



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
January 28, 2020
6:00 p.m.

AGENDA

1. Meeting called to Order
 - A. Pledge of Allegiance
2. Approval of Agenda
3. Approval of the January 14 Work Session & Council Meeting Minutes
4. Approval of Accounts Payable
5. Communications: BLT Minutes, Central Dispatch Minutes, MATs Route 115 Budget Breakdown, Muskegon Area First President's Report, Muskegon Area First Program Highlights, Wastewater Minutes, Wastewater Monthly Report, Whitehall Business Group Summaries (2), Whitehall Township Water Consumption Annual Report, White Lake Fire Authority Minutes (2)
6. Public Comment *
7. Messages from the Mayor, Council, and City Manager
8. Unfinished Business
9. New Business
 - A. Traffic Control Order 239
 - B. White Lake Wanderland Request
 - C. Resolution 20-07 City Fees
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
January 14, 2020
5:00 p.m.

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Ellie Dennis, Debi Hillebrand, and Steve Salter (arrived @ 5:20 pm)

ABSENT: Sean Mullally

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. White Lake Solid Waste – Council Member Connell questioned Council on whether they would like to continue with the free dump days at the transfer station and if so, how to pay. Consensus was to continue and pay by actual usage. Also, a request was made to have the Solid Waste board change the name from Pride Day to Spring Cleanup.
- B. Alley Paving – Huebler reported on the request from Terry Lohman to pave the alley behind Twin Cities. After discussing possible ways of funding, consensus was to deny the request unless Mr. Lohman was willing to pay for the entire project.
- C. MATs Funding – Huebler addressed questions regarding MATs posed by Brown and reviewed all the times it was discussed and approved by Council and the TIFA board.
- D. Playhouse Funding – Huebler addressed question posed by Brown indicating that the Playhouse is “taking care of itself” as indicated in the financial report provided in early December. Council requested more detailed reporting by events.
- E. City Ordinance Review – Consensus was to add another work session just to review ordinances by the entire council.

PUBLIC COMMENT:

Lillian Morningstar commented on noise.

MEETING ADJOURNED AT 5:55 P.M.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
COUNCIL MEETING MINUTES
January 14, 2020

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

ABSENT: Sean Mullally

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 6:00 p.m. in the Council Chambers.

Motion by Connell, seconded by Dennis, CARRIED, to excuse Mullally who was attending MML training. All yeses .

APPROVAL OF THE AGENDA

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

APPROVAL OF COUNCIL MINUTES

Motion by DeMumbrum, seconded by Dennis, CARRIED, to approve the December 17th council meeting minutes. All yeses

APPROVAL OF THE ACCOUNTS PAYABLE

Motion by Connell, seconded by Dennis, CARRIED, to approve the account payables in the amount of \$335,437.27 and checks to be drawn in their several amounts.

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

COMMUNICATIONS

BLT Minutes, Central Dispatch Audit, Central Dispatch Minutes, Local Officers Compensation Commission Meeting Minutes, MMRMA 2019 Annual Report, Planning Commission Special Meeting Minutes, Wastewater Minutes, White Lake Senior Center Thank You

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

PUBLIC COMMENT

Lillian Morningstar provided comment.

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

City Manager Huebler explained that riprap was installed on a portion of the bike path that eroded.

Council members and student representatives provided comments.

Motion by DeMumbrum, seconded by Dennis, CARRIED to excuse Hillebrand for the February 11th work session and council meeting. All yeses

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Resolution 20-01 Credit Card Policy

Motion by Salter, seconded by Brown, CARRIED, to approve the credit card policy as presented.

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

B. Resolution 20-02 Tenant Utility Deposits

Motion by Dennis, seconded by Connell, CARRIED, to approve the amended tenant utility deposit of \$100.00 in accordance with PA 94 of 1993 and City Ordinance 54.07 (c) effective January 15, 2020.

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

C. Resolution 20-03 Poverty Exemption

Motion by Salter, seconded by DeMumbrum, CARRIED, to adopt the 2020 Poverty Exemption Policies and Guidelines as presented.

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

D. Resolution 20-04 Residents Right to Protest

Motion by DeMumbrum, seconded by Dennis, CARRIED, to provide the right of resident and non-resident taxpayers to file protests to the Board of Review in writing, without the necessity of personal appearance by the taxpayer or the taxpayer's representative, provided such written protest is received on or before the second Tuesday in March of the tax year at issue.

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

E. Resolution 20-05 Board of Review

Motion by Salter, seconded by Brown, CARRIED, to approve the amended dates for Board of Review public sessions as Wednesday, March 11 from 1 pm – 4 pm and 6 pm – 9 pm; Thursday, March 12 from 9 am – 12 pm and 1 pm – 4 pm.

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

F. Resolution 20-06 Special Assessment – Tree Removal

Motion by Salter, seconded by Connell, CARRIED, to approve the inclusion of assessment on the 2020 summer tax roll for Eric Hartman, 120 E. Main Street for \$775.00 for tree removal.

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

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Hillebrand adjourned the Council Meeting at 6:42 pm.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF JANUARY 28, 2020

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	068395	PREMIUM - JAN-2020	969.81
TOTAL FOR: AFLAC			<u>969.81</u>
SEAV	ALYSSA SEAVER		
	FLEX	FLEX - JAN-2020	175.96
	MILEAGE	MILEAGE - MMTA WINTER WORKSHOP & TREASURER'S	158.07
TOTAL FOR: ALYSSA SEAVER			<u>334.03</u>
AMWAT	AMERICAN WATER WORKS ASSOC		
	7001754279	MEMBERSHIP	350.00
TOTAL FOR: AMERICAN WATER WORKS ASSOC			<u>350.00</u>
MAHON	BRANDON L MAHONEY		
	FLEX	FLEX - JAN-2020	392.26
TOTAL FOR: BRANDON L MAHONEY			<u>392.26</u>
BOU	BRENDA BOURDON		
	FLEX	FLEX - JAN-2020	54.67
TOTAL FOR: BRENDA BOURDON			<u>54.67</u>
SCHILLER	BROOK SCHILLER		
	FLEX	FLEX - JAN-2020	72.14
TOTAL FOR: BROOK SCHILLER			<u>72.14</u>
CHART	CHARTER COMMUNICATIONS		
	0038420010520	INTERNET	74.99
TOTAL FOR: CHARTER COMMUNICATIONS			<u>74.99</u>
MAHOC	CHRIS MAHONEY		
	FLEX	FLEX - JAN-2020	534.94
TOTAL FOR: CHRIS MAHONEY			<u>534.94</u>
COBB	COBB COMMUNICATIONS INC		
	198090	ADVERTISING - WHITE LAKE VISITORS GUIDE	750.00
TOTAL FOR: COBB COMMUNICATIONS INC			<u>750.00</u>
DON	DONALD BECKWITH		
	1464	REPLACED COMPRESSOR/PLAYHOUSE REFRIGERATOR	539.00
TOTAL FOR: DONALD BECKWITH			<u>539.00</u>
BOND	DONALD BOND		
	OPTICAL	OPTICAL - RAE BOND	68.00
TOTAL FOR: DONALD BOND			<u>68.00</u>
EDW	EDWARDS JANITORIAL SERVICE LLC		
	CH 2020-01/WHDP	OFFICE CLEANING - DPW & CITY HALL	587.71
TOTAL FOR: EDWARDS JANITORIAL SERVICE LLC			<u>587.71</u>
WHIT	ERIC WHITLOW		
	OPTICAL	OPTICAL - ERIC WHITLOW	161.00
TOTAL FOR: ERIC WHITLOW			<u>161.00</u>

Vendor Code	Vendor Name	Invoice	Description	Amount
ETNA	ETNA SUPPLY INC	S103382196.001-	METERS, PARTS & REPAIRS	7,018.50
TOTAL FOR: ETNA SUPPLY INC				<u>7,018.50</u>
FRONT	FRONTIER	STATEMENT	TELEPHONE	38.64
		STATEMENT	TELEPHONE	166.61
TOTAL FOR: FRONTIER				<u>205.25</u>
GLOBAL	GLOBAL EQUIPMENT COMPANY	115424834	FOLDING TABLES - QTY 4	479.80
TOTAL FOR: GLOBAL EQUIPMENT COMPANY				<u>479.80</u>
GRLF	GREAT LAKES FORD	FOCS322688	MAINTENANCE - TRUCK #12-10	53.06
TOTAL FOR: GREAT LAKES FORD				<u>53.06</u>
HAVIL	HAVILAND	340937-341421	CHLORINE - 15 GAL DRUM/QTY 16	999.40
TOTAL FOR: HAVILAND				<u>999.40</u>
JOHN S	JOHN S HYATT AND ASSOCIATES	126984	LIGHTING	382.33
TOTAL FOR: JOHN S HYATT AND ASSOCIATES				<u>382.33</u>
DAVIS	JULIE DAVIS	FLEX	FLEX - JAN-2020	283.45
		OPTICAL	OPTICAL - JULIE DAVIS	18.75
TOTAL FOR: JULIE DAVIS				<u>302.20</u>
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS	263697739	DIGITAL SUPPORT SVC - COPIER	12.00
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS				<u>12.00</u>
AUDO	LAURIE H AUDO	FLEX	FLEX - JAN-2020	139.23
		MILEAGE	MILEAGE - TRAINING	56.35
TOTAL FOR: LAURIE H AUDO				<u>195.58</u>
MISC	MICHIGAN ASSOC OF PLANNING	61700-61702	PLANNING/ZONING WORKSHOP - SALTER, HILLEBRAND	270.00
TOTAL FOR: MICHIGAN ASSOC OF PLANNING				<u>270.00</u>
MI	MICHIGAN DEPARTMENT OF STATE	STATEMENT	LICENSE PLATE RENEWALS - DQA1371 & DQA1384	26.00
TOTAL FOR: MICHIGAN DEPARTMENT OF STATE				<u>26.00</u>
MISC	MICHIGAN NON-PROFIT PRESENTERS NETW	STATEMENT	MEMBERSHIP	120.00
TOTAL FOR: MICHIGAN NON-PROFIT PRESENTERS NETW				<u>120.00</u>

Vendor Code	Vendor Name	Invoice	Description	Amount
MUCTR	MUSKEGON CENTRAL DISPATCH	2000000142	CENTRAL DISPATCH FEES	3,465.00
TOTAL FOR: MUSKEGON CENTRAL DISPATCH				3,465.00
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO	6111	BULK SALT & SAND	631.72
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO				631.72
MUTRE	MUSKEGON COUNTY TREASURER'S	0000176747-0000	HAULED WASTE & ASSESSMENT ADMIN SVCS	8,266.65
		WWUB123500	WASTE WATER & BONDS	69,078.56
TOTAL FOR: MUSKEGON COUNTY TREASURER'S				77,345.21
PLAY	PLAYSCRIPTS INC	2209605	WLYT SCRIPTS	56.35
TOTAL FOR: PLAYSCRIPTS INC				56.35
PREIN	PREIN & NEWHOF, PC	53445-53448	ENGINEERING FEES - WEST COLLIER	4,287.50
TOTAL FOR: PREIN & NEWHOF, PC				4,287.50
PROM	PROFESSIONAL MED TEAM INC	20237	BLOOD DRAW	75.00
TOTAL FOR: PROFESSIONAL MED TEAM INC				75.00
PSYCH	PSYCHOLOGICAL RESOURCES	1912101	EMPLOYMENT TEST/LEACH	135.00
TOTAL FOR: PSYCHOLOGICAL RESOURCES				135.00
REP	REPUBLIC SERVICES #240	0240-007792965	WASTE REMOVAL	306.00
TOTAL FOR: REPUBLIC SERVICES #240				306.00
SBAM	SBAM PLAN	FEB-2020	PREMIUM - FEB-2020	20,892.55
TOTAL FOR: SBAM PLAN				20,892.55
SCHEI	SCHEID PLUMBING HEATING & COOL	I-6877-1	REPLACED POWER EXHAUSTER	1,006.23
TOTAL FOR: SCHEID PLUMBING HEATING & COOL				1,006.23
HUEBL	SCOTT HUEBLER	FLEX	FLEX - JAN-2020	115.00
TOTAL FOR: SCOTT HUEBLER				115.00
SWEE	SWEETWATER SOUND INC.	21525580	SOUND EQUIPMENT	1,587.90
TOTAL FOR: SWEETWATER SOUND INC.				1,587.90
STANI	THE STANDARD INSURANCE	FEB-2020	LIFE & DISABILITY INSURANCE - FEB-2020	1,144.21
TOTAL FOR: THE STANDARD INSURANCE				1,144.21

