



CITY COUNCIL MEETING  
405 E. COLBY STREET, WHITEHALL, MI  
CITY COUNCIL CHAMBERS  
MARCH 22, 2022  
6:00 p.m.

**AGENDA**

1. Meeting called to Order
  - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
  - Approval of the March 8 Council Meeting Minutes
  - Approval of Accounts Payable: \$267,978.78
  - Communications: Central Dispatch Minutes, Prein&Newhof Newsletter, Wastewater Minutes
4. Messages from the Mayor, Council, and City Manager
  - Longevity Awards: Julie Davis, Brook Schiller, Chris Mahoney
5. Public Comment \*
6. Old Business
7. New Business
  - Tag Day Request
  - Walk the Beat Park Request
  - Resolution 22-12 Pay Grades
  - Resolution 22-13 EDA ARPA Grant
  - Resolution 22-14 Mears Ave Engineering
8. Public Comment \*
9. Adjournment

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

**\* PUBLIC COMMENT:** Citizens wishing to speak on any subject matter or with regard to items on the agenda should use this opportunity. As a courtesy to the council, state your name, and direct your comments to the board. Please limit comments to three minutes. If you have questions or issues that need to be addressed, contact City Hall during regular business hours.

CITY OF WHITEHALL  
CITY COUNCIL WORK SESSION MINUTES  
Garden Room  
March 8, 2022  
5:00 p.m.

**PRESENT:** Scott Brown, Dick Connell, Keith Heidelberg, Sean Mullally, and Steve Salter

**ABSENT:** Jeff Holmstrom, Stephen Sikkenga

**ALSO PRESENT:** Scott Huebler, Brenda Bourdon, Roger Squiers, and Will Meier.

Mayor Salter called the meeting to order at 5:02 p.m.

**DISCUSSION ITEMS**

**Solid Waste Lease** – Council Member Connell reported that Knight Transfer would like to lease property at the transfer station for sorting recyclable materials. Connell expressed the concerns of added truck traffic and increased daily operation and requested other members to share their concerns. There currently is a facility in Zeeland which the Solid Waste board plans to visit. At this stage it's still in the discussion phase and Connell will continue to report out as discussions continue.

**Snowmobiles** – Mayor Salter shared the request he received about snowmobiles accessing Lake Street via White Lake Drive. Snowmobilers would like to be able to get to the Eagles. After discussions about different paths, and the need to consult with the DPW Director, consensus was to allow access to Lake Street with an updated ordinance to be brought to Council in the future.

**ADA Compliance** – Council Member Brown wanted to address Frank Hollister's letter and implement ADA compliance with the building code. Council Member Heidelberg explained that the building code does already address ADA compliance and unfortunately, we can't require more than the state already mandates.

**PUBLIC COMMENT** - Val Barnes commented on snowmobiles going off trail and the need for recycling day to eliminate computers/electronics. Jerry Rowe commented on the ADA laws and the last codification in 1990 that requires compliance. Mike and Tammy Bradford provided input on snowmobiles. Tamara Horne asked if any of the climate pro-bono services that were offered were going to be used. Mayor Salter shared the webinar that the City Manager is attending provided by EGLE.

**MEETING ADJOURNED AT 6:01 P.M.**

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Steve Salter, Mayor

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Brenda Bourdon, City Clerk

CITY OF WHITEHALL  
CITY COUNCIL MEETING MINUTES  
Council Chambers  
March 8, 2022

PRESENT: Scott Brown, Dick Connell, Keith Heidelberg, Jeff Holmstrom, Sean Mullally, Steve Salter, and Steve Sikkenga

ABSENT: None

ALSO PRESENT: Scott Huebler, Brenda Bourdon, Roger Squiers, and Will Meier

Mayor Salter called the meeting to order at 6:04 p.m.

#### APPROVAL OF THE AGENDA

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

#### APPROVAL OF THE CONSENT AGENDA

- A. February 22, 2022 Council Meeting Minutes
- B. Accounts Payable - \$224,755.78
- C. Communications: Arts Council of White Lake; Climate Letters; Zoning Board of Appeals Minutes

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

#### MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Council Member Sikkenga noted that for any climate action a cost/benefit analysis should be done. City Manager Huebler announced that an energy analysis will be performed for the City by ABM. Mayor Salter supports sponsoring the Arts Council Summer Concert request.

#### PUBLIC COMMENT

Lori Coleman, Montague, asked how many letters of climate action support we received.

Val Barnes, Whitehall, commented that City of Whitehall residents' tax money would be spent on climate action.

#### NEW BUSINESS

##### A. Treasurer Confirmation

Motion by Connell, seconded by Sikkenga, CARRIED, to confirm the appointment of Alyssa Seaver as the City Treasurer. All yeses.

**PUBLIC COMMENT**

None

**ADJOURNMENT**

Mayor Salter adjourned the Council Meeting at 6:22 pm.

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Steve Salter, Mayor

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Brenda Bourdon, City Clerk

CITY OF WHITEHALL  
ACCOUNTS PAYABLE  
March 22, 2022

**March 2022 Prepaids**

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$49,357.34	Transfer
IRS	Payroll	\$17,990.47	EFT
Alerus Financial	Payroll	\$5,871.09	EFT
Teamsters Local 214	Payroll	\$379.00	8998
MISDU	Payroll	\$90.34	8999
FOP-CD Hammond #99	Payroll	\$69.39	9000
Alerus Financial	Payroll	\$393.22	EFT
Alerus Financial	Payroll	\$16,000.00	EFT

