



CITY COUNCIL WORK SESSION
405 E COLBY STREET, WHITEHALL, MI
REMOTE VIA ZOOM
APRIL 13, 2021
5:00 p.m.

AGENDA

1. Meeting Called to Order
2. Discussion Items
 - Sidewalk Snowplowing
 - Splashpad
 - Single Waste Hauler
 - Building Fees
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.

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

Sidewalk Snowplowing (Brown)

There are two questions that need to be answered. Should the City be responsible for the removal of snow from all or some of the sidewalks? TIFA pays for the removal of snow in the downtown and DPW plows the rest of the City. These are both lower priority to clearing the streets.

It will take 28.7 hours (three and a half days) to clear all 19.1 miles of sidewalk every time it snows. The annual labor cost would start at \$38,305.

One suggestion was to clear the routes to the schools. The School District has three busing zones. Students living in the southern zone that go to Shoreline would walk as would upper elementary and middle school students living in the northern zone. All kids in the middle zone get bussed so there would be no need, under this scenario, to plow any of these sidewalks. With the scattered location of the students, it would be hard to judge what route they would actually take, so we may as well plow all of them. This would also cover the changing status of which schools the students attend as they grow older. Plowing the northern and southern zones covers about 67% of the City's sidewalks. Our annual labor cost would be \$25,537.

Council Member Brown has suggested plowing a select route that covers 8.59 miles. This is 45% of the sidewalks. The annual labor cost would be \$17,237. If this Council's policy is to make sidewalk snowplowing a City responsibility with high priority, we will need to purchase a new plow for \$80,000, spend \$5,000 a year on fuel and maintenance, and hire a full-time employee. Council could also consider putting this out for bid to a private contractor.

How aggressive should the City be in enforcing the ordinance that requires residents to clear an adjacent sidewalk? Do we continue to seek compliance with the threat of a ticket or start writing tickets from the first snowfall? If the City does some of the sidewalks, do we enforce the ordinance against those not on a "city" route?

Splashpad (Huebler)

The City received \$70,000 in grants and donations towards the purchase and installation of a splashpad at Goodrich Park. The plan was to use volunteer professionals for the plumbing, electrical, and cement along with in-kind work from DPW for site preparation. In part due to the CoVid pandemic, scheduling has been a nightmare. We are left with a confirmation only from the plumber as to doing the work, but no commitment as to when. The splashpad components have been purchased for \$54,200. Staff is asking that the Council authorize retaining a project manager to coordinate all the necessary trade work and we pay for the installation using the remaining balance of \$15,800 plus any additional costs from the General Fund.

Single Waste Hauler (Hillebrand)

The City of Montague asked us in 2019 to join them in contracting for a single waste hauler. Council chose not to pursue a single hauler following a lot of vocal opposition and a survey that indicated 67% opposed a single hauler. Changing leaf pickup from curbside raking to bagging was a common concern of those opposed. Roosevelt Park is under a ten year contract with RMS Disposal. Two years ago, they indicated a willingness to honor the same pricing with us. The cost for refuse is \$12.02, yard waste and recycling is an annual lump sum of \$9,669 for each. Refuse and recycling would cost us \$192,000 per year or \$12.66 monthly per house.

Building Fees (Huebler)

The City has adopted the State's fees for building, plumbing, and mechanical permits. The fees are based upon the value of the project. Our electrical fees are charged on a fixed itemized basis. We are finding that fees based on value are becoming much less common and tend to be more expensive. Staff is recommending that we convert all fees to an itemized basis.



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
REMOTE VIA ZOOM
APRIL 13, 2021
6:00 p.m.

AGENDA

1. Meeting called to Order
2. Approval of Agenda
3. Consent Agenda
 - A. Approval of the March 23 Council Meeting Minutes
 - B. Approval of Accounts Payable
 - C. Communications: MCC Community Report, Planning Commission Minutes, Rental Inspection Report, Wastewater Newsletter, White Lake Senior Center Letter
4. Messages from the Mayor, Council, and City Manager
 - A. Appointments
5. Public Comment *
6. New Business
 - A. Ordinance 21-01 New Code Adoption
 - B. WLFA Lease
 - C. Pub 111 Outdoor Seating
 - D. Resolution 21-10 Budget Amendment #5
7. Public Comment *
8. Adjournment

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CITY OF WHITEHALL
CITY COUNCIL MEETING MINUTES
VIA ZOOM
March 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 6:04 pm)

ALSO PRESENT: Brenda Bourdon, Laurie Audo, Roger Squiers, Sawyer Rozgowski, and Student Rep. Rylan Bernhardt

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

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. March 9, 2021 Work Session and Council Meeting Minutes
- B. Accounts Payable - \$235,381.75
- C. Communications: Arbor Day Foundation Letter, Central Dispatch Minutes

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

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Brown asked about the American Rescue Plan money. Mayor Hillebrand reported on the City Manager's performance review.

PUBLIC COMMENT

None

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PUBLIC COMMENT

Lillian Morningstar reported on properties in disarray. Student representative Bernhardt reported on student activities. Salter thanked DPW for the colorful lights on the bridge.

ADJOURNMENT

Mayor Hillebrand adjourned the Council Meeting at 6:11 pm.

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
April 13, 2021

April 2021 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll		Transfer
IRS	Payroll	\$14,218.85	EFT
Alerus Financial	Payroll	\$5,459.51	EFT
MISDU	Payroll	\$90.34	7424
FOP-CD Hammond #99	Payroll	\$69.39	7425
Alerus Financial	Payroll	\$344.14	EFT
Teamsters Local 214	Payroll	\$355.00	7426

Total Prepays:

\$20,537.23

TOTAL ACCOUNTS PAYABLE

\$496,225.30

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	897849	PREMIUM - MARCH-2021	440.26
TOTAL FOR: AFLAC			<u>440.26</u>
ASPHA	ASPHALT PAVING INC		
	45864	QTY 17.52 TONS - COLD PATCH	1,927.20
TOTAL FOR: ASPHALT PAVING INC			<u>1,927.20</u>
BEAM	BETH BEAMAN		
	STATEMENT	REIMBURSEMENTS - WLYT SCRIPT/TP/PTOWEL	76.21
TOTAL FOR: BETH BEAMAN			<u>76.21</u>
MAHON	BRANDON L MAHONEY		
	STATEMENT	REIMBURSEMENT - SHOES	80.00
TOTAL FOR: BRANDON L MAHONEY			<u>80.00</u>
MAHOC	CHRIS MAHONEY		
	OPTICAL	OPTICAL - KYA	52.00
TOTAL FOR: CHRIS MAHONEY			<u>52.00</u>
CITY	CITY OF WHITEHALL		
	STATEMENT	PUBLIC UTILITIES - WATER	147.82
TOTAL FOR: CITY OF WHITEHALL			<u>147.82</u>
CONSU	CONSUMER'S ENERGY		
	STATEMENTS	PUBLIC UTILITIES	17,378.99
TOTAL FOR: CONSUMER'S ENERGY			<u>17,378.99</u>
DAN	DAN FROST DBA DAN'S AUTOMOTIVE		
	8959/8974	CRUISER - TIRE REPAIR/OIL CHANGES	121.38
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			<u>121.38</u>
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	2,265.75
TOTAL FOR: DTE ENERGY			<u>2,265.75</u>
EJ	EJ USA INC		
	110210013746	PATTERN SET UP FEE - MANHOLE COVERS	2,500.00
TOTAL FOR: EJ USA INC			<u>2,500.00</u>
ETNA	ETNA SUPPLY INC		
	STATEMENTS	FLEX BLANKET/DUPLEXER/METERS & PARTS	4,356.92
TOTAL FOR: ETNA SUPPLY INC			<u>4,356.92</u>
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	113.93
TOTAL FOR: FRONTIER			<u>113.93</u>
GALLS	GALL'S, LLC		
	17871746/179407	GEAR BELT / SHIRT	108.80
TOTAL FOR: GALL'S, LLC			<u>108.80</u>

Vendor Code	Vendor Name	Description	Amount
GORDO	GORDON FOOD SERVICE		
	828450202	GLOVES/C-FOLD TOWELS/DISINFECTANT CLEANER	595.75
TOTAL FOR: GORDON FOOD SERVICE			595.75
HAVIL	HAVILAND		
	389096/CM389472	QTY 16 - 15 GAL DRUM CHLORINE	879.40
TOTAL FOR: HAVILAND			879.40
HUNTS	HUNT'S DO-IT CENTER		
	STATEMENT	PARTS & SUPPLIES	159.38
TOTAL FOR: HUNT'S DO-IT CENTER			159.38
DOHEN	JACK DOHENY COMPANY		
	120579	BULLDOG ANTIBLAST NOZZLE FOR SEWER JET	3,204.00
TOTAL FOR: JACK DOHENY COMPANY			3,204.00
JJ'S ELEC	JJ'S ELECTRIC LLC		
	MARCH-2021	ELECTRICAL PERMITS - MARCH-2021	676.80
TOTAL FOR: JJ'S ELECTRIC LLC			676.80
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	271911382	DIGITAL SUPPORT SERVICE	13.20
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			13.20
BALDWIN	MARY BALDWIN		
	STATEMENT	TICKETS - RENTAL EVENT - CLASSICS AMOK	390.00
TOTAL FOR: MARY BALDWIN			390.00
MCCOR	MC CORMICK SAND INC		
	2200236 -	PAY A NORTH MEARS LOT IMPROVEMENT	113,398.27
TOTAL FOR: MC CORMICK SAND INC			113,398.27
MMLUNEM	MICHIGAN MUNICIPAL LEAGUE		
	0801-057	UNEMPLOYMENT - JAN-MAR 2021	125.45
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			125.45
MICHSTPOL	MICHIGAN STATE POLICE-CASHIERS OFF		
	551-576815	SOR FEES	60.00
TOTAL FOR: MICHIGAN STATE POLICE-CASHIERS OFF			60.00
MODEL	MODEL COVERALL SERVICE INC		
	STATEMENT	UNIFORMS	251.90
TOTAL FOR: MODEL COVERALL SERVICE INC			251.90
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB		
	504 & 460	4TH QTR DUES - BEAMAN & HUEBLER	92.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB			92.00
MAISD	MUSKEGON AREA INTERMEDIATE SCHOOLS		
	12817	PLAYHOUSE SIGNAGE - COVID POLICY	52.63
TOTAL FOR: MUSKEGON AREA INTERMEDIATE SCHOOLS			52.63

Vendor Code	Vendor Name	Description	Amount
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2100000642	VIRTUAL SERVER & SUPPORT	527.37
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			527.37
MUSTWP	MUSKEGON CHARTER TOWNSHIP		
	MARCH-2021	RENTAL INSPECTIONS	420.00
TOTAL FOR: MUSKEGON CHARTER TOWNSHIP			420.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	0000183871	DOG TAGS	467.00
	0000183883	WASTEWATER FEE	75.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			542.00
NYE	NYE UNIFORM COMPANY INC		
	770899	UNIFORM PANTS / ADD STRIPE	140.50
TOTAL FOR: NYE UNIFORM COMPANY INC			140.50
ED	OGBORN ENTERPRISES, INC.		
	WCH21-04/WDPW21	OFFICE CLEANING - CH & DPW	587.71
TOTAL FOR: OGBORN ENTERPRISES, INC.			587.71
PARM	PARMENTER LAW		
	257748/257746/2	ATTORNEY FEES	2,526.00
TOTAL FOR: PARMENTER LAW			2,526.00
QUILL	QUILL CORPORATION		
	15150163/154085	4 PACK - PRINTER TONER/4 PACK - INKJET INK	290.98
TOTAL FOR: QUILL CORPORATION			290.98
MISC	REDI RENTAL OF MUSKEGON HTS		
	154055-1	RENTAL - STUMP GRINDER W/TRAILER	421.51
TOTAL FOR: REDI RENTAL OF MUSKEGON HTS			421.51
TUFT	ROBERT E TUFTS JR		
	MARCH-2021	BUILDING PERMITS	10,318.24
TOTAL FOR: ROBERT E TUFTS JR			10,318.24
SAMS	SAM'S CLUB/GECF		
	703691053239504	HAND SOAP	6.98
TOTAL FOR: SAM'S CLUB/GECF			6.98
SCHEI	SCHEID PLUMBING HEATING & COOL		
	I-8599-1	BACKFLOW TEST - 1 MISCO DR	236.74
TOTAL FOR: SCHEID PLUMBING HEATING & COOL			236.74
HUEBL	SCOTT HUEBLER		
	MARCH-2021	CAR ALLOWANCE	300.00
TOTAL FOR: SCOTT HUEBLER			300.00
SHO	SHORELINE INSPECTION SERVICE LLC		
	MARCH-2021	MECHANICAL & PLUMBING PERMITS	1,587.68
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			1,587.68