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF JANUARY 28, 2020

Vendor Code	Vendor Name	Description	Amount
MISC	TREMCO PRODUCTS, INC.		
	18842	ANTI THEFT SYSTEM	495.02
TOTAL FOR: TREMCO PRODUCTS, INC.			495.02
UNI	UNITED GROUP PROGRAMS, INC.		
	FEB-2020	WRAP - FEB-2020	4,472.44
	JAN-2020	WRAP - JAN-2020	4,472.44
TOTAL FOR: UNITED GROUP PROGRAMS, INC.			8,944.88
VESCO	VESCO OIL CORPORATION		
	4646438-00	HYDRAULIC OIL - 55 GAL DRUM	368.92
TOTAL FOR: VESCO OIL CORPORATION			368.92
WATCH	WATCH GUARD		
	ACCINV0023420	BATTERY	15.00
TOTAL FOR: WATCH GUARD			15.00
WLEXC	WHITE LAKE EXCAVATING		
	61882	LIMESTONE - 7.19 TONS	323.55
TOTAL FOR: WHITE LAKE EXCAVATING			323.55
WHIVE	WHITEHALL VENTURES INC		
	JAN-2020	LEASE - JAN-2020	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
WINBE	WINBERG CONSTRUCTION		
	17-037-022	TEMPORARY HEAT/CONSTRUCTION	637.00
TOTAL FOR: WINBERG CONSTRUCTION			637.00
WORKBOX	WORKBOX STAFFING		
	178527-178758	TEMPORARY SERVICES - CLEMENT	232.62
TOTAL FOR: WORKBOX STAFFING			232.62
WZZM13	WZZM		
	1765688-4-17668	MARKETING	360.00
TOTAL FOR: WZZM			360.00
TOTAL - ALL VENDORS			137,522.33

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 28, 2020

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	01/31/20	FLEX	175.96
101-000-259.004	DUE TO FLEX FUND	BRANDON L MAHONEY	01/31/20	FLEX	392.26
101-000-259.004	DUE TO FLEX FUND	BRENDA BOURDON	01/31/20	FLEX	54.67
101-000-259.004	DUE TO FLEX FUND	BROOK SCHILLER	01/31/20	FLEX	72.14
101-000-259.004	DUE TO FLEX FUND	CHRIS MAHONEY	01/31/20	FLEX	534.94
101-000-259.004	DUE TO FLEX FUND	JULIE DAVIS	01/31/20	FLEX	283.45
101-000-259.004	DUE TO FLEX FUND	LAURIE H AUDDO	01/31/20	FLEX	139.23
101-000-259.004	DUE TO FLEX FUND	SCOTT HUEBLER	01/31/20	FLEX	115.00
101-000-259.005	DUE TO ALFAC	AFLAC	01/12/20	068395	969.81
Total For Dept 000 648					2,737.46
Dept 172 ADMINISTRATION					
101-172-935.000	COPIER MAINTENANCE	KONICA MINOLTA BUSINESS	01/16/20	263697739	12.00
101-172-957.000	MILEAGE - MMTA WINTER WORKSHOP	ALYSSA SEAVER	01/22/20	MILEAGE	138.58
101-172-957.000	MILEAGE - TRAINING	LAURIE H AUDDO	01/13/20	MILEAGE	56.35
Total For Dept 172 ADMINISTRATION					206.93
Dept 195 ELECTIONS					
101-195-962.000	FOLDING TABLES - QTY 4	GLOBAL EQUIPMENT COMPANY	01/16/20	115424834	479.80
Total For Dept 195 ELECTIONS					479.80
Dept 209 ASSESSOR					
101-209-818.000	ASSESSMENT ADMIN SERVICES - JAN	MUSKEGON COUNTY TREASURE	01/15/20	0000176747-000017670	8,160.00
Total For Dept 209 ASSESSOR					8,160.00
Dept 253 TREASURER					
101-253-957.000	MILEAGE - TREASURER'S MTG	ALYSSA SEAVER	01/22/20	MILEAGE	19.49
Total For Dept 253 TREASURER					19.49
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	12/31/19	0240-007792965	60.00
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	EDWARDS JANITORIAL SERVI	01/09/20	CH 2020-01/WHDPW 202	350.53
Total For Dept 265 CITY HALL BLDG & GROUNDS					410.53
Dept 276 CEMETERY					
101-276-818.700	CONTRACTUAL SERVICES-TEMPORARY	WORKBOX STAFFING	01/19/20	178527-178758	232.62
Total For Dept 276 CEMETERY					232.62
Dept 301 POLICE					
101-301-719.000	EMPLOYMENT TEST/LEACH	PSYCHOLOGICAL RESOURCES	01/11/20	1912101	135.00
101-301-757.000	LICENSE PLATE - DQA1371	MICHIGAN DEPARTMENT OF S	01/21/20	STATEMENT	26.00
101-301-850.000	TELEPHONE	MUSKEGON CENTRAL DISPATC	01/16/20	2000000142	3,465.00
101-301-933.000	EQUIPMENT MAINTENANCE	WATCH GUARD	01/09/20	ACCINV0023420	15.00
101-301-962.300	MEDICAL	PROFESSIONAL MED TEAM IN	01/16/20	20237	75.00
101-301-976.000	ANTI THEFT SYSTEM	TREMCO PRODUCTS, INC.	01/09/20	18842	495.02
Total For Dept 301 POLICE					4,211.02
Dept 400 PLANNING DEPARTMENT					
101-400-957.000	WORKSHOP-SALTER	MICHIGAN ASSOC OF PLANNI	01/23/20	61700-61702	270.00
Total For Dept 400 PLANNING DEPARTMENT					270.00
Dept 851 FRINGE BENEFITS					

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 28, 2020

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 851 FRINGE BENEFITS					
101-851-719.600	FRINGE-HEALTH INS	SBAM PLAN	01/13/20	FEB-2020	19,287.22
101-851-719.601	FRINGE BENEFITS-RETIREE HEALTH	SBAM PLAN	01/13/20	FEB-2020	1,605.33
101-851-719.603	FRINGE-HEALTH INS WRAP-JAN-2020	UNITED GROUP PROGRAMS, I	01/14/20	JAN-2020	4,472.44
101-851-719.603	FRINGE-HEALTH INS WRAP - FEB-20	UNITED GROUP PROGRAMS, I	01/20/20	FEB-2020	4,472.44
101-851-719.650	FRINGE-OPTICAL - RAE BOND	DONALD BOND	01/13/20	OPTICAL	68.00
101-851-719.650	FRINGE-OPTICAL - ERIC WHITLOW	ERIC WHITLOW	01/14/20	OPTICAL	161.00
101-851-719.650	FRINGE-OPTICAL-JULIE DAVIS	JULIE DAVIS	01/20/20	OPTICAL	18.75
101-851-719.680	FRINGE-LIFE INS	THE STANDARD INSURANCE	01/15/20	FEB-2020	213.36
101-851-719.690	FRINGE-DISABILITY INS	THE STANDARD INSURANCE	01/15/20	FEB-2020	930.85
Total For Dept 851 FRINGE BENEFITS					31,229.39
Total For Fund 101 GENERAL OPERATING FUND					47,957.24
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC SERVICES					
202-474-757.000	LIMESTONE - 7.19 TONS	WHITE LAKE EXCAVATING	01/13/20	61882	323.55
Total For Dept 474 TRAFFIC SERVICES					323.55
Dept 478 WINTER MAINT					
202-478-757.000	OPERATING SUPPLIES	MUSKEGON COUNTY ROAD COM	01/15/20	6111	631.72
Total For Dept 478 WINTER MAINT					631.72
Total For Fund 202 MAJOR STREET FUND					955.27
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3					
Dept 000 648					
245-000-818.400	CONTRACTUAL SERVICES-DOWNTOWN R	WHITEHALL VENTURES INC	01/31/20	JAN-2020	145.00
Total For Dept 000 648					145.00
Total For Fund 245 TAX INCREMENT FINANCE AUTHOR					145.00
Fund 248 LOCAL DEVELOPMENT FINANCE AUTHORITY					
Dept 000 648					
248-000-818.100	C/S-INDUSTRIAL PARK MARKETING	COBB COMMUNICATIONS INC	01/21/20	198090	750.00
Total For Dept 000 648					750.00
Total For Fund 248 LOCAL DEVELOPMENT FINANCE AU					750.00
Fund 402 CAPITAL PROJECT FUND					
Dept 000 648					
402-000-820.000	ENGINEERING FEES-W COLLIER	PREIN & NEWHOF, PC	01/09/20	53445-53448	4,287.50
Total For Dept 000 648					4,287.50
Total For Fund 402 CAPITAL PROJECT FUND					4,287.50
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-757.001	OPERATING SUPPLIES-LIGHTING	JOHN S HYATT AND ASSOCIA	01/08/20	126984	382.33
580-000-757.400	OPERATING-YOUTH THREATRE	PLAYSCRIPTS INC	01/09/20	2209605	56.35
580-000-775.000	REPAIRS & MAINT SUPPLIES	DONALD BECKWITH	01/05/20	1464	539.00
580-000-805.000	MARKETING	WZZM	01/22/20	1765688-4-1766893-4	360.00
580-000-818.000	CONTRACTUAL SERVICES-	REPUBLIC SERVICES #240	12/31/19	0240-007792965	50.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF JANUARY 28, 2020

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-958.000	MEMBERSHIPS & DUES	MICHIGAN NON-PROFIT PRES	01/21/20	STATEMENT	120.00
580-000-976.000	EQUIPMENT	SWEETWATER SOUND INC.	01/02/20	21525580	1,587.90
580-000-976.000	EQUIPMENT	WINBERG CONSTRUCTION	01/07/20	17-037-022	637.00
Total For Dept 000 648					3,732.58
Total For Fund 580 PLAYHOUSE					3,732.58
Fund 590 SEWER FUND					
Dept 564 SEWER PUMPING					
590-564-818.000	HAULED WASTE	MUSKEGON COUNTY TREASURE	01/15/20	0000176747-000017670	106.65
Total For Dept 564 SEWER PUMPING					106.65
Dept 566 WASTEWATER SYSTEM-GALLONAGE					
590-566-951.000	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	01/15/20	WWUB123500	44,825.35
590-566-951.100	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	01/15/20	WWUB123500	24,253.21
Total For Dept 566 WASTEWATER SYSTEM-GALLONAGE					69,078.56
Total For Fund 590 SEWER FUND					69,185.21
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-958.000	MEMBERSHIPS & DUES	AMERICAN WATER WORKS ASS	12/18/19	7001754279	350.00
Total For Dept 540 WATER ADMINISTRATION					350.00
Dept 546 WATER SOURCE PLANT					
591-546-757.000	OPERATING SUPPLIES	HAVILAND	01/09/20	340937-341421	999.40
591-546-920.000	PUBLIC UTILITIES	FRONTIER	01/15/20	STATEMENT	38.64
Total For Dept 546 WATER SOURCE PLANT					1,038.04
Dept 548 WATER T & D					
591-548-757.000	GEL CAP CONNECTORS QTY 300	ETNA SUPPLY INC	01/21/20	S103382196.001-S1033	88.50
591-548-775.000	REPAIRS & MAINT SUPPLIES	ETNA SUPPLY INC	01/21/20	S103382196.001-S1033	725.00
Total For Dept 548 WATER T & D					813.50
Dept 550 WATER CONSTUCTION					
591-550-976.000	CAPITAL OUTLAY-METERS	ETNA SUPPLY INC	01/21/20	S103382196.001-S1033	6,205.00
Total For Dept 550 WATER CONSTUCTION					6,205.00
Total For Fund 591 WATER FUND					8,406.54
Fund 594 MARINA FUND					
Dept 000 648					
594-000-850.000	TELEPHONE	CHARTER COMMUNICATIONS	01/05/20	0038420010520	74.99
594-000-850.000	TELEPHONE	FRONTIER	01/10/20	STATEMENT	106.65
Total For Dept 000 648					181.64
Total For Fund 594 MARINA FUND					181.64
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-751.000	HYDRAULIC OIL	VESCO OIL CORPORATION	01/13/20	4646438-00	368.92
661-000-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	12/31/19	0240-007792965	196.00
661-000-818.700	CONTRACTUAL SERVICES-CLEANERS	EDWARDS JANITORIAL SERVI	01/09/20	CH 2020-01/WHDPW 202	237.18

