



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

AGENDA

1. Meeting called to Order
2. Approval of Agenda
3. Consent Agenda
 - A. Approval of the February 23 Council Meeting Minutes
 - B. Approval of Accounts Payable
 - C. Communications: Planning Commission Annual Report, Planning Commission Minutes
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. New Business
7. Public Comment *
8. 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, 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.

**Whitehall City Council
Work Session Information Report
March 2021**

Playhouse Assistant Managing Director (Huebler, Beaman)

The Frye Foundation awarded the City a \$175,000 grant for the renovation and expansion of the Playhouse and an unsolicited \$25,000 grant to develop a strategic plan to be conducted by Bill Johnson of the Berean Group. The City's unlikeliness to expand financial support; limited staffing; and the need for a marketing plan are among the weaknesses identified in the Plan. Bill noted that a venue our size requires five to six full time employees for proper management.

The lack of adequate staffing to maximize the abilities and efficiencies of the Playhouse were recognized almost immediately upon the City acquiring ownership 15 years ago. This no doubt played into the resignation of our first three, highly skilled and extremely dedicated managing directors. Managing Director Beth Beaman relies heavily on her theatre loving, talented family members as support staff. City staff pitches in when we can.

Cindy Beth Davis-Dykema was hired on a part-time basis as the Arts Education and Marketing Director thanks to a \$25,000 gift. Her contributions have been significant and have reduced the workload on Beth, allowing her to focus on administration and leadership responsibilities. Cindy Beth's focus on marketing has increased our following, improved overall messaging, and kept patrons informed and engaged.

Cindy Beth received a grant to fund the new White Lake Youth Theatre Council, a program unique in the nation. The Council will develop young leaders in the arts. A dozen students from Pentwater to Muskegon actively participate in the Council.

On behalf of White Lake Youth Theatre, Cindy Beth has developed partnerships with local arts educators to create a year-round Theatre School at the Playhouse. This program offers the opportunity for an alternate revenue stream for the Playhouse, as youth theatre programming has been very successful in the past.

Cindy Beth has assisted Beth with programming ideas; creative solutions to daily operations; and unique visions for the future of the playhouse; and promoting overall efficiencies. This part-time position has proven invaluable. Funding for the position will be exhausted on March 5.

The Playhouse operates as an enterprise fund much like the marina, motor pool, sewer, and water funds. Revenues generate by those funds are intended to operate them independent of other internal revenue sources (taxes). If not, they are still part of the City and we are obligated to make our best efforts to ensure their financial viability. The Tax Increment Finance Authority has provided matching funds for grants at the marina. The Local Development Finance Authority is providing funding for the Playhouse renovation and remodeling. The General Fund forgave an initial operating loan to the Playhouse along with emergency sewer repair funding.

We started the fiscal year with an outstanding loan balance for the renovations and remodeling of \$1.7M. This debt has been backed by the full faith and credit of the City. If the Playhouse defaults, the General Fund is on the hook. For this reason and due to the significant operational and financial impact the pandemic had on the Playhouse, it is recommended that the Council provide support for the Playhouse.

Is the City Council willing to support the operations of the Playhouse by providing a zero interest forgivable loan of \$10,000 from the General Fund to partially fund the Arts Education and Marketing Director?

Work Sessions (Huebler)

Our former legal counsel cautioned against making decisions during work sessions. I am hopeful we can creep a little closer to that line and better streamline the policy formulation/implementation process. Council is a singular word comprised of seven individuals who have voluntarily devoted their time, talents, and efforts towards the collective good. All individual ideas and concerns are encouraged to be brought before the group at any time. We have chosen work sessions as the best venue to discuss those ideas and concerns. My hope is that there is meaningful and respectful dialogue that provides clear direction to staff as the end result. If an idea, concern, or project is supported by Council then rely on staff to research the details and return with a report. If Council's formal blessing is provided on the final report, staff will be held accountable for implementation.



