



CITY OF WHITEHALL

CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
December 17, 2019
6:00 p.m.

AGENDA

1. Meeting called to Order
 - A. Pledge of Allegiance
2. Approval of Agenda
3. Approval of the December 10 Council Meeting Minutes
4. Approval of Accounts Payable
5. Communications
6. Public Comment *
7. Messages from the Mayor, Council, and City Manager
8. Unfinished Business
9. New Business
 - A. Resolution 19-45/19-46 Consumers Removal/Installation of Fixtures
 - B. Resolution 19-47 Cemetery Fees
 - C. Resolution 19-48 Building Inspection Fees
 - D. Resolution 19-49 Senior Millage
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. If you have questions or issues that need to be addressed, contact City Hall during regular business hours.

CITY OF WHITEHALL
CITY COUNCIL WORK SESSION MINUTES
December 10, 2019
5:00 p.m.

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Debi Hillebrand, Steve Salter and Sean Mullally

ABSENT: Ellie Dennis

ALSO PRESENT: Brenda Bourdon, Scott Huebler, Roger Squiers, and Rodger Sweeting

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

DISCUSSION ITEMS

- A. Senior Millage – City Manager Huebler summarized the county commissioners' plan for allocating some of the senior millage funds (\$549K) to the local municipalities. Each municipality needs to decide how to best allocate the money to benefit seniors in their communities. Huebler proposed allocating the City's share (\$12,870) to the White Lake Community Education (WLACE) to enhance and expand the services they already provide to seniors. Tom Moore, Executive Director of WLACE was on hand to address questions. Benefits would include a waived user fee for seniors in addition to access to other programs.
- B. Single Waste Hauler – Huebler reported on the "straw poll" from the newsletter with 67% opposed to a single waste hauler. Council members reported that they were approached by many residents who were opposed to the idea. General consensus was to not move forward with a single waste hauler at this time.
- C. Council Vacancies – Huebler reviewed the different approaches that Council has employed to fill vacancies in the past and encouraged council to be flexible rather than codifying a process. General consensus was to discuss the approach when faced with a vacancy.
- D. Sidewalk Snowplowing – Huebler reported on the "straw poll" results that indicated 57% of respondents want to stay with cooperative enforcement with responsibility on the property owner to remove sidewalk snow. No opposition was raised by council.
- E. Medical Marihuana – Huebler summarized the request from the Babbitts who would like another permit granted to allow for a fourth dispensary which would require the ordinance to be changed. Huebler commented that even if the ordinance was changed, it would require another lottery which wouldn't guarantee them a permit. General consensus was to keep the ordinance as is.

Connell requested that the White Lake Solid Waste agenda item be picked up at a future work session. Due to lack of time the Alley Paving request will also be moved to the next work session.

PUBLIC COMMENT:

Peggy Clauss commented on the alley paving request and trees in her yard. Val Barnes commented on the WLACE. Lillian Morningstar commented on the Senior Center.

MEETING ADJOURNED AT 5:59 P.M.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

DRAFT

CITY OF WHITEHALL
COUNCIL MEETING MINUTES
December 10, 2019

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Debi Hillebrand, Steve Salter and Sean Mullally

ABSENT: Ellie Dennis

ALSO PRESENT: Student Representatives Alexis Brown and Carly Hubbard, Brenda Bourdon, Rodger Sweeting, Scott Huebler, and Roger Squiers

Mayor Hillebrand called the meeting to order at 6:01 p.m. in the Council Chambers.

APPROVAL OF THE AGENDA

Motion by Mullally, seconded by DeMumbrum, CARRIED, to approve the agenda. All yeses.

APPROVAL OF COUNCIL MINUTES

Motion by DeMumbrum, seconded by Connell, CARRIED, to approve the November 26th council meeting minutes. All yeses

APPROVAL OF THE ACCOUNTS PAYABLE

Motion by Connell, seconded by Salter, CARRIED, to approve the account payables in the amount of \$192,873.62 and checks to be drawn in their several amounts.

Roll Call Vote: Yes – Connell, Salter, DeMumbrum, Mullally, and Hillebrand;
No – Brown; Absent – Dennis

COMMUNICATIONS

City's Financial Report, City's Pension & Health Care Report, Jackie Jacobs Thank You, Library Audit, Planning Commission Minutes, Wastewater Minutes

Motion by Connell, seconded by Mullally, CARRIED, to approve the communication and place on file. All yeses

PUBLIC COMMENT

Council Member Brown read a letter from Helen Bjorkman regarding the conditions of the sidewalk on Colby St.

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

City Manager Huebler commented on the ordinances that were handed out during the work session which will be addressed at future work sessions.

Council members provided comments.

Mayor Hillebrand commented on the Mayoral appointments. Motion by Salter, seconded by DeMumbrum, CARRIED, to confirm the Mayoral Board Appointments as presented. All yeses.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

George Beckwith requested the city look into vacuuming the residents' leaves instead of contracting it out.