01/24/2020 02:41 PM
User: ALYSSA
DB: Whitehall

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF JANUARY 28, 2020

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-850.000	TELEPHONE	FRONTIER	01/10/20	STATEMENT	59.96
661-000-931.000	REPLACED POWER EXHAUSTER	SCHEID PLUMBING HEATING	01/08/20	I-6877-1	1,006.23
661-000-933.000	EQUIPMENT MAINTENANCE	GREAT LAKES FORD	01/07/20	FOCS322688	53.06
			Total For Dept 000 648		1,921.35
			Total For Fund 661 MOTOR POOL FUND		1,921.35

01/24/2020 02:41 PM
User: ALYSSA
DB: Whitehall

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 01/24/2020 - 01/24/2020
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF JANUARY 28, 2020

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
				Fund Totals:	
				Fund 101 GENERAL OPERATING FUND	47,957.24
				Fund 202 MAJOR STREET FUND	955.27
				Fund 245 TAX INCREMENT FINANCE	145.00
				Fund 248 LOCAL DEVELOPMENT FINA	750.00
				Fund 402 CAPITAL PROJECT FUND	4,287.50
				Fund 580 PLAYHOUSE	3,732.58
				Fund 590 SEWER FUND	69,185.21
				Fund 591 WATER FUND	8,406.54
				Fund 594 MARINA FUND	181.64
				Fund 661 MOTOR POOL FUND	1,921.35
				Total For All Funds:	<hr/> 137,522.33

**CITY OF WHITEHALL
BROWNFIELD, LDFA, TIFA
January 23, 2020**

PRESENT

D. Copley, M. Guinon, D. Hain, D. Hillebrand, J. McDowell, T. Moore, P. Voss

ABSENT

G. Langlois, K. Mahoney, M. McDermott D. Nordlund

ALSO PRESENT

Treasurer L. Audo, Director/Secretary S. Huebler

Chair Copley called the special meeting to order at 12:02 p.m.

APPROVAL OF AGENDA

Motion by Guinon, second by Hillebrand, CARRIED, to approve the agenda as submitted. All ayes.

NEW BUSINESS

A. North Mears Parking Lot

The design concepts for the parking lot and event center were reviewed. The Board asked that a more architecturally pleasing, perhaps historic looking, event center be designed. They also asked that the fire pit be located closer to the event center. There was no support for the loss of parking along the sledding hill in favor of the wide promenade. Engineering fees were also discussed. The project will be scheduled for fall of this year.

Motion by Voss, second by Hillebrand, CARRIED, to approve an engineering proposal with Prein & Newhof for the North Mears Parking Lot project in an amount not to exceed \$120,000. Roll call vote - all ayes.

PUBLIC COMMENT

ADJOURNMENT

There being no further business, motion by Voss, second by Hillebrand, CARRIED, to adjourn the meeting at 1:20 p.m.

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
MEETING MINUTES
December 18, 2019

The December 18, 2019 Muskegon Central Dispatch 9-1-1 Board of Directors meeting held at Muskegon Central Dispatch was called to order at 1:30 p.m. by Chairman Chandler.

Members present: Anthony Chandler, Dir. Admin Services/Asst to City Admin, City of Norton Shores
Ed Viverette, Chief of Police, City of North Muskegon
Scott Huebler, City Manager, City of Whitehall
Jared Olson, City Manager, City of Roosevelt Park
Dave Glotzbach, Fire Chief, Muskegon Charter Township
Heidi Tice, Supervisor, Fruitport Charter Township
Jeff Auch, City Manager, City of Montague

Absent: Mark Eisenbarth, Administrator, County of Muskegon
Troy Bell, City Manager, City of Muskegon Heights
Frank Peterson, City Manager, City of Muskegon
Chris McIntire, Lieutenant, Michigan State Police

Staff present: Jason Wolford, Executive Director, Muskegon Central Dispatch 9-1-1
Nick Martin, Operations Manager, Muskegon Central Dispatch 9-1-1
Rebecca Injerd, Administrative Assistant, Muskegon Central Dispatch 9-1-1

Others present: Richard Warner, Emergency Manager, Muskegon County
Eric VanDop, Brickley, Delong
Dominick Arcuri, Televate

APPROVAL OF THE AGENDA

Moved by Mr. Olson, seconded by Ms. Tice to approve the December 18, 2019 agenda.
Motion carried.

MINUTES OF THE NOVEMBER 20, 2019 MEETING

Moved by Ms. Tice, seconded by Mr. Huebler to approve the November 20, 2019 meeting minutes. Motion carried.

REPORTS

OCTOBER & NOVEMBER 2019 MONTHLY FINANCIALS

Moved by Mr. Auch, seconded by Mr. Olson to approve the October and November 2019 monthly financials. Motion carried.

AUDIT REPORT

The audit presentation was given by Eric VanDop with Brickley, DeLong. Mr. Auch asked how the newly-designated surcharge would be tracked in the future. Discussion continued about future budget desires defining capital outlay, tracking where surcharge funds are being used. Mr. Huebler expressed with earnest that offering DB for pension and health care to new employees would continue to cause funding issues for MCD. Mr. Huebler asked about the investment policy and bank diversification as MCD moves accounting from Muskegon Township. Director Wolford intends investigation and follow-up.

DIRECTOR'S REPORT

As submitted. Chairman Chandler asked about computer replacement plans.

OLD BUSINESS

RADIO SYSTEM CONSULTANT

Presentation from Dominick Arcuri of Televate, discussing in detail their involvement in Kent and Ingham Counties.

NEW BUSINESS

MPT ANNUAL WAGE REVIEW

Moved by Mr. Huebler, seconded by Mr. Olson to approve the wage increase of 2.25% for administrative staff beginning January 1, 2020, as requested. Motion carried.

MANAGE ENGINE – DESKTOP CENTRAL AGREEMENT

Request explained by Director Wolford. Ms. Tice asked if item was budgeted. Director Wolford stated that although it was not, the budget could support it.

Moved by Mr. Auch, seconded by Mr. Glotzbach to approve the annual subscription fee with Manage Engine for the Desktop Central Agreement as requested. Motion carried.

CAD / RMS / JMS SOFTWARE UPGRADE

Moved by Mr. Huebler, seconded by Mr. Auch to approve entering into a three-year contract with Central Square for their Professional Suite. Motion carried.

FY2015 Q1, Q2, Q3, Q4 Analytics

Total MARC Expenses	\$	214,153.87
Total MARC Passenger Fare Revenue	\$	9,053.93
Operating Cost / Hour	\$	39.48
Operating Cost /Passenger Trip	\$	33.73
Operating Cost / Mile	\$	1.86
Fare Recovered / Passenger Trip	\$	1.43

Route Performance Measures

	Route 110 White Lake	Route 115 Montague	Route 120 Holton	Route 125 Ravenna
Passengers/Hour	0.824	1.688	0.712	1.033
Passengers/Mile	0.067	0.061	0.026	0.036

Anticipated Funding Stream Covering Q1, Q2, Q3, Q4 Expenses

FTA - CMAQ Ops Grant	\$120,000.00
FTA - Reg. Operating	\$27,549.97
MDOT - Operating	\$30,231.02
Passenger Fares	\$9,053.93
MATS Fund	<u>\$27,318.95</u>
	\$214,153.87

FY2016 Q1, Q2, Q3, Q4 Analytics

Total MARC Expenses	\$	216,831.23
Total MARC Passenger Fare Revenue	\$	11,729.80
Operating Cost / Hour	\$	40.59
Operating Cost /Passenger Trip	\$	26.92
Operating Cost / Mile	\$	1.54
Fare Recovered / Passenger Trip	\$	1.46

Route Performance Measures

	Route 115 Montague	Route 120 Holton	Route 125 Ravenna
Passengers/Hour	2.130	0.486	0.888
Passengers/Mile	0.085	0.017	0.030

Anticipated Funding Stream Covering Q1, Q2, Q3, Q4 Expenses

FTA - CMAQ Ops Grant	\$120,000.00
FTA - Reg. Operating	\$27,550.72
MDOT - Operating	\$28,082.03
Passenger Fares	\$11,729.80
MATS Fund	<u>\$29,468.69</u>
	\$216,831.23

FY2017 Q1, Q2, Q3, Q4 Analytics - GL Run Date 01/10/18

Total MARC Expenses	\$	221,267.67
Total MARC Passenger Fare Revenue	\$	15,524.50
Operating Cost / Hour	\$	42.03
Operating Cost /Passenger Trip	\$	25.59
Operating Cost / Mile	\$	1.57
Fare Recovered / Passenger Trip	\$	1.80

Route Performance Measures

	Route 115 Montague	Route 120 Holton	Route 125 Ravenna
Passengers/Hour	2.255	0.651	0.994
Passengers/Mile	0.091	0.023	0.033

Anticipated Funding Stream Covering Q1, Q2, Q3 Q4 Expenses

FTA - CMAQ Ops Grant	\$120,000.00
FTA - Reg. Operating	\$27,871.59
MDOT - Operating	\$33,195.54
Passenger Fares	\$15,524.50
MATS Fund	<u>\$24,676.04</u>
	\$221,267.67

FY2018 Q1/Q2/Q3/Q4 Analytics - GL Run Date 11/06/18 - Prelim.

Total MARC Expenses	\$	150,951.84
Total MARC Passenger Fare Revenue	\$	12,081.70
Operating Cost / Hour	\$	44.03
Operating Cost /Passenger Trip	\$	18.85
Operating Cost / Mile	\$	1.62
Fare Recovered / Passenger Trip	\$	1.51

Route Performance Measures

	Route 115 Montague	Route 120 Holton	Route 125 Ravenna
Passengers/Hour	2.599	0.858	1.082
Passengers/Mile	0.097	0.030	0.036

Anticipated Funding Stream Covering Q1, Q2, Q3 Q4 Expenses

FTA - CMAQ Ops Grant	\$0.00
FTA - Reg. Operating	\$69,435.07
MDOT - Urban Operating Est.	\$30,684.29
MDOT - Non Urban Op. Est.	\$22,645.68
Passenger Fares	\$12,081.70
MATS Fund	<u>\$16,105.10</u>
	\$150,951.84

FY2019

Total MARC Expenses	\$	107,597.27
Total MARC Passenger Fare Revenue	\$	10,135.50
Operating Cost / Hour	\$	39.38
Operating Cost /Passenger Trip	\$	14.15
Operating Cost / Mile	\$	1.50
Fare Recovered / Passenger Trip	\$	1.33

Route Performance Measures

	Route 115 Montague
Passengers/Hour	2.783
Passengers/Mile	0.106

Anticipated Funding Stream Covering Q1, Q2, Q3, Q4 Expenses

FTA - 5307 Operating	\$0.00
FTA - 5311 Operating	\$13,557.26
MDOT - Urban Operating Est.	\$10,341.47
MDOT - Non Urban Op. Est.	\$28,671.11
Passenger Fares	\$10,135.50
Local Partners	\$44,891.93
MATS Fund	<u>\$0.00</u>
	\$107,597.27

FY2020

Total MARC Expenses	\$	1.00
Total MARC Passenger Fare Revenue	\$	1.00
Operating Cost / Hour	\$	0.00
Operating Cost /Passenger Trip	\$	0.00
Operating Cost / Mile	\$	0.00
Fare Recovered / Passenger Trip	\$	0.00

Route Performance Measures

	Route 115 Montague
Passengers/Hour	2.509
Passengers/Mile	0.092

Anticipated Funding Stream Covering Q1, Q2, Q3, Q4 Expenses

FTA - 5307 Operating	\$0.00
FTA - 5311 Operating	\$0.00
MDOT - Urban Operating Est.	\$0.00
MDOT - Non Urban Op. Est.	\$0.00
Passenger Fares	\$0.00
Local Partners	\$1.00
MATS Fund	<u>\$0.00</u>
	\$1.00

*MATS ROUTE 115
BUDGET BREAKDOWN*



PRESIDENT/CEO REPORT

December 2019

1. Administrative –

- a. The staff created the West Michigan Food Processing Association (501c6), filed with the IRS and LARA, and opened a bank account.
- b. MAF registered the Muskegon Chamber of Commerce Foundation with the Federal SAM system in order for MAF to receive a \$300,000 EPA Brownfield grant. MAF will administer the grant.

