



CITY COUNCIL WORK SESSION
405 E COLBY STREET, WHITEHALL, MI
REMOTE VIA ZOOM
FEBRUARY 9, 2021
5:00 p.m.

AGENDA

1. Meeting Called to Order
2. Discussion Items
 - Sledding Hill (Brown)
 - Managers Evaluation (Brown, DeMumbrum, Hillebrand)
 - Climate Action Council (DeMumbrum)
3. Informational Items
4. Public Comment *
5. Meeting Adjourned

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, 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

Performance Evaluation Process

Position: City Manager

Purpose of Performance Evaluation

The purposes of the performance evaluation process to be conducted by and between the Mayor and City Manager with input from City Council and City Staff are:

1. To provide important feedback to the City Manager identifying areas of strengths and accomplishments as well as areas in which improvement may be needed.
2. To strengthen the relationship between the City Council and City Manager and help in clarifying expectations of the roles and responsibilities of both the City Council and the City Manager.
3. To provide a mechanism for regular evaluation.

Frequency

The Council will evaluate the City Manager at a frequency as determined by contract at the anniversary of the Manager's hire date.

Evaluation Procedure

The evaluation process remains at the will and direction of the City Council and may be modified at any time. In general, the evaluation process will include the following steps:

1. The Mayor will ask Council Members and selected staff to complete the input form prior to holding an evaluation session with the City Manager.
2. City Council and Staff Members will complete the input form.
3. The Mayor will compile and summarize completed input forms and schedule time to discuss the input with the City Manager.

City of Whitehall
Performance Input Request Form
Position: City Manager

Purpose of Performance Evaluation

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Instructions for Completion

This evaluation form consists of eight categories related to the City Manager's responsibilities and performance. Your candid feedback is critical for an effective evaluation process. Give each category a mark of Exceeds Expectations, Meets Expectation or Needs Improvement. In the space following each category, please note specific strengths and/or focus areas that explain your rating in each category.

*****ATTENTION CITY STAFF: Your input will be anonymous*****

1. PROFESSIONALISM:

Deals effectively and appropriately with the public and other organizations. Devotes time and energy to the job. Demonstrates high ethical standards in the organization. Works to keep "politics" and personal perspectives out of the decision making process. Stays active in professional organizations and regional issues.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

2. COMMUNICATIONS:

Ensures that Council Members receive important information in a timely and effective manner. Presents the Council and community with clear and accurate verbal and written reports and information. Responds to correspondence, requests, and complaints, quickly and appropriately. Facilitates open two-way communication and encourages mutual honesty and respect with the Council, Staff and Community.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

3. COMMUNITY RELATIONS:

Makes an effort to understand and communicate general community issues and concerns. Is actively involved in the community. Works proactively with community stakeholders and surrounding governmental organizations. Avoids unnecessary controversy and is responsive to input, requests and complaints. Represents City and is seen in a positive light. Educates the community on City goals and services as well as challenges and concerns.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

4. LEADERSHIP:

Provides the Council and the organization with real solutions and creative alternatives to issues and problems. Anticipates and responds to issues. Ensures that council decisions are thought out, objective, and are legal and ethical. Makes use of sound administrative practices. Leads the organization through effective management of people and tasks. Effectively represents the City's interests when dealing with other parties.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

5. FINANCIAL MANAGEMENT:

Prepares, manages and communicates the budget with clarity and transparency. Regularly assesses needs, anticipates and seeks to resolve issues. Demonstrates ingenuity and creativity in approaching budgetary matters, including both short-term and long-range planning for the organization.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

6. MANAGEMENT OF THE ORGANIZATION:

Effectively runs the operation of the organization and creates a collaborative, team building environment for Staff. Recognizes the accomplishments of Staff and other agencies working on behalf of the City. Actively works to align City's work with identified goals. Supports and encourages professional growth and opportunity within the organization. Accepts full accountability for Staff and the outcome of City projects or decisions. Identifies organizational problems and takes remedial action.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

7. RELATIONSHIP WITH CITY COUNCIL:

Accessible to all Council members and is open to new ideas. Provides regular updates to Council members, keeping them informed about current and critical issues. Facilitates decision making by providing accurate, thorough, background information and recommendations. Follows through with Council members' concerns. Carries out and supports Council's directives and actions.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

8. POLICY EXECUTION:

Understands supports and enforces City's laws, ordinances and policies. Implements City policy consistently and fairly, based upon Council decisions. Understands and utilizes City Charter and Master Plan as a guide to assist Council in identifying goals and works to accomplish goals as established. Researches and recommends changes as appropriate.

Exceeds Expectations _____

Meets Expectations _____

Needs Improvement _____

Comments:

DRAFT

White Lake Area Climate Action Council

Who We Are

The White Lake Area Climate Action Council formed in June 2020. It is a growing group of local citizens inspired to take action on the climate emergency after reading the book *The Future We Choose: Surviving the Climate Crisis* by Christiana Figueres and Tom Rivett-Carnac.

The West Michigan Environmental Action Council (WMEAC) kicked off its book club series with this stark but hopeful story about our choices ahead.

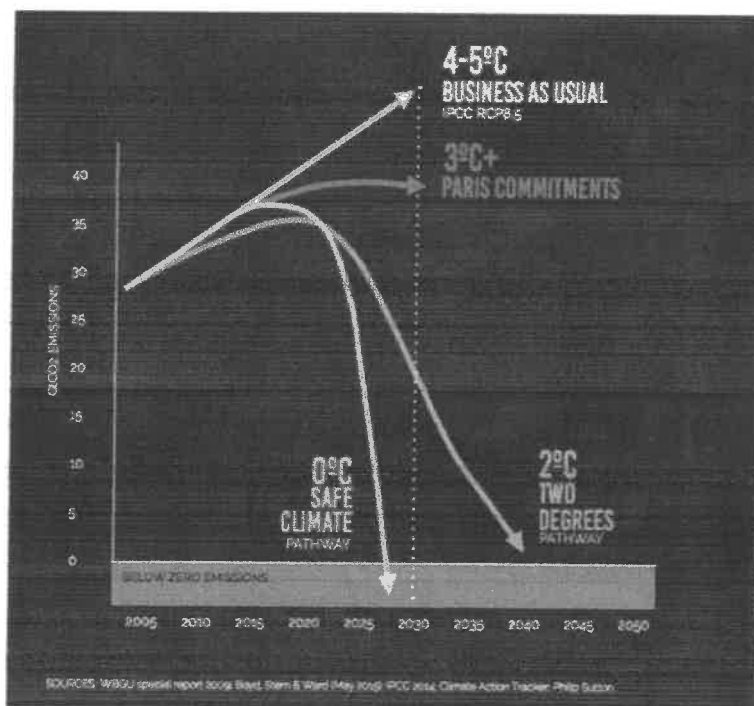
We are in a climate emergency.

In the White Lake area, we are seeing the effects of climate change. The beauty and function of our primary road connecting Montague and Whitehall has been compromised by rising water. Homeowners along Lake Michigan have spent millions to protect their properties. Flooding of businesses, docks, parks, roads and residential property is now becoming normal. Extreme weather events such as damaging storms and heat waves are becoming more frequent.

Additionally,

- Floodwaters negatively affect water quality, and local beaches are closing more often.
- Earlier spring thaws affect fruit farm harvests and endanger dormant wildlife.
- Warmer winters contribute to higher rates of Lyme disease and West Nile virus.

The realities of global warming and the threat of climate change is making news, especially since the Paris Climate Accord in 2016. The threshold for earth's warming is 1.5 - 2.0 degrees celsius by 2050. What does this mean? If carbon emissions push warming past the 1.5 degree mark we will experience irreversible damage to the ecological systems, economies and social systems we know today, putting human civilization at risk.



What we can do.