**Total Prepaids:**

\$90,150.85

**Accounts Payable:**

\$177,827.93

**TOTAL ACCOUNTS PAYABLE**

**\$267,978.78**

Vendor Code	Vendor Name	Description	Amount
EVERA	ALEXANDER AK	EVERGREEN	
	CONTRACT	INSTRUCTOR - WLYT SPRING 2022	150.00
TOTAL FOR: ALEXANDER AK EVERGREEN			<u>150.00</u>
SEAV	ALYSSA SEAVER		
	FLEX	FLEX - MARCH-2022	310.99
TOTAL FOR: ALYSSA SEAVER			<u>310.99</u>
MISC	AMAZON.COM		
	112-2277721-932	N-95 MASKS	29.80
	114-1824357-606	DISPLAY CABLE/FILE & PERSONNEL FOLDERS	80.60
TOTAL FOR: AMAZON.COM			<u>110.40</u>
HOLMES	ANDREA HOLMES		
	CONTRACT	INSTRUCTOR - WLYT SPRING 2022	150.00
TOTAL FOR: ANDREA HOLMES			<u>150.00</u>
BEAM	BETH BEAMAN		
	SHOWCUE	REIMBURSEMENT - SOUND SOFTWARE	149.00
TOTAL FOR: BETH BEAMAN			<u>149.00</u>
MAHON	BRANDON L MAHONEY		
	FLEX	FLEX - MARCH-2022	1,425.60
TOTAL FOR: BRANDON L MAHONEY			<u>1,425.60</u>
ARMST	BRIAN ARMSTRONG		
	FLEX	FLEX - MARCH-2022	32.05
TOTAL FOR: BRIAN ARMSTRONG			<u>32.05</u>
SCHILLER	BROOK SCHILLER		
	STATEMENT	MILEAGE REIMBURSEMENT - MGFOA CONFERENCE	147.42
TOTAL FOR: BROOK SCHILLER			<u>147.42</u>
CHART	CHARTER COMMUNICATIONS		
	STATEMENT	INTERNET - MARINA/DPW	204.97
TOTAL FOR: CHARTER COMMUNICATIONS			<u>204.97</u>
BEA	CHRISTOPHER D BEAMAN		
	CONTRACT	ACTOR - EVERY BRILLIANT THING	300.00
TOTAL FOR: CHRISTOPHER D BEAMAN			<u>300.00</u>
MISC	CITY OF GRAND RAPIDS		
	STATEMENT	PARKING RAMP FEES	43.00
TOTAL FOR: CITY OF GRAND RAPIDS			<u>43.00</u>
CONCORD	CONCORD THEATRICALS CORP		
	10631604	SCRIPTS - MOON OVER BUFFALO	89.50
TOTAL FOR: CONCORD THEATRICALS CORP			<u>89.50</u>
CONSU	CONSUMER'S ENERGY		
	STATEMENT	UTILITIES	5,413.60
TOTAL FOR: CONSUMER'S ENERGY			<u>5,413.60</u>

Vendor Code	Vendor Name	Description	Amount
DAVI	CYNTHIA DAVIS-DYKEMA		
	REIMBURSEMENT	REIMBURSEMENT - WINE/CONCESSIONS	109.95
TOTAL FOR: CYNTHIA DAVIS-DYKEMA			<u>109.95</u>
DAN	DAN FROST DBA DAN'S AUTOMOTIVE		
	10037	CRUISER MAINTENANCE #301	55.65
	10123	TRUCK 12-05 - BRAKE PADS/CALIPER/BRAKE HOSE	357.85
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			<u>413.50</u>
MISC	DELTA HOTELS MUSKEGON		
	STATEMENT	MAYORS/MGRS - BEVERAGES	46.00
TOTAL FOR: DELTA HOTELS MUSKEGON			<u>46.00</u>
MISC	DOPE		
	STATEMENT	LONGEVITY GIFT - C. MAHONEY	249.10
TOTAL FOR: DOPE			<u>249.10</u>
DRAMA	DRAMATIC PUBLISHING		
	100109311	SCRIPTS - BAD MURDER/TRACKS/LOTTERY	39.97
TOTAL FOR: DRAMATIC PUBLISHING			<u>39.97</u>
EMERS	EMERGENCY SERVICES LLC		
	18404	POWER DOOR/LIGHTING MAINT - CRUISER	2,435.74
TOTAL FOR: EMERGENCY SERVICES LLC			<u>2,435.74</u>
EPS	ENGINEERED PROTECTION SYSTEMS INC.		
	A1288483	SYSTEM MONITORING 4/1/22 - 6/30/22	225.00
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC.			<u>225.00</u>
ETNA	ETNA SUPPLY INC		
	S104454869.001	MTR 1" IPERL 1,000 GAL ECR - QTY 24	5,640.00
TOTAL FOR: ETNA SUPPLY INC			<u>5,640.00</u>
FRONT	FRONTIER		
	STATEMENT	TELEPHONE - SEWER	39.02
	STATEMENT	TELEPHONE	60.88
TOTAL FOR: FRONTIER			<u>99.90</u>
GRLF	GREAT LAKES FORD		
	FOCS348412	MAINTENANCE - 2019 FORD TRUCK F-250	52.31
TOTAL FOR: GREAT LAKES FORD			<u>52.31</u>
JURCICH	HANNAH JURCICH		
	CONTRACT	INSTRUCTOR - WLYT SPRING 2022	250.00
TOTAL FOR: HANNAH JURCICH			<u>250.00</u>
MISC	HUNTINGTON PUBLIC CAPITAL CORP		
	543044	SEWER TRUCK - PAYMENT #4 OF 5	83,194.77
TOTAL FOR: HUNTINGTON PUBLIC CAPITAL CORP			<u>83,194.77</u>
J&H OIL	J&H OIL COMPANY		
	11058153	FUEL - UNLEADED 4000 GAL & DIESEL 2999 GAL	25,831.60
TOTAL FOR: J&H OIL COMPANY			<u>25,831.60</u>