Vendor Code	Vendor Name	Description	Amount
SOUTH	SOUTHSHORE DEVELOPMENT CORP		
	381	381 WORK PLAN - PAYMENT #2	300,000.00
TOTAL FOR: SOUTHSHORE DEVELOPMENT CORP			300,000.00
STAPL	STAPLES CREDIT PLAN		
	STATEMENT	OFFICE SUPPLY	104.39
TOTAL FOR: STAPLES CREDIT PLAN			104.39
STANI	THE STANDARD INSURANCE		
	00 756075 0001	LIFE & DISABILITY INSURANCE - APR-2021	1,190.90
TOTAL FOR: THE STANDARD INSURANCE			1,190.90
TRACE	TRACE ANALYTICAL LABS		
	10400026	WATER SAMPLE TESTING	151.00
TOTAL FOR: TRACE ANALYTICAL LABS			151.00
QUINN	TYLER J QUINN		
	CONTRACT	SOUND ENGINEER - IMPACT	400.00
TOTAL FOR: TYLER J QUINN			400.00
UNI	UNITED GROUP PROGRAMS, INC.		
	APRIL-2021	WRAP - APRIL-2021	4,472.44
TOTAL FOR: UNITED GROUP PROGRAMS, INC.			4,472.44
USPOS	UNITED STATES POSTMASTER		
	STATEMENT	QTY 100 - POST CARD STAMPS	36.00
TOTAL FOR: UNITED STATES POSTMASTER			36.00
USABL	USA BLUE BOOK		
	533280/546840	FLOAT FOR LS#5 / SANITIZER	110.96
TOTAL FOR: USA BLUE BOOK			110.96
VERIZ	VERIZON WIRELESS		
	9876516230	ON CALL PAGER	6.59
TOTAL FOR: VERIZON WIRELESS			6.59
WMCJT	WEST MICHIGAN CRIMINAL JUSTICE		
	4339	TASER INSTRUCTOR TRAINING	200.00
TOTAL FOR: WEST MICHIGAN CRIMINAL JUSTICE			200.00
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT	SUPPLIES & PARTS	106.50
TOTAL FOR: WHITE LAKE AUTOMOTIVE			106.50
WLEXC	WHITE LAKE EXCAVATING		
	86475/86499	7 TONS - BLACK DIRT & 15 TONS - ROAD GRAVEL	326.70
TOTAL FOR: WHITE LAKE EXCAVATING			326.70
WLFIR	WHITE LAKE FIRE AUTHORITY		
	MARCH-2021	MECHANICAL PERMITS/FIRE SUPPRESSION - MARCH-2	1,208.84
TOTAL FOR: WHITE LAKE FIRE AUTHORITY			1,208.84
TOTAL - ALL VENDORS			475,688.07

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 04/09/2021 - 04/09/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 13, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-231.012	DUE TO OTHER SOURCES	MICHIGAN STATE POLICE-CA	04/03/21	551-576815	60.00
101-000-259.005	DUE TO ALFAC	AFLAC	03/12/21	897849	440.26
101-000-259.007	DUE TO COUNTY-DOG TAGS	MUSKEGON COUNTY TREASURE	03/31/21	0000183871	467.00
		Total For Dept 000 648			967.26
Dept 111 CITY CLERK					
101-111-727.000	OFFICE SUPPLIES	QUILL CORPORATION	03/08/21	15150163/15408526	119.99
101-111-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	03/25/21	STATEMENT	30.95
101-111-727.000	OFFICE SUPPLIES	UNITED STATES POSTMASTER	04/01/21	STATEMENT	36.00
		Total For Dept 111 CITY CLERK			186.94
Dept 136 DISTRICT COURT					
101-136-826.000	ATTORNEY FEES	PARMENTER LAW	03/31/21	257748/257746/257747	1,692.00
		Total For Dept 136 DISTRICT COURT			1,692.00
Dept 172 ADMINISTRATION					
101-172-727.000	OFFICE SUPPLIES	STAPLES CREDIT PLAN	03/25/21	STATEMENT	18.27
101-172-818.000	CONTRACTUAL SERVICES	MUSKEGON CENTRAL DISPATCH	04/01/21	2100000642	527.37
101-172-850.000	TELEPHONE	FRONTIER	03/20/21	STATEMENT	37.09
101-172-935.000	COPIER MAINTENANCE	KONICA MINOLTA BUSINESS	03/16/21	271911382	13.20
101-172-958.000	MEMBERSHIPS & DUES	MONTAGUE-WHITEHALL ROTAR	04/02/21	504 & 460	46.00
		Total For Dept 172 ADMINISTRATION			641.93
Dept 195 ELECTIONS					
101-195-727.000	OFFICE SUPPLIES	QUILL CORPORATION	03/08/21	15150163/15408526	120.00
		Total For Dept 195 ELECTIONS			120.00
Dept 203 ATTORNEY					
101-203-826.000	ATTORNEY FEES	PARMENTER LAW	03/31/21	257748/257746/257747	784.50
		Total For Dept 203 ATTORNEY			784.50
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	03/31/21	828450202	96.98
101-265-757.000	OPERATING SUPPLIES	REDI RENTAL OF MUSKEGON	04/02/21	154055-1	84.30
101-265-757.000	OPERATING SUPPLIES	SAM'S CLUB/GEFC	03/29/21	70369105323950416446	6.98
101-265-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	03/25/21	STATEMENT	12.20
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	04/01/21	WCH21-04/WDPW21-04	350.53
101-265-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	04/10/21	STATEMENT	77.80
101-265-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	1,123.36
101-265-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	638.37
		Total For Dept 265 CITY HALL BLDG & GROUNDS			2,390.52
Dept 276 CEMETERY					
101-276-757.000	OPERATING SUPPLIES	REDI RENTAL OF MUSKEGON	04/02/21	154055-1	84.30
101-276-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	75.80
101-276-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	40.12
		Total For Dept 276 CEMETERY			200.22
Dept 301 POLICE					
101-301-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	03/25/21	STATEMENT	5.21
101-301-757.000	OPERATING SUPPLIES	STAPLES CREDIT PLAN	03/25/21	STATEMENT	15.49
101-301-759.000	UNIFORMS, LAUNDRY, CLEANING	BRANDON L MAHONEY	03/22/21	STATEMENT	80.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 04/09/2021 - 04/09/2021
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 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 13, 2021

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 301 POLICE					
101-301-759.000	UNIFORMS, LAUNDRY, CLEANING	GALL'S, LLC	03/12/21	17871746/17940739	108.80
101-301-759.000	UNIFORMS, LAUNDRY, CLEANING	NYE UNIFORM COMPANY INC	03/30/21	770899	140.50
101-301-850.000	TELEPHONE	FRONTIER	03/20/21	STATEMENT	37.09
101-301-920.000	UTILITIES-EMERGENCY SIRENS	CONSUMER'S ENERGY	03/29/21	STATEMENTS	18.49
101-301-933.000	EQUIPMENT MAINTENANCE	DAN FROST DBA DAN'S AUTO	03/29/21	8959/8974	121.38
101-301-960.100	EDUCATION & TRAINING-302 FUNDS	WEST MICHIGAN CRIMINAL J	03/29/21	4339	200.00
		Total For Dept 301 POLICE			726.96
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	6,260.19
		Total For Dept 448 STREET LIGHTING			6,260.19
Dept 751 PARKS DEPARTMENT					
101-751-757.000	OPERATING SUPPLIES	GORDON FOOD SERVICE	03/31/21	828450202	374.08
101-751-757.000	OPERATING SUPPLIES	HUNT'S DO-IT CENTER	03/25/21	STATEMENT	85.67
101-751-757.000	OPERATING SUPPLIES	REDI RENTAL OF MUSKEGON	04/02/21	154055-1	168.61
101-751-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	306.46
		Total For Dept 751 PARKS DEPARTMENT			934.82
Dept 777 119 S BALDWIN ST					
101-777-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	59.35
101-777-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	40.77
		Total For Dept 777 119 S BALDWIN ST			100.12
Dept 851 FRINGE BENEFITS					
101-851-719.450	FRINGE-UNIFORMS	MODEL COVERALL SERVICE I	03/31/21	STATEMENT	223.30
101-851-719.500	FRINGE-ADMIN CAR ALLOW	SCOTT HUEBLER	04/01/21	MARCH-2021	300.00
101-851-719.603	FRINGE-HEALTH INS WRAP	UNITED GROUP PROGRAMS, I	03/22/21	APRIL-2021	4,472.44
101-851-719.650	FRINGE-OPTICAL	CHRIS MAHONEY	03/23/21	OPTICAL	52.00
101-851-719.680	FRINGE-LIFE INS	THE STANDARD INSURANCE	03/15/21	00 756075 0001	227.24
101-851-719.690	FRINGE-DISABILITY INS	THE STANDARD INSURANCE	03/15/21	00 756075 0001	963.66
101-851-719.800	FRINGE-UNEMPLOYMENT EXPENSE	MICHIGAN MUNICIPAL LEAGU	04/04/01	0801-057	125.45
		Total For Dept 851 FRINGE BENEFITS			6,364.09
Dept 896 OTHER EXPENSES					
101-896-962.000	OTHER EXPENSES	QUILL CORPORATION	03/08/21	15150163/15408526	50.99
		Total For Dept 896 OTHER EXPENSES			50.99
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
202-463-757.000	OPERATING SUPPLIES	WHITE LAKE EXCAVATING	03/15/21	86475/86499	253.35
		Total For Dept 463 ROUTINE MAINT			253.35
Dept 478 WINTER MAINT					
202-478-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	03/29/21	45864	963.60
		Total For Dept 478 WINTER MAINT			963.60
Dept 494 TRUNKLINE SURFACE MAINTENANCE					
202-494-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	45.05
		Total For Fund 101 GENERAL OPERATING FUND			21,420.54

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 202 MAJOR STREET FUND Dept 494 TRUNKLINE SURFACE MAINTENANCE					45.05
		Total For Dept 494 TRUNKLINE SURFACE MAINTENANC			45.05
Fund 203 LOCAL STREET FUND Dept 463 ROUTINE MAINT 203-463-757.000					1,262.00
		Total For Fund 202 MAJOR STREET FUND			1,262.00
Dept 478 WINTER MAINT 203-478-757.000	OPERATING SUPPLIES	WHITE LAKE EXCAVATING	03/15/21	86475/86499	24.45
		Total For Dept 463 ROUTINE MAINT			24.45
Dept 478 WINTER MAINT 203-478-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	03/29/21	45864	963.60
		Total For Dept 478 WINTER MAINT			963.60
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY Dept 000 648 243-000-830.000					988.05
		Total For Fund 203 LOCAL STREET FUND			988.05
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3 Dept 000 648 245-000-818.750 245-000-962.000	DUE CARE REIMBURSEMENT	SOUTHSHORE DEVELOPMENT C	04/01/21	381	300,000.00
		Total For Dept 000 648			300,000.00
Fund 245 TAX INCREMENT FINANCE AUTHORITY #3 Dept 000 648 245-000-818.750 245-000-962.000	CONTRACTUAL SERVICES- OTHER EXPENSES	MC CORMICK SAND INC SCHEID PLUMBING HEATING	04/05/21 07/06/20	2200236 - PAY APP #1 I-8599-1	113,398.27 236.74
		Total For Dept 000 648			113,635.01
Dept 300 DOWNTOWN STREETSCAPE 245-300-757.000 245-300-757.000 245-300-920.000 245-300-921.000	OPERATING SUPPLIES OPERATING SUPPLIES PUBLIC UTILITIES ELECTRICAL-PEDESTRIAN LIGHTS	GORDON FOOD SERVICE REDI RENTAL OF MUSKOGON CITY OF WHITEHALL CONSUMER'S ENERGY	03/31/21 04/02/21 04/10/21 03/29/21	828450202 154055-1 STATEMENT STATEMENTS	124.69 84.30 15.56 382.60
		Total For Dept 300 DOWNTOWN STREETSCAPE			607.15
Fund 249 BUILDING INSPECTION DEPARTMENT Dept 000 648 249-000-727.000 249-000-818.000 249-000-818.000 249-000-818.000 249-000-818.000 249-000-818.100 249-000-826.000	OFFICE SUPPLIES CONTRACTUAL SERVICES CONTRACTUAL SERVICES CONTRACTUAL SERVICES CONTRACTUAL SERVICES CONTRACTUAL SERVICES-RENTAL INS ATTORNEY FEES	STAPLES CREDIT PLAN JJ'S ELECTRIC LLC ROBERT E TUFTS JR SHORELINE INSPECTION SER WHITE LAKE FIRE AUTHORIT MUSKOGON CHARTER TOWNSHI PARMENTER LAW	03/25/21 04/01/21 04/01/21 04/01/21 04/01/21 04/01/21 03/31/21	STATEMENT MARCH-2021 MARCH-2021 MARCH-2021 MARCH-2021 MARCH-2021 257748/257746/257747	24.19 676.80 10,318.24 1,587.68 1,208.84 420.00 49.50
		Total For Dept 000 648			14,285.25
Fund 580 PLAYHOUSE Dept 000 648 580-000-669.000	RENTAL INCOME	MARY BALDWIN	03/29/21	STATEMENT	390.00
		Total For Fund 249 BUILDING INSPECTION DEPARTME			14,285.25
		Total For Fund 245 TAX INCREMENT FINANCE AUTHOR			114,242.16