ADJOURNMENT

Mayor Hillebrand adjourned the Council Meeting at 6:18 pm.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
December 17, 2019

December 2019 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash IRS	Payroll-Longevity & Ins Opt-Out Payroll	\$12,096.80 \$2,292.10	Transfer EFT
City of Whitehall-Common Cash IRS	Payroll - Council Payroll	\$3,275.10 \$556.16	Transfer EFT

Total Prepaids:

\$18,220.16

TOTAL ACCOUNTS PAYABLE

\$66,728.09

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 12/13/2019 - 12/13/2019
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF DECEMBER 17, 2019

Vendor Code	Vendor Name Invoice	Description	Amount
AFLAC	AFLAC 668863	PREMIUM - DEC-2019	646.54
TOTAL FOR: AFLAC			<u>646.54</u>
MISC	ALDI STATEMENT	SUPPLIES	5.65
TOTAL FOR: ALDI			<u>5.65</u>
SEAV	ALYSSA SEAVER FLEX	FLEX - DEC-2019	170.60
TOTAL FOR: ALYSSA SEAVER			<u>170.60</u>
MISC	AMAZON.COM 113-1695954-828	DRY ERASE BOARD/MARKERS	22.15
TOTAL FOR: AMAZON.COM			<u>22.15</u>
BLPR	BLUE LAKE PUBLIC RADIO 2458-1	RADIO MARKETING - IRISH CHRISTMAS	375.00
TOTAL FOR: BLUE LAKE PUBLIC RADIO			<u>375.00</u>
MAHON	BRANDON L MAHONEY FLEX	FLEX - DEC-2019	418.20
TOTAL FOR: BRANDON L MAHONEY			<u>418.20</u>
PARSONS	BRANDON PARSONS FLEX OPTICAL	FLEX - DEC-2019 OPTICAL - BRANDON	1,499.94 250.00
TOTAL FOR: BRANDON PARSONS			<u>1,749.94</u>
SCHILLER	BROOK SCHILLER FLEX	FLEX - DEC-2019	233.60
TOTAL FOR: BROOK SCHILLER			<u>233.60</u>
CHART	CHARTER COMMUNICATIONS 0031219120119	INTERNET/PHONE	189.97
TOTAL FOR: CHARTER COMMUNICATIONS			<u>189.97</u>
CONSU	CONSUMER'S ENERGY STATEMENT	PUBLIC UTILITIES	10,990.10
TOTAL FOR: CONSUMER'S ENERGY			<u>10,990.10</u>
EDW	EDWARDS JANITORIAL SERVICE LLC WHDPW19-12 & CH CLEANING SERVICES - CITY HALL/DPW		587.71
TOTAL FOR: EDWARDS JANITORIAL SERVICE LLC			<u>587.71</u>
MISC	FLASH PARKING 108614234	CONFERENCE REIMBURSED BY IACP GRANT - PARKING	160.00
TOTAL FOR: FLASH PARKING			<u>160.00</u>
DRACH	FRED DRACHUS CONTRACT	SOUND ENGINEER - MATT WILLIAMS & FULL CHORD	400.00
TOTAL FOR: FRED DRACHUS			<u>400.00</u>

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 12/13/2019 - 12/13/2019
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF DECEMBER 17, 2019

Vendor Code	Vendor Name	Description	Amount
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	99.82
TOTAL FOR: FRONTIER			99.82
GALLS	GALL'S, LLC		
	014371559	PD - TACLITE SHIRT	54.75
TOTAL FOR: GALL'S, LLC			54.75
GORDO	GORDON FOOD SERVICE		
	828426376	MULIT-FOLD TOWELS	25.49
TOTAL FOR: GORDON FOOD SERVICE			25.49
MISC	HAUTUMN VANGEISON		
	5949-1	REIMBURSEMENT - INSTALL WATER LINE	1,134.00
TOTAL FOR: HAUTUMN VANGEISON			1,134.00
HAVIL	HAVILAND		
	338767	CHLORINE - 15 GAL DRUM/QTY 16	959.40
TOTAL FOR: HAVILAND			959.40
J&J	J&J FARM SALES		
	75461	HUS BLADE - SEWER MAIN BREAK	64.95
TOTAL FOR: J&J FARM SALES			64.95
AUDO	LAURIE H AUDIO		
	FLEX	FLEX - DEC-2019	121.55
TOTAL FOR: LAURIE H AUDIO			121.55
MISC	LONGHORN		
	1674684698	CONFERENCE REIMBURSED BY IACP GRANT - MEAL	32.00
TOTAL FOR: LONGHORN			32.00
WLBEA	LUDINGTON DAILY NEWS		
	99196718	PUBLICATIONS	707.25
TOTAL FOR: LUDINGTON DAILY NEWS			707.25
MISC	LYNDA BALKEMA		
	32595	REIMBURSEMENT - SIDEWALK REMOVAL / INSTALL WA	1,200.00
TOTAL FOR: LYNDA BALKEMA			1,200.00
MISC	MCCORMICK PLACE PARKING		
	2784	CONFERENCE REIMBURSED BY IACP GRANT - PARKING	23.00
TOTAL FOR: MCCORMICK PLACE PARKING			23.00
MISC	MCDONALD'S		
	STATEMENT	CONFERENCE REIMBURSED BY IACP - MEAL	15.79
TOTAL FOR: MCDONALD'S			15.79
MISC	MICHAEL'S		
	MIK14407656	CHRISTMAS TREES	211.98
TOTAL FOR: MICHAEL'S			211.98