Vendor Code	Vendor Name	Description	Amount
J&J	J&J FARM SALES		
	92638	REPLACE - IGNITION COIL/SPARK PLUGS FOR HUSQU	302.88
TOTAL FOR: J&J FARM SALES			<u>302.88</u>
BEAMANJ	JACOB BEAMAN		
	CONTRACT	INSTRUCTOR - WLYT SPRING 2022	120.00
TOTAL FOR: JACOB BEAMAN			<u>120.00</u>
JJ'S ELEC	JJ'S ELECTRIC LLC		
	FEB-2022	ELECTRICAL PERMITS - MARCH-2022	1,553.60
TOTAL FOR: JJ'S ELECTRIC LLC			<u>1,553.60</u>
TRUSTY	KATIE TRUSTY		
	CONTRACT	INSTRUCTOR - WLYT SPRING 2022	125.00
TOTAL FOR: KATIE TRUSTY			<u>125.00</u>
NUMM	KEVIN NUMMERDOR		
	FLEX	FLEX - MARCH-2022	245.00
TOTAL FOR: KEVIN NUMMERDOR			<u>245.00</u>
MGFOA	MI GOVERN'T FINANCE OFFICERS ASSOC		
	STATEMENT	MGFOA CONFERENCE - SEAVER/SCHILLER	310.00
TOTAL FOR: MI GOVERN'T FINANCE OFFICERS ASSOC			<u>310.00</u>
MSOP	MICHIGAN ASSOC OF PLANNING		
	66345	WORKSHOP-GHAZAL	110.00
TOTAL FOR: MICHIGAN ASSOC OF PLANNING			<u>110.00</u>
MICHSTPOL	MICHIGAN STATE POLICE-CASHIERS OFF		
	551-596748	SOR FEES	90.00
TOTAL FOR: MICHIGAN STATE POLICE-CASHIERS OFF			<u>90.00</u>
MICR	MICR GRAPHICS PRINTING		
	114982	BUSINESS CARDS - DAVIS	53.00
TOTAL FOR: MICR GRAPHICS PRINTING			<u>53.00</u>
MISC	MIDWAY USA		
	53342040	STEEL RIFLE TARGET	234.24
TOTAL FOR: MIDWAY USA			<u>234.24</u>
MISC	MONTAGUE HIGH SCHOOL		
	STATEMENT	YEARBOOK AD/MARKETING - PLAYHOUSE	40.00
TOTAL FOR: MONTAGUE HIGH SCHOOL			<u>40.00</u>
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2200001036	VIRTUAL SERVER & SUPPORT - MARCH-2022	527.37
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			<u>527.37</u>
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO		
	6438	SALT/SAND/BRINE	5,428.07
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO			<u>5,428.07</u>



INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL  
 EXP CHECK RUN DATES 03/18/2022 - 03/18/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID  
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Vendor Code	Vendor Name Invoice	Description	Amount
CARMOL	NATALIE CARMOLLI CONTRACT	DIRECTOR - EVERY BRILLIANT THING	200.00
TOTAL FOR: NATALIE CARMOLLI			<u>200.00</u>
MISC	OFFICESUPPLY.COM 4859592	PAPER/SHARPIES/LENS CLEANER/GLUE STICKS/BINDE	53.35
TOTAL FOR: OFFICESUPPLY.COM			<u>53.35</u>
ED	OGBORN ENTERPRISES, INC. WDPW22-03/WCH22	CLEANING SERVICES - DPW/CH	587.71
TOTAL FOR: OGBORN ENTERPRISES, INC.			<u>587.71</u>
ORKIN	ORKIN, LLC 35611255	PEST CONTROL/TREATMENT - PLAYHOUSE	79.44
TOTAL FOR: ORKIN, LLC			<u>79.44</u>
PARM	PARMENTER LAW 263711-263712	ATTORNEY FEES	2,303.50
TOTAL FOR: PARMENTER LAW			<u>2,303.50</u>
PITTS	PITTSBURG TANK & TOWER MAINTENANCE STATEMENT	LOGO - WATER TOWER TANK	1,000.00
TOTAL FOR: PITTSBURG TANK & TOWER MAINTENANCE			<u>1,000.00</u>
PLAY	PLAYSCRIPTS INC 2272945	SCRIPTS & ROYALTIES - CHECK PLEASE/HALLMARKS	545.94
TOTAL FOR: PLAYSCRIPTS INC			<u>545.94</u>
PREIN	PREIN & NEWHOF, PC 66452	ENGINEERING - LAKEVIEW/LEWIS/WILSHIRE	929.50
TOTAL FOR: PREIN & NEWHOF, PC			<u>929.50</u>
PRESTIGE	PRESTIGE WINDOW CLEANING 05001211119	PLAYHOUSE WINDOW CLEANING - INTERIOR/EXTERIOR	225.00
TOTAL FOR: PRESTIGE WINDOW CLEANING			<u>225.00</u>
QUAL	QUALIFICATION TARGETS INC 6011	QTY 500 - PAPER TARGETS	172.43
TOTAL FOR: QUALIFICATION TARGETS INC			<u>172.43</u>
REP	REPUBLIC SERVICES #240 0240-008665727	WASTE REMOVAL - DPW, CITY HALL & PLAYHOUSE	448.74
TOTAL FOR: REPUBLIC SERVICES #240			<u>448.74</u>
TUFT	ROBERT E TUFTS JR FEB-2022	BUILDING PERMITS - FEB-2022	9,846.32
TOTAL FOR: ROBERT E TUFTS JR			<u>9,846.32</u>
SQUI	ROGER SQUIERS FLEX	FLEX - MARCH-2022	3.36
TOTAL FOR: ROGER SQUIERS			<u>3.36</u>