2. Strategic Partnership Initiatives Update –

Workforce and Talent Development –

- ReThink Muskegon was held November 28. Fifty-five registered, 42 attended including 17 walk-ins. Weather hampered attendees at all West Michigan locations.
- Workforce Training provider asset mapping project update. See Attachment A for the jobs most in demand, etc. for October, the most current available information.
- Working with MCC, MSU, and the FARM program on curriculum marketing.
- Current program engagements include: ReThink West Michigan; Thrive 3A; Muskegon Made Job Fair; Discover Manufacturing.

Community Capacity Building –

- In December Jim met with Muskegon Township, City of Montegue, and North Muskegon. Meetings with others are being scheduled.
- MAF will be assisting Muskegon Township with IFT application preparation
- Received funding for Muskegon Heights Business Association and DDA on visioning and DDA plan update. See above under Administrative.
- Continue to assist Roosevelt Park on land assembly issues on the former Marathon properties.
- Assisting Brunswick and Camcar on land assembly issues.

Strategic Infrastructure Projects –

- The site for the FARM Food Processing Incubator was approved by the Muskegon Community College as well as a ground lease. FARM will be located on the corner of Stebbins and Quarterline. Engineering has begun, construction during 2020 and occupancy in 2021.
- Extension of water service into Egelston Township was determined by the Township to be too expensive. Eagle Alloy will build its own fire suppression system.
- Working with the County Public Works staff and DJ, MAF has attended meetings and provided staff guidance on the extension of the wastewater forced main into Ottawa County. Brightmark Energy agreed to pay for \$20 million wastewater extension into S.E. Muskegon County and Northern Ottawa.

- MAF, the Chamber, and the City of Muskegon prepared a prospectus for Muskegon's 3rd Street Wharf project.

3. Economic Development –

- a. Business Retention and Expansion Visits and Assistance – MAF visits in October & November – Twenty-three (19) visits were made to the following companies: H and S Companies; AIM; Pacific Floor Care; EPS Industries; A.B. Electric; Erdman Machine; Manpower; Ajax Imaging & Graphics; ASC Muskegon LLC/All Speed Custom; Scott Meats, Inc.; Link2Launch Product Development; SAF Holland; Industrial Metal Cleaning; Park Street Machine; Anderson Global; Kaydon; Knoll; BASF; Pratt and Whitney; Mercy Health

MAF staff also held a quarterly meeting for the Whitehall Township Tooling Coalition.

PTAC staff met with 20 Muskegon County companies in October & November including: ERG; TigerNeuro; Donkin; MIN; MED5; Stewart Engineering & Sales; T.Q. Machining; Filmpagelive Media; AAA+ Environmental; Commonwealth Analytics; American Athletis; Boyd Eng; FOOD21; AeroFoil International; Challenge; WMSFP; Webb Chemical; Fomcore; R2 Designs.

Top Muskegon County Employers Recently Updated. (See Attachment B)

MAF staff convened a focus group consisting of Muskegon County employers to provide input to GVSU's Dr. Isley in preparation for his delivery of the Economic Outlook for the County to be presented on January 24th Business Breakfast. See Attachment C for a list of attendees.

- b. Business Attraction/Expansion –

Project Announcements –

- La Colombe – Expansion - \$1.5 million investment, 50,000 square feet, 10 new employees
- Blue Water Development – New, \$7 million investment, 200,000 square feet, 30 new employees

Projects-in-the-Pipeline – We are working on or monitoring 35 projects that represent the potential to create over 676 new jobs, \$162.4 million in new investment.

4. Marketing –

- Completed upload of available properties onto the website, community data now available too.
- Received a list of 194 food processing prospects from ROI, list of targets under review.
- Chamber and MAF continued work on rebranding and name change

**ATTACHMENT A
OPENINGS BY OCCUPATION**

Number of Job Openings in October 2019 Ranked by Number of Openings, Median Wage, and Production Workers					
Ranked by Number of Openings		Ranked by Median Wage		Production Workers	
Occupation	Unique Job Ads	2018 Median Wage	Occupation	Unique Job Ads	2018 Median Wage
Retail Salespersons	103	\$10.60	Millwrights	1	\$32.26
First-Line Supervisors of Retail Sales Workers	103	\$17.99	Stationary Engineers and Boiler Operators	1	\$31.53
Customer Service Representatives	66	\$14.53	Correctional Officers and Jailers	2	\$27.08
First-Line Supervisors of Food Preparation and Serving Workers	43	\$16.02	Structural Iron and Steel Workers	1	\$26.62
Nursing Assistants	36	\$13.99	Eligibility Interviewers, Government Program	1	\$26.46
Heavy and Tractor-Trailer Truck Drivers	35	\$19.16	Telecommunications Equipment Installers and Repairers	5	\$26.40
Stock Clerks, Sales Floor	34		Material Moving Workers, All Other	2	\$24.58
Cashiers	32	\$10.35	Dental Laboratory Technicians	3	\$18.97
Combined Food Preparation and Serving Workers, Except Short-Order Cooks	31	\$9.87	Agricultural Equipment Operators	1	\$18.57
Light Truck or Delivery Services Drivers	28	\$11.68	Medical Records and Health Information Technicians	14	\$18.40
First-Line Supervisors of Production and Operations	28	\$28.02	New Accounts Clerks	2	\$18.15
Food Service Managers	27	\$27.91	Home Appliance Repairers	2	\$18.09
Social and Human Service Assistants	24	\$13.15	Interviewers, Except Eligibility and Loan	6	\$17.62
Maintenance and Repair Workers, General	22	\$16.77	Tree Trimmers and Pruners	1	\$17.46
Security Guards	22	\$13.43	Carpet Installers	1	\$17.08
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	21	\$10.76	Medical Equipment Preparers	2	\$17.04
Cooks, Restaurant	18	\$11.49	Opticians, Dispensing	2	\$16.92
Medical Assistants	16	\$15.71	Fitness Trainers and Aerobics Instructors	5	\$16.88
First-Line Supervisors of Office and Administrative Support Workers	15	\$25.90	Tailors, Dressmakers, and Custom Sewers	1	\$16.87
Medical Records and Health Information Technicians	14	\$18.40*	Medical Secretaries	9	\$16.58
	718	\$15.12		62	\$21.18
				77	\$18.52

ATTACHMENT B
TOP MANUFACTURERS BY EMPLOYMENT

Arconic	3000
GE Aviation	917
ADAC Automotive	901
Structural Concepts	530
Port City	430
Knoll	350
L3 Harris	293
Metal Technologies	280
Eagle Alloy	241
HiLite International	206
Acemco	198
Cannon-Muskegon	194
Brunswick	185
SAF	175
Kaydon	165
Motion Dynamics	156
Scherdel Sales and Technology	155
Quality Tool and Stamping	150
Cole's	140
Hazekamp	140
Hines Corporation	136
MasterTag	135
Sun Chemical	135
Fleet Engineers	130
Lakeside Surfaces	128
Century Foundry	122
Anderson Global	107
CWC	
Aludyne	

ATTACHMENT C

ORGANIZATION	CONTACT	SECTOR
ADAC	Britt TerHaar	Manufacturing - Automotive
City of Muskegon	Dave Alexander	Local Government/Downtown
City of Norton Shores	Anthony Chandler	Local Government
Clifford Buck Construction	Andy Zorn	Construction
CORE Realty	Bryan Bench	Commercial Real Estate
County of Muskegon	Mark Eisenbarth	County Government
County of Muskegon CVB	Caitlin Ward	Visitor's Bureau
GE Aviation	Curtis Evans	Manufacturing - Aerospace
Gielow Groom Terpstra & McEvoy	Keith McEvoy	Legal/Merger & Acquisition
Independent Bank	Jose Infante	Banking
Left Coast Capital Resources	Eric Seifert	Merger & Acquisition
Manpower Temporary Employment Services	Holly Schroeder	Staffing/Employment Services
Mercy Health	Michael Brecht	Healthcare
Michigan's Adventure	Camille Jourden-Mark	Recreation
Muskegon Area Intermediate School District	John Severson	Education
Muskegon Community College	John Selmon	Education
Parmenter Law	Chris Kelly	Legal
Pigeon Hill	Joel Kamp	Manufacturing - Craft Brewing
Structural Concepts	Viktor Anderson	Manufacturing - Refrigerated
Swanson Pickle	Katie Hensley	Manufacturing - Food Process
West Michigan Works!	Amy Lebednick	Workforce Development
WMSRDC	Erin Kuhn	Regional Economic Developm

Muskegon Area First

2018/2019 Program Highlights



Stimulating Muskegon County's Economy
Economic Development
Muskegon Area First Procurement Technical Assistance Center (PTAC)
West Michigan Food Processing Initiative

Muskegon Area First - 2018/2019 At A Glance

Motion Dynamics
\$3.75M investment in 25,000 sq. ft. expansion
80 new jobs

American Chemical Solutions
\$15M investment in former ESCO facility
38 new jobs

Remishaw
\$5M investment in new 52,000 sq. ft. facility
38 new jobs

Tax Abatements
\$4.1M to 6 companies

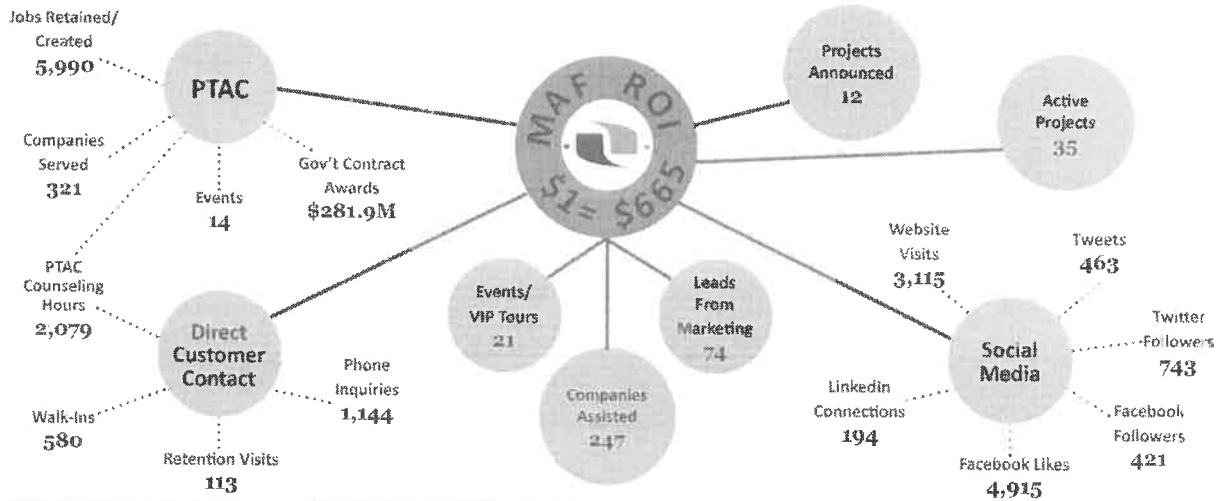
Workforce Training
\$1.2M to 27 companies

New Investment
\$33.95M

New Jobs
200

New Manufacturing Space
230,700 sq. ft.