Vendor Code	Vendor Name	Description	Amount
MML	MICHIGAN MUNICIPAL LEAGUE		
	20444	ELECTED OFFICIALS TRAINING - MULLALLY	100.00
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			100.00
MISSD	MISS DIG SYSTEM INC		
	2020713	ANNUAL FEES	1,176.09
TOTAL FOR: MISS DIG SYSTEM INC			1,176.09
PLAY	PLAYSCRIPTS INC		
	2203702 & 22037	SCRIPTS - GREAT SHORT PLAYS VOL 2 & 10	45.07
TOTAL FOR: PLAYSCRIPTS INC			45.07
PROM	PROFESSIONAL MED TEAM INC		
	1937390	BLOOD DRAW	75.00
TOTAL FOR: PROFESSIONAL MED TEAM INC			75.00
REP	REPUBLIC SERVICES #240		
	0240-007749064	WASTE REMOVAL - CITY HALL, DPW, PLAYHOUSE	306.00
TOTAL FOR: REPUBLIC SERVICES #240			306.00
RYKES	RYKES BAKERY		
	69484	EMPLOYEE MEETING	41.60
TOTAL FOR: RYKES BAKERY			41.60
SBAM	SBAM PLAN		
	STATEMENT	PREMIUM - JAN-2020	21,364.17
TOTAL FOR: SBAM PLAN			21,364.17
HUEBL	SCOTT HUEBLER		
	FLEX	FLEX - DEC-2019	40.12
TOTAL FOR: SCOTT HUEBLER			40.12
STAPL	STAPLES CREDIT PLAN		
	STATEMENT	OFFICE SUPPLIES	105.40
TOTAL FOR: STAPLES CREDIT PLAN			105.40
URQUHART	SUE URQUHART		
	CONTRACT	CLEANING SERVICES - PLAYHOUSE	200.00
TOTAL FOR: SUE URQUHART			200.00
THTIX	THUNDERTIX		
	STATEMENT	TICKETING SERVICE RENEWAL	297.20
TOTAL FOR: THUNDERTIX			297.20
VERIZ	VERIZON WIRELESS		
	9843139093	ON CALL PAGER	12.82
TOTAL FOR: VERIZON WIRELESS			12.82
WALMART	WALMART		
	670066682210975	WLYT PROPS / SHOP SUPPLIES	114.27
TOTAL FOR: WALMART			114.27

Vendor Code	Vendor Name	Description	Amount
WEESB	WEESIES BROTHERS FARMS INC		
	30333	TREE PLANTING	1,468.43
TOTAL FOR: WEESIES BROTHERS FARMS INC			1,468.43
MISC	WEST SHORE MOBILE		
	29089	CONFERENCE REIMBURSED BY IACP GRANT - FUEL	5.00
TOTAL FOR: WEST SHORE MOBILE			5.00
MISC	WESTIN HOTELS & RESORTS		
	555473	CONFERENCE REIMBURSED BY IACP GRANT - LODGING	1,075.40
TOTAL FOR: WESTIN HOTELS & RESORTS			1,075.40
WHEEL	WHEELER CREATIVE STUDIOS, LLC		
	1180 & 1186	SOCIAL MEDIA MARKETING - AUG/SEPT-2019	500.00
TOTAL FOR: WHEELER CREATIVE STUDIOS, LLC			500.00
WHIVE	WHITEHALL VENTURES INC		
	DEC-2019	LEASE - DEC-2019	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
WORKBOX	WORKBOX STAFFING		
	177282	TEMPORARY SERVICES - CLEMENT	348.92
TOTAL FOR: WORKBOX STAFFING			348.92
WORKP	WORKPLACE HEALTH MUSKEGON		
	215230	NEW HIRE SCREENING - LEACH	228.00
TOTAL FOR: WORKPLACE HEALTH MUSKEGON			228.00
WZZM13	WZZM		
	1765688-7, 1766	PLAYHOUSE MARKETING & SOCIAL POSTS	260.00
TOTAL FOR: WZZM			260.00
TOTAL - ALL VENDORS			48,507.93