We can inform ourselves and others on the climate emergency. We can work with our local and state governments to take swift action to reduce greenhouse gas emissions. The governor in Michigan just signed an order to implement a plan for carbon neutrality within 30 years. Ann Arbor has been at the forefront of planning and declared a climate emergency in 2012. In June 2020 the city adopted an ambitious, citywide climate plan.

Our Request

1. We want the City of Montague to join 650 local governments in 15 countries and pass a Climate Emergency Declaration. Montague could be the first city on the West Michigan Lakeshore to lead a positive transformation to clean energy.
2. Once the declaration passes, campaigners/local citizens will help the city launch a planning process and secure funding for an ambitious Climate Emergency program. We want to work with you to get the City of Montague to zero greenhouse gas emissions as quickly as possible.

The White Lake Area Climate Action Council is interested in making a formal presentation to the Council in November. We invite council members to review the resources we provided on the climate emergency and we welcome questions and feedback.

Lori Coleman, Steering Committee - heinz.lah@gmail.com (616) 283-2743

Tamara Horne, Steering Committee - tamawi@aol.com, (231) 343-1410

Tanya Cabala, WMEAC - tcabala@wmeac.org (231) 798-5196

<https://www.facebook.com/wlacac>

Resources

Climate Emergency Declaration Resolution Template

https://docs.google.com/document/d/1dA3Jnx4xlrqrMrlyITdtD_WBynr_UuU-cjuZpyW7Gts/edit

Ann Arbor, Michigan - Ann Arbor Climate Partnership

<https://www.a2cp.org/a2-zero-carbon-neutrality-plan>

<https://www.a2cp.org/news/ipcc-agrees>

Cities Taking Action

<https://grist.org/article/how-cities-can-lead-on-climate-change-solutions/>

State of Michigan

<https://www.mlive.com/public-interest/2020/09/michigan-to-be-carbon-neutral-by-2050-under-whitmer-climate-change-plan.html>

<https://www.bridgemi.com/michigan-environment-watch/climate-change-brings-risks-opportunity-pure-michigan>

Resources

Articles/Interviews Providing an Overview on Our Reality

<https://www.nationalgeographic.com/science/2019/11/nations-miss-paris-targets-climate-driven-weather-events-cost-billions/>

<https://www.forbes.com/sites/udinachmany/2020/09/29/the-imminent-cloud-war-isnt-about-market-share/#4d610f1a4d78>

<https://www.theguardian.com/environment/2018/oct/08/global-warming-must-not-exceed-15c-warns-landmark-un-report>

https://www.marketwatch.com/story/ceos-from-gm-conocophillips-and-others-defy-trumps-climate-change-stance-push-for-carbon-price-2020-09-16?mod=article_inline

<https://nymag.com/intelligencer/2018/10/un-says-climate-genocide-coming-but-its-worse-than-thats.html>

<https://www.youtube.com/watch?v=akDvjbCd4C8>

Recommended Books

The Future We Choose: Surviving the Climate Crisis, Christiana Figueres and Tom Rivett-Carnac

The Uninhabitable Earth, David Wallace-Wells

The Climate Report: National Climate Assessment Impacts, Risks, and Adaptation in the United States, U.S. Global Change Research Program

Recommended Websites

GLISA (Great Lakes Integrated Sciences and Assessments) - <http://glisa.umich.edu/resources>

IPCC - <https://www.ipcc.ch/>

World Resources Institute - <https://www.wri.org/>

Climate Action Tracker - <https://climateactiontracker.org/>

350.org - <https://350.org/about/>



CITY OF WHITEHALL

CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
REMOTE VIA ZOOM
February 9, 2021
6:00 p.m.

AGENDA

1. Meeting called to Order
2. Approval of Agenda
3. Consent Agenda
 - A. Approval of the January 26 Council Meeting Minutes
 - B. Approval of Accounts Payable
 - C. Communications: BLT Minutes, White Lake Senior Center Thank You, Whitehall Township Annual Water Report
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. New Business
 - A. Resolution 21-07 Budget Amendment #4
 - B. Resolution 21-08 Water Tower Repairs
7. Public Comment *
8. Adjournment

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

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CITY OF WHITEHALL
COUNCIL MEETING MINUTES
January 26, 2021
REMOTE VIA ZOOM

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

ABSENT: None

ALSO PRESENT: Brenda Bourdon, Roger Squiers, Laurie Audo, Camryn Evans and Rylan Bernhardt

Mayor Hillebrand called the meeting to order at 6:00 p.m. via remote conference

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. January 12, 2021 Work Session and Council Meeting Minutes
- B. Accounts Payable - \$108,101.23
- C. Communications: Central Dispatch Minutes, Central Dispatch Financial Statements, Greater Muskegon Economic Development Annual Report, Montague's Climate Emergency Resolution, Police Department Report, Whitehall Township Water Consumption Report, Whitehall's 2nd Qtr Financial Report

Motion by Mullally, seconded by DeMumbrum, CARRIED, to approve the Consent Agenda. Yes – 6; No – 1, Brown; Absent - 0

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Council members provided comments.

PUBLIC COMMENT

Greg Maki and Aaron (Agrimed): provided update on construction and opening date.

NEW BUSINESS

- A. Resolution 21-04 Board of Review

Motion by Connell, seconded by Dennis, CARRIED, to approve a change in dates, for March Board of Review, to Wednesday, March 10 and Thursday, March 11.

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

B. Resolution 21-05 Community Fund Request

Motion by DeMumbrum, seconded by Connell, CARRIED, to request \$20,330 from the Blomdahl Fund at the Community Foundation.

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

C. Resolution 21-06 Union Contract

Motion by Salter, seconded by DeMumbrum, CARRIED, to authorize the Mayor and Clerk to sign agreement between the City and Teamsters.

Roll Call Vote: Yes – Salter, DeMumbrum, Mullally, Connell, and Hillebrand;
No – 2, Brown and Dennis; Absent – None

PUBLIC COMMENT

Tamara Horne: WLA Climate Action Council

ADJOURNMENT

Mayor Hillebrand adjourned the Council Meeting at 6:26 pm.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
February 9, 2021

January & February 2021 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$41,338.27	Transfer
IRS	Payroll	\$15,111.92	EFT
Alerus Financial	Payroll	\$5,339.45	EFT
MISDU	Payroll	\$90.34	7407
Alerus Financial	Payroll	\$340.88	EFT
	<u>Total Prepays:</u>	\$62,220.86	
	<u>TOTAL ACCOUNTS PAYABLE</u>		<u>\$189,269.68</u>

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	067536	JAN-2021	969.81
TOTAL FOR: AFLAC			969.81
AMWAT	AMERICAN WATER WORKS ASSOC		
	7001881408	MEMBERSHIP RENEWAL - ARMSTRONG	361.00
TOTAL FOR: AMERICAN WATER WORKS ASSOC			361.00
CITYS	CITY SERVICES INC		
	S103871405.001	WATER METER INSTALL - PLANT 10 HOWMET	2,650.00
TOTAL FOR: CITY SERVICES INC			2,650.00
CONSU	CONSUMER'S ENERGY		
	STATEMENTS	PUBLIC UTILITIES	11,256.14
TOTAL FOR: CONSUMER'S ENERGY			11,256.14
DTE	DTE ENERGY		
	STATEMENTS	PUBLIC UTILITIES	3,792.56
TOTAL FOR: DTE ENERGY			3,792.56
ETNA	ETNA SUPPLY INC		
	STATEMENTS	54 METERS & NEW SERVICE SUPPLIES/PARTS	11,160.65
TOTAL FOR: ETNA SUPPLY INC			11,160.65
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	110.29
TOTAL FOR: FRONTIER			110.29
GORDO	GORDON FOOD SERVICE		
	828447005	FOAM COFFEE CUPS & FILTERS	16.33
TOTAL FOR: GORDON FOOD SERVICE			16.33
HUNTS	HUNT'S DO-IT CENTER		
	STATEMENT	OPPERATING SUPPLIES	233.67
TOTAL FOR: HUNT'S DO-IT CENTER			233.67
IACP	IACP		
	0140882	MEMBERSHIP DUES - SQUIERS	190.00
TOTAL FOR: IACP			190.00
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	270799723	DIGITAL SUPPORT SERVICE	13.20
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			13.20
KSSB	KS STATEBANK		
	3355866	2020 FORD POLICE INTERCEPTER	11,712.00
TOTAL FOR: KS STATEBANK			11,712.00
MDEQ	MI DEPT EGLE		
	STATEMENT	CERTIFICATION/TESTING - THRONE & VANDERPUTTE	210.00
TOTAL FOR: MI DEPT EGLE			210.00