Blue Photon
\$5.2M investment in new 14,000 sq. ft. facility
51 new jobs



La Colombe
\$1.4M investment in 50,000 sq. ft. expansion
10 new jobs

Smart Vision Lights
\$3M investment in new 36,000 sq. ft. facility
19 new jobs

Canteen Services
\$2.5M investment in 50,000 sq. ft. expansion
10 new jobs

MAF 2018 Board of Directors

Anthony Chandler, Chair City of Norton Shores	Cindy Larsen (Ex-Officio), Muskegon Lakeshore Chamber of Commerce
Sam Janson, Vice Chair City of North Muskegon	Melonie Arbogast, Blue Lake Township Jeff Auch, City of Montague
Dale Nesbary, Secretary Muskegon Community College	Christina Achterhoff, Laketon Township Frank Peterson, City of Muskegon
Scott Kehoe, Treasurer, DTE Energy	Jonathan Wilson, County of Muskegon Rich Houtteman, Consumers Energy
Steve Olsen, Northern Machine Tool Mike Olthoff, Nichols	Jacob Eckholm, City of Muskegon Heights Jared Olson, City of Roosevelt Park
Dave Hazekamp, Hazekamp's Premier Foods	Jeremy Statler, Village of Ravenna
Chuck Schmitigal, Whitehall Township	
Debi Hildebrand, City of Whitehall	

MAF Transitional Board of Directors

Mike Olthoff, Nichols
Steve Olsen, Northern Machine Tool
Dave Hazekamp, Hazekamp's Premier Foods
Rich Houtteman, Consumers Energy
Katie Wierengo, Hemisphere Design
Tom Zant, Challenge Machinery
Mark Meyers, City of Norton Shores

MAF Staff

Jim Edmonson, President/CEO
Darryl Todd, Director of Talent Initiatives
Pamela Poort, Director of Procurement Technical Assistance Center (PTAC)
Cathy Brubaker-Clarke, Community Development Strategist
Morgan Carroll, Advocacy and Manufacturing Manager
Pati Webster, Executive Assistant
Sheila Polacco, Sr. Procurement Counselor
Sheila Kreason, Procurement Counselor
Kelsey Rhoda, Procurement Counselor



Muskegon Area First

380 W. Western Ave., Suite 202, Muskegon, MI 49440
(231) 722-3751 muskegonareafirst.org

**Muskegon Municipal Wastewater Management Committee
Meeting Minutes
December 19, 2019
Muskegon Charter Township**

Members Present

Scott Huebler – City of Whitehall	Jennifer Hodges – Muskegon Township
Jerry Bartoszek – City of Norton Shores	Heidi Tice – Fruitport Township
Sam Janson – City of North Muskegon	Doug Kadzban – City of Muskegon Heights
Kim Arter – Laketon Township	Ben VanHoeven – City of Roosevelt Park
Leo Evans – City of Muskegon	

Others Present

Mike Ortega – Attorney for Management Committee
David Johnson – Wastewater Director, Muskegon County

Chairman Huebler called the meeting to order at 1:34 p.m.

1. Approval of the Minutes of the November 21, 2019 Meeting

Motion by Mr. Bartoszek, supported by Mr. Kadzban to approve the November 21, 2019 meeting minutes. Motion carried.

2. Directors Report: David Johnson – Wastewater Director, Muskegon County

Director Johnson summarized the November Monthly Report:

- October Financial Report: Through the first month of FY 2020 operating expenditures were 3.8% and revenues were 8.3% of budget
- Farm Report: The fall harvest was difficult due to wet weather conditions. Harvesting extended into December; work is now complete.
- Infrastructure Report: C Station odor control system went out to bid. The beams supporting the odor control system failed and will also be replaced.
- Flow Report: Flows to the plant are 17% higher than in December 2018 due to ground water infiltration.

3. Southeast Regional Main Report

Chairman Huebler stated that the County and the Management Committee had a number of meetings to determine the viability of the Southeast Regional Main Project. He stated that Director Johnson is here to provide an update.

Director Johnson presented that Brightmark Energy from California is looking to develop a natural gas recovery project by constructing a digester at Beaver Creek Farms in Polkton Township in Ottawa County. Brightmark Energy is in receipt of California and EPA tax credits that make the construction of the digester possible. The construction of the force main is necessary to deal with new and upcoming EGLE regulations that deal with the spreading of manure. The digester would remove the solids, which will be spread, and the force main will handle remaining flow to the plant. Den Dulk Dairy is interested in being connected

directly to the digester by way of a force main (different from the one that would connect the digester to the WWTP).

Director Johnson highlighted several benefits:

- Increased flow
 - 500,000 units per day
 - The plant can handle the addition BOD
- Economic development
 - Swanson Pickle in Ravenna can expand and create 12-17 new jobs
 - Allows dairies to expand
 - Provides the Village of Ravenna future options if they decide to abandon their plant
- Flow would be billed at the wholesale rate
- Potential new communities on the Management Committee
 - Polkton Township and possibly Ravenna Township
- County would bond for the project and own the infrastructure; Brightmark Energy would pay for the bond and secure a Surety Bond as insurance for the project

Mr. Bartoszek asked if Brightmark Energy will be paying for the force main. Director Johnson stated that Brightmark Energy will pay for the force main. Additionally, he stated that as new users attach to the system, they will take over portions of Brightmark Energy's bond liability.

Mr. Evans questioned if the force main is sized for expansion. Director Johnson said the design is sized for the current discussion and it is known that it may need sized up from 8-inch to 16-inch pipe. Chairman Huebler stated that the County shouldn't pay for the upsizing. Director Johnson stated that Fairlife and Continental Dairy would need to join in the discussion if we were to move to a 24-inch force main.

Director Johnson stated that Polkton Township is highly interested in joining the Management Committee and making the project happen. Chairman Huebler informed the group that the Management Committee would need to approve any new members.

Attorney Ortega stated that there are several provisions of the contract that require the County and Management Committee to have a discussion as the Committee has never added a new member. Additionally, he stated that the hydraulic capacity contact of 1999 remains in place and should be reviewed in light of this discussion. Finally, he made it clear that based on Federal judgement Brightmark Energy shall not have a contractual entitlement from Muskegon County.

4. New Business

2020 Meeting Schedule

**Motion by Ms. Arter, supported by Ms. Tice to approve the 2020 Meeting Schedule and Location.
Motion carried.**

5. Community Updates/Information/Public Comment

No Comments

6. Adjournment

Chairman Huebler adjourned the meeting at 2:25 p.m.

Respectfully Submitted,

Sam Janson, Vice Chair



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 Secretary

NOVEMBER FINANCIAL REPORT

Operating expenses after the first two months of the 2020 fiscal year are \$1,284,667, or 8.2% of the FY2020 budget. Revenues for the same period are \$1,880,866, or 9.6% of the budget.

FARM REPORT

Ted Costigan / Farm Manager

THE 2019 GROWING SEASON

Harvest 2019 is finally finished! With the wettest year in recorded history, we were able to complete harvest between rain and snow events and equipment breakdowns. Yields were slightly behind last year's averages, but considering the year that we had, we'll call that a success. Yields started strong, but as weather conditions kept us out of the fields and caused delays, yields decreased due to wind and wildlife damage. Harvested crop moistures were high because we were behind on growing degree units all year. The crops got a late start and couldn't take advantage of a full season of heat to finish. We had to dry all of our corn and soybeans this year. We definitely pushed our dryer to its limits!

INFRASTRUCTURE MAINTENANCE AND IMPROVEMENT PROJECTS

Vic Singh / Engineer & Dave Johnson / Director

C STATION ODOR CONTROL RENOVATION

A low bid of \$395,000.00 for the C Station odor control renovation was submitted by L.D. Docsa, a contractor out of Kalamazoo and one whom we've not had the pleasure of working with before. A

motion to award the bid will go before the Board of Public Works on January 9.

FLUME BAR SCREEN

We've been gradually overcoming the problem of how to deal with the grease that's removed by the bar screen that's positioned in the flume between Cell 2 and Cell 3. The grease comes to us via hauled waste. The bar screen wasn't designed to handle the grease. When it was installed, it had an auger/compactor which compacted and dewatered the screenings while conveying them to a dumpster. The auger/compactor didn't handle the grease well, however, so we replaced the auger/compactor with a shaftless screw auger, which worked better at handling the grease. Another problem with the grease is the widely varying rate at which it's captured by the screen and fills the dumpster. Under normal conditions it comes in at a modest rate, but when the wind blows all the grease toward the Cell 2 effluent in the southeast corner, the grease pours into the dumpster at a rate worthy of the expression "raining cats and dogs". Under that condition, the dumpster sometimes requires three pickups per week or even twice in one day. One time the dumpster company promised us a dumpster pickup for a Friday morning, but the driver fell behind schedule and came in the late afternoon. By that time, the dumpster had filled so full of grease that the truck couldn't pick it up. The driver had to return on Monday with a larger truck. We had no choice but to shut the screen down over the weekend and let all the grease and rags go directly into Cell 3.

Wastewater employee Mike Chupailo came up with a creative approach for dealing with the problem of the widely variable rate of grease accumulation and of being at the mercy of the

dumpster company for timely pickups. He suggested that we discontinue the dumpster service and build our own dumpster. Our dumpster would have three sides so that a telehandler bucket could get into it and scoop out the screenings and haul them to one of our nearby sludge drying beds. So Wastewater employees fabricated and painted a 3-sided bin and put it into service in the bar screen building. With this innovation, we are no longer at the mercy of the dumpster company for pickups. Since installing the new dumpster, we've never had to shut down the bar screen due to an over-full dumpster, and we've cut expenses by discontinuing the dumpster pickup service.



WW employees Rodney Holland and Kurt Eschman pose inside the bar screen building with the steel bin they fabricated. Special thanks to Angeline Latsch and Sara Damm for painting it.

LABORATORY RENOVATION

Skye Contracting has managed to stay on schedule for completing Phase 1 of the Laboratory Renovation Project. Plumbing and Electrical are very near completion. Cabinets, fume hoods and other furnishings are being fitted into place on the east side. The fume hoods are surprisingly quiet while running and have display panels that indicate whether the airflow is meeting safety requirements. Most of the ceiling tiles are in place. The rooms look clean and bright from being freshly painted. The elaborate HVAC system has been tested and shown to be balanced between air removed and make-up air added. We who know what these rooms looked like previously are marveling at how wonderful they look now, even though they're not yet quite

complete. The scope of this project has far exceeded our original vision, which was essentially a change of hoods, cabinets and countertops. When we consider all the work that had to be done for electrical, plumbing, data, and HVAC, we're thankful that we sought the help of Prein&Newhof for this project. Prein&Newhof's partner has been Century A&E. Experts all! We've been pleased with their professional competence, their willingness to listen to our concerns and wishes, and their maintaining close communication with our laboratory staff.

STATISTICAL COMPARISONS

Dave Johnson / Director

FLOWS AND LAGOON LEVELS

The average daily wastewater flow (Fig. 1) received at the WWTP in December was 14.8 MGD, 21% higher than the same period last year. Hauled waste flow for December (Fig. 2) was 4.2 MG, 20% higher than the same period last year. The volume of water in the storage lagoons (Fig. 3) near the end of December was 2,705 MG, 8.9% higher than it was at this time last year.



The mallard pair featured above are recent donations from sculptor David Raymond. We are displaying them at the WW administration building for our guests, along with the many bird carvings on loan from birder/woodcarver James Ponshair.