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 SEAVER	12/01/19	FLEX	170.60
101-000-259.004	DUE TO FLEX FUND	BRANDON L MAHONEY	12/01/19	FLEX	418.20
101-000-259.004	DUE TO FLEX FUND	BRANDON PARSONS	12/01/19	FLEX	1,499.94
101-000-259.004	DUE TO FLEX FUND	BROOK SCHILLER	12/01/19	FLEX	233.60
101-000-259.004	DUE TO FLEX FUND	LAURIE H AUDIO	12/01/19	FLEX	121.55
101-000-259.004	DUE TO FLEX FUND	SCOTT HUEBLER	12/01/19	FLEX	40.12
101-000-259.005	DUE TO ALFAC	AFLAC	12/12/19	668863	646.54
		Total For Dept 000 648			3,130.55
Dept 101 CITY COUNCIL					
101-101-719.000	FRINGE BENEFITS	RYKES BAKERY	11/20/19	69484	41.60
101-101-957.000	CONFERENCES & WORKSHOPS	MICHIGAN MUNICIPAL LEAGU	12/05/19	20444	100.00
		Total For Dept 101 CITY COUNCIL			141.60
Dept 111 CITY CLERK					
101-111-727.000	OFFICE SUPPLIES	AMAZON.COM	11/06/19	113-1695954-8289019	22.15
101-111-905.000	PUBLISHING	LUDINGTON DAILY NEWS	11/30/19	99196718	707.25
		Total For Dept 111 CITY CLERK			729.40
Dept 172 ADMINISTRATION					
101-172-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	11/27/19	STATEMENT	14.12
101-172-935.000	COPIER MAINTENANCE	STAPLES CREDIT PLAN	11/27/19	STATEMENT	31.99
		Total For Dept 172 ADMINISTRATION			46.11
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	OPERATING SUPPLIES	ALDI	11/20/19	STATEMENT	5.65
101-265-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	12/10/19	828426376	25.49
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	EDWARDS JANITORIAL SERVI	12/05/19	WHDPW19-12 & CH19-12	350.53
		Total For Dept 265 CITY HALL BLDG & GROUNDS			381.67
Dept 276 CEMETERY					
101-276-818.700	CONTRACTUAL SERVICES-TEMPORARY	WORKBOX STAFFING	12/08/19	177282	174.46
		Total For Dept 276 CEMETERY			174.46
Dept 301 POLICE					
101-301-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	11/27/19	STATEMENT	7.15
101-301-759.000	UNIFORMS, LAUNDRY, CLEANING	GALL'S, LLC	11/27/19	014371559	54.75
101-301-920.000	UTILITIES-EMERGENCY SIRENS	CONSUMER'S ENERGY	12/01/19	STATEMENT	18.61
101-301-960.000	EDUCATION & TRAINING	FLASH PARKING	10/29/19	108614234	160.00
101-301-960.000	EDUCATION & TRAINING	LONGHORN	10/29/19	1674684698	32.00
101-301-960.000	EDUCATION & TRAINING	MCCORMICK PLACE PARKING	10/29/19	2784	23.00
101-301-960.000	EDUCATION & TRAINING	MCDONALD'S	10/29/19	STATEMENT	15.79
101-301-960.000	EDUCATION & TRAINING	WEST SHORE MOBILE	10/29/19	29089	5.00
101-301-960.000	EDUCATION & TRAINING	WESTIN HOTELS & RESORTS	10/29/19	555473	1,075.40
101-301-962.300	MEDICAL	PROFESSIONAL MED TEAM IN	11/22/19	1937390	75.00
101-301-962.300	MEDICAL	WORKPLACE HEALTH MUSKEGO	12/09/19	215230	228.00
		Total For Dept 301 POLICE			1,694.70
Dept 446 HIGHWAYS & STREETS					
101-446-818.000	CONTRACTUAL SERVICES	WEESIES BROTHERS FARMS I	11/30/19	30333	1,468.43
		Total For Dept 446 HIGHWAYS & STREETS			1,468.43

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND Dept 448 STREET LIGHTING 101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	12/01/19	STATEMENT	10,870.08
Dept 525 SANITATION 101-525-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	11/30/19	0240-007749064	60.00
Dept 751 PARKS DEPARTMENT 101-751-818.700	CONTRACTUAL SERVICES-TEMPORARY	WORKBOX STAFFING	12/08/19	177282	60.00
Dept 851 FRINGE BENEFITS 101-851-719.600	FRINGE-HEALTH INS	SBAM PLAN	12/01/19	STATEMENT	174.46
101-851-719.601	FRINGE BENEFITS-RETIREE HEALTH	SBAM PLAN	12/01/19	STATEMENT	19,758.84
101-851-719.650	FRINGE-OPTICAL	BRANDON PARSONS	11/01/19	OPTICAL	1,605.33
					250.00
Fund 202 MAJOR STREET FUND Dept 463 ROUTINE MAINT 202-463-818.000	CONTRACTUAL SERVICES	MISS DIG SYSTEM INC	12/06/19	2020713	21,614.17
Fund 203 LOCAL STREET FUND Dept 463 ROUTINE MAINT 203-463-818.000	CONTRACTUAL SERVICES	MISS DIG SYSTEM INC	12/06/19	2020713	40,485.63
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3 Dept 000 648 245-000-818.400	CONTRACTUAL SERVICES-DOWNTOWN R	WHITEHALL VENTURES INC	12/01/19	DEC-2019	100.00
Dept 300 DOWNTOWN STREETSCAPE 245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	CONSUMER'S ENERGY	12/01/19	STATEMENT	100.00
Fund 580 PLAYHOUSE Dept 000 648	OPERATING SUPPLIES	MICHAEL'S	11/12/19	MIKI4407656	145.00
580-000-757.000	OPERATING SUPPLIES	PLAYSCRIPTS INC	11/12/19	2203702 & 2203724	145.00
580-000-757.410	YOUTH THEATRE SEPT - JUNE	WALMART	10/31/19	67006668221097514220	101.41
580-000-805.000	MARKETING	BLUE LAKE PUBLIC RADIO	11/29/19	2458-1	114.27
580-000-805.000	MARKETING	WHEELER CREATIVE STUDIOS	08/15/19	1180 & 1186	375.00
580-000-805.000	MARKETING	WZZM	11/30/19	1765688-7, 1766893-7	500.00
580-000-818.000	CONTRACTUAL SERVICES-	REPUBLIC SERVICES #240	11/30/19	0240-007749064	260.00
					50.00