Vendor Code	Vendor Name Invoice	Description	Amount
SAMS	SAM'S CLUB/GECF		
	STATEMENT	INTEREST CHARGE	5.58
TOTAL FOR: SAM'S CLUB/GECF			<u>5.58</u>
SCHEI	SCHEID PLUMBING HEATING & COOL		
	17340 - 16967	SERVICE CALL - GARAGE HEAT & SEWER LINE CLEAN	482.50
TOTAL FOR: SCHEID PLUMBING HEATING & COOL			<u>482.50</u>
HUEBL	SCOTT HUEBLER		
	FEB-2022	CAR ALLOWANCE - FEB-2022	300.00
TOTAL FOR: SCOTT HUEBLER			<u>300.00</u>
FRET	SHEILA FRETTY		
	STATEMENT	CATERING - WE BANJO 3	72.00
TOTAL FOR: SHEILA FRETTY			<u>72.00</u>
SHEPH	SHEPHERD GARAGE DOOR CO., INC		
	20228	GARAGE DOOR OPENER/INSTALLATION/REMOTES/KEYLE	1,615.00
TOTAL FOR: SHEPHERD GARAGE DOOR CO., INC			<u>1,615.00</u>
SHO	SHORELINE INSPECTION SERVICE LLC		
	FEB-2022	MECHANICAL PERMITS - FEB-2022	968.32
	FEB-2022	PLUMBING PERMITS - FEB-2022	829.40
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			<u>1,797.72</u>
MISC	SHUTTERSTOCK		
	SSTK-0842F-3274	LICENSE FEE 3 OF 12	29.00
TOTAL FOR: SHUTTERSTOCK			<u>29.00</u>
SWANK	SWANK MOTION PICTURES, INC.		
	BO 1866137	MOVIE RIGHTS - KATWE	275.00
TOTAL FOR: SWANK MOTION PICTURES, INC.			<u>275.00</u>
ACWL	THE ARTS COUNCIL OF WHITE LAKE		
	3639	SUMMER CONCERT SPONSORSHIP/OAT BRAN BOYS	500.00
TOTAL FOR: THE ARTS COUNCIL OF WHITE LAKE			<u>500.00</u>
MISC	TUPELO HONEY CAFE		
	44/2	MEAL - SQUIRES CONFERENCE	24.00
TOTAL FOR: TUPELO HONEY CAFE			<u>24.00</u>
QUINN	TYLER J QUINN		
	CONTRACT	SOUND TECH - WE BANJO 3	100.00
TOTAL FOR: TYLER J QUINN			<u>100.00</u>
USABL	USA BLUE BOOK		
	901549	HYDRANT METER BACKFLOW PREVENTER	3,512.67
TOTAL FOR: USA BLUE BOOK			<u>3,512.67</u>
VANCE	VANCE OUTDOORS INC		
	3905850-IN	AMMUNITION	2,356.40
TOTAL FOR: VANCE OUTDOORS INC			<u>2,356.40</u>

03/17/2022 05:25 PM  
User: BROOK  
DB: Whitehall

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF WHITEHALL  
EXP CHECK RUN DATES 03/18/2022 - 03/18/2022  
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Page: 6/6

Vendor Code	Vendor Name	Description	Amount
VERIZ	VERIZON WIRELESS		
	9900617792	ON CALL CELL PHONE	7.09
TOTAL FOR: VERIZON WIRELESS			<u>7.09</u>
WALMART	WALMART		
	750311362207188	COFFEE/PLASTIC UTENSILS	13.07
TOTAL FOR: WALMART			<u>13.07</u>
MISC	WHITE LAKE AREA COMMUNITY EDUCATION		
	STATEMENT	SENIOR MILLAGE ALLOCATION 2022	11,513.00
TOTAL FOR: WHITE LAKE AREA COMMUNITY EDUCATION			<u>11,513.00</u>
WLSEN	WHITE LAKE SENIOR CENTER		
	STATEMENT	SENIOR MILLAGE ALLOCATION 2022	2,400.00
TOTAL FOR: WHITE LAKE SENIOR CENTER			<u>2,400.00</u>
WHIVE	WHITEHALL VENTURES INC		
	MARCH-2022	MARCH LEASE	145.00
TOTAL FOR: WHITEHALL VENTURES INC			<u>145.00</u>
MISC	ZOOM		
	INV131990191	MONTHLY SERVICE FEES	11.12
TOTAL FOR: ZOOM			<u>11.12</u>
MISC	Z'S BAR & RESTAURANT		
	56/3	MEAL - CONFERENCE SQUIRES	19.96
TOTAL FOR: Z'S BAR & RESTAURANT			<u>19.96</u>
TOTAL - ALL VENDORS			177,827.93

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL  
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-082.000	REIMBURSED - S. HUEBLER 3/14/20	DELTA HOTELS MUSKEGON	02/23/22	STATEMENT	46.00
101-000-231.017	DUE TO FLEX FUND	BRIAN ARMSTRONG	03/15/22	FLEX	32.05
101-000-231.017	DUE TO FLEX FUND	BRANDON L MAHONEY	03/15/22	FLEX	1,425.60
101-000-231.017	DUE TO FLEX FUND	KEVIN NUMMERDOR	03/15/22	FLEX	245.00
101-000-231.017	DUE TO FLEX FUND	ALYSSA SEAVER	03/15/22	FLEX	310.99
101-000-238.000	DUE TO FLEX FUND	ROGER SQUIERS	03/15/22	FLEX	3.36
101-000-238.000	SOR FEES	MICHIGAN STATE POLICE-CA	03/03/22	551-596748	90.00
101-000-238.000	2022 SENIOR MILLAGE ALLOCATION	WHITE LAKE AREA COMMUNIT	03/17/22	STATEMENT	11,513.00
101-000-238.000	2022 SENIOR MILLAGE ALLOCATION	WHITE LAKE SENIOR CENTER	03/17/22	STATEMENT	2,400.00
Total For Dept 000 648					16,066.00
Dept 101 CITY COUNCIL					
101-101-962.000	ZOOM MONTHLY SERVICE FEE	ZOOM	02/07/22	INV131990191	11.12
Total For Dept 101 CITY COUNCIL					11.12
Dept 172 ADMINISTRATION					
101-172-727.000	OFFICE SUPPLIES	AMAZON.COM	02/16/22	114-1824357-6069022	80.60
101-172-727.000	OFFICE SUPPLIES	OFFICESUPPLY.COM	02/16/22	4859592	37.78
101-172-727.000	OFFICE SUPPLIES	SAM'S CLUB/GECF	02/28/22	STATEMENT	5.58
101-172-760.000	CONFERENCES & WORKSHOPS	MI GOVERN'T FINANCE OFFI	01/26/22	STATEMENT	310.00
101-172-818.000	VIRTUAL SERVER/SUPPORT - MAR-20	MUSKEGON CENTRAL DISPATC	03/01/22	2200001036	527.37
101-172-880.000	TRAVEL & MEALS	BROOK SCHILLER	03/07/22	STATEMENT	147.42
Total For Dept 172 ADMINISTRATION					1,108.75
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES/GENERAL	PARMENTER LAW	03/07/22	263711-263712	1,435.00
Total For Dept 203 ATTORNEY					1,435.00
Dept 261 OTHER EXPENSES					
101-261-880.000	SUMMER CONCERT SPONSORSHIP/OAT	THE ARTS COUNCIL OF WHIT	03/09/22	3639	500.00
Total For Dept 261 OTHER EXPENSES					500.00
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	OPERATING SUPPLIES	WALMART	02/03/22	75031136220718821336	13.07
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	03/01/22	WDPW22-03/WCH22-03	350.53
101-265-931.000	BUILDING MAINTENANCE	SCHEID PLUMBING HEATING	03/09/22	17340 - 16967	143.50
101-265-974.000	GARAGE DOOR OPENER/INSTALL/REMO	SHEPHERD GARAGE DOOR CO.	03/10/22	20228	1,615.00
Total For Dept 265 CITY HALL BLDG & GROUNDS					2,122.10
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES/PROSECUTION	PARMENTER LAW	03/07/22	263711-263712	868.50
Total For Dept 266 DISTRICT COURT					868.50
Dept 270 FRINGE BENEFITS					
101-270-719.500	CAR ALLOWANCE-FEB-2022	SCOTT HUEBLER	02/28/22	FEB-2022	300.00
Total For Dept 270 FRINGE BENEFITS					300.00
Dept 301 POLICE					
101-301-719.000	FRINGE BENEFITS	DOPE	02/03/22	STATEMENT	249.10
101-301-741.000	AMMUNITION	MIDWAY USA	02/07/22	53342040	234.24
101-301-741.000	AMMUNITION	VANCE OUTDOORS INC	03/14/22	3905850-IN	2,356.40
101-301-757.000	OPERATING SUPPLIES	QUALIFICATION TARGETS IN	01/31/22	6011	172.43