Vendor Code	Vendor Name	Description	Amount
MODEL	MODEL COVERALL SERVICE INC	STATEMENT UNIFORMS	201.52
TOTAL FOR: MODEL COVERALL SERVICE INC			201.52
MRWA	MRWA	2020-00271 MEMBERSHIP - ARMSTRONG & BISSON	250.00
TOTAL FOR: MRWA			250.00
MAISD	MUSKEGON AREA INTERMEDIATE SCHOOLS	12707 QTY 500 - PLAYHOUSE DONORS BROCHURE	296.90
TOTAL FOR: MUSKEGON AREA INTERMEDIATE SCHOOLS			296.90
MUTRE	MUSKEGON COUNTY TREASURER'S	WWUB123500 WASTE WATER & BONDS	51,649.60
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			51,649.60
NEWL	NEW LIFE CARTRIDGES INC	34837 TONER CARTRIDGE - CH	87.99
TOTAL FOR: NEW LIFE CARTRIDGES INC			87.99
ED	OGBORN ENTERPRISES, INC.	WCH21-02/WDPW21 OFFICE CLEANING - CITY HALL/PD/DPW	587.71
TOTAL FOR: OGBORN ENTERPRISES, INC.			587.71
PETRO	PETRO TANK & LINE TESTING LLC	224069 SERVICE CALL - UNLEADED PUMP	477.00
TOTAL FOR: PETRO TANK & LINE TESTING LLC			477.00
PREIN	PREIN & NEWHOF, PC	59031/59034 N MEARS LOT / TANNERY BAY PH2	19,605.00
		59036/59035 WATER ASSET MGT / MARINA SETTLING ASSESSMENT	2,968.60
TOTAL FOR: PREIN & NEWHOF, PC			22,573.60
HUEBL	SCOTT HUEBLER	JAN-2021 CAR ALLOWANCE	300.00
TOTAL FOR: SCOTT HUEBLER			300.00
STAND	STANDARD SUPPLY & LUMBER	STATEMENTS LUMBER - TRAFFIC BARRIERS/SIGN POLES @SVENSSO	125.08
TOTAL FOR: STANDARD SUPPLY & LUMBER			125.08
STAPL	STAPLES CREDIT PLAN	STATEMENT OFFICE SUPPLY/MINUTE BOOK	280.03
TOTAL FOR: STAPLES CREDIT PLAN			280.03
SWCOMP	SWIFTCOMPLY US OPCO, INC	INV-7827 ANNUAL XC2 MAINTENANCE & SUPPORT SERVICES	1,200.00
TOTAL FOR: SWIFTCOMPLY US OPCO, INC			1,200.00
STANI	THE STANDARD INSURANCE	00 756075 0001 LIFE & DISABILITY INSURANCE - FEB-2021	1,190.90
TOTAL FOR: THE STANDARD INSURANCE			1,190.90

Vendor Code	Vendor Name	Description	Amount
TRACE	TRACE ANALYTICAL LABS		
	1010969	WATER TESTING	151.00
TOTAL FOR: TRACE ANALYTICAL LABS			151.00
TRUCK	TRUCK & TRAILER SPECIALTIES		
	DSO007719	TRUCK 12-18 HYDRAULIC DOWN PRESSURE CYLINDER	960.83
TOTAL FOR: TRUCK & TRAILER SPECIALTIES			960.83
TWIN	TWIN CITIES AUTO PARTS		
	465026	BELTS FOR 70-03	59.76
	STATEMENT	CRUISER #303 - REPAIRS	1,272.89
TOTAL FOR: TWIN CITIES AUTO PARTS			1,332.65
USPOS	UNITED STATES POSTMASTER		
	STATEMENT	STAMPS - 100 PC ROLL	55.00
TOTAL FOR: UNITED STATES POSTMASTER			55.00
USABL	USA BLUE BOOK		
	477132	WATER SAMPLING VALVES / HYDRANT ADAPTOR	103.09
TOTAL FOR: USA BLUE BOOK			103.09
VANCE	VANCE OUTDOORS INC		
	3781800-IN	AMMUNITION	309.75
TOTAL FOR: VANCE OUTDOORS INC			309.75
WESTMI	WEST MICHIGAN INTERNATIONAL		
	STATEMENT	TRUCK 12-19 - EXHAUST PIPE, MIRROR, HEAT SHIE	1,551.05
TOTAL FOR: WEST MICHIGAN INTERNATIONAL			1,551.05
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENTS	MISC PARTS/SUPPLIES/TOOLS/IMPACT WRENCH	597.03
TOTAL FOR: WHITE LAKE AUTOMOTIVE			597.03
WLNUR	WHITE LAKE NURSERY		
	STATEMETNS	PARTS - BLADE, SCRAPER, SCREWS, NUTS	92.44
TOTAL FOR: WHITE LAKE NURSERY			92.44
TOTAL - ALL VENDORS			127,048.82

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 02/05/2021 - 02/05/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 9, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648	DUE TO ALFAC	AFLAC	01/12/21	067536	969.81
			Total For Dept 000 648		969.81
Dept 172 ADMINISTRATION					
101-172-727.000	OFFICE SUPPLIES	NEW LIFE CARTRIDGES INC	02/03/21	34837	87.99
101-172-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	01/31/21	STATEMENT	250.50
101-172-850.000	TELEPHONE	FRONTIER	01/16/21	STATEMENT	35.15
101-172-935.000	COPIER MAINTENANCE	KONICA MINOLTA BUSINESS	01/16/21	270799723	13.20
			Total For Dept 172 ADMINISTRATION		386.84
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	12.58
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	02/01/21	WCH21-02/WDPW21-02	350.53
101-265-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	1,016.93
101-265-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	1,158.33
			Total For Dept 265 CITY HALL BLDG & GROUNDS		2,538.37
Dept 276 CEMETERY					
101-276-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	77.95
101-276-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	41.50
			Total For Dept 276 CEMETERY		119.45
Dept 301 POLICE					
101-301-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	01/31/21	STATEMENT	29.53
101-301-741.000	AMMUNITION	VANCE OUTDOORS INC	01/31/21	3781800-IN	309.75
101-301-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	(7.45)
101-301-850.000	TELEPHONE	FRONTIER	01/16/21	STATEMENT	35.15
101-301-920.000	UTILITIES-EMERGENCY SIRENS	CONSUMER'S ENERGY	01/25/21	STATEMENTS	20.47
101-301-933.000	EQUIPMENT MAINTENANCE	TWIN CITIES AUTO PARTS	01/29/21	STATEMENT	1,272.89
101-301-958.000	MEMBERSHIPS & DUES	IACP	08/01/21	0140882	190.00
101-301-982.000	LEASE	KS STATEBANK	01/15/21	3355866	11,712.00
			Total For Dept 301 POLICE		13,562.34
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	41.67
			Total For Dept 448 STREET LIGHTING		41.67
Dept 751 PARKS DEPARTMENT					
101-751-775.000	REPAIRS & MAINT SUPPLIES	STANDARD SUPPLY & LUMBER	02/01/21	STATEMENTS	44.50
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	390.37
			Total For Dept 751 PARKS DEPARTMENT		434.87
Dept 777 119 S BALDWIN ST					
101-777-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	74.73
101-777-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	76.02
			Total For Dept 777 119 S BALDWIN ST		150.75
Dept 851 FRINGE BENEFITS					
101-851-719.450	FRINGE-UNIFORMS	MODEL COVERALL SERVICE I	02/01/21	STATEMENT	178.64
101-851-719.500	FRINGE-ADMIN CAR ALLOW	SCOTT HUEBLER	02/01/21	JAN-2021	300.00
101-851-719.680	FRINGE-LIFE INS	THE STANDARD INSURANCE	01/15/21	00 756075 0001	227.24
101-851-719.690	FRINGE-DISABILITY INS	THE STANDARD INSURANCE	01/15/21	00 756075 0001	963.66

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
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 COUNCIL MEETING OF FEBRUARY 9, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 851 FRINGE BENEFITS					1,669.54
				Total For Dept 851 FRINGE BENEFITS	
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC SERVICES					19,873.64
202-474-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	75.67
202-474-757.000	OPERATING SUPPLIES	STANDARD SUPPLY & LUMBER	02/01/21	STATEMENTS	40.29
				Total For Dept 474 TRAFFIC SERVICES	115.96
Dept 494 TRUNKLINE SURFACE MAINTENANCE					
202-494-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	32.27
				Total For Dept 494 TRUNKLINE SURFACE MAINTENANC	32.27
Fund 203 LOCAL STREET FUND					
Dept 474 TRAFFIC SERVICES					148.23
203-474-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	75.68
203-474-757.000	OPERATING SUPPLIES	STANDARD SUPPLY & LUMBER	02/01/21	STATEMENTS	40.29
				Total For Dept 474 TRAFFIC SERVICES	115.97
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3					
Dept 000 648					115.97
245-000-820.000	ENGINEERING FEES-MARINA	PREIN & NEWHOF, PC	01/12/21	59036/59035	1,968.60
245-000-820.200	ENGINEERING-P&N-TANNERY	PREIN & NEWHOF, PC	01/12/21	59031/59034	1,216.00
245-000-820.300	ENGINEERING	PREIN & NEWHOF, PC	01/12/21	59031/59034	18,389.00
				Total For Dept 000 648	21,573.60
Dept 300 DOWNTOWN STREETScape					
245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	CONSUMER'S ENERGY	01/25/21	STATEMENTS	328.51
				Total For Dept 300 DOWNTOWN STREETScape	328.51
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648					21,902.11
249-000-727.000	OFFICE SUPPLIES	UNITED STATES POSTMASTER	02/01/21	STATEMENT	27.50
				Total For Dept 000 648	27.50
Fund 580 PLAYHOUSE					
Dept 000 648					27.50
580-000-805.000	MARKETING	MUSKOGON AREA INTERMEDIA	01/20/21	12707	296.90
580-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	555.76
580-000-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	1,357.60
				Total For Dept 000 648	2,210.26
				Total For Fund 580 PLAYHOUSE	2,210.26

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 02/05/2021 - 02/05/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF FEBRUARY 9, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 560 SEWER ADMINISTRATION					
590-560-727.000	OFFICE SUPPLIES	UNITED STATES POSTMASTER	02/01/21	STATEMENT	13.75
			Total For Dept 560 SEWER ADMINISTRATION		13.75
Dept 564 SEWER PUMPING					
590-564-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	1,281.51
590-564-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	36.29
			Total For Dept 564 SEWER PUMPING		1,317.80
Dept 566 WASTEWATER SYSTEM-GALLONAGE					
590-566-951.000	WASTEWATER SYSTEM-GALLONAGE	MUSKOGON COUNTY TREASURE	01/15/21	WWUB123500	33,515.63
590-566-951.100	WASTEWATER SYS-GALLONAGE - BOND	MUSKOGON COUNTY TREASURE	01/15/21	WWUB123500	18,133.97
			Total For Dept 566 WASTEWATER SYSTEM-GALLONAGE		51,649.60
Dept 568 SEWER T & D					
590-568-775.000	REPAIRS & MAINT SUPPLIES	WHITE LAKE AUTOMOTIVE	01/30/21	STATEMENTS	35.78
			Total For Dept 568 SEWER T & D		35.78
			Total For Fund 590 SEWER FUND		53,016.93
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-727.000	OFFICE SUPPLIES	UNITED STATES POSTMASTER	02/01/21	STATEMENT	13.75
591-540-820.000	ENGINEERING FEES	PREIN & NEWHOF, PC	01/12/21	59036/59035	1,000.00
591-540-957.000	CONFERENCES & WORKSHOPS	MI DEPT EGLE	01/25/21	STATEMENT	210.00
591-540-957.000	CONFERENCES & WORKSHOPS	MRWA	01/26/21	2020-00271	250.00
591-540-958.000	MEMBERSHIPS & DUES	AMERICAN WATER WORKS ASS	12/20/20	7001881408	361.00
			Total For Dept 540 WATER ADMINISTRATION		1,834.75
Dept 546 WATER SOURCE PLANT					
591-546-775.000	REPAIRS & MAINT SUPPLIES	USA BLUE BOOK	01/19/21	477132	13.74
591-546-818.100	CONTRACTUAL SERVICES	TRACE ANALYTICAL LABS	01/31/21	1010969	151.00
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	5,353.88
591-546-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	172.88
591-546-920.000	PUBLIC UTILITIES	FRONTIER	01/16/21	STATEMENT	39.99
			Total For Dept 546 WATER SOURCE PLANT		5,731.49
Dept 548 WATER T & D					
591-548-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	12.58
591-548-775.000	REPAIRS & MAINT SUPPLIES	USA BLUE BOOK	01/19/21	477132	89.35
591-548-818.000	CONTRACTUAL SERVICES	SWIFTCOMPLY US OPCO, INC	02/01/21	INV-7827	1,200.00
			Total For Dept 548 WATER T & D		1,301.93
Dept 550 WATER CONSTRUCTION					
591-550-757.000	OPERATING SUPPLIES	ETNA SUPPLY INC	01/25/21	STATEMENTS	1,170.65
591-550-818.000	CONTRACTUAL SERVICES	CITY SERVICES INC	01/25/21	S103871405.001	2,650.00
591-550-976.000	CAPITAL OUTLAY-METERS	ETNA SUPPLY INC	01/25/21	STATEMENTS	9,990.00
			Total For Dept 550 WATER CONSTRUCTION		13,810.65
			Total For Fund 591 WATER FUND		22,678.82

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 594 MARINA FUND					
Dept 000 648					
594-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	1,590.45
			Total For Dept 000 648		1,590.45
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-751.000	GASOLINE & MOTOR OIL	PETRO TANK & LINE TESTIN	01/20/21	224069	477.00
661-000-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	01/25/21	828447005	16.33
661-000-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	6.29
661-000-757.000	OPERATING SUPPLIES	WHITE LAKE AUTOMOTIVE	01/30/21	STATEMENTS	34.59
661-000-777.000	SMALL TOOLS	WHITE LAKE AUTOMOTIVE	01/30/21	STATEMENTS	299.99
661-000-781.000	REPAIR PARTS AND SUPPLIES	HUNT'S DO-IT CENTER	01/26/21	STATEMENT	58.32
661-000-781.000	REPAIR PARTS AND SUPPLIES	TRUCK & TRAILER SPECIALT	01/28/21	DS0007719	960.83
661-000-781.000	REPAIR PARTS AND SUPPLIES	TWIN CITIES AUTO PARTS	01/29/21	465026	59.76
661-000-781.000	REPAIR PARTS AND SUPPLIES	WHITE LAKE AUTOMOTIVE	01/30/21	STATEMENTS	226.67
661-000-781.000	REPAIR PARTS AND SUPPLIES	WHITE LAKE NURSERY	01/30/21	STATEMETNS	92.44
661-000-818.000	CONTRACTUAL SERVICES	MODEL COVERALL SERVICE I	02/01/21	STATEMENT	22.88
661-000-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	02/01/21	WCH21-02/WDPW21-02	237.18
661-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	01/25/21	STATEMENTS	491.64
661-000-920.000	PUBLIC UTILITIES	DTE ENERGY	01/26/21	STATEMENTS	949.94
661-000-933.000	EQUIPMENT MAINTENANCE	WEST MICHIGAN INTERNATIO	01/31/21	STATEMENT	1,551.05
			Total For Dept 000 648		5,484.91
			Total For Fund 661 MOTOR POOL FUND		5,484.91