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF DECEMBER 13, 2019

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-818.600	C/S- SOUND TECHNICIANS	FRED DRACHUS	09/20/19	CONTRACT	400.00
580-000-818.800	CONTRACTUAL SERVICES-CLEANING	SUE URQUHART	12/03/19	CONTRACT	200.00
580-000-965.000	TICKET AGENT FEES	THUNDER TIX	11/23/19	STATEMENT	297.20
			Total For Dept 000 648		2,453.52
			Total For Fund 580 PLAYHOUSE		2,453.52
Fund 590 SEWER FUND					
Dept 562 SEWER CUSTOMER ACCOUNTS					
590-562-850.000	TELEPHONE		12/01/19	0031219120119	57.49
		CHARTER COMMUNICATIONS	Total For Dept 562 SEWER CUSTOMER ACCOUNTS		57.49
Dept 564 SEWER PUMPING					
590-564-920.000	PUBLIC UTILITIES	FRONTIER	12/04/19	STATEMENT	39.11
			Total For Dept 564 SEWER PUMPING		39.11
Dept 568 SEWER T & D					
590-568-775.000	REPAIRS & MAINT SUPPLIES	J&J FARM SALES	12/04/19	75461	64.95
590-568-801.000	PROFESSIONAL SERVICES	MISS DIG SYSTEM INC	12/06/19	2020713	100.00
590-568-850.000	TELEPHONE	VERIZON WIRELESS	11/27/19	9843139093	6.41
			Total For Dept 568 SEWER T & D		171.36
			Total For Fund 590 SEWER FUND		267.96
Fund 591 WATER FUND					
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	TELEPHONE		12/01/19	0031219120119	57.49
		CHARTER COMMUNICATIONS	Total For Dept 542 WATER CUSTOMER ACCOUNTS		57.49
Dept 546 WATER SOURCE PLANT					
591-546-757.000	OPERATING SUPPLIES	HAVILLAND	12/11/19	338767	959.40
			Total For Dept 546 WATER SOURCE PLANT		959.40
Dept 548 WATER T & D					
591-548-818.000	CONTRACTUAL SERVICES	MISS DIG SYSTEM INC	12/06/19	2020713	876.09
591-548-818.100	CONTRACTUAL SERVICES-LATERAL PE	HAUTUMN VANCEISON	09/13/19	5949-1	1,134.00
591-548-818.100	CONTRACTUAL SERVICES-LATERAL PE	LYNDA BALKEMA	10/21/19	32595	1,200.00
591-548-850.000	TELEPHONE	VERIZON WIRELESS	11/27/19	9843139093	6.41
			Total For Dept 548 WATER T & D		3,216.50
			Total For Fund 591 WATER FUND		4,233.39
Fund 594 MARINA FUND					
Dept 000 648					
594-000-850.000	TELEPHONE		12/01/19	0031219120119	74.99
		CHARTER COMMUNICATIONS	Total For Dept 000 648		74.99
			Total For Fund 594 MARINA FUND		74.99
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-727.000	OFFICE SUPPLIES		11/27/19	STATEMENT	52.14
661-000-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	11/30/19	0240-007749064	196.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 12/13/2019 - 12/13/2019
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF DECEMBER 13, 2019

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-818.700	CONTRACTUAL SERVICES-CLEANERS	EDWARDS JANITORIAL SERVI	12/05/19	WHPDW19-12 & CH19-12	237.18
661-000-850.000	TELEPHONE	FRONTIER	12/04/19	STATEMENT	60.71
			Total For Dept 000 648		546.03
			Total For Fund 661 MOTOR POOL FUND		546.03

CITY OF WHITEHALL
RESOLUTION 19-45
Consumers Contract Change/Removal of Fixture

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Whitehall, dated 8/1/2012, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ **City** Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF Muskegon

I, **Brenda Bourdon** , Clerk of the City of Whitehall, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on **December 17, 2019**.