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL  
 EXP CHECK RUN DATES 03/18/2022 - 03/18/2022  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID  
 CITY OF WHITEHALL ACCOUNTS PAYABLE  
 COUNCIL MEETING OF MARCH 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 301 POLICE					
101-301-760.200	EDUCATION & TRAINING-302 FUNDS	CITY OF GRAND RAPIDS	02/11/22	STATEMENT	43.00
101-301-760.200	EDUCATION & TRAINING-302 FUNDS	TUPELO HONEY CAFE	02/10/22	44/2	24.00
101-301-760.200	EDUCATION & TRAINING-302 FUNDS	Z'S BAR & RESTAURANT	02/09/22	56/3	19.96
101-301-920.000	UTILITIES-EMERGENCY SIRENS	CONSUMER'S ENERGY	02/28/22	STATEMENT	20.41
101-301-933.000	CRUISER MAINT #301	DAN FROST DBA DAN'S AUTO	02/08/22	10037	55.65
101-301-933.000	POWER DOOR/LIGHTING MAINT - CRU	EMERGENCY SERVICES LLC	03/10/22	18404	2,435.74
Total For Dept 301 POLICE					5,610.93
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/28/22	STATEMENT	5,308.72
Total For Dept 448 STREET LIGHTING					5,308.72
Dept 521 SANITATION					
101-521-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	02/28/22	0240-008665727	72.00
Total For Dept 521 SANITATION					72.00
Dept 567 CEMETERY					
101-567-933.000	EQUIPMENT MAINTENANCE	J&J FARM SALES	03/11/22	92638	151.44
Total For Dept 567 CEMETERY					151.44
Dept 701 PLANNING DEPARTMENT					
101-701-760.000	WORKSHOP-GHAZAL	MICHIGAN ASSOC OF PLANNI	03/08/22	66345	110.00
Total For Dept 701 PLANNING DEPARTMENT					110.00
Dept 751 PARKS DEPARTMENT					
101-751-933.000	EQUIPMENT MAINTENANCE	J&J FARM SALES	03/11/22	92638	151.44
Total For Dept 751 PARKS DEPARTMENT					151.44
Total For Fund 101 GENERAL OPERATING FUND					33,816.00
Fund 202 MAJOR STREET FUND					
Dept 478 WINTER MAINT					
202-478-757.000	OPERATING SUPPLIES	MUSKEGON COUNTY ROAD COM	02/28/22	6438	4,071.05
Total For Dept 478 WINTER MAINT					4,071.05
Total For Fund 202 MAJOR STREET FUND					4,071.05
Fund 203 LOCAL STREET FUND					
Dept 478 WINTER MAINT					
203-478-757.000	OPERATING SUPPLIES	MUSKEGON COUNTY ROAD COM	02/28/22	6438	1,357.02
Total For Dept 478 WINTER MAINT					1,357.02
Total For Fund 203 LOCAL STREET FUND					1,357.02
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 648					
247-000-818.400	CONTRACTUAL SERVICES-DOWNTOWN R	WHITEHALL VENTURES INC	03/01/22	MARCH-2022	145.00
Total For Dept 000 648					145.00
Dept 525 DOWNTOWN STREETScape					
247-525-920.000	PUBLIC UTILITIES	CONSUMER'S ENERGY	02/28/22	STATEMENT	84.47
Total For Dept 525 DOWNTOWN STREETScape					84.47