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

AGENDA

1. Meeting Called to Order
2. Presentation – Rhonda Lange, Michigan Independent Citizens Redistricting Commission
3. Discussion Items
 - Playhouse Assistant Managing Director
 - Work Sessions
4. Informational Items
5. Public Comment *
6. Meeting Adjourned

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CITY OF WHITEHALL
CITY COUNCIL MEETING MINUTES
VIA ZOOM
February 23, 2021

PRESENT: Scott Brown, Dick Connell, Virginia DeMumbrum, Ellie Dennis, Debi Hillebrand, and Sean Mullally (all remote from Whitehall, MI)

ABSENT: Steve Salter (arrived at 6:09 pm)

ALSO PRESENT: Scott Huebler, Brenda Bourdon, Laurie Audo, Will Meier, and Student Rep. Camryn Evans

Mayor Hillebrand called the meeting to order at 6:01 p.m. via Zoom

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. February 9, 2021 Work Session and Council Meeting Minutes
- B. Accounts Payable - \$159,325.58
- C. Communications: Central Dispatch Minutes

Motion by Dennis, seconded by DeMumbrum, CARRIED, to approve the Consent Agenda.
Yes – 5; No – 1, Brown; Absent – 1, Salter

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Brown requested to have the White Lake Chamber building added to the next work session; Brown will submit questions to Huebler.

Huebler provided background on the scheduling efforts for the COVID-19 vaccine that city staff have been working on and commented on the phenomenal job they are doing.

Hillebrand commented that she will distribute the City Manager's input form for his evaluation.

PUBLIC COMMENT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Resolution 21-09 Senior Millage

Motion by Connell, seconded by Dennis, CARRIED, to approve the application for a senior millage allocation in the amount of \$13,628 with the intent of funding enhanced and expanded senior activities through White Lake Area Community Education and further adopts the presented plan as required.

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

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Hillebrand adjourned the Council Meeting at 6:12 pm.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
March 9, 2021

February & March 2021 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$44,625.28	Transfer
IRS	Payroll	\$16,405.29	EFT
Alerus Financial	Payroll	\$5,339.45	EFT
MISDU	Payroll	\$90.34	7415
Alerus Financial	Payroll	\$340.88	EFT
<u>Total Prepays:</u>		\$66,801.24	

TOTAL ACCOUNTS PAYABLE

\$199,100.21

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	498948	PREMIUM - FEB-2021	646.54
TOTAL FOR: AFLAC			646.54
BOARD	BOARDWELL MECHANICAL SERVICES, INC.		
	37084,97032, 36	FURNACE - IGNITOR REPLACEMENT/PARTS/LABOR	453.50
TOTAL FOR: BOARDWELL MECHANICAL SERVICES, INC.			453.50
CONSU	CONSUMER'S ENERGY		
	STATEMENTS	PUBLIC UTILITIES	18,671.78
TOTAL FOR: CONSUMER'S ENERGY			18,671.78
DTE	DTE ENERGY		
	STATEMENTS	PUBLIC UTILITIES	4,205.42
TOTAL FOR: DTE ENERGY			4,205.42
FRONT	FRONTIER		
	STATEMENTS	TELEPHONE	114.17
TOTAL FOR: FRONTIER			114.17
GORDO	GORDON FOOD SERVICE		
	828448560	PAPER TOWELS - CH & DPW	52.48
TOTAL FOR: GORDON FOOD SERVICE			52.48
GRLF	GREAT LAKES FORD		
	FOCS336130	TRUCK 12-10 - MAINTENANCE/BRAKES/ROTORS	760.99
TOTAL FOR: GREAT LAKES FORD			760.99
HUNTS	HUNT'S DO-IT CENTER		
	STATEMENT	SUPPLIES/PARTS/TOOLS	219.53
TOTAL FOR: HUNT'S DO-IT CENTER			219.53
JJ'S ELEC	JJ'S ELECTRIC LLC		
	FEB-2021	ELECTRICAL PERMITS - FEB-2021	1,841.60
TOTAL FOR: JJ'S ELECTRIC LLC			1,841.60
UBMISC	JOHNS WILLARD JR		
	03/03/2021	UB refund for account: 006-01982-00	30.00
TOTAL FOR: JOHNS WILLARD JR			30.00
VANDER	JOSHUA VANDERPUTTE		
	100403586	REIMBURSEMENT - WORK BOOTS	150.00
TOTAL FOR: JOSHUA VANDERPUTTE			150.00
KANSLIFE	KANSAS CITY LIFE INSURANCE COMPANY		
	MARCH-2021	DENTAL - MARCH-2021	1,905.20
TOTAL FOR: KANSAS CITY LIFE INSURANCE COMPANY			1,905.20
KENNE	KENNEDY INDUSTRIES INC		
	623463	FIELD SERVICE - PS #2	1,545.00
TOTAL FOR: KENNEDY INDUSTRIES INC			1,545.00