Dated:

Municipal Customer Type: City



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 100000345890

Consumers Energy Company is authorized as of _____, by the City of Whitehall, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of Whitehall, dated 8/1/2012.

Lighting Type:

General Service Unmetered Lighting Rate GUL, Standard High Intensity Discharge

Notification Number(s):

1046468871

Construction Work Order Number(s):

33671664

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 8/1/2012 shall remain in full force and effect.

City of Whitehall

By:

(Signature)

(Printed)

Its

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

GENERAL SERVICE UNMETERED LIGHTING RATE GUL, STANDARD HIGH INTENSITY DISCHARGE

Number of Luminaires	Nominal Watts	Luminaire Type	Fixture Type	Fixture Style	Install Remove	Location
32						See Attached Exhibit A

REMOVE			
# Lights	Style	Wattage	Type
			Location
1	Cobra	150W	HPS
			925 WARNER ST WHITEHALL
1	Cobra	150W	HPS
			450 S ELIZABETH ST (1 of 2)
1	Cobra	150W	HPS
			450 S ELIZABETH ST (2 of 2)
1	Cobra	100W	HPS
			216 1st St; Whitehall
1	Cobra	100W	HPS
			300 N ELIZABETH ST WHITEHALL
1	Cobra	100W	HPS
			623 S LIVINGSTON ST WHITEHALL
1	Cobra	100W	HPS
			501 E ALICE ST WHITEHALL
1	Cobra	100W	HPS
			624 E ALICE ST WHITEHALL STL
1	Cobra	100W	HPS
			Slocum & Franklin St. Whitehall
1	Cobra	100W	HPS
			620 E. River St. Whitehall
1	Cobra	150W	HPS
			916 LAKEVIEW VLG St. Whitehall
1	Cobra	100W	HPS
			1623 COLLIER DR E WHITEHALL
1	Cobra	100W	HPS
			828 E LINCOLN ST, WHITEHALL
1	Cobra	100W	HPS
			302 S Lake St, Whitehall
1	Cobra	100W	HPS
			400 Mill Pond Rd WHITEHALL
1	Cobra	150W	HPS
			8150 Peterson Rd WHITEHALL
1	Cobra	150W	HPS
			3100 W WHITE LAKE DR, WHITEHALL
1	Cobra	100W	HPS
			932 Warner St, WHITEHALL
1	Cobra	100W	HPS
			521 Alice, WHITEHALL
1	Cobra	100W	HPS
			W Collier Dr near Country Club Rd, WHITEHALL
1	Cobra	150W	HPS
			PETERSON RD & LEWIS ST, WHITEHALL
1	Cobra	250W	HPS
			FSTL-812 E COLBY ST, WHITEHALL
1	Cobra	100W	HPS
			3800 W White Lake Dr, MUSKEGON
1	Cobra	150W	HPS
			3600 W WHITE LAKE DR, WHITEHALL
1	Cobra	100W	HPS
			116 TULGEYWOOD LN, WHITEHALL
1	Cobra	100W	HPS
			1100 S DIVISION ST, WHITEHALL
1	Cobra	100W	HPS
			400 HANSON ST, WHITEHALL
1	Cobra	100W	HPS
			600 S DIVISION ST, WHITEHALL
1	Cobra	100W	HPS
			924 ALICE ST, WHITEHALL
1	Cobra	100W	HPS
			1100 S LIVINGSTON ST, WHITEHALL
1	Cobra	150W	HPS
			BLANK RD & WHITE LAKE DR, WHITEHALL

CITY OF WHITEHALL
RESOLUTION 19-46
Consumers Contract Change/Installation of Fixtures

RESOLUTION

RESOLVED, that it is hereby deemed advisable to authorize Consumers Energy Company to make changes in the lighting service as provided in the Standard Lighting Contract between the Company and the City of Whitehall, dated 2/28/2019, in accordance with the Authorization for Change in Standard Lighting Contract dated _____,

heretofore submitted to and considered by this commission council board ;and

RESOLVED, further, that the _____ **City** Clerk be and are authorized to execute such authorization for change on the behalf of the City.

STATE OF MICHIGAN
COUNTY OF Muskegon

I, **Brenda Bourdon** , Clerk of the City of Whitehall, do hereby certify that the foregoing resolution was duly adopted by the commission council board of said municipality, at the meeting held on **December 17, 2019.**

Dated:

Municipal Customer Type: City



**AUTHORIZATION FOR CHANGE IN
STANDARD LIGHTING CONTRACT
(COMPANY-OWNED) FORM 547**

Contract Number: 103033655079

Consumers Energy Company is authorized as of _____, by the City of Whitehall, to make changes, as listed below, in the lighting system(s) covered by the existing Standard Lighting Contract between the Company and the City of Whitehall, dated 2/28/2019.

Lighting Type:
General Unmetered Experimental Lighting Rate GU-XL

Notification Number(s):
1046468871

Construction Work Order Number(s):
33671664

Except for the changes in the lighting system(s) as herein authorized, all provisions of the aforesaid Standard Lighting Contract dated 2/28/2019 shall remain in full force and effect.