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Total For Fund 247 TAX INCREMENT FINANCE AUTHOR					229.47
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648					
249-000-727.000	BUSINESS CARDS - DAVIS	MICR GRAPHICS PRINTING	02/28/22	114982	53.00
249-000-818.000	CONTRACTUAL SERVICES	JJ'S ELECTRIC LLC	03/01/22	FEB-2022	1,553.60
249-000-818.000	CONTRACTUAL SERVICES	SHORELINE INSPECTION SER	03/01/22	FEB-2022	968.32
249-000-818.000	CONTRACTUAL SERVICES	SHORELINE INSPECTION SER	03/01/22	FEB-2022	829.40
249-000-818.000	CONTRACTUAL SERVICES	ROBERT E TUFTS JR	03/01/22	FEB-2022	9,846.32
Total For Dept 000 648					13,250.64
Total For Fund 249 BUILDING INSPECTION DEPARTME					13,250.64
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 648					
401-000-820.000	ENGINEERING FEES	PREIN & NEWHOF, PC	03/07/22	66452	929.50
Total For Dept 000 648					929.50
Total For Fund 401 CAPITAL PROJECTS FUND					929.50
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-123.000	580-000-757.000 OPERATING (SCRI	CONCORD THEATRICALS CORP	02/03/22	10631604	89.50
580-000-123.000	WLYT SCRIPT/ROYALTIES - CHECK P	PLAYSCRIPTS INC	03/02/22	2272945	545.94
580-000-757.050	CATERING - WE BANJO 3	SHEILA FRETTY	03/08/22	STATEMENT	72.00
580-000-757.310	SOUND SOFTWARE	BETH BEAMAN	03/01/22	SHOWCUE	149.00
580-000-757.410	WLYT OPERATING - OFF SEASON	AMAZON.COM	02/03/22	112-2277721-9325853	29.80
580-000-757.410	WLYT OPERATING - OFF SEASON - I	JACOB BEAMAN	02/19/22	CONTRACT	120.00
580-000-757.410	WLYT OPERATING - OFF SEASON	DRAMATIC PUBLISHING	03/14/22	100109311	39.97
580-000-757.410	WLYT OPERATING - OFF SEASON - I	ALEXXANDER AK EVERGREEN	02/19/22	CONTRACT	150.00
580-000-757.410	WLYT OPERATING - OFF SEASON - I	ANDREA HOLMES	02/19/22	CONTRACT	150.00
580-000-757.410	WLYT OPERATING - OFF SEASON - I	HANNAH JURCICH	02/19/22	CONTRACT	250.00
580-000-757.410	WLYT OPERATING - INSTRUCTOR	KATIE TRUSTY	02/19/22	CONTRACT	125.00
580-000-757.550	OPERATING SUPPLIES-LIQUOR/WINE	CYNTHIA DAVIS-DYKEMA	03/08/22	REIMBURSEMENT	109.95
580-000-805.000	MARKETING	SHUTTERSTOCK	12/02/21	SSTK-0842F-3274	29.00
580-000-805.000	MARKETING/YEARBOOK AD	MONTAGUE HIGH SCHOOL	03/07/22	STATEMENT	40.00
580-000-818.000	CONTRACTUAL SERVICES-	REPUBLIC SERVICES #240	02/28/22	0240-008665727	60.00
580-000-818.600	CONTRACTUAL SERVICE-SOUND - W B	TYLER J QUINN	03/06/22	CONTRACT	100.00
580-000-818.670	RIGHTS AND ROYALTIES	SWANK MOTION PICTURES, I	01/10/22	BO 1866137	275.00
580-000-818.700	CONTRACT-PERFORMER EVERY BRILLI	CHRISTOPHER D BEAMAN	02/28/22	CONTRACT	300.00
580-000-818.700	CONTRACT-DIRECTOR - EVERY BRILL	NATALIE CARMOLLI	02/28/22	CONTRACT	200.00
580-000-931.000	SYSTEM MONITORING - 4.1.22 - 6.	ENGINEERED PROTECTION SY	03/01/22	A1288483	225.00
580-000-931.000	PEST CONTROL/TREATMENT-PLAYHOUS	ORKIN, LLC	03/07/22	35611255	79.44
580-000-931.000	BUILDING MAINTENANCE	PRESTIGE WINDOW CLEANING	11/19/21	05001211119	225.00
Total For Dept 000 648					3,364.60
Total For Fund 580 PLAYHOUSE					3,364.60
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION					
590-550-727.000	OFFICE SUPPLIES	OFFICESUPPLY.COM	02/16/22	4859592	7.79
Total For Dept 550 SEWER ADMINISTRATION					7.79

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-850.000	TELEPHONE	CHARTER COMMUNICATIONS	03/01/22	STATEMENT	59.99
Total For Dept 552 SEWER CUSTOMER ACCOUNTS					59.99
Dept 554 SEWER PUMPING					
590-554-920.000	TELEPHONE - SEWER	FRONTIER	03/01/22	STATEMENT	39.02
Total For Dept 554 SEWER PUMPING					39.02
Dept 558 SEWER T & D					
590-558-801.000	PROFESSIONAL SERVICES @415 ALIC	SCHEID PLUMBING HEATING	03/09/22	17340 - 16967	339.00
590-558-850.000	TELEPHONE	VERIZON WIRELESS	02/28/22	9900617792	3.55
Total For Dept 558 SEWER T & D					342.55
Total For Fund 590 SEWER FUND					449.35
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-727.000	OFFICE SUPPLIES	OFFICESUPPLY.COM	02/16/22	4859592	7.78
Total For Dept 540 WATER ADMINISTRATION					7.78
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	TELEPHONE	CHARTER COMMUNICATIONS	03/01/22	STATEMENT	59.99
Total For Dept 542 WATER CUSTOMER ACCOUNTS					59.99
Dept 548 WATER T & D					
591-548-775.000	REPAIRS & MAINT SUPPLIES	USA BLUE BOOK	03/07/22	901549	3,512.67
591-548-818.000	CONTRACTUAL SERVICES	PITTSBURG TANK & TOWER M	03/10/22	STATEMENT	1,000.00
591-548-850.000	TELEPHONE	VERIZON WIRELESS	02/28/22	9900617792	3.54
Total For Dept 548 WATER T & D					4,516.21
Dept 549 WATER CONSTUCTION					
591-549-976.000	MTR 1" IPERL 1,000 GAL ECR - QT	ETNA SUPPLY INC	03/08/22	S104454869.001	5,640.00
Total For Dept 549 WATER CONSTUCTION					5,640.00
Total For Fund 591 WATER FUND					10,223.98
Fund 594 MARINA FUND					
Dept 000 648					
594-000-850.000	TELEPHONE	CHARTER COMMUNICATIONS	03/01/22	STATEMENT	84.99
Total For Dept 000 648					84.99
Total For Fund 594 MARINA FUND					84.99
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-101.000	INVENTORY-GASOLINE	J&H OIL COMPANY	03/08/22	11058153	13,415.32
661-000-102.000	INVENTORY-DIESEL	J&H OIL COMPANY	03/08/22	11058153	12,416.28
661-000-310.000	SEWER TRUCK - PAYMENT #4 OF 5	HUNTINGTON PUBLIC CAPITA	03/01/21	543044	77,759.34
661-000-818.000	CONTRACTUAL SERVICES	REPUBLIC SERVICES #240	02/28/22	0240-008665727	316.74
661-000-818.700	CONTRACTUAL SERVICES-CLEANING	OGBORN ENTERPRISES, INC.	03/01/22	WDPW22-03/WCH22-03	237.18
661-000-850.000	TELEPHONE	FRONTIER	03/04/22	STATEMENT	60.88
661-000-933.000	EQUIPMENT MAINTENANCE	DAN FROST DBA DAN'S AUTO	03/16/22	10123	357.85
661-000-933.000	MAINTENANCE - 2019 FORD TRUCK F	GREAT LAKES FORD	02/28/22	FOCS348412	52.31