Figure 1

2017 - 2019 Total Wastewater Monthly Flow in MGD

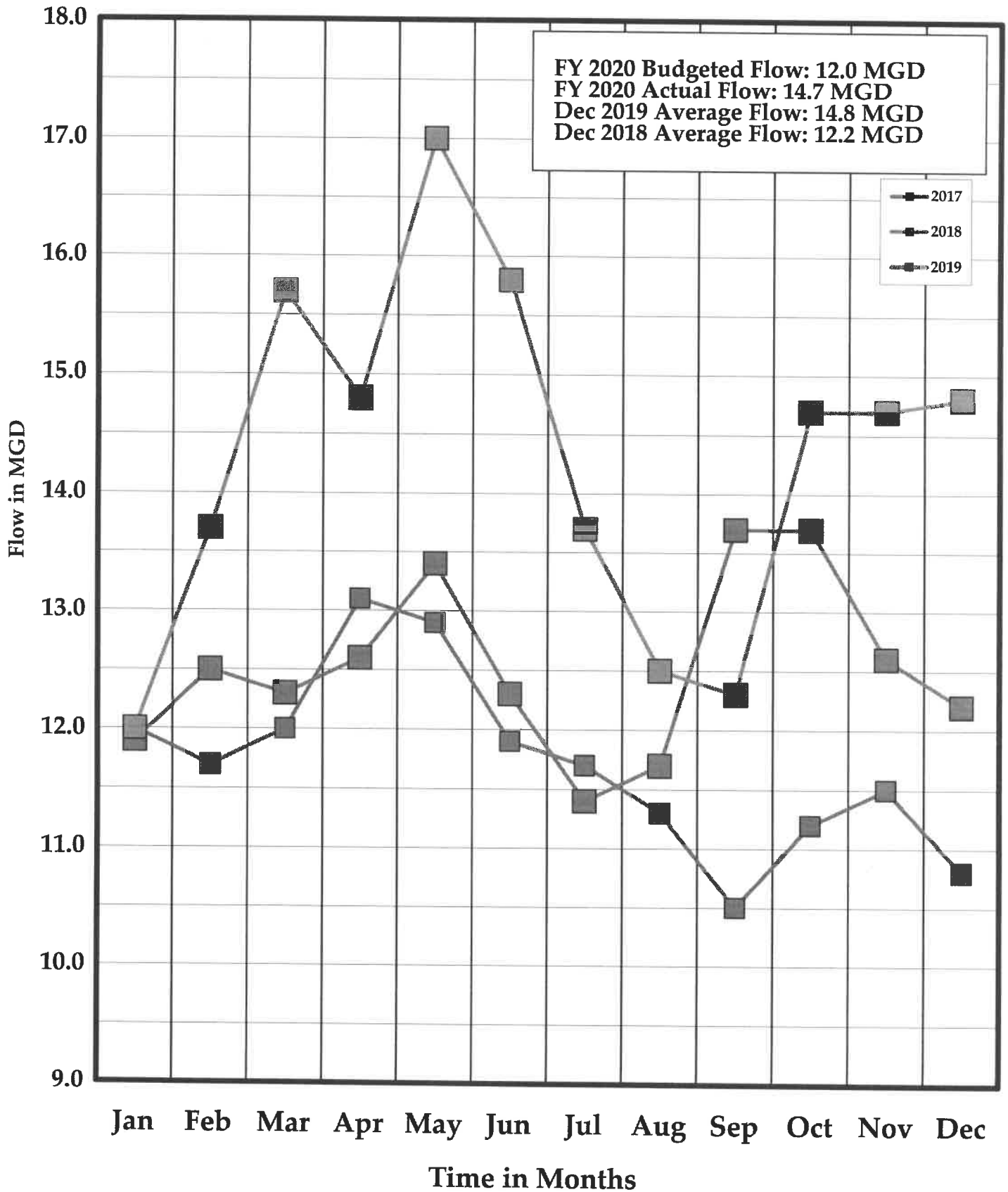


Figure 2

2017 - 2019 Hauled Waste Monthly Volume, Gallons

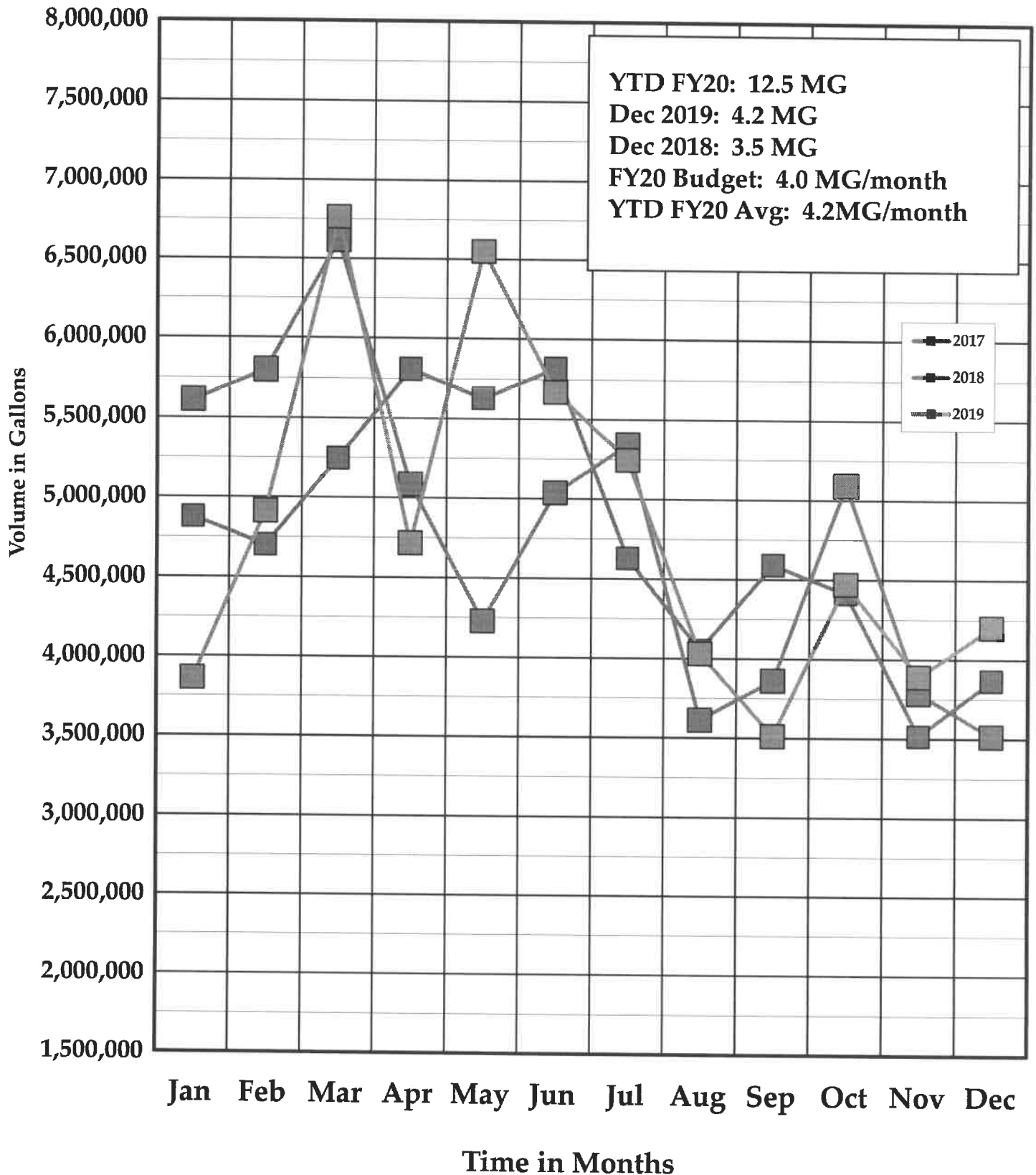
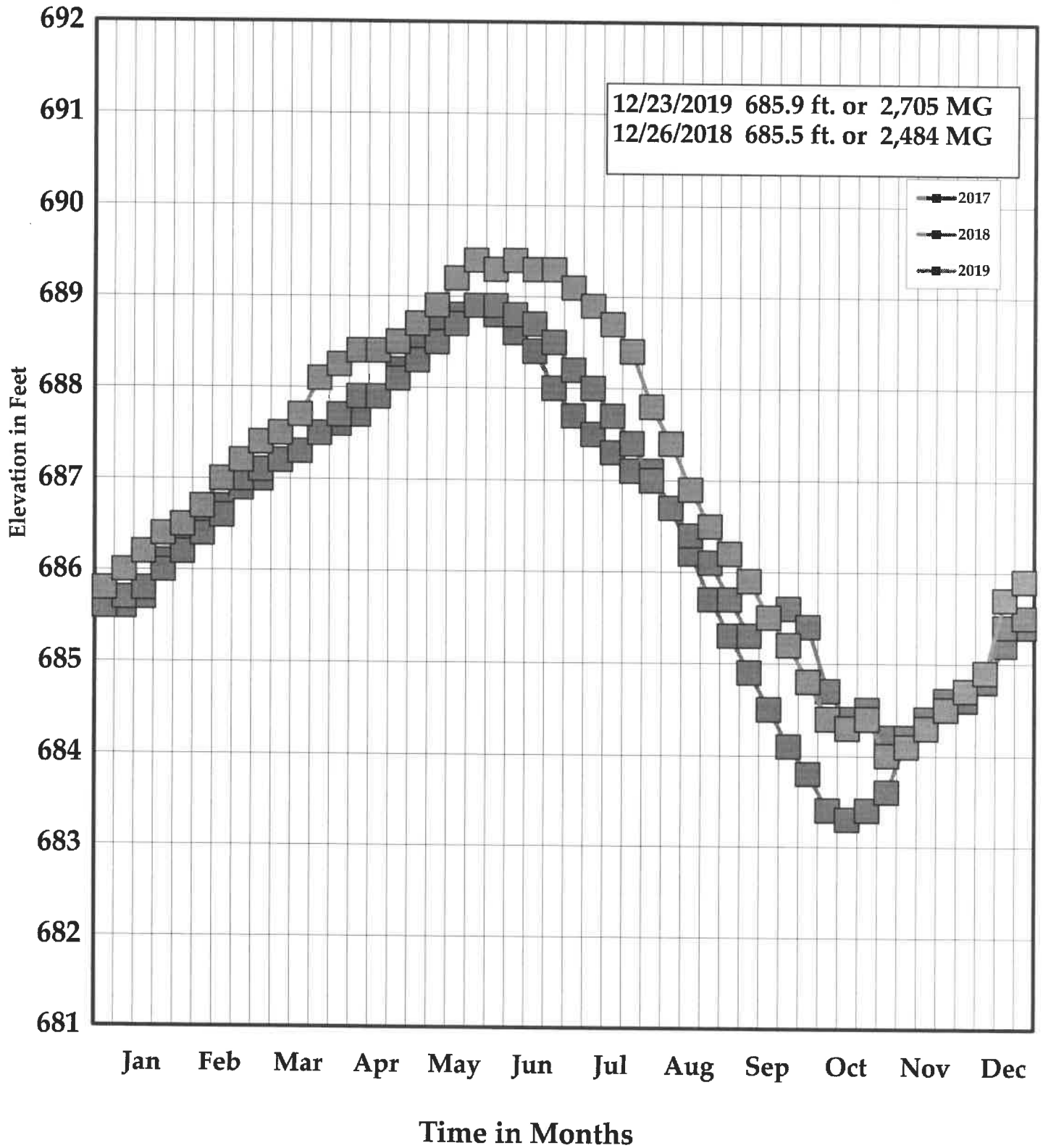


Figure 3

2017 - 2019 Metro Lagoon Average Elevation in Feet



Whitehall Business Group Meeting Summary

November 13, 2019

In Attendance

Kathy Burress and Amy Van Loon (Chamber), Jen Hain (Fetch), Erin Peyer (ACWL), Ryan Breigel (Pitkins), Cathy Russel (White Swan), Scott Huebler (City Manager), Greg Hillebrand (Lewis House)

Update from the Chamber

- November 22 and 23. Holiday Walk coming up. Two tree lighting ceremonies, one in Whitehall (6:30-7:00) and one in Montague (5:30-6:00). Trollies, and carriage rides.
- Christmas parade
- Chamber party at Pub 111 on Dec 12 (Thursday) at 5:30.
- Accommodation tax on VRBO and Air BNB.
- Pure Michigan line item veto may come back.

Update from the City

- Causeway has new traffic pattern. Cofferdams are being removed and replaced with sandbags. Covell park will be closed indefinitely. No long-term plans by MDOT for major construction changes to the causeway since it would be such a long process to engineer and execute.
- North Mears parking lot (both sides of Mears) will be repaved and will include an Event Pavilion Center (4500 sq. feet) with restrooms, fire pit, electric car charging station (quick type), new Christmas tree. Timing is next year.
- 10 new light poles will have lit garland. Should go in next week.
- Request to remove the dead plants from the pots. Maybe volunteer to decorate the pots for the winter.
- Playhouse is frequently being booked for community and private events which is a good use of the facility.

Other

- ACWL will have a First Friday event. First one will be January 3.
- Fetch will be in the Holiday Walk and will have a decorated sugar cookie (4-8 on Friday).
- The 3 Whitehall B&Bs will participate in the West Michigan B&B Holiday Cookie Tour (Dec 6-7 and Dec 13-14).
-

The next WBG meeting will be on January 15 at 9:00 AM.

Whitehall Business Group Meeting Summary

January 15, 2020

In Attendance

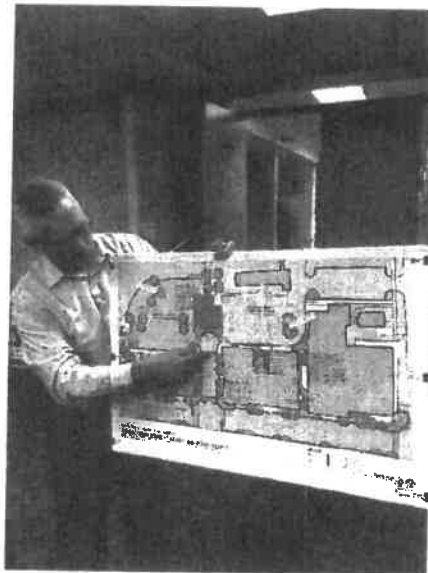
Kathy Burress (Chamber), Jen and Dan Hain (Fetch), Cathy Russel (White Swan), Scott Huebler (City Manager), Greg Hillebrand (Lewis House), Kara Smith (Pub 111), Amy Van Loon (Chamber). Louise St. Amour (Coldwell Banker) and Ryan Breigel (Pitkins).

Update from the Chamber

- Imagine White Lake. A new group focused on initiatives aimed at improving/developing the causeway area on both the Whitehall and Montague sides of the river.
- Visitor guides for 2020 are in (50,000).
- White Lake Wanderland Feb 7-9. Look at Facebook for details.
- North Grove Brewery Opening
- Business Expo March 21
- Trash Bash April 26.
- History Cruise may be coming back. This is the Aqua Star.
- Walk Score is high for our area.

Update from the City

- North Mears Parking Lot Project. Meeting with Engineers this Friday and will get the bids out ASAP. Scott shared the map of the plans. It is going to be great!



The next WBG meeting will be on March 11 at 9:00 AM.

City of Whitehall

405 E. Colby Street

Whitehall, MI 49461

Phone 231.894.4048 • Fax 231.893.4708

www.cityofwhitehall.org • [www.fb.com/cityofwhitehallmi](https://www.facebook.com/cityofwhitehallmi)



January 8, 2020

Mr. Chuck Schmitigal, Supervisor
Whitehall Township
7644 Durham Road
Whitehall, MI 49461

Dear Chuck:

Please find enclosed the 2019 Annual Report of water consumption in Whitehall Township as it relates to the 1998 Water Service Agreement between Whitehall Township and the City of Whitehall. The water consumption remains well below the requirement of notice as stated in the Agreement.

The Agreement also requires a meeting each year sometime between January and April to foster communication, between the City and the Township, and to plan for future water needs. I am looking forward to meeting with you at your earliest convenience to discuss any issues or answer any questions you may have. Please call my office, 894-4157, to set up a day and time to meet.

Sincerely,

A handwritten signature in blue ink that reads "Brian Armstrong".

Brian Armstrong, Director
Department of Public Works

C: Deb Hillebrand, Mayor
Scott Huebler, City Manager



WHITEHALL TOWNSHIP – CITY OF WHITEHALL

WATER SERVICE AGREEMENT

2019 ANNUAL REPORT

AVERAGE DAILY DEMAND (ADD)*:

The ADD computed from Township water meter readings for four consecutive quarters Of 2019:

1 st Quarter	1.722 MG	0.01913 MGD/quarter	
2 nd Quarter	2.210 MG	0.02456 MGD/quarter	
3 rd Quarter	4.228 MG	0.04698 MGD/quarter	0.0279 MGD
4 th Quarter	1.898 MG	0.02109 MGD/quarter	Average Daily Demand

*The average daily demand is defined as the average of the average daily demand of four consecutive quarters of the previous calendar year. Maximum water capacity delivered to the Township is limited to 0.313 MGD. Notice is required when the ADD of four consecutive quarters exceeds 0.282 MGD.

AVERAGE DAILY DEMAND 2018 0.0302 MGD


FIVE YEAR AVERAGE DAILY DEMAND 0.0151 MGD

TOTAL NUMBER OF METERED TOWNSHIP CONNECTIONS (40)

METERED CONNECTIONS ADDED IN 2019 (0)

TOTAL NUMBER OF TOWNSHIP FIRE HYDRANTS (40)

FIRE HYDRANTS ADDED IN 2019 (0)

 Date Jan. 9, 2020
Brian Armstrong, Director of Public Works

Whitehall Township Water Usage 2019

Account #	Service	Jan-Mar 2019	Apr-June 2019	July-Sept 2019	Oct-Dec 2019	Totals
016-07021-00	True North Energy	23	19	25	19	86
016-07021-05	True North Energy	0	36	210	16	262
016-07022-00	True North Energy	378	314	285	262	1239
016-07024-00	Taco Bell	86	86	102	91	365
016-07024-05	Taco Bell/Irrig	0	25	226	0	251
016-07025-00	Little Ceasers Pizza	78	84	79	63	304
016-07026-00	W/L Centre (Grand Video)	23	28	34	23	108
016-07030-00	W/L Centre	22	18	30	33	103
016-07035-00	Great Lakes Fresh Market	0	0	0	0	0
016-07037-00	O'Reilly Auto Parts	2	2	1	1	6
016-07037-05	O'Reilly Auto Parts/Irrig	0	5	123	0	128
016-07038-00	Sun Agency	10	7	10	12	39
016-07038-05	Sun Agency/Irrig	0	0	0	0	0
016-07039-01	Goodwill Industries	11	11	13	15	50
016-07039-05	Goodwill Industries/Irrig	0	0	104	80	184
016-07040-00	Underwood Del	8	6	9	5	28
016-07043-00	Save-A-Lot	19	18	19	14	70
016-07043-05	Save-A-Lot/Irrig	0	114	393	24	531
016-07045-00	San Marcos	111	118	130	102	461
016-07050-00	Sikkenga Phyllis	0	0	0	0	0
016-08010-00	Walgreens #11417	9	10	11	9	39
016-08010-05	Walgreens #11417/Irrig	0	0	0	0	0
016-08020-00	Arby's #7822	47	60	74	42	223
016-08021-00	Advanced Auto	3	3	3	3	12
016-08021-05	Advanced Auto/Irrig	0	0	202	30	232
016-08050-00	McDonalds	162	210	565	172	1109
016-08052-00	Rodeway Inn	286	230	186	247	949
016-08053-00	Wesco	91	87	107	83	368
016-08053-05	Wesco/Irrig	0	151	496	185	832
016-08101-00	Viking Tool & Engineering	0	1	2	2	5
016-08108-00	Harborlight Credit Union	5	6	4	6	21
016-08108-05	Harborlight Credit Union/Irrig	0	23	124	22	169
016-08109-00	Wal-Mart Stores East #34	181	159	164	143	647
016-08109-05	Wal-Mart Stores East #34/Irrig	0	131	299	2	432
016-09002-00	Erdman Machine Company	54	66	70	59	249
016-09008-00	Urban Machine	1	2	1	2	6
016-09012-00	Fusion Fluid Equipment	69	87	20	19	195
016-09025-00	Patterson Chad/Sheena	8	10	17	12	47
016-10002-00	Magnolia's Pet Grooming	35	83	90	27	235
016-10015-00	Eklund Robert	0	0	0	73	73
Totals:		1722	2210	4228	1898	10058

Average Daily Demand

0.01913 0.02456 0.04698 0.02109 0.11176

Qtr. MGD
0.02794

FIRE HYDRANTS
WHITEHALL TOWNSHIP

	<u>Hydrant #</u>	<u>Location</u>
1.	FH4-194	3284 E Colby
2.	FH4-234	3303 E Colby
3.	FH4-235	E Colby
4.	FH4-236	3205 E Colby
5.	FH4-237	3311 E Colby
6.	FH4-238	3263 E Colby
7.	FH4-239	3297 E Colby
8.	FH4-240	3255 E Colby
9.	FH8-178	3384 Benston
10.	FH8-179	3200 Blk Benston
11.	FI4-264	3100 Blk Colby
12.	FI4-265	3090 E Colby
13.	FI4-266	3165 E Colby
14.	FI4-267	3123 E Colby
15.	FI4-268	3001 E Colby
16.	FI4-269	8238 Whitehall Rd
17.	FI4-272	E Colby
18.	FI4-273	Albers Dr/field behind Pamida
19.	FI5-274	Albers Dr//dead end
20.	FJ3-279	W Holton/Whitehall Rd and Durham Rd
21.	FJ3-280	8500 Blk Durham Rd
22.	FJ4-270	8210 Whitehall Rd
23.	FJ4-271	8171 Whitehall Rd
24.	FJ4-277	W Holton/Whitehall Rd and US31
25.	FJ4-278	2865 W Holton/Whitehall
26.	FJ5-275	3240 Albers Dr
27.	FJ5-276	8131 Whitehall Rd & Albers Dr
28.	FK3-281	2740 W Holton/Whitehall

- | | | |
|-----|---------|--|
| 29. | FK3-282 | 2600 Blk W Holton/Whitehall Rd |
| 30. | FK3-283 | W Holton/Whitehall Rd and Silver Creek |
| 31. | FK3-284 | 8529 Silver Creek Rd |
| 32. | FK3-285 | 8579 Silver Creek Rd |
| 33. | FI4-286 | Dead end Shelby Ridge Ct |
| 34. | FI4-287 | End of E Ridge Dr |
| 35. | Fk4-100 | W. Side Wal-Mart by garage door |
| 36. | FK4-102 | S. Side Walmart-loading dock |
| 37. | FK4-104 | N. Side Walmart-Island Garden Center |
| 38. | FK4-106 | N. Side Walmart-East End |
| 39. | FK4-108 | S. Side Walmart- East End |
| 40. | FK3-286 | At Entrance-Harborlight C.U. |

WHITE LAKE FIRE AUTHORITY
WHITEHALL CITY HALL, 405 E. COLBY
September 18, 2019
MINUTES

The meeting was called to order at 6:00 p.m. by Chairperson Beegle.

Present: Melissa Beegle, Jeff Holmstrom, Marcia Jeske and Norm Kittleson

Absent: Denny Kroll and Judy Marcinkowski

Also Present: Chief Greg Holman

Chairperson Beegle led in the Pledge of Allegiance.

AGENDA

Motion by Board Member Kittleson, seconded by Board Member Jeske to approve the agenda as presented. Motion Carried

BUDGET DISCUSSION/BUDGET APPROVAL

Chairperson Beegle noted that changes had been made as discussed at last week's meeting.

Motion by Board Member Jeske, seconded by Board Member Holmstrom to approve the Budget as presented.

ROLL CALL VOTE:

Ayes: Jeske, Holmstrom, Kittleson and Beegle

Nays: None

Motion Carried.

COMMUNICATIONS

- a. Fire Chiefs Report – August

CONSENT AGENDA

- a. Minutes – September 11, 2019 Meeting
- b. September Financial Report - \$190,309.58

Board Member Holmstrom moved, seconded by Board Member Kittleson to approve the Consent Agenda as submitted.

ROLL CALL VOTE:

AYES: Holmstrom, Kittleson, Beegle and Jeske

NAYS: None

Motion Carried

OLD BUSINESS

a. Millage Committee Update

Chief Holman noted that there was no new information since last week's meeting.

NEW BUSINESS

a. 2020 Proposed Meeting Schedule

Chief Holman presented potential meeting schedules for 2020 based on the availability of the board members. This item was discussed and postponed until November's meeting.

b. Invoice/Purchasing Policy

Chief Holman presented a proposed Invoice Payment Policy. This item was discussed and postponed until November's meeting.

BOARD/PUBLIC COMMENT

ADJOURNMENT

Board Member Holmstrom moved, seconded by Board Member Jeske to adjourn the White Lake Fire Authority Board meeting at 6:12 p.m. **Motion Carried.**

Respectfully Submitted,

Marcia Jeske, Board Member

WHITE LAKE FIRE AUTHORITY
WHITEHALL CITY HALL, 405 E. COLBY
November 20, 2019
MINUTES

The meeting was called to order at 6:00 p.m. by Chairperson Beegle.