City of Whitehall

By:

(Signature)

(Printed)

Its

(Title)

This Agreement may be executed and delivered in counterparts, including by a facsimile or an electronic transmission thereof, each of which shall be deemed an original. Any document generated by the parties with respect to this Agreement, including this Agreement, may be imaged and stored electronically and introduced as evidence in any proceeding as if original business records. Neither party will object to the admissibility of such images as evidence in any proceeding on account of having been stored electronically.

GENERAL UNMETERED EXPERIMENTAL LIGHTING RATE GU-XL

<i>Number of Luminaires</i>	<i>Nominal Watts</i>	<i>Luminaire Type</i>	<i>Fixture Type</i>	<i>Fixture Style</i>	<i>Install Remove</i>	<i>Location</i>
32					Select...	See Attached Exhibit A

INSTALL				
# Lights	Style	Wattage	Type	Location
1	Cobra	72W	LED	925 WARNER ST WHITEHALL
1	Cobra	72W	LED	450 S ELIZABETH ST (1 of 2)
1	Cobra	72W	LED	450 S ELIZABETH ST (2 of 2)
1	Cobra	54W	LED	216 1st St; Whitehall
1	Cobra	54W	LED	300 N ELIZABETH ST WHITEHALL
1	Cobra	54W	LED	623 S LIVINGSTON ST WHITEHALL
1	Cobra	54W	LED	501 E ALICE ST WHITEHALL
1	Cobra	54W	LED	624 E ALICE ST WHITEHALL STL
1	Cobra	54W	LED	Slocum & Franklin St. Whitehall
1	Cobra	54W	LED	620 E. River St. Whitehall
1	Cobra	54W	LED	916 LAKEVIEW VLG St. Whitehall
1	Cobra	54W	LED	1623 COLLIER DR E WHITEHALL
1	Cobra	54W	LED	828 E LINCOLN ST, WHITEHALL
1	Cobra	54W	LED	302 S Lake St, Whitehall
1	Cobra	54W	LED	400 Mill Pond Rd WHITEHALL
1	Cobra	72W	LED	8150 Peterson Rd WHITEHALL
1	Cobra	54W	LED	3100 W WHITE LAKE DR, WHITEHALL
1	Cobra	72W	LED	932 Warner St, WHITEHALL
1	Cobra	54W	LED	521 Alice, WHITEHALL
1	Cobra	54W	LED	W Collier Dr near Country Club Rd, WHITEHALL
1	Cobra	72W	LED	PETERSON RD & LEWIS ST, WHITEHALL
1	Cobra	85W	LED	FSTL-812 E COLBY ST, WHITEHALL
1	Cobra	54W	LED	3800 W White Lake Dr, MUSKEGON
1	Cobra	72W	LED	3600 W WHITE LAKE DR, WHITEHALL
1	Cobra	54W	LED	116 TULGEYWOOD LN, WHITEHALL
1	Cobra	54W	LED	1100 S DIVISION ST, WHITEHALL
1	Cobra	54W	LED	400 HANSON ST, WHITEHALL
1	Cobra	54W	LED	600 S DIVISION ST, WHITEHALL
1	Cobra	54W	LED	924 ALICE ST, WHITEHALL
1	Cobra	54W	LED	1100 S LIVINGSTON ST, WHITEHALL
1	Cobra	72W	LED	BLANK RD & WHITE LAKE DR, WHITEHALL

CITY OF WHITEHALL
RESOLUTION 19-47
Cemetery Fees

WHEREAS, the Council establishes fees and charges for various city services and products.

WHEREAS, the last increase for cemetery fees was in 2013.

WHEREAS, City staff has reviewed the existing cemetery fees and charges and surveyed other communities with similar fees.

WHEREAS, staff recommends that the attached fees and charges be increased.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby adopts the recommended revised cemetery fees and charges to become effective January 1, 2020.

Moved by _____, seconded by _____, and thereafter adopted by the
Whitehall City Council at a regular meeting held Tuesday, December 17, 2019 at 6:00 p.m.
(___ yes, ___ no, ___ absent).

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk



**CITY OF WHITEHALL
OAKHURST CEMETERY
RATES AND FEES SCHEDULE**

Adopted by Resolution 19-47

INTERMENTS

Cremations	200.00 <u>250.00</u>
Concrete Cremation Vault	250.00 <u>300.00</u>
Stillborn to 1 Year	150.00
1 to 10 Years	250.00
11 Years to Adult	450.00
<u>Infant/Child</u>	<u>\$250.00</u>
<u>Full Burial</u>	<u>\$500.00</u>

Weekday ~~Overtime (family leaving after 3:30 p.m.)~~Burials at or after 3 pm \$100.00 additional

Saturday Burial <u>(no Sunday Burials)</u>	\$200.00 additional
Day after Thanksgiving	\$200.00 additional
Christmas Eve Day	\$200.00 additional
New Year's Eve Day	\$200.00 additional

NO ~~Sunday or~~ Holiday Burials: ~~New Year's Eve Day, New Year's Day, Good Friday, Independence Day, Christmas Eve Day, Christmas Day, Memorial Day, Labor Day, Thanksgiving Day and day after Thanksgiving.~~

Caskets for Storage (NOT Oakhurst Cemetery burial) \$65.00

Burials from December 15 – March 15 shall be at the discretion of the Public Works Director based on snow and frost conditions. Minimum additional fee of \$200 if permitted.