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COUNCIL MEETING OF MARCH 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 661 MOTOR POOL FUND Dept 000 648 661-000-994.000	INTEREST	HUNTINGTON PUBLIC CAPITA	03/01/21	543044	5,435.43
			Total For Dept 000 648		110,051.33
			Total For Fund 661 MOTOR POOL FUND		110,051.33



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INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL  
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CITY OF WHITEHALL ACCOUNTS PAYABLE  
COUNCIL MEETING OF MARCH 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
				Fund Totals:	
				Fund 101 GENERAL OPERATING FUND	33,816.00
				Fund 202 MAJOR STREET FUND	4,071.05
				Fund 203 LOCAL STREET FUND	1,357.02
				Fund 247 TAX INCREMENT FINANCE	229.47
				Fund 249 BUILDING INSPECTION DE	13,250.64
				Fund 401 CAPITAL PROJECTS FUND	929.50
				Fund 580 PLAYHOUSE	3,364.60
				Fund 590 SEWER FUND	449.35
				Fund 591 WATER FUND	10,223.98
				Fund 594 MARINA FUND	84.99
				Fund 661 MOTOR POOL FUND	110,051.33
				Total For All Funds:	<hr/> 177,827.93

Muskegon Central Dispatch 9-1-1  
BOARD OF DIRECTORS  
MEETING MINUTES  
February 9, 2022

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The February 9, 2022 Muskegon Central Dispatch 9-1-1 Board of Directors meeting held in the Community Room at Muskegon Central Fire was called to order at 12:59 by Mr. Chandler.

Members present: Anthony Chandler, Dir. Admin Services/Asst to City Admin, City of Norton Shores  
Sam Janson, City Manager, City of North Muskegon  
Jennifer Hodges, Supervisor, Muskegon Charter Township  
Scott Huebler, City Manager, City of Whitehall  
Jared Olson, City Manager, City of Roosevelt Park  
Jeff Auch, City Manager, City of Montague  
Frank Peterson, City Manager, City of Muskegon  
Mark Eisenbarth, Administrator, County of Muskegon  
Mike Stephens, Asst Post Commander, Michigan State Police

Absent: Todd Dunham, Supervisor, Fruitport Charter Township  
Troy Bell, City Manager, City of Muskegon Heights

Staff present: Jason Wolford, Executive Director, Muskegon Central Dispatch 9-1-1  
Nick Martin, Deputy Director, Muskegon Central Dispatch 9-1-1  
Bill Rensberger, Technology Director, Muskegon Central Dispatch 9-1-1  
Drew Roesler, Operations Manager, Muskegon Central Dispatch 9-1-1  
Rebecca Injerd, Office Administrator, Muskegon Central Dispatch 9-1-1

Others present: Sheriff Mike Poulin, Muskegon County  
Eric VanDop, Brickley DeLong

### **APPROVAL OF THE AGENDA**

Moved by Mr. Auch, seconded by Mr. Eisenbarth, to approve the revised February 9, 2022 agenda. Motion carried.

### **MINUTES OF THE DECEMBER 15, 2021 MEETING**

Moved by Mr. Olson, seconded by Ms. Hodges to approve the December 15, 2021 meeting minutes. Motion carried.

### **REPORTS**

#### **AUDIT PRESENTATION**

Presented by Eric VanDop.

#### **DIRECTOR'S REPORT**

Introduction of Jon Patterson and Matt Wilkins, newly hired System Support Technicians. MCD building officially reopened to public February 1. Final details being reviewed with Lakewood including ongoing heating issues. Employee update.

800 MHz PROJECT

Policy and procedures committee update.

MCT COMMITTEE

IT Director Rensberger presented plan for fire units.

SOFTWARE COMMITTEE

System design meetings/training in coming months.

**OLD BUSINESS**

JAIL/HOJ BDA

Three bids received. Sheriff Poulin expressed concern/opinion.

Moved by Mr. Peterson, seconded by Mr. Janson to accept bid presented by Roe-Comm. Motion carried.

**NEW BUSINESS**

MPDS EMD PROGRAM

Presentation by Deputy Director Martin. Joint funding discussed.

Moved by Mr. Huebler, seconded by Mr. Eisenbarth to approve any and all necessary documents to transition MCD911 to Medical Priority Dispatch System with a cost not to exceed \$162,000 from existing capital, as well as ongoing maintenance as presented. Motion carried.

PARENTAL LEAVE POLICY

Moved by Mr. Olson, seconded by Mr. Peterson, to approve the immediate implementation of the Parental Leave Policy as presented. Motion carried.

CLOSED SESSION

Moved by Mr. Huebler, seconded by Mr. Janson to enter into closed session. A roll call vote was taken: Auch – Yes, Eisenbarth – Yes, Hodges – Yes, Huebler – Yes, Janson – Yes, Olson – Yes, Peterson – Yes, Chandler – Yes. Motion carried.

Moved by Mr. Peterson, seconded by Ms. Hodges to exit closed session. A roll call vote was taken: Auch – Yes, Eisenbarth – Yes, Hodges – Yes, Huebler – Yes, Janson – Yes, Olson – Yes, Peterson – Yes, Chandler – Yes. Motion carried.