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-757.000	OPERATING SUPPLIES	BETH BEAMAN	03/19/21	STATEMENT	48.16
580-000-757.000	OPERATING SUPPLIES	MUSKOGON AREA INTERMEDIA	03/23/21	12817	52.63
580-000-757.410	YOUTH THEATRE SEPT - JUNE	BETH BEAMAN	03/19/21	STATEMENT	28.05
580-000-818.600	C/S- SOUND TECHNICIANS	TYLER J QUINN	02/24/21	CONTRACT	400.00
580-000-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	04/10/21	STATEMENT	7.78
580-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	624.89
580-000-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	787.77
580-000-958.000	MEMBERSHIPS & DUES	MONTAGUE-WHITEHALL ROTAR	04/02/21	504 & 460	46.00
		Total For Dept 000 648			2,385.28
		Total For Fund 580 PLAYHOUSE			2,385.28
Fund 590 SEWER FUND					
Dept 564 SEWER PUMPING					
590-564-775.000	REPAIRS & MAINT SUPPLIES	USA BLUE BOOK	03/16/21	533280/546840	62.51
590-564-818.000	CONTRACTUAL SERVICES	EJ USA INC	03/10/21	110210013746	2,500.00
590-564-818.000	CONTRACTUAL SERVICES	MUSKOGON COUNTY TREASURE	03/31/21	0000183883	75.00
590-564-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	1,266.23
590-564-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	36.27
		Total For Dept 564 SEWER PUMPING			3,940.01
Dept 568 SEWER T & D					
590-568-757.000	OPERATING SUPPLIES	WHITE LAKE AUTOMOTIVE	03/31/21	STATEMENT	71.56
590-568-775.000	REPAIRS & MAINT SUPPLIES	HUNT'S DO-IT CENTER	03/25/21	STATEMENT	16.18
590-568-775.000	REPAIRS & MAINT SUPPLIES	JACK DOHENY COMPANY	03/11/21	120579	3,204.00
590-568-850.000	TELEPHONE	VERIZON WIRELESS	03/20/21	9876516230	3.29
		Total For Dept 568 SEWER T & D			3,295.03
Fund 591 WATER FUND					
Dept 000 648					
591-000-082.000	DUE FROM OTHER SOURCES	ETNA SUPPLY INC	03/25/21	STATEMENTS	290.39
		Total For Dept 000 648			290.39
Dept 546 WATER SOURCE PLANT					
591-546-757.000	OPERATING SUPPLIES	HAVILAND	03/25/21	389096/CMS389472	879.40
591-546-818.100	CONTRACTUAL SERVICES	TRACE ANALYTICAL LABS	03/31/21	10400026	151.00
591-546-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	5,797.90
591-546-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	147.57
591-546-920.000	PUBLIC UTILITIES	FRONTIER	03/20/21	STATEMENT	39.75
		Total For Dept 546 WATER SOURCE PLANT			7,015.62
Dept 548 WATER T & D					
591-548-757.000	OPERATING SUPPLIES	ETNA SUPPLY INC	03/25/21	STATEMENTS	101.53
591-548-757.000	OPERATING SUPPLIES	WHITE LAKE EXCAVATING	03/15/21	86475/86499	48.90
591-548-850.000	TELEPHONE	VERIZON WIRELESS	03/20/21	9876516230	3.30
		Total For Dept 548 WATER T & D			153.73
Dept 550 WATER CONSTRUCTION					
591-550-976.000	CAPITAL OUTLAY-METERS	ETNA SUPPLY INC	03/25/21	STATEMENTS	3,125.00

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 591 WATER FUND					
Dept 550 WATER CONSTRUCTION					
			Total For Dept 550 WATER CONSTRUCTION		3,125.00
Fund 594 MARINA FUND					
Dept 000 648					
594-000-757.000	OPERATING SUPPLIES	STAPLES CREDIT PLAN	03/25/21	STATEMENT	15.49
594-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	995.11
			Total For Dept 000 648		1,010.60
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-757.000	OPERATING SUPPLIES	USA BLUE BOOK	03/16/21	533280/546840	48.45
661-000-781.000	REPAIR PARTS AND SUPPLIES	HUNT'S DO-IT CENTER	03/25/21	STATEMENT	40.12
661-000-781.000	REPAIR PARTS AND SUPPLIES	WHITE LAKE AUTOMOTIVE	03/31/21	STATEMENT	34.94
661-000-818.000	CONTRACTUAL SERVICES	MODEL COVERALL SERVICE I	03/31/21	STATEMENT	28.60
661-000-818.700	CONTRACTUAL SERVICES-CLEANERS	OGORN ENTERPRISES, INC.	04/01/21	WCH21-04/WDPW21-04	237.18
661-000-920.000	PUBLIC UTILITIES	CITY OF WHITEHALL	04/10/21	STATEMENT	46.68
661-000-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	03/29/21	STATEMENTS	423.56
661-000-920.000	PUBLIC UTILITIES	DTE ENERGY	03/25/21	STATEMENT	574.88
661-000-976.000	EQUIPMENT	ETNA SUPPLY INC	03/25/21	STATEMENTS	840.00
			Total For Dept 000 648		2,274.41
			Total For Fund 594 MARINA FUND		1,010.60
			Total For Fund 661 MOTOR POOL FUND		2,274.41

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	Fund Totals:				
	Fund 101	GENERAL OPERATING FUND			21,420.54
	Fund 202	MAJOR STREET FUND			1,262.00
	Fund 203	LOCAL STREET FUND			988.05
	Fund 243	BROWNFIELD REDEVELOPME			300,000.00
	Fund 245	TAX INCREMENT FINANCE			114,242.16
	Fund 249	BUILDING INSPECTION DE			14,285.25
	Fund 580	PLAYHOUSE			2,385.28
	Fund 590	SEWER FUND			7,235.04
	Fund 591	WATER FUND			10,584.74
	Fund 594	MARINA FUND			1,010.60
	Fund 661	MOTOR POOL FUND			2,274.41
	Total For All Funds:				475,688.07

**Whitehall City Council
Agenda Report – Appointment**

Melissa Martin has submitted her resignation from the Library Board. Former Library Board member Ray Veeder would like to return to fill the vacancy.

The Mayor would like to form a subcommittee for the Climate Action Council and appoint Virginia DeMumbrum, Scott Brown, Sean Mullally, and Student Rep. Rylan Bernhardt.

RECOMMENDATION

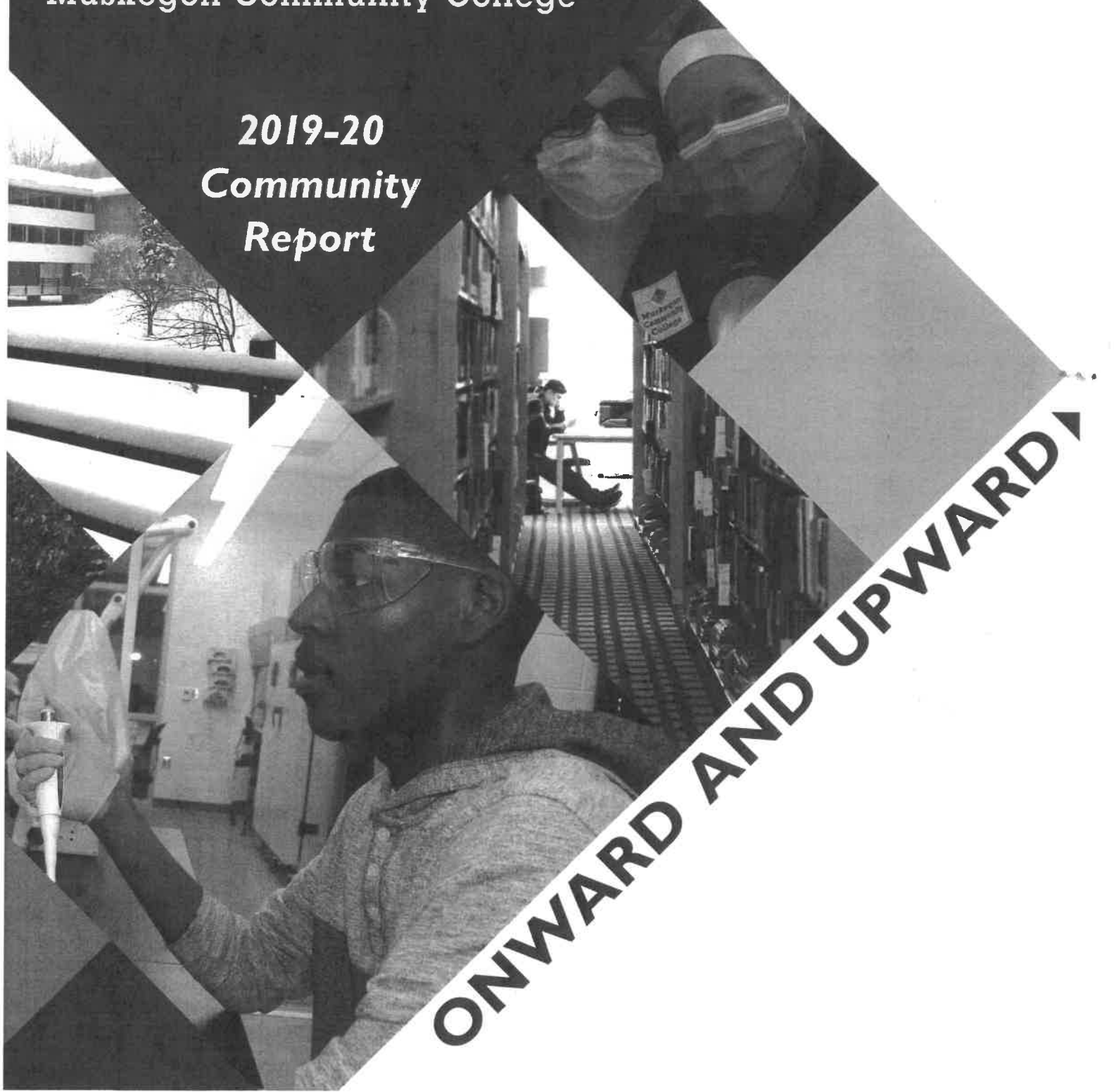
Motion to support Mayor Hillebrand's appointment of Ray Veeder to the Library Board and the subcommittee members for the Climate Action Council: Virginia DeMumbrum, Scott Brown, Sean Mullally, and Student Rep. Rylan Bernhardt.



Muskegon Community College

**2019-20
Community
Report**

ONWARD AND UPWARD!





Muskegon Community College

MISSION

Muskegon Community College, dedicated to equity and excellence, prepares students, builds communities, and improves lives.

VISION

An educated, inclusive community

VALUES

*Learning
Integrity
Excellence
Collaboration
Kindness*

2019-20 BOARD OF TRUSTEES

Diana Osborn, Chair
Sean Mullally, Vice-Chair
Nancy Frye, Secretary
Kathy Moore, Treasurer
Dr. Donald Crandall
Ann Oakes
Roy Portenga

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Priority 3: Facilities and Infrastructure	10
Priority 4: Engagement and Collaboration	12
Priority 5: Culture and Equity	14
Key Performance Indicators	16
Financial Statement	17
Your Best Choice	18
Career Pathways	19

MCC's annual reports are produced by the Office of Strategic Initiatives with support from the President's Cabinet and the Implementation Advisory Team. Photos provided by Pete Koryzno, Kristina Broughton, Michael Kilburn, Kelley Conrad, Anna Mausolf, Pauline Keith, JB Meeuwenberg, and Diana Casey.

Muskegon Community College continues to promote faculty and staff diversity and is an equal opportunity employer. MCC does not discriminate on the basis of race, color, religion, sex, national origin, marital status, sexual orientation, gender identity, transgender status, political persuasion, disability, height, weight, veteran status, age or any other protected class in any of its educational programs, activities or employment. Minorities, women, veterans, and the physically challenged are encouraged to apply. Anyone with a disability will be reasonably accommodated by the College. If you have a disability and need an accommodation or assistance in applying for a position, please contact the Human Resources Office..

ONWARD AND UPWARD

Message from the President

During these historic and difficult times, I have never been prouder of our campus community. The obstacles posed by the coronavirus have been met with resolute action by our administration, faculty, students, and employees. While the transition to remote learning offered countless challenges to both instructors and students alike, faculty and staff found creative and caring solutions to overcome the hurdles.

As outlined in the current strategic plan, *Successful Students, Successful Communities*, Muskegon Community College's top priority is to "provide comprehensive support systems to ensure student success." To that end, tutoring, counseling, and all other support services have remained available to students online and by phone. In addition, we quadrupled the number of employees working on our Care Team. They are in place to assist and guide students with any issue that may impact their academic progress.

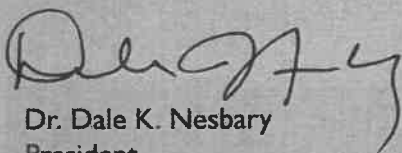
Despite the challenges of the past year, we continue to achieve the goals outlined in our 2017-2022 Strategic Plan. This plan was developed by 180 community members representing 52 organizations. To date, we have achieved 75% of our objectives and expect to complete the plan by December 31, 2021. Our 2019-20 Community Report: *Onward and Upward* provides data on the college's progress toward reaching our stated goals.