DISINTERMENTS

Double the interment rate with reburial at the standard rate

GRAVE SPACES WITH PERPETUAL CARE

Resident - per space	\$400.00 <u>450.00</u>
Non Resident - per space	\$800.00 <u>850.00</u>

FOUNDATIONS

Per square inch	\$0.25 <u>\$0.30</u>
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CITY OF WHITEHALL
RESOLUTION 19-48
Building Inspection Fees

- WHEREAS, the last adjustment to building inspection fees was done by Council Resolution in 2008 establishing a base fee of \$72.
- WHEREAS, the Michigan Department of Licensing and Regulatory Affairs (LARA) recommends a base fee of \$75 along with other associated fees per the attached fee schedule.
- WHEREAS, the City of Whitehall administers building inspection services by retaining the services of independent licensed and insured contractors.
- WHEREAS, the City pays the building, plumbing, and electrical inspectors a fee equal to 70% of the permit fee for inspections and \$45 per hour for plan review.
- WHEREAS, the current market rate for most other communities in Muskegon County is 80% of the permit fee for inspections and 60% of the permit fee for plan review.
- WHEREAS, the City's Inspection Fund currently has a 158% fund balance with a recommended balance of 20%.
- WHEREAS, City staff recommends adopting the LARA fee schedule and increasing the inspection fees paid to the inspectors to 80% of the permit fee and 60% of the permit fee for plan review.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby adopts the LARA Bureau of Construction Codes Building Permit Fee Schedule attached to and considered a part of this Resolution and to increase the fee paid to the building, plumbing, and electrical inspectors to 80% of the permit fee for inspections and 60% of the permit fee plan review effective immediately.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, December 17, 2019 at 6:00 p.m. (_____yes, _____no, _____absent).

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

**BUREAU OF CONSTRUCTION CODES
PERMIT AND INSPECTION FEE SCHEDULE**

ESTABLISHED UNDER THE STILLE-DEROSSETT-HALE STATE CONSTRUCTION
CODE ACT, 1972 PA 230, MCL 125.1501 ET SEQ.

BUILDING PERMIT FEE SCHEDULE

The total cost of improvement is based on the Bureau of Construction Codes Square Foot Construction Cost Table. Plan review fees for use groups R-3 and R-4 only are included in this computation. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee. The first \$100.00 of an application fee is non-refundable.

to \$1,000 (includes one inspection only)	\$75.00
\$1,000 to \$10,000	75.00 plus \$10 per \$1,000 over \$1,000
\$10,001 to \$100,000	\$165.00 plus \$3 per \$1,000 over \$10,000
\$100,000 to \$500,000	\$435.00 plus \$2 per \$1,000 over \$100,000
\$500,000 plus	\$1,235.00 plus \$3 per \$1,000 over \$500,000

All work not involving a square foot computation:

Plan review and administration base fee \$100.00
plus \$100.00 for each inspection

Additional inspection

\$100.00

Special inspection (pertaining to sale of building)

\$100.00

Demolition:

Plan review and administration base fee\$100.00
plus \$0.07 per square foot on demolition

Certificate of Occupancy

\$50.00

(Required for all building permits except demolition permits)

**Approved by Construction Code Commission – February 13, 2013
Established by Director, Department of Licensing and Regulatory Affairs – February 26, 2013
Effective Date - April 1, 2013**

CITY OF WHITEHALL
RESOLUTION 19-49
Senior Millage

- WHEREAS, in 2017 the voters of Muskegon County approved a new millage dedicated to improving the lives of residents 60 years of age and older.
- WHEREAS, the Muskegon County Board of Commissioners approved allocating 25% of the annual senior millage funds to local municipalities to coordinate and provide services, programs, and activities for seniors in their jurisdictions.
- WHEREAS, White Lake Area Community Education (WLACE) currently provides a wide range of senior services covering five local school districts that can be expanded and enhanced with funding assistance from local municipalities through the allocation of the senior millage.
- WHEREAS, the senior millage allocation will provide free membership to all senior residents of the City to the newly built Viking Athletic and Activity Center and a commitment from WLACE to provide a dedicated recreation coordinator to expand current activities and develop and coordinate new activities for seniors.
- WHEREAS, the City's allocation for the current fiscal year is \$12,870.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby approves the application for a senior millage allocation in the amount of \$12,870 with the intent of funding enhanced and expanded senior activities through White Lake Area Community Education.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, December 17, 2019 at 6:00 p.m. (_____yes, _____no, _____absent).

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk