.00
38	Aggregate Base, 8 inch, Modified	4193	Syd	\$10.00	\$41,930.00
39	Aggregate Base, 4G, 8 inch	135	Syd	\$15.00	\$2,025.00
40	Aggregate Base, 10 inch, Modified	400	Syd	\$15.00	\$6,000.00
41	Approach, CI I, 6 inch	198	Syd	\$8.00	\$1,584.00
42	Dr Structure Cover, Adj, Case 1	6	Ea	\$400.00	\$2,400.00
43	Gate Box, Adj, Case I	3	Ea	\$300.00	\$900.00
44	Water Box, Adjust	8	Ea	\$300.00	\$2,400.00
45	HMA, 36A	434	Ton	\$90.00	\$39,060.00
46	HMA, 13A	583	Ton	\$90.00	\$52,470.00
47	Driveway, Nonreinf Conc, 6 inch	113	Syd	\$40.00	\$4,520.00
48	Curb and Gutter, Conc, Det F4	2950	Ft	\$18.00	\$53,100.00

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
49	Detectable Warning Surface	51	Ft	\$50.00	\$2,550.00
50	Curb Ramp Opening, Conc	80	Ft	\$20.00	\$1,600.00
51	Sidewalk Ramp, Conc, 6 inch	430	Sft	\$6.00	\$2,580.00
52	Sidewalk, Conc, 4 inch	4065	Sft	\$4.50	\$18,292.50
53	Sidewalk, Conc, 6 inch	220	Sft	\$6.00	\$1,320.00
54	Stairs, Conc	154	SFt	\$100.00	\$15,400.00
55	HMA Approach	39	Ton	\$125.00	\$4,875.00
56	Modular Block Retaining Wall	1600	Sft	\$40.00	\$64,000.00
57	Post, Steel, 3 lb	154	Ft	\$6.00	\$924.00
58	Sign, Type III, Rem	10	Ea	\$40.00	\$400.00
59	Sign, Type III, Erect, Salv	2	Ea	\$50.00	\$100.00
60	Sign, Type IIIA	31.75	Sft	\$16.00	\$508.00
61	Sign, Type IIIB	18	Sft	\$18.00	\$324.00
62	Pavt Mrkg, Waterborne, 4 inch, Yellow	3140	Ft	\$0.50	\$1,570.00
63	Pavt Mrkg, Waterborne, 24 inch, Stop Bar	62	Ft	\$10.00	\$620.00
64	Pavt Mrkg, Waterborne, 6 inch, Crosswalk	175	Ft	\$2.50	\$437.50
65	Turf Restoration	17	Sta	\$500.00	\$8,500.00
66	Triax Geogrid	135	Syd	\$40.00	\$5,400.00
				Total Bid	\$686,928.00



Resolution 19-09

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a regular meeting of the Whitehall City council/board
called to order by Mayor Hillebrand on 3/26/2019 at 6 pm
the following resolution was offered:

Moved by _____ and supported by _____
that the application from Beverage Solution Technologies, LLC (DBA -Artesian Distillers)
for the following license(s): Manufacturer of Mixed Spirits, Small Distiller, and On-Premises Tasting Room
to be located at: 210 E Colby St, Whitehall, MI 49461

and the following permit, if applied for:

[] Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the Whitehall City
council/board at a regular meeting held on 3/26/2019

Brenda Bourdon

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic
within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to
control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933

Fax to: 517-763-0059