Later this spring, we plan once again to engage the campus and community in developing a new five-year strategic plan. Achieving and maintaining success requires a clear focus on our future, one built upon a well-defined strategy that captures input from the communities we serve. If you would like to get involved in the process, please contact us at strategic.planning@muskegoncc.edu.

We anxiously await a return to in-person classes, athletic events, theater and musical performances, and all the other activities that provide a full college experience and benefit the community. In the meantime, please know that you have my pledge that MCC will continue to provide a safe and high-quality education.

Because of the continued support, MCC has been effectively responding to the needs of our communities for 95 years. Thank you for your commitment to our shared vision to help our students and communities move *onward and upward* towards greater success.

With gratitude,



Dr. Dale K. Nesbary
President

CABINET

Dr. Dale K. Nesbary
President

Dr. John Selmon
*Provost and Executive
Vice President*

Kristine Anderson
*Executive Director of
Human Resources*

Eduardo Bedoya
*Director of Institutional
Research and Grants*

Kelley Conrad
*Vice President for
Academic Affairs*

Cindy DeBoef
*Executive Assistant
to the President*

Tina Dee
Director of Strategic Initiatives

Ken Long
*Vice President for Finance and
Chief Advancement Officer*

Marty McDermott
*Dean of College Services
and Athletic Director*

Dr. Steven Wilson
*Chief Information Officer
(Elucian)*



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2019-2020 YEAR IN REVIEW

JULY 2019

MCC launched a Debt Forgiveness Program that provides former students with the opportunity to complete their degree program while forgiving debts up to \$1,200.

MCC student Jake Groenda was awarded the second annual Rooks | Sarnicola Entrepreneur Award. The annual award provides a \$10,000 grant for an MCC student to start a business. ▶



AUGUST 2019

4,089 students began the fall semester with approximately 20% of classes online or hybrid.

Richard Doctor was posthumously honored with a Distinguished Faculty Award.

The new Art and Music Building celebrated its grand opening on August 23. The former Applied Technology Building underwent extensive renovations totaling \$9 million to transform the site for art and music programs.

SEPTEMBER 2019

The new Ottawa Center facility opened in Grand Haven, making it easier for Ottawa County residents to access higher education.



MCC hosted the 2019 Community Summit. The annual event provides campus and community members with the opportunity to provide feedback on how well the college is meeting student and community needs. ◀

OCTOBER 2019

250 prospective students explored career pathways at MCC EXPO. Colton Daoust of Whitehall won the 2-year scholarship that is awarded each year at this event.

Dr. Jennifer Cobbina, an Associate Professor of Criminal Justice at Michigan State University, visited MCC to discuss issues explored in her book, "Hands Up, Don't Shoot" as part of the "... And Justice for All" series.

NOVEMBER 2019

13 students were inducted into the college's Beta Xi Xi chapter of the Phi Theta Kappa (PTK) International Honor Society. ▶



"Once Upon a Time...Stories of the Season" presented by MCC's Center for Theater in Overbrook Theater.

Native American Heritage Month was recognized with exhibit and powwow event.

MCC presented a Veterans Day ceremony featuring reflections, tributes, and patriotic music.

The Student Success Strategy Team named 12 students as MCC DREAM Scholars, a program affiliated with the national Achieving the Dream (ATD) organization. Achieving the Dream is a national program that aims to improve success rates for low-income students and students of color. MCC has been an ATD Leader College since 2015. DREAM Scholars are resilient community college students, determined to reach their goals and lift up their communities. ▼



DECEMBER 2019

Schools.com named MCC as the 4th best community college in the state.

The Wind Ensemble, Jazz Ensemble and College Singers presented "All Holiday Celebration" at the Frauenthal Theater. ▶



JANUARY 2020

MCC's Nursing Program ranked as the second best nursing program in the state.

Black History Month celebrations featured Theo Wilson at the annual Dr. Martin Luther King, Jr. Unity Breakfast at which Jerry Lottie received the MLK Legacy Award.



Nursing instructors Amy Herrington and Yolanda Burris saved the life of child at a Livonia hotel. They were in the area with nursing students to attend a Michigan Nursing Student Association Convention. ◀

The winter semester classes began with about 23% of classes online or hybrid and 3,867 students enrolled.

FEBRUARY 2020

MCC student Sarah Wood was selected as a National Achieving the Dream (ATD) DREAM Scholar at the ATD annual conference. Sarah was accompanied by members of MCC Student Success Strategy Team, Jenny Klingenberg and JB Meeuwenberg. ▶



A Scholarship Fair was offered to help increase community awareness of scholarship opportunities. Applying for scholarships made easier with new online application process.

The annual Global Awareness Festival focused on the Caribbean with activities related to geology, ecology and culture.

MARCH 2020

On-site operations were suspended due to coronavirus pandemic. Staff and faculty assist students with shift to online learning. Athletic events get canceled for remainder of 2019-20 season.

MCC partnered with the State of Michigan and Mercy Health to use the new Health and Wellness Center as an overflow hospital to support COVID-19 treatments.

The Alumni Association selected Roy J. Portenga '73 as the 2020 Distinguished Alumni Award recipient and Dr. Mayra Sánchez González '10 as recipient of the 2020 Alumni Achievement Award.

APRIL 2020

MCC student Stephanie Carr competed in the American Association of Geographers World GeoBowl. She was also selected for the NASA Community College Aerospace Scholar Program. ▶



MCC respiratory therapist instructor Keegan Knue joined RT program graduates in the frontline COVID-19 battle by taking shifts at local hospitals in addition to teaching. MCC's RT graduates comprise nearly 85 percent of the more than 450 practicing registered respiratory therapists in western Michigan. ▶



MAY 2020

1,553 Students began summer semester classes with approximately 92% of classes online or hybrid.

The Bay Window, Muskegon Community College's student newspaper, won an unprecedented 16 awards in the annual statewide competition sponsored by the Michigan Community College Press Association.

MCC distributed nearly \$640,200 in federal emergency grants to 1,386 eligible winter semester students under the Coronavirus Aid, Relief, and Economic Security (CARES) Act Higher Education Emergency Relief Fund.

JUNE 2020

Instructor Mark Verhoeven was recognized by CISCO as one of the top 25% of instructors worldwide based upon student feedback and performance.

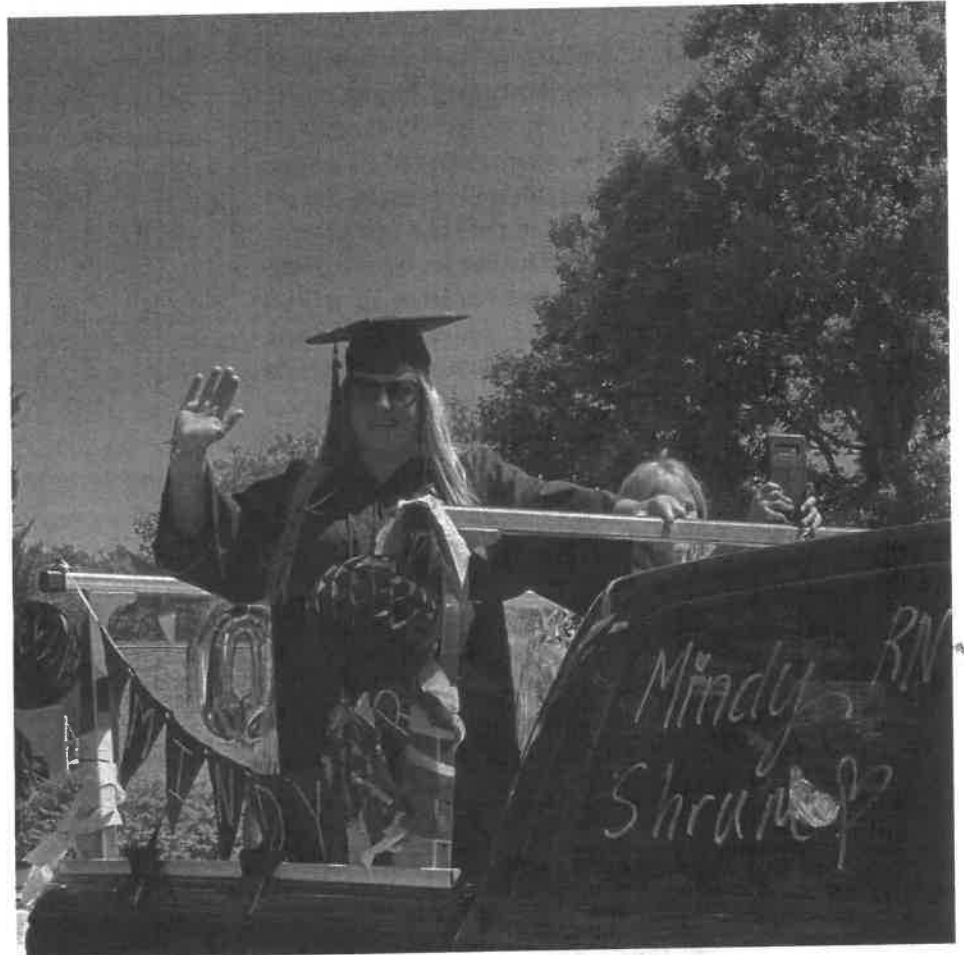
2020 Graduates were celebrated with a week-long commencement celebration featuring video salutes and a drive-thru commencement. ▼



STUDENT SUPPORT

GOALS

1. Continue improving outstanding service initiatives to further enhance the student experience from awareness, application, and enrollment, through graduation and lifelong engagement
2. Increase awareness of and improve systems related to financial aid, scholarships, and other funding sources
3. Improve collaborations and outreach with K-12 partners and prospective students to provide clear pathways to higher education opportunities
4. Continue to improve student learning as evidenced by pass rates, persistence and retention, GPA, and goal attainment
5. Strengthen collaborations with higher education partners to increase the percentage of students who transfer to and succeed at four-year institutions



▲ We celebrated the achievements of our 2020 graduates with a drive-thru commencement event.

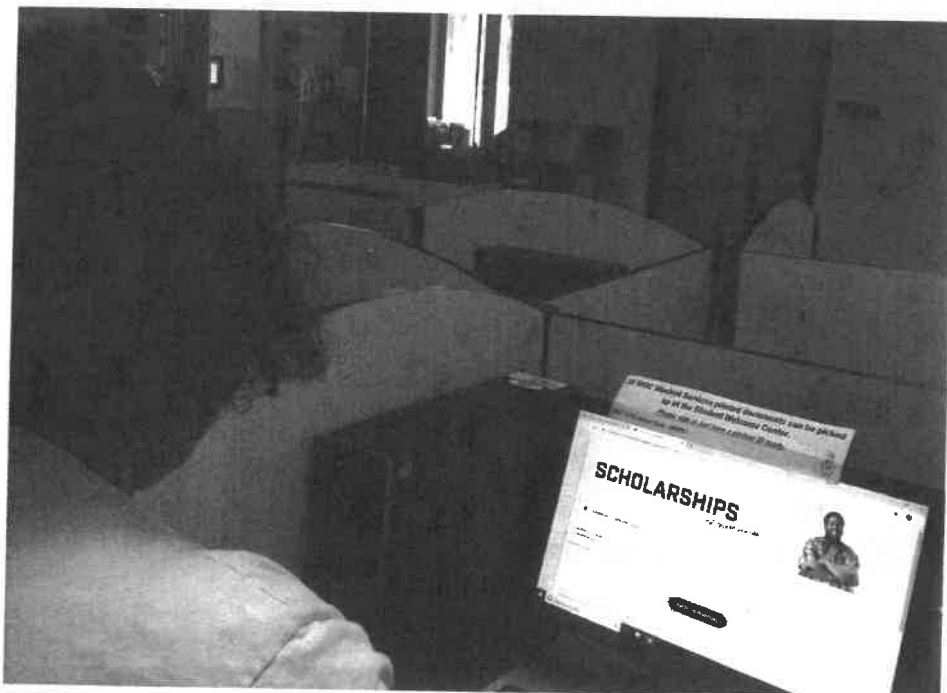
▼ Faculty and staff from the College Success Center provided online instruction and support to ensure students still have the opportunity to succeed despite the pandemic.



Provide comprehensive support systems to ensure student success

2019-2020 ACCOMPLISHMENTS

- Accessing information and online services is even easier with the completion of MyMCC portal upgrade (objective 1.01.04)
- 2,457 students received some form of financial aid (objective 1.02.05)
- The Tutoring Center hosted 7,963 visits for 1,050 students
- The Care Team had 898 support sessions with students
- We offered all essential support services online and added a “chat now” button on the MCC website so students and community members can get immediate assistance (objective 1.01.50)
- 471 students from 20 high schools participated in Senior Visit Days, which were held online this year (objective 1.03.06)
- Disability Support Services provided nine students with an academic mentor (objective 1.04.14)
- We supported successful transfers to 4-year institutions by substantially increasing the number of transfer guides and offering over 20 transfer information events (objectives 1.05.03, 1.05.06)
- 572 students earned a diploma or certificate, with 614 credentials conferred
- Students can easily apply for scholarships and complete related tasks with new online scholarship application process (objective 1.02.04)▼



2021 FOCUS AREAS

- Review policies to ensure they support student success (objective 1.01.11)
- Expand faculty use of Blackboard, an online grading and information system (objective 1.01.13)
- Reduce the achievement gap by increasing the graduation rate of students of color to same rate as overall average (objective 1.04.02)
- Increase community awareness of scholarships and financial aid opportunities, especially among those who are under-represented (objective 1.02.05)

59

**scholarships
available using
one easy
online
application**

www.muskegoncc.edu/scholarships

GOALS

6. Provide viable courses and programs that address the changing needs of a diverse community
7. Meet current needs by offering new courses and programs in the areas of health care, science, and technology, as identified by the 2016-2017 Needs Assessment Survey
8. Develop and implement a system of ongoing regional market analysis that informs what programs, delivery methods, and locations are needed to meet community/business needs in Muskegon, Ottawa, and Newaygo Counties
9. Evaluate our effectiveness for student learning through multiple processes, consistent with the Higher Learning Commission and other accrediting bodies, and designed to promote continuous improvement
10. Develop a new Academic Master Plan



▲ Students explored conservation of energy with “paint rockets” in Dr. Kilburn’s physics class.

◀ Our Nursing Program is one of the best in the state and student exam pass rates lead the nation.

▼ Our highly qualified faculty get ongoing professional development through the Center for Teaching and Learning.



Develop, implement, and evaluate relevant and innovative programs that meet current and emerging student, business, industry, and community needs

2019-2020 ACCOMPLISHMENTS

- We made it easier to convert in-person classes to online delivery, thereby supporting academic continuity (objective 2.06.09)
- Faculty completed additional training to improve the quality of online teaching and learning (objective 2.06.10)
- Academic programs and courses are improved by the development of a new Academic Master Plan/Planning Guidelines (objective 2.10.01)
- Seven students gained valuable experience by participating in biology research projects
- 5,293 students enrolled in classes that offer 80 areas of study and 75 degree and certificate options in 6 career pathways:
 - Arts, Humanities and Communication
 - Business and Information Technology
 - Engineering/Manufacturing and Industrial Technology
 - Health Services
 - Human Services
 - Math and Science
- The new Ottawa Center facility in Grand Haven increases access to higher education options (objective 2.06.07) ▼

2021 FOCUS AREAS

- Continue to improve the quality of online instruction (objective 2.06.11)
- Conduct a community needs assessment to determine what academic programs and courses are required to meet un-met needs in Ottawa, Muskegon, and Newaygo Counties (objective 2.08.01)
- Review academic disciplines and occupational programs to ensure they meet learning effectiveness guidelines (objective 2.09.03)



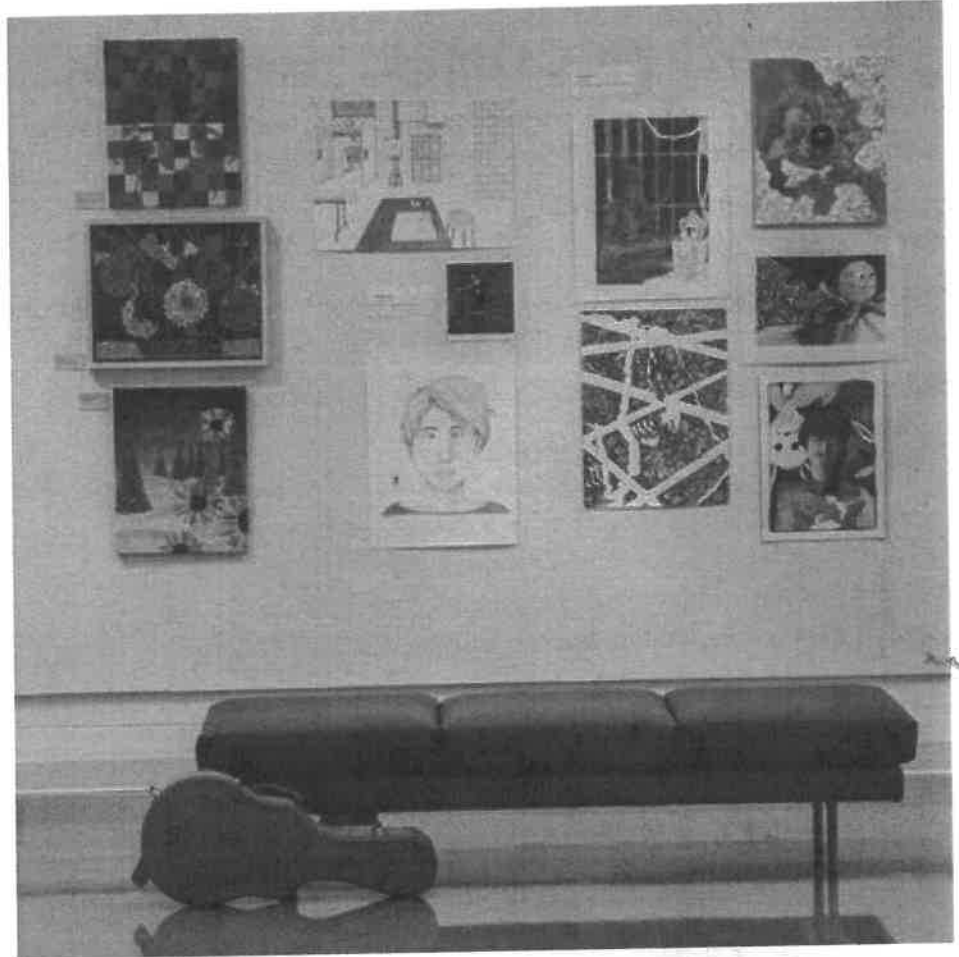
75

**degree
and
certificate
options**

FACILITIES AND INFRASTRUCTURE

GOALS

11. Complete 2010 Facility Master Plan, including construction of health and wellness center, arts facility, and downtown center
12. Improve room numbering system and establish wayfinding consistency at all locations
13. Improve access of our facilities, technology, and media to expand equal opportunities for persons with various abilities
14. Demonstrate environmental stewardship by implementing a comprehensive institutional sustainability plan
15. Provide high quality technology wherever and however programs and services are offered to students, employees, and community members
16. Commission a new Facility Master Plan by 2020 to assess future facility needs in Muskegon, Ottawa, and Newaygo Counties



▲ Extensive renovations totaling \$9 million provide an expansive and modern home for MCC's art and music programs.

► Automotive Program students benefit from an updated facility and have the opportunity to work on "Short Circuit," an electric dragster that set several world records.



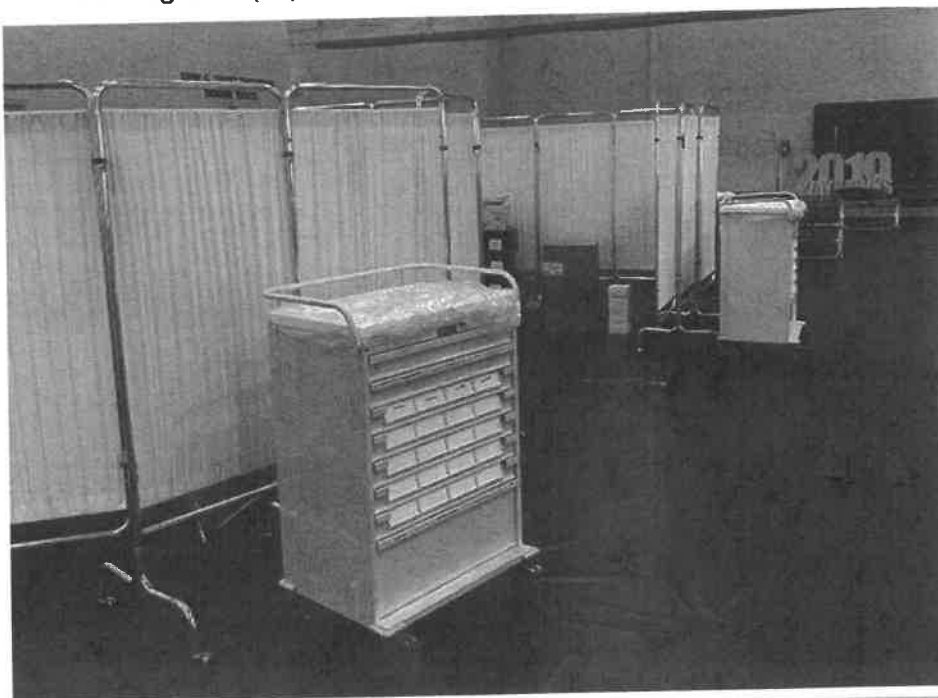
Provide a state-of-the-art learning environment that meets academic needs while promoting access and sustainability

2019-2020 ACCOMPLISHMENTS

- We expanded and improved education options by opening the new Art and Music Building, the final project outlined in our most recent Facility Master Plan (objective 3.11.01)
- The Automotive Technology program moved to an updated facility (objective 3.11.02)
- Improvements to campus navigation are supported by updated signage standards (objective 3.12.01)
- We improved access for ceramics classes by installing an accessible throwing wheel in the ceramics studio (objective 3.13.05)
- We expanded use of Blackboard (application for online learning and collaboration) and added several online services to the MyMCC portal to ensure students could easily get online help (objective 1.01.13)
- We provided students with access to 60 Wi-Fi hot spot devices to support remote-learning (objective 3.15.11)
- 33 cleaning and health protocols were implemented at 10 facilities to reduce the spread of coronavirus (objective 3.13.06)
- Our new Health and Wellness Center functioned as a pandemic overflow to support emergency plans for Mercy Health and Michigan DHHS Region 6 (objective 3.13.10) ▼

2021 FOCUS AREAS

- Continue to improve access of our facilities, technology, and media to expand equal opportunities for persons with various abilities (objective 3.13.02)
- Assess satisfaction with technology among students to ensure support of remote-learning (objective 3.15.01)
- Prepare for 2022 Facility Needs Assessment to determine future facility and technology needs in Muskegon, Ottawa, and Newaygo Counties (objective 3.16.01)

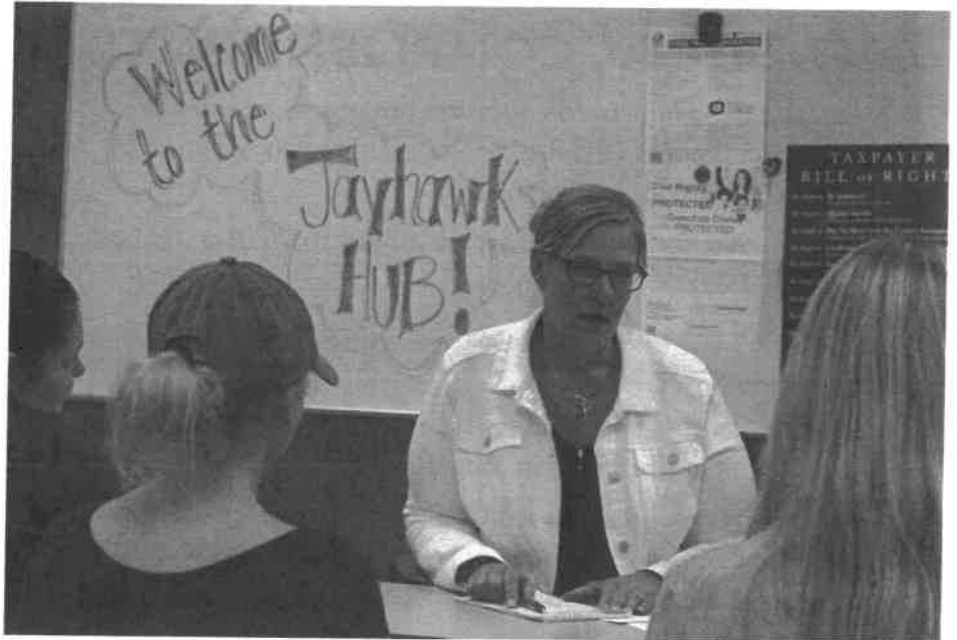


110

**laptop
computers
available to
students for
online classes**

GOALS

- 17. Clearly differentiate MCC in communications with prospective students, community partners, donors, and alumni
- 18. Continue to improve marketing and communication efforts to increase enrollment while increasing awareness of mission, programs, and services
- 19. Cultivate strategic partnerships with business, industry, and other key organizations to meet needs and support student success
- 20. Promote philanthropic support of students, scholarships, programs, and endowments
- 21. Increase pride and involvement among alumni and retirees



▲ *The Jayhawk Hub is a one-stop location that provides students with a wide ranges of resources. Working with several local organizations, students can get help with food scarcity, housing insecurity, health services, financial literacy and other challenges that can hinder academic success.*

▼ *Collaborations with the Muskegon County Public Health Department and Muskegon County Communicators helped improve pandemic response protocols and reduce coronavirus transmission.*



FUTURE'S
FOR FRONTLINERS



Expand collaborations and improve communications to further engage the community in the mission of MCC

2019-2020 ACCOMPLISHMENTS

- We conducted a blind survey to determine our awareness rate; 51.6% of survey respondents cited Muskegon Community College when asked “when you think of colleges in the area where you live, what colleges come to mind?” (objective 4.18.01)
- The Foundation for MCC exceeded the annual fund campaign goal and raised \$141,684 to support students and programs (objective 4.20.02)
- 23 students received donor-supported scholarships (objective 4.20.02)
- Workforce Development (formerly Lakeshore Business and Industrial Service Center) provided custom training programs for 18 companies (objective 4.19.01)
- 29 proud Alumni Association members reported career and other updates for publication in *Reflections*, MCC’s biannual magazine (objective 4.21.04)
- Collaborations with the State of Michigan, McDonald’s, and other partners provide tuition assistance for essential workers
- Donors supported the Foundation for MCC capital campaign with \$123,274.18 allocated to a renovated art and music facility, which opened in August 2019 ▼

2021 FOCUS AREAS

- Increase the number of current donors to 450, a 15% increase from 2016-17 baseline of 391 (objective 4.20.01)
- Raise the remaining \$44,726 needed to meet the \$3.5 million capital campaign goal (objective 4.20.03)
- Produce and maintain a list of all graduates since MCC’s 1926 founding so that total number of alumni can be displayed and promoted, creating a community of pride (objective 4.21.02)



29,398

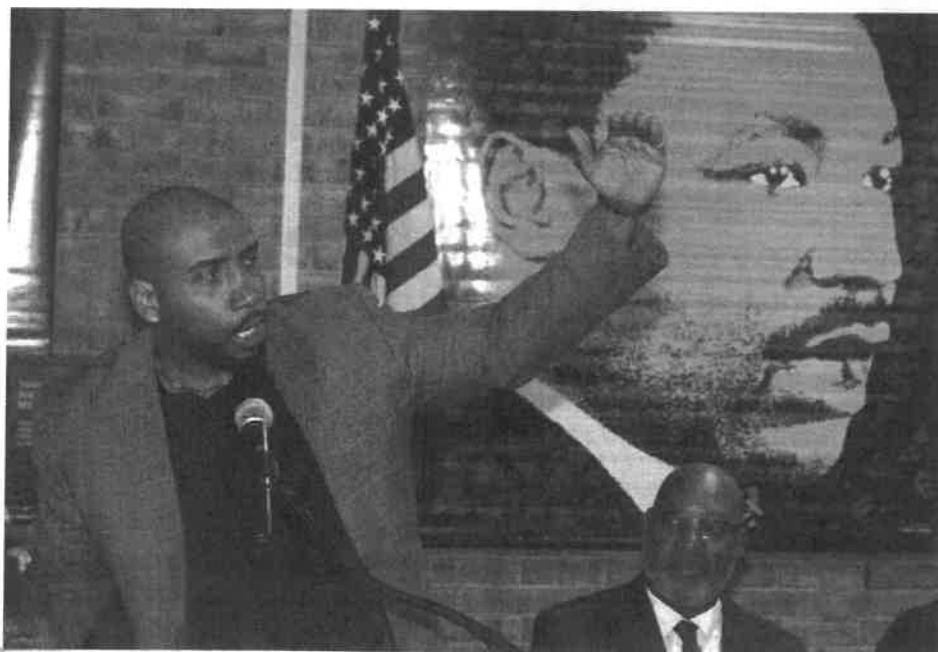
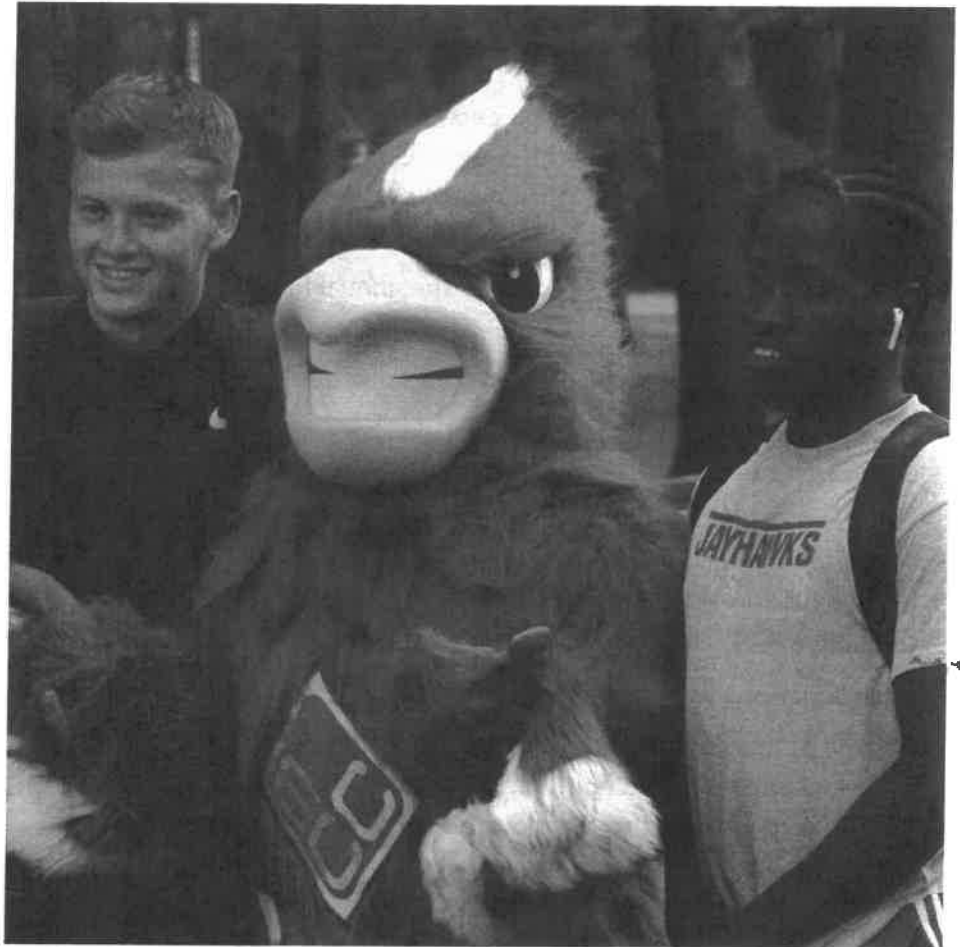
**friends of
MCC in
database**

send your contact information to
strategic.planning@muskegoncc.edu
to get *Reflections* and other
MCC publications in the mail

CULTURE AND EQUITY

GOALS

- 22. Develop and implement programs for students and employees to further promote inclusion and equity, creating a welcoming environment for all
- 23. Promote a culture of accountability by establishing key performance indicators (KPIs) for all departments and expand the institutional dashboard to report our progress to the community
- 24. Continue to monitor and enhance safety and security at all MCC locations and online environments
- 25. Establish student and employee wellness programs



▲ *Welcome Week activities, the Jayhawk Hub, and Care Team efforts all aim to create a welcoming environment for students. In addition, we review student policies to ensure there are no unintentional barriers to success.*

◀ *The annual Dr. Martin Luther King, Jr. Unity Breakfast is one of our most popular events and was sold out in 2020. Our diversity, equity, and inclusion activities are the foundation for achieving our vision for “An educated, inclusive community.” More information about these efforts is at www.muskegoncc.edu/dei.*

Strengthen our culture of inclusion, equity, accountability, safety, and well-being

2019-2020 ACCOMPLISHMENTS

- The diversity of applicant pool for faculty positions increased to 28.3%, up from 17.8% the previous year (objective 5.22.01)
- We completed a new employee guidebook with improved policies for administrative, professional, and support staff (objective 5.22.06)
- All 39 departments established at least one key performance indicator (objective 5.23.04)
- We made it easier to convert in-person classes to online, reducing academic disruptions while protecting student and faculty health (objective 5.23.10)
- Over 200 community members, employees, and students provided input to update MCC's Vision Statement, which identifies what we aim to accomplish: *An educated, inclusive community* (objective 5.23.12)
- We supported employee well-being by conducting a needs assessment and provided 8 wellness opportunities (objectives 5.25.02, 5.25.02)
- The Women's Cross Country and Track teams had the highest grade point average of all teams in the MCCA with an overall 3.76 gpa
- Sarah Wood, one of MCC's 12 Dream Scholars, was selected by *Achieving the Dream* as a national DREAM Scholar, an honor awarded to only eight students in the country ▼

2021 FOCUS AREAS

- Increase the number of students who believe MCC encourages "contact among students from different economic, social, and racial or ethnic backgrounds" from 43% to 58% (objective 5.22.03)
- Install additional security cameras (objective 5.24.02)
- Expand student well-being programs (objective 5.25.05)
- Engage students, employees, and community members in the development of MCC's 2022-2027 strategic plan (objective 5.23.15)

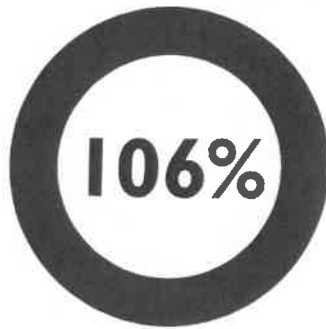


1,386

**students
received grants
of nearly
\$640,200
from the
CARES Act**

2019-2020 INSTITUTIONAL KEY PERFORMANCE INDICATORS

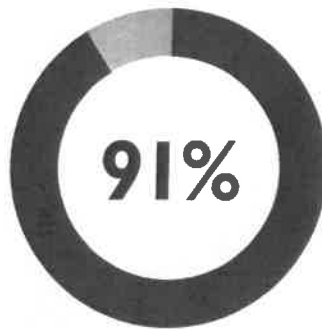
STUDENT SATISFACTION



Maintain student satisfaction at same or higher rate than national average of 64% (objective #1.1.01)

Our student satisfaction rate is 4 points above the national average

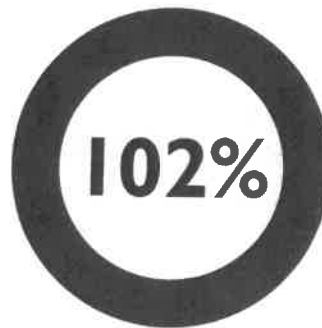
AFFORDABILITY



Keep tuition as the #1 lowest rate in Muskegon, Newaygo, Ottawa, and Kent Counties (objective #1.2.01)

MCC has the lowest tuition in Muskegon, Newaygo, Ottawa Counties

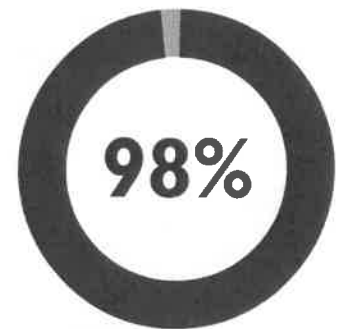
ENROLLMENT



Meet each semester's enrollment goals for new students (objective #1.3.01)

We exceeded the 2019-20 new student head-count goal by 2%

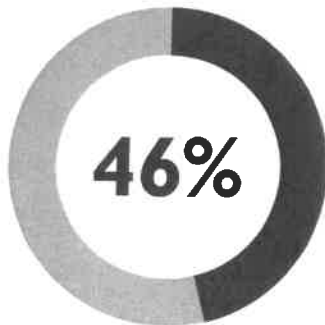
SUCCESS RATE



Success rate of students earning credential or transferring at state average of 22.3% (objective #1.4.01)

21.8% of students successfully earned a credential or transferred

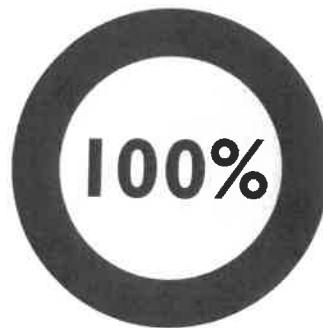
EQUITY



Reduce achievement gap in degree/certificate attainment among students of color (objective #1.4.02)

Graduation rate for students of color is 8.91% and the overall rate is 19.31%

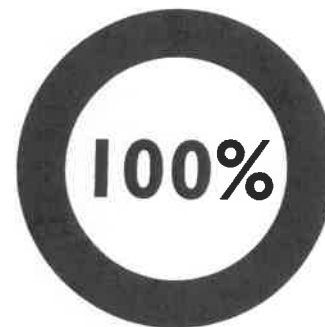
ACCREDITATION



Maintain accreditation by the Higher Learning Commission (objective #2.9.01)

We are fully accredited by the HLC and expect a renewal notice in early 2021

FINANCIAL STEWARDSHIP



End each fiscal year with a 100% balanced budget (objective #5.23.01)

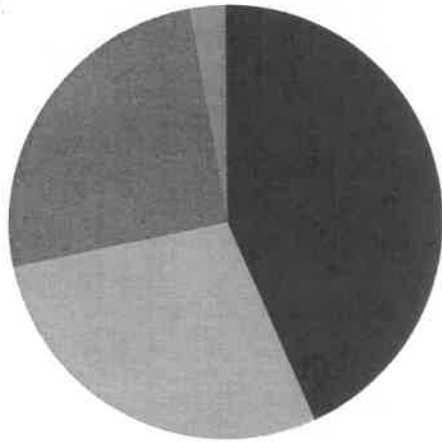
The 2019-20 fiscal year was within budget and our audit had no findings

How well do our goals meet student and community needs?