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
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 COUNCIL MEETING OF FEBRUARY 9, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
				Fund Totals:	
				Fund 101 GENERAL OPERATING FUND	19,873.64
				Fund 202 MAJOR STREET FUND	148.23
				Fund 203 LOCAL STREET FUND	115.97
				Fund 245 TAX INCREMENT FINANCE	21,902.11
				Fund 249 BUILDING INSPECTION DE	27.50
				Fund 580 PLAYHOUSE	2,210.26
				Fund 590 SEWER FUND	53,016.93
				Fund 591 WATER FUND	22,678.82
				Fund 594 MARINA FUND	1,590.45
				Fund 661 MOTOR POOL FUND	5,484.91
				Total For All Funds:	127,048.82

**CITY OF WHITEHALL
BROWNFIELD, LDFA, TIFA
February 4, 2021**

PRESENT

D. Copley, M. Guinon, D. Hain, D. Hillebrand, G. Langlois, M. McDermott, J. McDowell, T. Moore, D. Nordlund, P. Voss

ABSENT

K. Cyr

ALSO PRESENT

Public Works Director Armstrong, Treasurer L. Audo, Director/Secretary S. Huebler, Deputy Clerk/Treasurer A. Seaver

Chair Copley called the meeting to order at 12:01 p.m. via Zoom.

APPROVAL OF AGENDA

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

ELECTION OF OFFICERS

Motion by Guinon, second by Langlois, CARRIED, to nominate Copley as Chair, Hillebrand as Vice Chair, Huebler as Director/Secretary, and Audo as Treasurer. All voted yes.

APPROVAL OF MINUTES

Motion by Hillebrand, second by Langlois, CARRIED, to approve the October 8, 2020, October 22, 2020, and corrected November 5, 2020 minutes. All voted yes.

COMMUNICATIONS

Huebler presented the mid-year financial reports and noted that all three budgets are tracking well.

UNFINISHED BUSINESS

NEW BUSINESS

A. North Mears Parking Lot Project Bids

Motion by Voss, second by Nordlund, CARRIED, to approve Resolution 21-01 awarding the North Mears Parking Lot Project Bids to McCormick Sand for the low qualified bid of \$803,836.50 along with the recommended budget adjustments. Roll Call Vote – 7 yes.

B. North Mears Parking Lot Project Engineering

Motion by Guinon, second by Voss, CARRIED, to approve Resolution 21-02 increasing the engineering costs by \$40,000 to reflect a number of design changes. Roll Call Vote – 7 yes.

Board members expressed concern over the additional engineering costs.

C. North Mears WiFi

While some see free WiFi as a feature local business should provide and question the need for it in a parking lot, the TIFA Board agreed to have staff pursue costs and funding sources.

D. White Lake Area Chamber of Commerce Agreement

Motion by Hillebrand, second by Guinon, CARRIED, to approve a three year contract with the Chamber for marketing services for \$12,000 per year subject to annual legislative appropriation. All voted yes.

E. Façade Grant Request - CatchMark

Motion by McDowell, second by Voss, CARRIED, to approve Resolution 21-03 awarding a \$5,000 grant to CatchMark along with any necessary budget amendment. Roll Call Vote – 7 yes.

Staff noted that the amount requested, \$10,000 on a \$14,000 project, exceeds our dollar for dollar limit and the work was completed prior to Board approval of the grant. The Board asked for recommendations from staff on how to better address the Boards limited meeting schedule and timeliness of getting façade work completed.

F. Land Sale – 212 West Colby and 215 West River

Motion by Hillebrand, second by Guinon, CARRIED, to adhere to the Development Plan which calls for the eventual acquisition of Big Johns Pizza and NAPA Auto Parts while maintaining ownership of all of the property previously purchased. All voted yes.

McDowell suggested that the Board review the Development Plan at a future meeting, perhaps at a work session.

PUBLIC COMMENT

Chamber Director Amy VanLoon and Chamber President Rich Houtteman thanked TIFA for their continued financial support. Big Johns Pizza owner Amy Martel expressed displeasure that the Board is not willing to sell.

ADJOURNMENT

There being no further business, motion by Guinon, second by Langlois, CARRIED, to adjourn the meeting at 1:05 p.m. All voted yes.



Thank you for your
Continued Support of
the White Lake Senior
Center. During this un-
certain times and not
being able to do any
fund raisers we appreciate
it even more. Currently
we are open for essential
Senior Services such as blood
pressure checks, pedicures
etc. Again.
Thank you!
Christi



CITY OF WHITEHALL

January 14, 2021

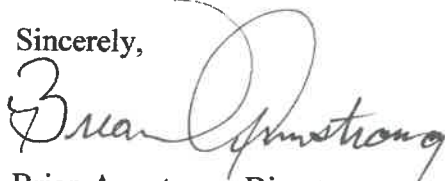
Mr. Arnold Erb, Supervisor
Whitehall Township
7644 Durham Road
Whitehall, MI 49461

Dear Arnold:

Please find enclosed the 2020 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,



Brian Armstrong, Director
Department of Public Works

C: Deb Hillebrand, Mayor
Scott Huebler, City Manager

WHITEHALL TOWNSHIP – CITY OF WHITEHALL

WATER SERVICE AGREEMENT

2020 ANNUAL REPORT

AVERAGE DAILY DEMAND (ADD)*:

The ADD computed from Township water meter readings for four consecutive quarters Of 2020:

1 st Quarter	1.546 MG	0.01718 MGD/quarter	
2 nd Quarter	2.603 MG	0.02892 MGD/quarter	
3 rd Quarter	5.424 MG	0.06027 MGD/quarter	0.0327 MGD
4 th Quarter	2.194 MG	0.02438 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 2019 0.0279 MGD

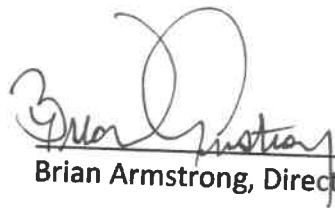
FIVE YEAR AVERAGE DAILY DEMAND 0.0324 MGD

TOTAL NUMBER OF METERED TOWNSHIP CONNECTIONS (43)

METERED CONNECTIONS ADDED IN 2020 (3)

TOTAL NUMBER OF TOWNSHIP FIRE HYDRANTS (43)

FIRE HYDRANTS ADDED IN 2020 (3)


Date 1-14-21
Brian Armstrong, Director of Public Works

Whitehall Township Water Usage 2020

Account #	Service	Jan-Mar 2020	Apr-June 2020	July-Sept 2020	Oct-Dec 2020	Totals	
016-07021-00	True North Energy	17	21	22	20	80	
016-07021-05	True North Energy	0	66	226	0	292	
016-07022-00	True North Energy	315	277	275	219	1086	
016-07024-00	Taco Bell	87	77	73	109	346	
016-07024-05	Taco Bell/Irrig	0	96	233	0	329	
016-07025-00	Little Ceasers Pizza	64	58	69	55	246	
016-07026-00	White Lake Center	20	5	26	21	72	
016-07030-00	White Lake Center	11	9	11	14	45	
016-07035-00	Great Lakes Fresh Market	0	0	0	0	0	
016-07037-00	O'Reilly Auto Parts	2	1	2	2	7	
016-07037-05	O'Reilly Auto Parts/Irrig	0	40	154	0	194	
016-07038-00	White Lake Center	10	8	7	3	28	
016-07038-05	White Lake Center	0	0	0	0	0	
016-07039-01	Goodwill Industries	14	2	9	5	30	
016-07039-05	Goodwill Industries/Irrig	0	45	165	32	242	
016-07040-00	Kathleen Bentz	7	7	8	7	29	
016-07043-00	Save-A-Lot	17	17	19	12	65	
016-07043-05	Save-A-Lot/Irrig	0	234	620	216	1070	
016-07045-00	San Marcos	104	77	140	120	441	
016-07050-00	Sikkenga Phyllis	0	0	0	0	0	
016-08010-00	Walgreens #11417	11	9	11	9	40	
016-08010-05	Walgreens #11417/Irrig	0	0	0	0	0	
016-08020-00	Arby's #7822	32	55	114	48	249	
016-08021-00	Advanced Auto	2	2	2	2	8	
016-08021-05	Advanced Auto/Irrig	0	58	252	85	395	
016-08050-00	McDonalds	225	280	1081	379	1965	
016-08052-00	Rodeway Inn	226	265	266	229	986	
016-08053-00	Wesco	92	104	135	130	461	
016-08053-05	Wesco/Irrig	0	212	497	158	867	
016-08055-00	Family Farm and Home	3	22	24	18	67	
016-08065-00	KBA Whitehall-Culvers				0	0	
016-08065-05	KBA Whitehall-Culvers				0	0	
016-08101-00	Viking Tool & Engineering	1	1	2	1	5	
016-08108-00	Harborlight Credit Union	7	1	4	2	14	
016-08108-05	Harborlight Credit Union/Irrig	0	0	296	30	326	
016-08109-00	Wal-Mart Stores East #34	156	147	182	129	614	
016-08109-05	Wal-Mart Stores East #34/Irrig	0	240	336	21	597	
016-09002-00	Erdman Machine Company	55	46	71	46	218	
016-09008-00	Urban Machine	4	4	4	2	14	
016-09012-00	Fusion Fluid Equipment	22	12	15	19	68	
016-09025-00	Patterson Chad/Sheena	8	64	16	13	101	
016-10002-00	Magnolia's Pet Grooming	31	23	42	38	134	
016-10015-00	Discovery School	3	18	15	0	36	
	Totals:	1546	2603	5424	2194	11767	
	Average Daily Demand	0.01718	0.02892	0.06027	0.02438	0.13074	Qtr. MGD 0.03269

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. |
| 41. | FK3-287 | N. Side of Building 8529 Silver Creek |
| 42. | FH4-241 | Between. Little Ceasers and Culvers |
| 43. | FI4-274 | S. Side of building (behind building) |

CITY OF WHITEHALL
RESOLUTION 21-07
Budget Amendment #4

- WHEREAS, the City Council previously approved a budget for Fiscal Year 2020/21.
- WHEREAS, the following budget adjustments are required to be compliant with State law and generally accepted accounting principles
- Whereas, The Tax Increment Finance Authority Board (TIFA) accepted a bid for the North Mears Parking Lot Project in the amount of \$803,836.50 and approved revised engineering costs of \$170,000 for a total project cost of \$973,836.50.
- WHEREAS, TIFA budgeted \$851,000 for contractual services and engineering.
- WHEREAS TIFA approved utilizing \$231,055 slated for Lewis/Lakeview Street Improvements to cover the contractual and engineering shortfall for the North Mears Parking Lot Project bringing the total funding to \$1,082,055.
- WHEREAS, The Capital Improvement Fund will be decreased by \$231,055.
- WHEREAS, all line items of the Playhouse Fund budget have been updated to reflect lost revenues and reduced expenses due to the negative impact that the COVID19 Pandemic has had on the operations.
- WHEREAS, grant revenue has been increased for the Community Fund (\$20,330) and MiStages Grant (\$40,000).

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby approves the budget amendments as described above.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held February 9, 2021 at 6:00 p.m. (___yes, ___no, ___absent)

Debra Hillebrand, Mayor

Alyssa Seaver, Deputy City Clerk

User: LAURIE
DB: WHITEHALL

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	AVAILABLE
		AMENDED BUDGET	NORMAL	02/28/2021 (ABNORMAL)	NORMAL (ABNORMAL) BALANCE
Fund 245 - TAX INCREMENT FINANCE AUTHORITY #3					
Revenues					
Dept 000 - 648					
245-000-406.000	TAX REVENUE	348,840.00		348,825.12	14.88
245-000-441.000	LOCAL COMMUNITY STABILIZATION	900,000.00		903,865.67	(3,865.67)
245-000-665.000	INTEREST EARNINGS-INVESTMENTS	4,000.00		1,385.82	2,614.18
245-000-686.000	OTHER INCOME	0.00		14,364.92	(14,364.92)
Total Dept 000 - 648		1,252,840.00		1,268,441.53	(15,601.53)
TOTAL REVENUES		1,252,840.00		1,268,441.53	(15,601.53)
Expenditures					
Dept 000 - 648					
245-000-818.000	CONTRACTUAL SERVICES	20,000.00		0.00	20,000.00
245-000-818.100	CONTRACTUAL SERVICES-	60,000.00		0.00	60,000.00
245-000-818.300	CONTRACTUAL SERVICES-CHAMBER	12,000.00		12,000.00	0.00
245-000-818.400	CONTRACTUAL SERVICES-DOWNTOWN RESTROOM	1,740.00		1,015.00	725.00
245-000-818.700	CONTRACTUAL SERVICES-FACADE IMP	20,000.00		1,497.90	18,502.10
245-000-818.750	CONTRACTUAL SERVICES- <i>Downtown</i>	911,055.00	*	0.00	911,055.00
245-000-818.900	CONTRACTUAL SERVICES-MISCO DR <i>+ 191,055</i>	5,000.00		0.00	5,000.00
245-000-820.000	ENGINEERING FEES-MARINA	10,000.00		0.00	10,000.00
245-000-820.100	ENGINEERING FEES-BROWNFIELD	1,500.00		0.00	1,500.00
245-000-820.200	ENGINEERING-P&N-TANNERY	46,900.00		2,316.50	44,583.50
245-000-820.300	ENGINEERING <i>+ 40,000</i>	171,000.00	*	40,496.60	130,503.40
245-000-826.000	ATTORNEY FEES	200.00		0.00	200.00
245-000-920.000	PUBLIC UTILITIES	20,900.00		20.00	20,880.00
245-000-962.000	OTHER EXPENSES	4,000.00		92.10	3,907.90
245-000-999.101	TRANSFER GENERAL-ADMIN FEE	8,720.00		0.00	8,720.00
Total Dept 000 - 648		1,293,015.00		57,438.10	1,235,576.90
Dept 100					
245-100-702.000	SALARIES-ADMIN	24,225.00		13,514.19	10,710.81
245-100-719.000	FRINGE BENEFITS	21,255.00		10,042.06	11,212.94
245-100-719.100	FRINGE BENEFITS-WAGES	8,075.00		3,348.92	4,726.08
245-100-949.000	CONTRIBUTION-COUNTY	99,500.00		0.00	99,500.00
245-100-949.100	CONTRIBUTION-MUSEUM	5,650.00		0.00	5,650.00
245-100-949.200	CONTRIBUTION-VETS	1,300.00		0.00	1,300.00
245-100-949.300	CONTRIBUTION-CITY	275,300.00		0.00	275,300.00
245-100-949.400	CONTRIBUTION-FIRE AUTHORITY	53,950.00		0.00	53,950.00
245-100-949.500	CONTRIBUTION-MCC	38,450.00		0.00	38,450.00
245-100-949.600	CONTRIBUTION-W.L. COMMUNITY LIBRARY	11,850.00		0.00	11,850.00
245-100-949.700	CONTRIBUTION-911	5,250.00		0.00	5,250.00
245-100-949.800	CONTRIBUTION-SENIOR MILLAGE	8,750.00		0.00	8,750.00
Total Dept 100		553,555.00		26,905.17	526,649.83
Dept 300 - DOWNTOWN STREETScape					
245-300-706.000	SALARIES & WAGES	18,115.00		7,618.52	10,496.48
245-300-708.000	SALARIES & WAGES-PART TIME	8,900.00		3,086.50	5,813.50
245-300-719.000	FRINGE BENEFITS	8,890.00		3,158.52	5,731.48
245-300-719.100	FRINGE BENEFITS-WAGES	3,040.00		1,177.18	1,862.82
245-300-757.000	OPERATING SUPPLIES	1,400.00		2,250.50	(850.50)
245-300-818.000	CONTRACTUAL SERVICES	2,500.00		0.00	2,500.00
245-300-920.000	PUBLIC UTILITIES	2,000.00		1,321.66	678.34
245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	3,500.00		1,615.91	1,884.09
245-300-922.000	ELECTRICAL-CHRISTMAS LIGHTS	1,500.00		0.00	1,500.00
245-300-943.000	EQUIPMENT RENTAL	14,200.00		6,673.54	7,526.46
245-300-974.000	CAPITAL IMPROVEMENTS	8,000.00		1,017.12	6,982.88
Total Dept 300 - DOWNTOWN STREETScape		72,045.00		27,919.45	44,125.55
TOTAL EXPENDITURES		1,918,615.00		112,262.72	1,806,352.28
Fund 245 - TAX INCREMENT FINANCE AUTHORITY #3:					
TOTAL REVENUES		1,252,840.00		1,268,441.53	(15,601.53)
TOTAL EXPENDITURES		1,918,615.00		112,262.72	1,806,352.28
NET OF REVENUES & EXPENDITURES		(665,775.00)		1,156,178.81	(1,821,953.81)

User: LAURIE

DB: WHITEHALL

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE		AVAILABLE
			NORMAL	(ABNORMAL)	BALANCE
Fund 402 - CAPITAL PROJECT FUND					
Revenues					
Dept 000 - 648					
402-000-665.000	INTEREST EARNINGS-INVESTMENTS	1,900.00	186.60		1,713.40
402-000-699.101	TRANSFERS FROM GENERAL FUND	285,335.00	0.00		285,335.00
402-000-699.590	TRANSFERS FROM SEWER FUND	86,700.00	0.00		86,700.00
402-000-699.591	TRANSFER FROM WATER FUND	160,500.00	0.00		160,500.00
Total Dept 000 - 648		534,435.00	186.60		534,248.40
TOTAL REVENUES		534,435.00	186.60		534,248.40
Expenditures					
Dept 000 - 648					
402-000-818.000	CONTRACTUAL SERVICES	707,900.00	458,132.74		249,767.26
402-000-820.000	ENGINEERING FEES	110,000.00	40,894.58		69,105.42
402-000-962.000	OTHER EXPENSES	0.00	124.00		(124.00)
Total Dept 000 - 648		817,900.00	499,151.32		318,748.68
TOTAL EXPENDITURES		817,900.00	499,151.32		318,748.68
Fund 402 - CAPITAL PROJECT FUND:					
TOTAL REVENUES		534,435.00	186.60		534,248.40
TOTAL EXPENDITURES		817,900.00	499,151.32		318,748.68
NET OF REVENUES & EXPENDITURES		(283,465.00)	(498,964.72)		215,499.72

User: LAURIE
DB: WHITEHALL

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	2020-21		AVAILABLE BALANCE
		AMENDED BUDGET	YTD BALANCE 02/28/2021 NORMAL (ABNORMAL)	
Fund 580 - PLAYHOUSE				
Revenues				
Dept 000 - 648				
580-000-645.000	TICKET SALES-SUMMER SEASON	8,250.00	8,258.69	(8.69)
580-000-645.100	WHITE LAKE YOUTH THEATRE	6,400.00	4,391.00	2,009.00
580-000-645.300	TICKETS-OTHER EVENTS	19,800.00	3,882.87	15,917.13
580-000-645.500	WHITE LAKE DRAMATIC CLUB EVENTS	3,000.00	0.00	3,000.00
580-000-646.000	ADVERTISING	850.00	250.00	600.00
580-000-648.000	CONCESSIONS	300.00	0.00	300.00
580-000-648.100	CONCESSIONS-ALCOHOL	3,050.00	0.00	3,050.00
580-000-650.000	SPONSORSHIP	35,000.00	33,000.00	2,000.00
580-000-650.100	SPONSORSHIP-MUSIC	500.00	500.00	0.00
580-000-665.000	INTEREST EARNINGS-INVESTMENTS	100.00	103.00	(3.00)
580-000-669.000	RENTAL INCOME	5,575.00	1,975.00	3,600.00
580-000-680.000	DONATIONS	15,300.00	13,287.92	2,012.08
580-000-680.100	RESTRICTED DONATIONS	41,800.00	41,800.00	0.00
580-000-680.300	GRANTS	x 92,710.00	32,380.00	60,330.00
580-000-680.510	CAPITAL CAMPAIGN-DIRECT PAYMENTS	422,060.00	170,590.00	251,470.00
580-000-680.520	CAPITAL CAMPAIGN- COMMUNITY FUND PAYMEN	0.00	55,000.00	(55,000.00)
580-000-685.100	FUND RAISER-FRIENDS	1,000.00	0.00	1,000.00
580-000-685.200	MERCHANDISE	450.00	180.00	270.00
580-000-686.000	OTHER INCOME	30.00	27.40	2.60
Total Dept 000 - 648		656,175.00	365,625.88	290,549.12
TOTAL REVENUES		656,175.00	365,625.88	290,549.12
Expenditures				
Dept 000 - 648				
580-000-702.000	SALARIES-ADMIN	50,000.00	29,479.00	20,521.00
580-000-705.000	SALARIES	16,400.00	14,422.80	1,977.20
580-000-706.000	SALARIES & WAGES-DPW	750.00	269.54	480.46
580-000-708.000	SALARIES & WAGES-PART TIME	18,800.00	18,578.00	222.00
580-000-708.100	SUMMER PLAYHOUSE WORKERS	3,500.00	3,500.00	0.00
580-000-719.000	FRINGE BENEFITS	36,000.00	18,009.40	17,990.60
580-000-719.100	FRINGE BENEFITS-WAGES	15,500.00	8,393.02	7,106.98
580-000-727.000	OFFICE SUPPLIES	100.00	12.76	87.24
580-000-757.000	OPERATING SUPPLIES	1,000.00	657.26	342.74
580-000-757.050	HOSPITALITY	500.00	0.00	500.00
580-000-757.100	OPERATING - S.S. SET SUPPLIES	150.00	137.16	12.84
580-000-757.200	OPERATING-S.S. COSTUMING	200.00	186.44	13.56
580-000-757.300	OPERATING- S.S. PROPS	325.00	318.78	6.22
580-000-757.400	OPERATING-YOUTH THEATRE	725.00	726.00	(1.00)
580-000-757.410	YOUTH THEATRE SEPT - JUNE	2,750.00	749.00	2,001.00
580-000-757.500	OPERATING SUPPLIES-S.S. SNACKS	200.00	0.00	200.00
580-000-757.600	WHITE LAKE DRAMATIC CLUB SUPPLIES	500.00	0.00	500.00
580-000-775.000	REPAIRS & MAINT SUPPLIES	200.00	0.00	200.00
580-000-805.000	MARKETING	1,400.00	885.23	514.77
580-000-807.000	AUDIT FEE	225.00	225.00	0.00
580-000-815.000	INSURANCE	7,855.00	0.00	7,855.00
580-000-818.000	CONTRACTUAL SERVICES-	3,100.00	2,089.18	1,010.82
580-000-818.300	CONTRACTUAL SER-LIGHTING	500.00	0.00	500.00
580-000-818.400	CONTRACTUAL SERVICES-MUSIC	5,600.00	1,500.00	4,100.00
580-000-818.500	CONTRACTUAL SERVICES-TCKT PASS THRU-REN	500.00	0.00	500.00
580-000-818.600	C/S- SOUND TECHNICIANS	800.00	0.00	800.00
580-000-818.700	C/S- PERFORMANCE	1,125.00	725.00	400.00
580-000-850.000	TELEPHONE	3,500.00	2,169.86	1,330.14
580-000-920.000	PUBLIC UTILITIES	13,700.00	6,708.35	6,991.65
580-000-931.000	BUILDING MAINTENANCE	2,000.00	1,811.50	188.50
580-000-943.000	EQUIPMENT RENTAL	500.00	112.19	387.81
580-000-958.000	MEMBERSHIPS & DUES	800.00	459.00	341.00
580-000-959.000	DEPRECIATION	80,560.00	0.00	80,560.00
580-000-962.100	RIGHTS & ROYALTIES	1,560.00	960.00	600.00
580-000-965.000	TICKET AGENT FEES	2,500.00	2,324.32	175.68
580-000-974.000	CAPITAL IMPROVEMENTS	19,750.00	19,750.00	0.00
580-000-976.000	EQUIPMENT	1,900.00	1,886.48	13.52
580-000-991.000	PRINCIPAL	383,000.00	0.00	383,000.00
580-000-995.000	INTEREST	39,060.00	22,278.75	16,781.25
580-000-999.101	TRANSFER GENERA FUND	4,105.00	0.00	4,105.00
Total Dept 000 - 648		721,640.00	159,324.02	562,315.98
TOTAL EXPENDITURES		721,640.00	159,324.02	562,315.98

(65,465)

Fund 580 PLAYHOUSE

GL Number	Description	Balance
*** Assets ***		
580-000-001.000	CASH	(15,947.09)
580-000-002.000	CASH-BOND CAPITAL	473,474.82
580-000-005.000	CASH-PLAYHOUSE CC	5,232.44
580-000-018.000	PETTY CASH	300.00
580-000-056.000	INTEREST RECEIVABLE	6.78
580-000-082.000	DUE FROM OTHER SOURCES	2,040.00
580-000-125.000	DEFERRED OUTFLOWS-PENSION CONTRIB	1,518.00
580-000-126.000	DEFERRED OUTFLOWS-PENSION INV RET	(114.00)
580-000-127.000	DEFERRED OUTFLOWS-PENSION EXPERIE	(474.00)
580-000-130.000	LAND	103,454.00
580-000-136.000	BUILDING	3,893,657.29
580-000-137.000	ACCUMULATED DEPRECIATION-BLDG	(205,687.92)
580-000-145.000	EQUIPMENT	18,795.00
580-000-147.000	ACCUMILATED DEPRECIATION-EQUIPMEN	(13,156.50)
Total Assets		4,263,098.82
*** Liabilities ***		
580-000-214.000	DUE TO OTHER FUNDS	30,837.00
580-000-251.000	ACCRUED INTEREST PAYABLE	10,889.00
580-000-300.000	BONDS PAYABLE	1,242,000.00
580-000-343.000	ACCRUED PTO	8,624.57
580-000-350.000	NET PENSION LIABILITY	15,316.00
580-000-351.000	DEFERRED INFLOWS-PENSION ASSUMPTI	(1,273.00)
Total Liabilities		1,306,393.57
*** Fund Balance ***		
580-000-390.000	FUND BALANCE	2,750,403.39
Total Fund Balance		2,750,403.39
Beginning Fund Balance		2,750,403.39
Net of Revenues VS Expenditures		206,301.86
Ending Fund Balance		2,956,705.25
Total Liabilities And Fund Balance		4,263,098.82

CITY OF WHITEHALL
RESOLUTION 21-08
Water Tower Bids

WHEREAS, In September 2019, a small private airplane collided with the Warner Street Water Tower, resulting in a fatality and structural damage to the Tower.

WHEREAS, the City's insurance carrier paid for an inspection on the structural integrity.

WHEREAS, based upon that engineering review, the recommendation is to replace the damaged steel and interior supports along with painting and sealing the new steel sections.

WHEREAS, the City solicited for and received the following bids

Pittsburgh Tank & Tower (Henderson, KY)	\$242,653
General Contract Services (Somerset, WI)	\$550,000

WHEREAS, water tower work is a very limited specialty with only two other out-of-state companies taking out plans but failing to bid.

WHEREAS, Dixon Engineering, in consultation with our insurance carrier, Michigan Municipal Risk Management Authority, recommends awarding the bid to Pittsburgh Tank & Tower.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby award the Water Tower Section Replacement Project to Pittsburgh Tower & Tank for the low qualified bid of \$242,653.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of

Whitehall, at a regular meeting held February 9, 2021 at 6:00 p.m. (__ yes, __ no, __ absent).

Debra Hillebrand, Mayor

Alyssa Seaver, Deputy City Clerk



DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

February 2, 2021

Mr. Brian Armstrong, Public Works Director
City of Whitehall
405 E. Colby St.
Whitehall, MI 49461

Subject: 500,000 Gallon Spheroid Tank Damaged Sidewall Section Replacement Project
1903599– Recommendation for Award

Dear Brian:

Dixon Engineering has reviewed the bids submitted for the replacement of the damaged sidewall sections of the City's 500,000-gallon spheroid water tank and recommends award to the low bidder, Pittsburg Tank & Tower Maintenance Co., Inc. of Henderson Kentucky, for the bid amount of \$242,653 dollars. Pittsburg Tank & Tower is a prequalified contractor with Dixon for projects of this scope and has completed many similar projects.

Enclosed for your review and action is a copy of the Notice of Award. After City approval, please print, sign, and forward three copies to the contractor for signature. Instruct the contractor to return one copy to you, forward a copy to our office, and retain a copy for their files. Also, please notify the contractor that he is to forward to our office the required bonds and certificate(s) of insurance for inclusion in the contract documents.

If you have any questions regarding our recommendation, please contact me at (616) 374-3221, Ext. 309.

FOR DIXON ENGINEERING, INC.,

Eric Binkowski
Project Manager

**Members: Society of Protective Coatings • American Water Works Association
Consulting Engineers Council**

NOTICE of AWARD

To: **Pittsburgh Tank & Tower Maintenance Co., Inc.**
1 Watertank Place
Henderson, KY 42420

Contract: **City of Whitehall**
500,000 Gallon Spheroid
Replace Damaged Sidewall Section

Project Scope (selected line items):
Steel Replacement – Labor (\$182,653)
Steel Replacement – Materials (\$60,000)

The Owner has considered the Bid submitted by you for the above described work in response to its Advertisement for Bids and Information for Bidders dated January 7, 2021.

You are hereby notified that your Bid has been accepted for the line items listed in the Project Scope in the amount of \$242,653.

You are required by the Information for Bidders to execute the Agreement and furnish the required Contractor's Performance Bond, Payment Bond, and Certificate(s) of Insurance within ten (10) calendar days from the date of this Notice to you. If you fail to execute said Agreement and to furnish said Bonds within ten days from the date of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. The Owner will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE of AWARD to the Owner.

Dated this the _____ day of _____, 2021.

CITY OF WHITEHALL, MICHIGAN

By _____

Title _____

ACCEPTANCE of NOTICE

Receipt of the above NOTICE of AWARD is hereby acknowledged by Pittsburgh Tank & Tower Maintenance Co., Inc., this the _____ day of _____, 2021.

PITTSBURGH TANK & TOWER MAINTENANCE CO., INC.

By _____

Title _____