Vendor Code	Vendor Name	Description	Amount
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	271345138, 2713	DIGITAL SUPPORT SERVICE/QUARTERLY SUPPLIES	114.25
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			<u>114.25</u>
MSPO	MI ASSOCIATION OF PLANNING		
	64107	PLANNING/ZONING WORKSHOP - HILLEBRAND	100.00
TOTAL FOR: MI ASSOCIATION OF PLANNING			<u>100.00</u>
MIRUR	MICHIGAN RURAL WATER ASSOC		
	20-00391/20-003	WATER CLASSES - VANDERPUTTE/ THRONE	930.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC			<u>930.00</u>
MISSION	MISSION COMMUNICATIONS, LLC		
	1049149	RENEWAL - ANNUAL SERVICE	1,042.20
TOTAL FOR: MISSION COMMUNICATIONS, LLC			<u>1,042.20</u>
MODEL	MODEL COVERALL SERVICE INC		
	STATEMENT	UNIFORMS	201.52
TOTAL FOR: MODEL COVERALL SERVICE INC			<u>201.52</u>
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB		
	454	3RD QTR DUES - BEAMAN	46.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB			<u>46.00</u>
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2100000589	CENTRAL DISPATCH FEES	3,568.92
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			<u>3,568.92</u>
MUSTWP	MUSKEGON CHARTER TOWNSHIP		
	FEB - 2021	RENTAL INSPECTIONS - FEB-2021	971.25
TOTAL FOR: MUSKEGON CHARTER TOWNSHIP			<u>971.25</u>
MUTRE	MUSKEGON COUNTY TREASURER'S		
	WWUB123500	WASTEWATER & BONDS	47,156.94
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			<u>47,156.94</u>
NORTH1	NORTHERN A-1 MUSKEGON		
	91947	LATERAL LINE JETTING - 1010 BUSH CREEK	1,616.00
TOTAL FOR: NORTHERN A-1 MUSKEGON			<u>1,616.00</u>
ED	OGBORN ENTERPRISES, INC.		
	WDPW 2021-3	OFFICE CLEANING - DPW	237.18
TOTAL FOR: OGBORN ENTERPRISES, INC.			<u>237.18</u>
PREIN	PREIN & NEWHOF, PC		
	59644,59643,596	ENGINEERING - MARINA/TANNERY PH2/ N MEARS	21,659.44
TOTAL FOR: PREIN & NEWHOF, PC			<u>21,659.44</u>
TUFT	ROBERT E TUFTS JR		
	FEB - 2021	BUILDING PERMITS - FEB-2021	116.60
TOTAL FOR: ROBERT E TUFTS JR			<u>116.60</u>

Vendor Code	Vendor Name	Description	Amount
HUEBL	SCOTT HUEBLER		
	FEB-2021	CAR ALLOWANCE	300.00
TOTAL FOR: SCOTT HUEBLER			<u>300.00</u>
SHO	SHORELINE INSPECTION SERVICE LLC		
	FEB - 2021	MECHANICAL & PLUMBING PERMITS - FEB-2021	835.60
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			<u>835.60</u>
MISC	STAN PEDZWIATR		
	REFUND	OVERPAYMENT REFUND - MARINA SLIP #37	130.00
TOTAL FOR: STAN PEDZWIATR			<u>130.00</u>
STAPL	STAPLES CREDIT PLAN		
	STATEMENT	PRINTER INK	53.97
TOTAL FOR: STAPLES CREDIT PLAN			<u>53.97</u>
MISC	STATE OF MICHIGAN		
	BLR450304/BLR45	BOILER HEAT INSPECTION	200.00
TOTAL FOR: STATE OF MICHIGAN			<u>200.00</u>
STANI	THE STANDARD INSURANCE		
	00 756075 0001	LIFE & DISABILITY INSURANCE - MAR-2021	1,190.90
TOTAL FOR: THE STANDARD INSURANCE			<u>1,190.90</u>
TRACE	TRACE ANALYTICAL LABS		
	1020881	WATER SAMPLE TESTING	151.00
TOTAL FOR: TRACE ANALYTICAL LABS			<u>151.00</u>
TWIN	TWIN CITIES AUTO PARTS		
	STATEMENT	TRUCK 12-18 - DRIVE SHAFT REPAIR	7,722.10
TOTAL FOR: TWIN CITIES AUTO PARTS			<u>7,722.10</u>
UNI	UNITED GROUP PROGRAMS, INC.		
	MARCH-2021	WRAP - MAR-2021	4,472.44
TOTAL FOR: UNITED GROUP PROGRAMS, INC.			<u>4,472.44</u>
USABL	USA BLUE BOOK		
	499935	SUMP PUMP - SEWER LS#2	176.71
TOTAL FOR: USA BLUE BOOK			<u>176.71</u>
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT	PARTS & SUPPLIES	224.74
TOTAL FOR: WHITE LAKE AUTOMOTIVE			<u>224.74</u>
WLEXC	WHITE LAKE EXCAVATING		
	86456	EMERGENCY SEWER REPAIR - 1010 BUSH CREEK	8,485.00
TOTAL FOR: WHITE LAKE EXCAVATING			<u>8,485.00</u>
TOTAL - ALL VENDORS			132,298.97

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 Dept 000 648 101-000-259.005	GENERAL OPERATING FUND DUE TO ALFAC	AFLAC	02/12/21	498948	646.54
Dept 172 ADMINISTRATION		Total For Dept 000 648			646.54
101-172-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	02/25/21	STATEMENT	53.97
101-172-850.000	TELEPHONE	FRONTIER	02/20/21	STATEMENTS	37.23
101-172-935.000	COPIER MAINTENANCE	KONICA MINOLTA BUSINESS	02/16/21	271345138, 2711345136	114.25
Dept 265 CITY HALL BLDG & GROUNDS		Total For Dept 172 ADMINISTRATION			205.45
101-265-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	03/02/21	828448560	25.49
101-265-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	1.37
101-265-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	1,170.23
101-265-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	1,260.34
Dept 276 CEMETERY		Total For Dept 265 CITY HALL BLDG & GROUNDS			2,457.43
101-276-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	8.10
101-276-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	75.70
101-276-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	39.48
Dept 301 POLICE		Total For Dept 276 CEMETERY			123.28
101-301-850.000	TELEPHONE	FRONTIER	02/20/21	STATEMENTS	37.22
101-301-850.000	TELEPHONE	MUSKEGON CENTRAL DISPATC	02/16/21	2100000589	3,568.92
101-301-920.000	UTILITIES-EMERGENCY SIRENS	CONSUMER'S ENERGY	02/25/21	STATEMENTS	20.47
101-301-933.000	EQUIPMENT MAINTENANCE	WHITE LAKE AUTOMOTIVE	02/27/21	STATEMENT	89.99
Dept 400 PLANNING DEPARTMENT		Total For Dept 301 POLICE			3,716.60
101-400-962.000	OTHER EXPENSES	MI ASSOCIATION OF PLANNI	03/03/21	64107	100.00
Dept 448 STREET LIGHTING		Total For Dept 400 PLANNING DEPARTMENT			100.00
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	6,311.11
Dept 751 PARKS DEPARTMENT		Total For Dept 448 STREET LIGHTING			6,311.11
101-751-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	8.09
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	377.43
Dept 777 119 S BALDWIN ST		Total For Dept 751 PARKS DEPARTMENT			385.52
101-777-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	65.74
101-777-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	68.33
Dept 851 FRINGE BENEFITS		Total For Dept 777 119 S BALDWIN ST			134.07
101-851-719.450	FRINGE-UNIFORMS	JOSHUA VANDERPUTTE	02/23/21	100403586	150.00
101-851-719.450	FRINGE-UNIFORMS	MODEL COVERALL SERVICE I	02/28/21	STATEMENT	178.64
101-851-719.500	FRINGE-ADMIN CAR ALLOW	SCOTT HUEBLER	03/01/21	FEB-2021	300.00
101-851-719.603	FRINGE-HEALTH INS WRAP	UNITED GROUP PROGRAMS, I	02/22/21	MARCH-2021	4,472.44

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 851	FRINGE BENEFITS				
101-851-719.605	DENTAL INSURANCE	KANSAS CITY LIFE INSURAN	02/11/21	MARCH-2021	1,905.20
101-851-719.680	FRINGE-LIFE INS	THE STANDARD INSURANCE	02/12/21	00 756075 0001	227.24
101-851-719.690	FRINGE-DISABILITY INS	THE STANDARD INSURANCE	02/12/21	00 756075 0001	963.66
		Total For Dept 851		FRINGE BENEFITS	8,197.18
		Total For Fund 101		GENERAL OPERATING FUND	22,277.18
Fund 202 MAJOR STREET FUND					
Dept 474	TRAFFIC SERVICES				
202-474-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	24.37
		Total For Dept 474		TRAFFIC SERVICES	24.37
Dept 494 TRUNKLINE SURFACE MAINTENANCE					
202-494-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	43.58
		Total For Dept 494		TRUNKLINE SURFACE MAINTENANC	43.58
Fund 203 LOCAL STREET FUND					
Dept 474	TRAFFIC SERVICES				
203-474-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	24.36
		Total For Dept 474		TRAFFIC SERVICES	24.36
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3					
Dept 000	648				
245-000-820.000	ENGINEERING FEES-MARINA	PREIN & NEWHOF, PC	02/11/21	59644,59643,59640	693.00
245-000-820.200	ENGINEERING-P&N-TANNERY	PREIN & NEWHOF, PC	02/11/21	59644,59643,59640	2,642.80
245-000-820.300	ENGINEERING	PREIN & NEWHOF, PC	02/11/21	59644,59643,59640	18,323.64
		Total For Dept 000		648	21,659.44
Dept 300 DOWNTOWN STREETScape					
245-300-921.000	ELECTRICAL-PEDESTRIAN LIGHTS	CONSUMER'S ENERGY	02/25/21	STATEMENTS	413.22
		Total For Dept 300		DOWNTOWN STREETScape	413.22
Fund 248 LOCAL DEVELOPMENT FINANCE AUTHORITY					
Dept 000	648				
248-000-818.100	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	123.74
		Total For Dept 000		648	123.74
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000	648				
249-000-818.000	CONTRACTUAL SERVICES	JJ'S ELECTRIC LLC	03/01/21	FEB-2021	1,841.60
249-000-818.000	CONTRACTUAL SERVICES	ROBERT E TUFTS JR	03/01/21	FEB - 2021	116.60
249-000-818.000	CONTRACTUAL SERVICES	SHORELINE INSPECTION SER	03/01/21	FEB - 2021	835.60
249-000-818.100	CONTRACTUAL SERVICES-RENTAL INS	MUSKEGON CHARTER TOWNSHI	03/01/21	FEB - 2021	971.25
		Total For Dept 000		648	3,765.05

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount	
Fund 249 BUILDING INSPECTION DEPARTMENT						
Fund 580 PLAYHOUSE	Total For Fund 249 BUILDING INSPECTION DEPARTMENT					3,765.05
Dept 000 648						
580-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	624.79	
580-000-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	1,630.33	
580-000-931.000	BUILDING MAINTENANCE	BOARDWELL MECHANICAL SER	02/26/21	37084, 97032, 36890	453.50	
580-000-931.000	BUILDING MAINTENANCE	STATE OF MICHIGAN	01/12/21	BLR450304/BLR451339	200.00	
580-000-958.000	MEMBERSHIPS & DUES	MONTAGUE-WHITEHALL ROTAR	01/29/21	454	46.00	
		Total For Dept 000 648			2,954.62	
Fund 590 SEWER FUND	Total For Fund 580 PLAYHOUSE					2,954.62
Dept 564 SEWER PUMPING						
590-564-775.000	REPAIRS & MAINT SUPPLIES	USA BLUE BOOK	02/10/21	499935	176.71	
590-564-818.000	CONTRACTUAL SERVICES	KENNEDY INDUSTRIES INC	02/11/21	623463	1,545.00	
590-564-818.000	CONTRACTUAL SERVICES	MISSION COMMUNICATIONS,	02/15/21	1049149	1,042.20	
590-564-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	1,316.77	
590-564-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	35.64	
		Total For Dept 564 SEWER PUMPING			4,116.32	
Dept 566 WASTEWATER SYSTEM-GALLONAGE						
590-566-951.000	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	02/15/21	WWUB123500	30,600.33	
590-566-951.100	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	02/15/21	WWUB123500	16,556.61	
		Total For Dept 566 WASTEWATER SYSTEM-GALLONAGE			47,156.94	
Dept 568 SEWER T & D						
590-568-775.000	REPAIRS & MAINT SUPPLIES	WHITE LAKE AUTOMOTIVE	02/27/21	STATEMENT	35.78	
590-568-801.000	PROFESSIONAL SERVICES	NORTHERN A-1 MUSKEGON	02/11/21	91947	1,616.00	
590-568-801.000	PROFESSIONAL SERVICES	WHITE LAKE EXCAVATING	02/26/21	86456	8,485.00	
		Total For Dept 568 SEWER T & D			10,136.78	
Fund 591 WATER FUND						
Dept 000 648						
591-000-215.000	Deposit Refund	JOHNS WILLARD JR	03/03/21	03/03/2021	30.00	
		Total For Fund 590 SEWER FUND			61,410.04	
Dept 540 WATER ADMINISTRATION						
591-540-957.000	CONFERENCES & WORKSHOPS	MICHIGAN RURAL WATER ASS	02/24/21	20-00391/20-00390	30.00	
		Total For Dept 540 WATER ADMINISTRATION			930.00	
Dept 546 WATER SOURCE PLANT						
591-546-818.100	CONTRACTUAL SERVICES	TRACE ANALYTICAL LABS	02/28/21	1020881	151.00	
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	6,030.96	
591-546-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	179.63	
591-546-920.000	PUBLIC UTILITIES	FRONTIER	02/20/21	STATEMENTS	39.72	
		Total For Dept 546 WATER SOURCE PLANT			6,401.31	
Dept 548 WATER T & D						
591-548-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	12.58	

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 03/05/2021 - 03/05/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MARCH 9, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 591 WATER FUND Dept 548 WATER T & D					
			Total For Dept 548 WATER T & D		12.58
Fund 594 MARINA FUND Dept 000 648					
594-000-645.000	RENTAL OF SLIPS-SEASONAL	STAN PEDZWIATR	03/01/21	REFUND	130.00
594-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	1,571.69
			Total For Dept 000 648		1,701.69
Fund 661 MOTOR POOL FUND Dept 000 648					
661-000-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	03/02/21	828448560	26.99
661-000-757.000	OPERATING SUPPLIES	WHITE LAKE AUTOMOTIVE	02/27/21	STATEMENT	64.23
661-000-781.000	REPAIR PARTS AND SUPPLIES	WHITE LAKE AUTOMOTIVE	02/27/21	STATEMENT	34.74
661-000-818.000	CONTRACTUAL SERVICES	GREAT LAKES FORD	03/01/21	FOCS336130	760.99
661-000-818.000	CONTRACTUAL SERVICES	MODEL COVERALL SERVICE I	02/28/21	STATEMENT	22.88
661-000-818.000	CONTRACTUAL SERVICES	TWIN CITIES AUTO PARTS	02/28/21	STATEMENT	7,722.10
661-000-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	03/01/21	WDPW 2021-3	237.18
661-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/25/21	STATEMENTS	526.35
661-000-920.000	PUBLIC UTILITIES	DTE ENERGY	02/25/21	STATEMENTS	991.67
661-000-931.000	BUILDING MAINTENANCE	HUNT'S DO-IT CENTER	02/26/21	STATEMENT	140.66
			Total For Dept 000 648		10,527.79
			Total For Fund 594 MARINA FUND		1,701.69
			Total For Fund 661 MOTOR POOL FUND		10,527.79

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 03/05/2021 - 03/05/2021
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 COUNCIL MEETING OF MARCH 9, 2021

GL Number	Invoice Line Desc	Invoice Date	Invoice	Amount
	Vendor			
	Fund Totals:			
	Fund 101 GENERAL OPERATING FUND			22,277.18
	Fund 202 MAJOR STREET FUND			67.95
	Fund 203 LOCAL STREET FUND			24.36
	Fund 245 TAX INCREMENT FINANCE			22,072.66
	Fund 248 LOCAL DEVELOPMENT FINA			123.74
	Fund 249 BUILDING INSPECTION DE			3,765.05
	Fund 580 PLAYHOUSE			2,954.62
	Fund 590 SEWER FUND			61,410.04
	Fund 591 WATER FUND			7,373.89
	Fund 594 MARINA FUND			1,701.69
	Fund 661 MOTOR POOL FUND			10,527.79
	Total For All Funds:			132,298.97

CITY OF WHITEHALL PLANNING COMMISSION ANNUAL REPORT – 2020

PURPOSE

The Planning Commission is empowered to review and approve site plans and special use permits; consider proposals for changes to the zoning ordinance; review plans and reports for the physical development of the City; provide recommendations on the removal, relocation, widening, narrowing, vacating, abandoning, change of use, or extension of any public rights of way, grounds, open spaces, buildings, utilities, or other public facilities; review the character, extent, and layout for the redevelopment or rehabilitation of blighted areas; recommend the approval of subdivision plats; approve planning reports and plans prior to publication; develop a capital improvement plan; review budget requirements with city staff; and select consultants as needed.

MEMBERSHIP

The Commission is comprised of nine members appointed by the Mayor subject to confirmation by the City Council. The mayor and one administrative appointee serve terms coinciding with the term of the mayor. One member of council is appointed to serve a term coinciding with their elected term. The other six members, selected at large, are appointed to staggered three year terms. Dave Bedau was re-elected to his fifth consecutive term as Chair having served three times prior as Chair and 10 years as Vice-chair during his 19 years on the Commission. Chris Mahoney was re-elected as Vice-chair for the fifth time and has served on Planning for 14 years. The other commissioners are Brian Armstrong, Dan Bowyer, Jose Guadalupe Guzman-Celedon, Debi Hillebrand, Vernetta Irby, Steve Salter, and Matt Shepard. City Manager Scott Huebler serves as the Zoning Administrator.

ACTIVITY

The Planning Commission only met four times this past year. They approved the special use permit and site plan for the new White Lake Fire Authority fire station to be located in the City's industrial park; a conditional site plan for a deck at Big John's Pizza; a site plan for two duplexes; and a site plan for WaterDog Outfitters. Despite this record low number of meetings, the City saw the construction of 14 new single family homes, 5 new garages, major renovations to the Whitehall Apartments, a new ATM drive-up on Colby Street replacing the 5/3 bank located on Mears Avenue, and numerous renovations and home improvements completed in 2020. The City issued 301 building, plumbing, electrical, and mechanical permits with a value of \$6.5M.

The Zoning Ordinance Review Committee continued its work on a comprehensive review and update to the zoning ordinances. The Committee wants to simplify the ordinances; make them user friendly as part of the City's Redevelopment Ready Community designation; meet the changing desires of the community; incorporate current trends in planning and zoning; and to comply with state and federal regulations. The committee consists of Brian Armstrong, Dave Bedau, Susan Dillivan, Kyle Esh, Debi Hillebrand, Chris Mahoney, Bobbi Oldenburg, and Brad VanBergen.

**Whitehall Planning Commission
Meeting Minutes
March 2, 2022**

Present

B. Armstrong, D. Bedau, D. Bowyer, D. Hillebrand, V. Irby, C. Mahoney, S. Salter

Absent

J. Guzman-Celedon, M. Shepherd

Also Present

City Manager Huebler

Call to Order

Chair Bedeau called the meeting to order at 6:00 p.m.

Agenda

Motion by Salter, second by Armstrong, CARRIED, to approve the agenda as submitted. All voted yes.

Election of Officers

Motion by Hillebrand, second by Irby, CARRIED, to nominate Bedeau as Chair and Mahoney as Vice-Chair. All voted yes.

Minutes

Motion by Hillebrand, second by Bowyer, CARRIED, to approve the December 2020 minutes as submitted. All voted yes.

Communications

Bedeau noted staff has submitted the annual report and a brochure on training. He also updated the Commission on the work being done by the Ordinance Review Committee. Hillebrand pointed out that it is time to review the Comprehensive Plan. The Commission scheduled this to be done during the April meeting.

Public Comment

None

Unfinished Business

None

New Business

Adjournment

There being no further business, motion by Armstrong, second by Salter, CARRIED, to adjourn at 6:12 p.m. All voted yes.

DRAFT