Visit www.muskegoncc.edu/progress to provide feedback and review progress on all KPIs, goals, and measurable objectives.

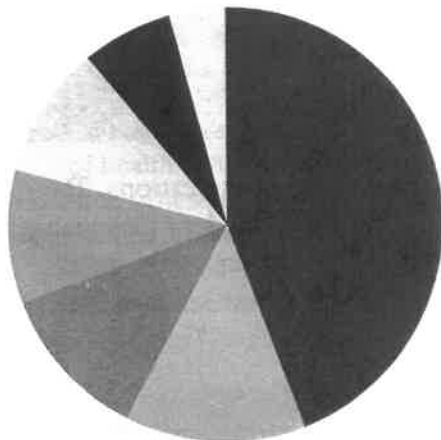
MUSKEGON COMMUNITY COLLEGE STATEMENT OF GENERAL FUND

FY2019-2020 revenues, expenses, and changes in net assets as of June 30, 2020



REVENUES

- Tuition and fees 43.48%
- State appropriations 28.40%
- Property tax levy 25.49%
- Other 2.64%



EXPENSES

- Instruction 44.33%
- Student services 12.67%
- Institutional administration 12.44%
- Instructional support 10.78%
- Facility maintenance 10.61%
- Information technology 7.90%
- Public services 1.27%

REVENUES

Operating Revenues

Tuition and fees	\$17,188,419
Miscellaneous	952,837
Total operating revenues	18,141,256

EXPENSES

Operating Expenses

Instruction	16,516,399
Information Technology	2,944,063
Instructional support	4,018,400
Student services	4,719,150
Institutional administration	4,634,813
Public services	474,791
Operation and maintenance of plant	3,953,059
Total operating expenses	37,260,675

OPERATING INCOME (LOSS) (\$19,119,419)

NONOPERATING REVENUES (EXPENSES)

State appropriations	\$11,228,043
Property tax levy	10,076,128
Investment income	89,736
Total nonoperating revenues (expenses)	21,393,907
Change in net assets	2,274,488
Transfers in (out)	(3,982,104)
Net change in net position	(1,707,616)

Net position at July 1, 2019 5,862,651

Net position at June 30, 2020 \$4,155,035

Visit www.muskegoncc.edu/financial-services/budget-and-performance-transparency-reporting/ to view Muskegon Community College's complete audited financial statements.

MCC IS THE BEST CHOICE FOR SUCCESS!

- MCC's high-quality education and low tuition offer the best value in higher education
- 40 associate degree programs and 35 certificate programs
- MCC's credits transfer easily
- A liberal arts education develops critical thinking and other leadership skills
- Highly qualified faculty are dedicated to student success
- Low 19:1 student-faculty ratio provides more interaction with instructors and greater academic success
- Free tutoring, counseling, career resources, food pantry, and other support services
- Financial aid is available
- The Jayhawks offer 17 intercollegiate athletic programs—more than any other community college in Michigan!
- Study-abroad programs and several other experiential learning opportunities
- The updated main campus features a new Science Center, Health and Wellness Center, Art and Music building, and Automotive Tech facility
- The Carolyn I. and Peter Sturru Technology Center in downtown Muskegon provides the most advanced training in the region



- The state-of-the-art Carr-Fles Planetarium is West Michigan's only free planetarium
- The main campus is home to the Hendrik Meijer Library, the Kasey Hartz Nature Area, Overbrook Theater, University Park Golf Course, Bartley Science Museum, and many other amenities available to students and the community
- Phi Theta Kappa Honor Society plus honor societies in English, geography, and nursing
- Nursing student exam pass rates lead the nation
- 19 student organizations, *The Bay Window* student newspaper, music ensembles, theater, and many other student life opportunities
- Our accreditation by the Higher Learning Commission means that you can rely on a high-quality education and access to federal financial aid
- MCC is the fourth oldest community college in the state; we've been helping students move *onward and upward* for 95 years!

YOUR CAREER PATHWAY BEGINS AT MCC



Arts, Humanities and Communication

Ideal for those who place a great deal of value on self-expression, personal experience, imagination and creativity. Career options include: creative and performing arts, music, philosophy, journalism, broadcasting, and more.



Business and Information Technology

Includes all aspects of business and computer information technology. Career options include: accounting, computer networking, software development, digital game design, entrepreneurship, graphic design, management, marketing, and more.



Engineering/Manufacturing and Industrial Technology

Technology is necessary to design, develop, install and maintain manufacturing systems. Career options include: architecture, mechanics, manufacturing technology, production, electronics, construction trades, and more.



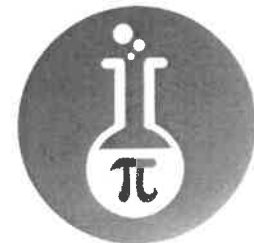
Health Services

Careers in this pathway are related to the promotion of health and treatment of disease. These include research, prevention, treatment and health related technologies. Health care professionals are in high demand locally and nationwide.



Human Services

Human Services is focused on helping people overcome adversity through strength-based approaches that empower them to reach their full potential. Human Service Professionals help people to advance lives, help those in need, and educate future generations.



Math and Science

Try this pathway if you're an analytical thinker who prefers to examine evidence to assist in demonstrating a theory or outcome. This pathway includes careers in areas such as agriculture, astronomy, the biological sciences, chemistry, environmental science, and mathematics.

75 Degree and Certificate Options

Associate in Science and Arts Degree (ASA) *The best option when transferring to a four-year institution*

Associate in Applied Science Degree (AAS) *Get the training needed to directly enter the workforce*

Certificate Programs *Complete training within one to three semesters to gain vocational skills or upgrade skills*

Associate in Science (AS) in Engineering

Associate in General Studies *(non-transferrable degree)*

Diploma in Practical Nursing

**Whitehall Planning Commission
Meeting Minutes
April 6, 2022**

Present

B. Armstrong, D. Bedau, D. Bowyer, J. Guzman-Celedon, D. Hillebrand, C. Mahoney, S. Salter

Absent

V. Irby, M. Shepherd

Also Present

City Manager S. Huebler

Call to Order

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

Agenda

Motion by Mahoney, second by Guzman, CARRIED, to approve the agenda as submitted. All voted yes.

Minutes

Motion by Salter, second by Bowyer, CARRIED, to approve the March 2, 2021 minutes as submitted. All voted yes.

Communications

Staff submitted an update on the Comprehensive Plan Implementation. Bedau informed the Commission that an easement was discovered along the west property line of the WaterDog site. This required shifting the approved site plan to the east. Staff authorized the change in consultation with the Chair and Vice Chair.

Hillebrand joined the meeting at this time.

Public Comment

Unfinished Business

New Business

Motion by Hillebrand, second by Salter, CARRIED, to postpone any action on amending the Comprehensive Master Plan until such time as the U.S. Census data is available and the Zoning Ordinance Review Committee is done. All voted yes.

Commissioners Bedau, Hillebrand, Mahoney, and Salter all commented that the Plan is fine as written and only needs a potential update on census data and possible recommendations from the Review Committee along with some minor tweaking.

Adjournment

There being no further business, motion by Armstrong, second by Mahoney, CARRIED, to adjourn at 6:15 p.m. All voted yes.

DRAFT

Rental Inspection Report

We began rental inspections in September 2020. Since we began inspections we do on average 4 inspections a month and usually take place on a Tuesday. We schedule 2 for each Tuesday; this allows time for Toby to do any re-inspections if needed.

The process for scheduling inspections is as follows. A letter is sent to the property owner two weeks before initial inspection. This letter includes the date and time of inspection along with copies of what Toby Fredrickson, Rental Inspector, looks for during an inspection as well as a sheet regarding smoke detector information. If a property owner cannot make an inspection they may contact the office to reschedule. Once the inspection is complete Toby will email his findings along with the appropriate documentation to Julie at DPW so she can send the information to the property owner. This documentation may include an invoice for said inspection, notice of repair if needed, or a letter for approval of compliance. Certificates of Compliance are not given unless all fees are paid; this includes water/sewer bills, and property taxes as well as inspection fees. Certificates of Compliance are good for three years.

When an inspection is completed whether it is an initial, re-inspection or a no show, they are entered into a spreadsheet. The information entered includes: the date inspected, the address of inspection, the inspection fee, re-inspect fee, or other fees (no show). Toby is paid for 75% of all inspections he completes and is paid before fees are collected.

Currently we have four unpaid invoices. One invoice was a rental that was inspected then later sold and did not get paid. This will be added to the taxes to recover the fee. Two other properties have failed to comply inspection requirements and have yet to pay for their invoices. The fourth property has failed to show for inspections, next inspection if no show occurs a civil infraction will be ticketed.

The most common issues detected are lack of smoke detectors, and water leaks such as plumbing, roof and leaking faucets.

As of March 11, 2021

Total addresses registered 96

Total units registered 170

Total addresses registered are the physical addresses for all properties registered; total units registered are all units within the addressed properties registered. An example of this would be the apartments.

Total number of initial inspections: 14 Addresses; 40 units

Total number of re-inspections: 6 Addresses; 28 units

Total number of no-shows: 3 Addresses; 9 units

Total number incompliance: 10 Addresses; 29 units

Total number not complied: 4 Addresses; 11 units

Total revenue: \$2,270

Total expenditure: \$3,693.75 (paid to Toby)

Unpaid: \$2,690



Wastewater & Public Works Newsletter

2020 RECAP
&
SPRING 2021

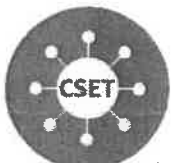
RENAMING OF THE WASTEWATER

We now have a new name for our 11,000-acre facility: **The Muskegon County Resource Recovery Center**. This new name better reflects what we do: recover valuable resources from waste products. We recover clean water from sewage, and recover nitrogen and phosphorus from sewage which we then use to grow crops. Another part of the Resource Recovery Center (Solid Waste) takes people's trash and recovers methane gas, which is used by some of our local industries. Someday we hope that our acreage south of Apple Avenue will recover energy from the sun's rays to be used by Muskegon County residents. New signs will be installed in the coming months.

COVID-19

Since the closure of county offices in March, the Wastewater has worked to comply with the orders of the CDC and Governor Whitmer which designated Wastewater and Public Works as essential work. We had to get creative with shutdowns, furloughs and social distancing in order to follow all guidelines and still complete our work. It has been challenging to say the least, but our employees have shown determination and teamwork to rise to the challenges.

CSET EPIDEMIOLOGY STUDY



COVID-19 Sewer Epidemiology Team

During the summer of 2020, Rick Rediske of GVSU reached out to MCWMS and asked if we would like to participate in a Covid-19 sewer epidemiology study. The goal of this investigation is to predict

Covid-19 outbreaks before they would be discovered through the normal path of clinical testing. Genetic material in stool is said to be found about 2-7 days before a person becomes symptomatic, if they become symptomatic at all. MCWMS staff and GVSU's Annis Water Research Institute staff came together to create CSET (Covid Sewer Epidemiology Team). After applying and receiving governmental grant funding, GVSU was able to pay for every aspect of this study, including new equipment to add to their lab. The new equipment was able to perform ddPCR (Droplet Digital Polymerase Chain Reaction) which looked for RNA markers specific to the Covid-19 virus. The sampling team consisted of 7

members from the Wastewater's lab and IPP staff. The Wastewater's influent, 2 prison outfall points, Maple Island Estates outfall, and 4 other locations in the sanitary sewer system were each sampled twice a week for a total of 7 weeks. AWRI has finished processing the samples and has made the data available.

FARMING AND HARVEST

An updated seed metering system has increased seeding precision greatly and the farmers are very happy with this new tool. In July one of our rig trucks caught fire. Dry grass ignited under the truck while a rig



tech was changing a flat tire on a spray rig. Neither the rig tech nor the spray rig were harmed but the truck was a total loss. The weather was

perfect for harvesting and the grain quality was good. Two new articulated tractors with crawler tracks joined the fleet in 2020 and they have aided the farmers in traversing the fields no matter the conditions, and the farmers appreciate the smoother ride.

WILDLIFE

The Wastewater received a 2-year recertification from the Wildlife Habitat Council based on our nest box monitoring program, nature trail, timber stand improvement program, pollinator plot and Christmas bird count. Our nesting box monitoring program was the recipient of the 2020 Avian Project Award.



The colony of ring-billed gulls on the center dike road failed to produce even one surviving chick in 2020. Most of the eggs never hatched and those that did hatch didn't survive. It is believed that a spike in bird watching activity due to Covid-19 lockdown restrictions along

with a lack of barricades on the center dike road played the biggest roll in this.