Present: Melissa Beegle, Jeff Holmstrom, Marcia Jeske, Norm Kittleson and Judy Marcinkowski

Absent: Denny Kroll

Also, Present: Chief Greg Holman, Captain Pete McCarthy and 2 interested parties

Chairperson Beegle led in the Pledge of Allegiance.

AGENDA

Motion by Board Member Marcinkowski, seconded by Board Member Holmstrom to approve the agenda as presented. Motion Carried

COMMUNICATIONS

- a. Fire Chiefs Report – September & October

CONSENT AGENDA

- a. Minutes – September 18, 2019 Meeting
- b. September Financial Report - \$34,080.27

Board Member Holmstrom moved, seconded by Board Member Jeske to approve the Consent Agenda as submitted.

ROLL CALL VOTE:

AYES: Holmstrom, Jeske, Kittleson, Marcinkowski and Beegle

NAYS: None

Motion Carried

OLD BUSINESS

- a. **Millage Committee Update – Resolution/Ballot Language**

Chief Holman noted he met with absent Board Member Kroll to discuss the items in the packet and Board Member Kroll stated he was in support of the millage proposal Resolution, the ballot language and the need to come back with the question as soon as possible.

Board Member Holmstrom added that if the results had been a windfall, he would not be in support of coming back with the question.

Discussion ensued about the millage length of time, the millage rate amount and the number of residents that reached out after it failed by 21 votes.

Chief Holman has been in contact with the County Clerks office and the resolution if approved will be presented to her office by the end of this week. The ballot proposal will be placed on the Presidential Primary ballot for the March 10, 2020 election. The cost to the WLFA will be less than the November election because the cost of the ballots will be shared. The only change in the ballot language is the number of years – instead of five years we are requesting a four-year millage.

Board Member Holmstrom moved, seconded by Board Member Marcinkowski to approve Resolution 2019-02 as presented.

ROLL CALL VOTE:

Ayes: Holmstrom, Marcinkowski, Kittleson, Jeske and Beegle

Nays: None

MOTION CARRIED

Board Member Holmstrom moved, seconded by Board Member Kittleson to approve the ballot language as presented.

ROLL CALL VOTE:

Ayes: Holmstrom, Kittleson, Marcinkowski, Jeske and Beegle

Nays: None

Motion Carried

b. 2020 Meeting Schedule

Board Member Jeske questioned the Tuesday meeting schedule and noted that Tuesday is her day off and she couldn't promise her attendance although she will make every attempt to attend.

Board Member Marcinkowski moved, seconded by Board Member Holmstrom to approve the 2020 Meeting Schedule as proposed. Motion Carried

c. Invoice/Purchasing Policy

Board Member Kittleson moved, seconded by Board Member Holmstrom to approve the Invoice/Purchasing Policy as presented.

ROLL CALL VOTE:

Ayes: Kittleson, Holmstrom, Marcinkowski, Jeske and Beegle

Nays: None

Motion Carried

NEW BUSINESS

a. Muskegon County Community Foundation Grant Award

Captain McCarthy presented a Stryker (formerly Lucas) Chest Compression System and demonstrated its purpose. He noted that with this system being available, it frees up personnel and the focus is on the pump and not breathing while performing perfect compressions.

The White Lake Community Foundation also received this demonstration and awarded the WLFA a \$5,000 grant to help with the purchase. A request to the Walmart Foundation for a \$5,000 grant has also been submitted and we won't know until Spring if we were successful.

b. Mechanical Compression Device – Equipment Purchase

Board Member Jeske moved, seconded by Board Member Holmstrom to authorize payment of the invoice in the amount of \$17,509.53 for the purchase of one Stryker Chest Compression System and to apply the \$5,000 Community Foundation Grant for the total payment amount of \$12,509.53.

ROLL CALL VOTE:

Ayes: Jeske, Holmstrom, Kittleson, Marcinkowski and Beegle

Nays: None

Motion Carried

c. Department Appreciation Meat Box

Board Member Marcinkowski moved, seconded by Board Member Kittleson to approve a not to succeed amount of \$700 to purchase appreciation gifts for staff from the Meat Block.

ROLL CALL VOTE:

Ayes: Marcinkowski, Kittleson, Holmstrom, Jeske and Beegle

Nays: None

Motion Carried

d. Fire Chief's Performance Appraisal

Board Member Beegle moved, seconded by Board Member Marcinkowski to increase the Fire Chief's annual salary by \$1,000 because of his favorable performance appraisal.

ROLL CALL VOTE:

Ayes: Beegle, Marcinkowski, Kittleson, Holmstrom and Jeske

Nays: None

Motion Carried

e. 2019 Budget Amendments

Chief Holman noted that we are \$17,000 to the positive and it is in undesignated funds. Board Member Holmstrom questioned using the money to purchase a second Stryker Chest Compression System. Discussion ensued and while this will be revisited in January, it was suggested that the \$17,000 be transferred to the Equipment Replacement Fund.

Board Member Holmstrom moved, seconded by Board Member Marcinkowski to approve the 2019 Budget Amendments.

ROLL CALL VOTE:

Ayes: Holmstrom, Marcinkowski, Kittleson, Jeske and Beegle

Nays: None

Motion Carried

f. 2020 Budget Amendments – L 4029

Chief Holman noted that the L4029 had to be revised because of the millage failure.

Motion by Board Member Beegle, seconded by Board Member Jeske to approve the revised L-4029 as presented.

ROLL CALL VOTE:

Ayes: Beegle, Jeske, Kittleson, Holmstrom and Marcinkowski

Nays: None

Motion Carried

BOARD/PUBLIC COMMENT

Board Member Holmstrom questioned the status in taxing jurisdictions and explained.

Board Member Jeske requested on behalf of the Parks and Recreation Commission to return to them the basketball poles, nets and hoops. Chief Holman responded that absolutely, they can have them and asked when they would be removed.

Chief Holman noted that we are running into significant challenges in code enforcement in our community. Elected or Appointment officials are telling expanding businesses that they do not need to follow the fire code. These people are creating a divide in the community and the Fire Authority and creating additional attorney fees. Please reach out to your constituents that the fire code must be adhered to.

ADJOURNMENT

Board Member Holmstrom moved, seconded by Board Member Marcinkowski to adjourn the White Lake Fire Authority Board meeting at 6:40 p.m. Motion Carried.

Respectfully Submitted,

Marcia Jeske, Board Member

January 16, 2020

Whitehall City Council

Dear Council Members,

It was recommended by Scott Huebler that we submit a letter of formal request for a part of the upcoming Winter Wanderland event. As you may be aware, our group White Lake Wanderland is holding a festival in the area that focuses on food and sports. It is an effort to increase off-season visitors to area businesses and to engage residents with a reason to get out of the house and have something to do. The events (there are many) will occur February 7, 8, and 9, 2020.

The specific activity I am writing you about is a bonfire at Goodrich Park on Saturday (2/8) and Sunday (2/9) from noon to 2 pm. The fire will be contained in a metal barrel and be tended by the White Lake Fire Authority. Keith Heidelberge will be present and has approved of this plan. The WLFA will be hosting a hotdog and marshmallow stand at the fire, free of charge. Keith will likely place the bonfire barrel at a safe distance from the northwest corner of the pavilion. Incidentally, at the same time a snowman building contest will occur on Sunday at the park.

Jeff Auch at Montague City Hall has approved of similar bonfire activities at the Buttermilk Creek Ice Rink.

You can learn more about White Lake Wanderland and see all the upcoming February events by going to www.whitelakewanderland.com

Regards,



Valerie K Hanson, Board Member

White Lake Wanderland

CITY OF WHITEHALL

ORDER TO PLACE SIGNS REGULATING TRAFFIC WITHIN THE CITY OF WHITEHALL

ORDER NO. 239 EFFECTIVE DATE: 2/1/2020

Pursuant to the Uniform Traffic Code adopted April 23, 2002 as amended, we have jointly caused to be investigated traffic conditions on City Street,

West side of Lake St between Main St and Millpond Park

in the City of Whitehall, in Muskegon County, State of Michigan, and in the interest of public safety and convenience, hereby direct by the office of the Chief of Police that there be erected and maintained

No Parking

in conformance with the Michigan Manual of Uniform Traffic Control Devices which give notice of the following determination:

Lake St is heavily traveled and travel lanes are 12 feet wide with no curbing and minimal shoulder. The bike/pedestrian path runs along Lake Street on the west side just a few feet west of the curb. Vehicles parked on the edge of roadway in the area impinge on the flow of traffic on the street and create a traffic and pedestrian hazard in the area.

It is directed this order be filed in the office of the City Clerk of the City of Whitehall, and a copy thereof, in the office of the Chief of Police of said City.

CITY MANAGER

CHIEF OF POLICE

Date of Council Action _____

CITY CLERK

CITY OF WHITEHALL
RESOLUTION 20-07
City Fees

WHEREAS, the City Council establishes fees from time to time for various services, products, and penalties.

WHEREAS, the City Council has enacted a Rental Property Inspection Ordinance which requires the payment of an inspection fee as well as penalties for non-compliance with the adopted International property Maintenance Code.

WHEREAS, City staff has reviewed the fees of a number of other cities with rental inspection programs and recommends adoption of the proposed fees.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby adopts the Fees Schedule attached to and considered a part of this resolution and that such fees become effective January 29, 2020.

BE IT FURTHER RESOLVED,

That the Whitehall City Council hereby establishes that the first offense for failing to comply with a violation notification shall pay a civil infraction penalty of \$100; a second violation shall incur a \$200 fine; a third and all subsequent violations shall be \$500.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held Tuesday, January 28, 2020 at 6:00 p.m.
(___ yes, ___ no, ___ absent).

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL FEE SCHEDULE

Effective January 29, 2020

ADMINISTRATION	Current	Proposed
Garage Sale Permit	\$1	
Assessment Cards, per page	\$1	
Solicitation Permit, per day, week, year	\$25*	
Food Vendor Permit, annual	\$250	
Returned Check, Stop Check Reprint	\$40	
Code of Ordinances Book	\$55	
Taxi Cab License	\$100	
Subdivision Application (plus recording costs)	\$450	
Rental Registration (per building)	\$35	
Failure to Timely Register	\$100	
Rental Inspection (per unit)		\$50
Violation Compliance Inspection		\$35
Failure to Show		\$35
Appeals		\$150

*per person, per day

CEMETERY	Current	Proposed
Foundations, per square inch	\$0.30	
Casket Storage	\$65	
Cremations	\$250	
Concrete Cremation Vault	\$300	
Infant/Child	\$250	
Full Burial	\$500	
Weekday Burials at or after 3:00 (Overtime)	\$100	
Saturdays, additional fee	\$200	
Grave Spaces and Perpetual Care Resident	\$450	

Non-Resident	\$850	
Disinterment	2x Interment	

PARK FACILITY RESERVATION (1)	Current	Proposed
Field or Court, up to 4 hours	\$10	
Non-Resident	\$25	
Field or Court, full day	\$20	
Non-Resident	\$50	
Field or Court, seasonal (M-F)	\$200	
Non-Resident	\$400	
Gazebo or Pavilion, up to 4 hours	\$25	
Non-Resident	\$130	
Gazebo or Pavilion, full day Resident	\$50	
Non-Resident	\$200	

(1) Fees are not applicable to the Whitehall District Schools, White Lake Chamber of Commerce, White Lake Lil Vikes, White Lake Youth Sports, White Lake Little League, or other Council recognized non-profit events.

*Non-Resident includes organized clubs

PLANNING	Current	Proposed
Zoning Map	\$5	
Sign, Fence, Accessory Bldg, Res Additions	\$30	
Zoning Ordinance Book	\$30	
Appeals	\$300	
Variance Request	\$300	
Commercial & Industrial Site Plan Review	\$200	
Residential Site Plan Review	\$100	
Special Use Permit	\$300	
Planned Unit Development Application	\$300	
Zone Change Application	\$300	

POLICE	Current	Proposed
Photograph Duplication	Cost	
Accident/Incident Report	\$10	
Court Ordered Preliminary Breath Test	\$5	
Finger Printing	\$10	
Vehicle Impound Release	\$20	
Video Tape (Electronic) Duplication	\$30	
Court Ordered Vehicle Impound	\$200	