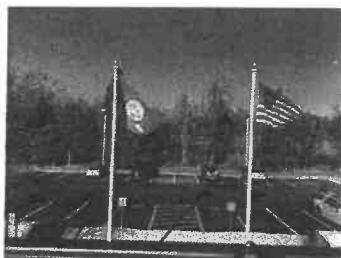
The Annual Nest Box Clean Out Day is March 27, 2021 from 9am – noon. Volunteers come together to clean and prepare over 300 nest boxes for the upcoming nesting season. Volunteers should contact Anita Friend prior to Clean Out Day. Volunteer opportunities are also available during the nesting season (May-July).

SWANSON ROAD PAVED

A much welcomed change has been the paving of Swanson Road between Apple Avenue and the Fleet/Ops Buildings. This project added concrete approaches to the Fleet/Operations Maintenance building, gave the grain center a concrete driveway, connected the Farm to the natural gas pipeline, and moved overhead power lines across the road which reduced the risk of electrocution for crane operators and farming equipment operators. All in all, this paving project created a safer, cleaner and more pleasant path to the buildings for workers and visitors.

ADMINISTRATION & LABORATORY RENOVATIONS

We had a complete repaving of the parking lot, replacement of broken sidewalk sections, added speed humps to the driveway, added a concrete ramp to the lab loading dock and the front entrance brick walkway has been replaced with stamped concrete.



In April we were finally able to fully move into the newly renovated lab. Not only is the lab brighter and cleaner, it is also more efficient for work flow and safer for our lab techs. The new

HVAC system and hoods provide top notch air quality for our laboratory workers.

TIMBER MANAGEMENT

Two timber harvest contracts started in February 2020. One involving 942 oak trees in 110 acres of forest and the other involving a 40-acre tract containing pockets of red pine that were clear cut and other areas cut as a shelter wood harvest. Red pines are not native to our

area and the warmer temperatures are a stressor to the trees which makes them subject to diseases.

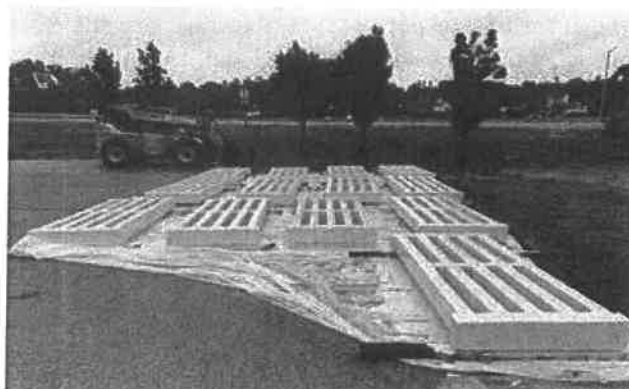
FLUME BAR SCREEN

Wastewater employees offered and implemented a creative approach for dealing with the problem of the widely variable rate of grease and debris accumulation and being at the mercy of the dumpster company for timely pickups. We discontinued the dumpster service and built our own three sided dumpster which allows a telehandler bucket to get in and scoop out the screenings and haul them to one of our nearby sludge drying beds. 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. This screen system keeps debris out of the aeration cells which saves the aerators from plugging and saves our mechanics loads of work needed to clean a plugged aerator.



C STATION ODOR CONTROL SYSTEM

The odor control system had to be repaired this past fall as the epoxy coating had peeled off the concrete support grating which caused the concrete to degrade. Concrete grating supports a layer of lava rocks. On top of the lava rocks is a layer of wood chips that are kept moist. A bacterial slime grows on the wood chips. Foul air from the lift stations two wet wells is pushed up through the layers. As the air flows up through the wood chips, the bacteria on the wood chips "eat" the odor-causing chemicals. The fact that this filter system contains living microorganisms is why we refer to it as a Biofilter.



White Lake Senior Center
8741 Ferry St.
Montague, MI 49437
231-894-9493 director@whitelakeseniors.org

City of Whitehall
405 E. Colby St.
Whitehall, MI 49461

Dear City Council:

On behalf of the White Lake Senior Center I wish to thank you for your previous financial support of the Senior Center. Without the contributions of the local municipalities we would not be able to function as we have. Recent actions by the City of Montague may have caused some of your members to question further support of our programs. I hope this letter will put your concerns to rest.


It is disappointing that so many have assumed that the City of Montague was correct and justified in initiating eviction proceedings for our facility based upon a belief that the Senior Center was in violation of the state's mask and social distance rules. We believe the City was wrong in its allegations against us and that if they had continued the eviction process we would have been exonerated. After a closed session to receive advice from city attorneys, the Council decided to discontinue the eviction process and instead terminate the lease, giving us one year's notice. This action by the City Council is proper and allowed under our lease, and legally unrelated to any violation of state regulations. The Senior Center has no legal recourse to prevent this eviction.

This means that if nothing happens in the next few months, the White Lake Senior Center will be required to find a new facility. The cost involved in moving and leasing a new facility will be substantial. It is important that the surrounding municipalities continue their financial support if we are going to be able to continue to serve the White Lake area seniors.

We have made our home in the old bank building for at least 39 years – the earliest lease we can find is from 1982. We are grateful to the City of Montague for making the building available to us for these years, essentially rent free. It is our strong hope that whatever concerns the City Council has with our continued occupancy it can be resolved. With that hope, when the City Manager asked if we would meet with council representatives we agreed immediately. The City has not yet suggested a time and place. We have attempted to resolve this conflict since the city sent the Senior Center a notice of default under the lease six weeks ago, asking the city what they wished us to do or stop doing in order to satisfy them. So far, there has been no response. Until the City meets with us, all that we can do is continue to serve the public and resign ourselves to finding a new facility.

If you have any questions about continuing to support us, please do not hesitate to contact me.

White Lake Senior Center Board of Directors


Andrew F. Fink, Chair
3-31-21

CITY OF WHITEHALL
ORDINANCE NO. 20-01

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF WHITEHALL, MICHIGAN; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

THE CITY OF WHITEHALL ORDAINS:

Section 1. Short Title. This ordinance shall be known as the “Code of Ordinances adopting ordinance” and may be so cited.

Section 2. Adoption of Code Ordinances. The code entitled “Code of Ordinances, City of Whitehall, Michigan,” published by the City of Whitehall, consisting of titles 1 through 8, each inclusive, is adopted.

Section 3. Repealer. All ordinances of a general and permanent nature enacted on or before April 13, 2021, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 4. Prior ordinances not revived. The repeal provided for in section 3 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 5. Penalty. Whenever in this code or any ordinance of the city an act is prohibited or is made or declared to be a misdemeanor or a municipal civil infraction, or whenever in this code or any ordinance the doing of any act is required or the failure to do any act is declared to be a misdemeanor or municipal civil infraction, the violation of any such provision by any person shall, upon conviction of a misdemeanor, be punished by a fine not exceeding \$500.00 or imprisonment for a term not exceeding 90 days, or both, except whenever

a specific penalty is otherwise provided. Whenever any such violation shall constitute a municipal civil infraction, a finding of responsibility shall be punished by a civil fine not exceeding \$500.00, except whenever a specific penalty is otherwise provided.

Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 6. Code additions or amendments. Additions or amendments to the Code when passed in such form as to indicate the intension of the City Commission to make the same part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 7. Later Ordinances. Ordinances adopted after April 13, 2021 that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 8. Effective date. This ordinance shall become effective April 25, 2021

PASSED AND ADOPTED by the City Council on this 13th day of April, 2021

By: _____
Debra Hillebrand, Mayor

Attest: _____
Brenda Bourdon, City Clerk

**Whitehall City Council
Agenda Report – WLFA Lease**

The White Lake Fire Authority has a lease with the City for seven bays and a small administrative area on the southwest portion of the city hall complex. The lease expires in 2025. The lease allows either party to terminate early with a twelve month notice or sooner by mutual agreement. The Authority has submitted a request to terminate by the end of this May to facilitate moving into their new fire station. City Attorney Meier suggests that a simple "Lease Termination Agreement" be executed following acceptance of an early termination by the City Council.

Staff supports an early termination. The vacated space will be used primarily to relocate the summer park crew from the cemetery.

RECOMMENDATION

Motion to mutually agree on an early termination of the White Lake Fire Authority lease at city hall, the early termination will be May 31, 2021, and that Mayor Hillebrand and Clerk Bourdon be authorized to execute a Lease Termination Agreement on behalf of the City.

STATION 1
115 S. Baldwin St
Whitehall, MI 49461
231-893-6503



STATION 2
4206 Duck Lake Rd
Whitehall, MI 49461
231-766-3311

Dear City Manager Huebler,

Please consider this letter our official intent to terminate our current lease for our current building at 115 S. Baldwin on 6/1/2021. We are planning on being in the building through May. In the event this timeline changes we will communicate that as soon as we have additional information. We appreciate the relationship we have built over the last 60 years and look forward to continuing to help protect the City from our new location.

Sincerely,

A handwritten signature in black ink, appearing to read "Pete McCarthy". The signature is fluid and cursive, with a long horizontal stroke at the end.

Fire Chief Pete McCarthy
White Lake Fire Authority
115 S. Baldwin
Whitehall, MI 49461
Peter.mccarthy@mcd911.net
231-893-6503

SMOKE DETECTORS SAVE LIVES

Whitehall City Council
Agenda Report – Pub 111 Outdoor Seating

The State of Michigan Liquor Control Commission developed extended outdoor dining and drinking licenses to supplement indoor dining capacity limitations as a response to the Covid19 Pandemic. The City Council previously approved temporary outdoor seating on city property for Big Johns Pizza, Fetch Brewing Company, and Pub 111. The State amended the temporary approvals with a Limited Permanent Outdoor Service Area Permission Conversion. The City granted Fetch a Conversion for use of the sidewalk on the east side of their building. Pub 111 is asking for similar approval for the use of that portion of First Street that runs along the west side of their building. The City's permission is revocable in the sole discretion of the Council.

RECOMMENDATION

Motion to approve a Limited Permanent Outdoor Service Area Permission Conversion for Pub 111 as requested subject to the installation of adequate and aesthetically pleasing vehicle traffic barriers and designated dining and drinking areas.

Scott K. Huebler

From: Michael Kordecki <rugcleaner@msn.com>
Sent: Thursday, April 8, 2021 3:05 PM
To: Scott K. Huebler
Cc: Debi Hillibrand; April Fairchild
Subject: Kordecki/ Pub 111

Scott per our discussion yesterday, I have until April 30th to give MLCC a decision if we want to extend approval for Outdoor Seating, MLCC has approved based on the City doing the same.

First, the cost for Pub 111 to continue the Outside Seating is not CHEAP, along with making the STREET very appealing, we also must hire more employee's and extend our service to the OUTSIDE area and make sure all areas outside the service area is enclosed, with nobody being able to leave with DRINKS

I hope you can put this on the AGENDA, we have had many Whitehall residents request that we continue the OUTSIDE, and with the State of Michigan limiting service to 50%, our customers, our residents, and the tourist community have reached out encouraging our commitment to safety during this COVID 19 pandemic.

Last year we started a little rough, we immediately worked with the City of Whitehall and got all necessary concerns handled. This year we want to add a TENT to the controlled area, it will be the same tent that we use in Muskegon at the Marine Tap in Lakeside.

This will keep the sun conditions under control. the pavement gets hot. We will also allow our entertainment outside, this is for everyone's enjoyment, usually Friday, Saturday, and Sunday.

Please try to sell this to the Commission, I know our Commissioners really want to improve Whitehall Business District. What better way to attract tourism, community involvement and get the word out that Whitehall is moving forward?

Since you do not have many businesspeople on the commission, I want to express that this Outside Seating will not make PUB 111 a lot of extra money, we have learned from last year, we lose people from eating inside since outside is more attractive and that loss of inside service counters any extra revenue

My request is for the community, our neighbors to the south, Grand Haven and Muskegon have already approved outside seating on City property. I would hope other businesses in Downtown Whitehall request outside seating.

You are welcome to share my email address and my phone number to anyone that has questions

**Michael Kordecki
704-577-7358**

"The e-mail below is from an external source. Please do not open attachments or click links from an unknown or suspicious origin."

CITY OF WHITEHALL
RESOLUTION 21-10
Budget Amendment #5

- 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, we completed a street project that included E Collier, W Collier, Carlton, Country Club, Benston (Mears to Division), Alice (Mears to Division), Baldwin (Alice to Elliott) and (Spring to Colby), Mohawk (E River to River CT) and Water Main on W Collier
- WHEREAS, we estimated the costs of the project and transferred the revenues from Major Street, TIFA, Water and General fund to the capital projects fund
- WHEREAS, the project is finished and the total expenses were compared to the transfers in from the above funds.
- WHEREAS, adjusts need to be made
- WHEREAS, an increase in transfer from Major Street of \$21,318 and from Water \$16,578
- WHEREAS, a decrease from TIFA of \$36,600

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 April 13, 2021 at 6:00 p.m. (___ yes; ___ no, ___ absent).

Debra Hillebrand, Mayor

Brenda Bourdon, City Clerk