Moved by Mr. Eisenbarth, seconded by Mr. Peterson, to create an additional supervisor position to fill vacancies. Motion carried.

**COMMENT**

**ADMINISTRATIVE**

Sheriff Poulin thanked MCD for work on 800Mhz transition, Emergency Services praised radio performance in field. Mr. Olson recognized IT Director Rensberger and his team for their response after lightning strike at RPCT. Director Wolford having surgery 2/18, anticipating being out of the office, but responsive as possible, through 2/28.

**PUBLIC**

None.

**NEXT MEETING**

The next meeting will be held on Wednesday, March 1, 2022 at 1:00 in the Community Room downstairs at MCD.

**ADJOURNMENT**

The meeting adjourned at 1:55 p.m.

Respectfully submitted,

---

Rebecca Injerd, Office Administrator

Date

---

Anthony Chandler, Chairman

Date

## Enriching downtown traditions with a new gathering space

*The City of Whitehall's North Mears parking lot transforms into a community plaza*

Prein&Newhof  
www.preinnewhof.com

Local gathering spaces are crucial to any thriving community, but are especially vital to smaller cities where community spirit is strong and yet adequate venues to connect may be scarce. The City of Whitehall is one example of a flourishing small city with community enthusiasm.

Residents have an established tradition of parking downtown at the North Mears Avenue lot—located behind Colby Street—to access the hill at North Mears as a place of seasonal recreation.

In the summer, both residents and visitors gather at the hill to watch the community's annual Independence Day fireworks show and to enjoy views of White Lake and the White River. In the winter, the hill at North Mears is a popular sledding destination for families. The proximity of the parking lot makes this local sledding hill easily accessible.

The City of Whitehall and Prein&Newhof Project Manager Dan Sorek, PE saw these traditions as a perfect opportunity to enhance an already bustling community gathering place. The North Mears Avenue parking lot needed overall repair, and this instigated conversations that led to transforming the site into a community space named, North Mears Plaza, full of added amenities.

"The community was already gathering in the parking lot for events, from food and beverage festivals to sledding, so it was important to utilize this location for community placemaking as a recognized destination. The features were added to provide comfort and attractions for an already popular location," said Sorek. The transformed gathering space would serve as a community and pedestrian-friendly link between the downtown's main corridor and the community's popular hill, without sacrificing any of the available parking spots.

The City of Whitehall worked with Prein&Newhof to design the parking lot's reconstruction and the Plaza's creation. Prein&Newhof provided numerous professional services, including: survey, geotechnical investigation, design, bidding assistance, permits, plan review meetings, and construction administration. McCormick Sand of Twin Lake, MI constructed this project.

The project included a complete removal and reconstruction of the parking lot, adding some electric charging stations and new curbs north of downtown near Mears Avenue. The Plaza features a circular gas fireplace and ample seating, new LED lighting to match the downtown streetscape,

and eye-catching branding and landscape architecture designed by Prein&Newhof's Matt Levandoski, PLA and his team. The design specified the relocation and reuse of the existing community holiday tree, and adding an overlook deck, a large seat wall at the crest of the sledding hill, and four landscaped islands that are engineered to collect stormwater and to add enticing greenery to the space.

To successfully complete this project and to make these improvements possible required new irrigation, storm sewer, gas and electrical service, sidewalk and crosswalk connections, landscaping, and site restoration. Challenges included shielding and working around existing electrical cabinet infrastructure and keeping options open for further future development near the northeast and southeast corners of the parking lot.

After many years of planning and construction, the new North Mears Plaza celebrated full operation with a ribbon cutting ceremony in June 2021, and a holiday tree lighting ceremony in November 2021. The Plaza now links the parking lot to Lions Park and creates a bridge between the popular hill with waterfront views and the shops and restaurants lining downtown Whitehall.

The North Mears Plaza is the latest downtown improvement effort funded by the City's Tax Increment Financing Authority, which uses increases in property taxes from downtown properties for improvement projects like streetscapes, burial of utility wires, and an ongoing business grant program. Further exemplifying commitment to community growth, the Montague-Whitehall Rotary Club made a \$10,000 donation to purchase a fireplace to further enhance the Plaza with a new attraction. Consumers Energy also provided a grant for the installation of the electric vehicle car charging stations. The result of all of these combined efforts is an exciting new gathering space that will serve the community of Whitehall for years to come.

Contact **Matt Levandoski, PLA** at 616-364-8491 for placemaking ideas to enhance your community.



*The plaza offers convenient parking near downtown.*



*The sledding hill is a popular after-school activity.*



*The fireplace and seating area provide comfort while taking a break from sledding.*

## Prein&Newhof's Zac Culbert earns PE License



Prein&Newhof congratulates Zac Culbert for earning his Professional Engineer (PE) License this year. The PE licensure demands an extensive process of experience and testing to ensure competency in the profession.

Culbert works from our Kalamazoo office on a range of road improvement, water supply, lead service line replacement, wastewater collection system expansion, and stormwater management projects.

He joined Prein&Newhof as an intern before graduating from Western Michigan University in 2018, with his Bachelor of Science degree in Civil Engineering. Prein&Newhof then hired Culbert as a full-time Engineer-in-Training. He is also a member of the American Society of Civil Engineers—Michigan Section.

# Seeing Farther



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Winter 2022

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Scott Huebler  
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Whitehall MI 49461-1101

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### Energy Efficient Replacements at WWTP Saves Community Money

As part of the Stormwater, Asset Management, and Wastewater (SAW) Program, Prein&Newhof's team helped the Grand Haven-Spring Lake Sewer Authority (GHLSA) assess the condition and capacity of its wastewater treatment plant and lift stations in order to generate a Capital Improvement Plan. A top priority identified in this process was the installation of a new high-efficiency turbo blower for overall improvement of the wastewater treatment plant's aeration process.

GHLSA had four older centrifugal blowers, the newer of which is smaller and was installed about 15 years ago to address a decrease in loading (treatment demand) after an industrial user shut down its operations. This smaller blower operated most of the year, and one older, larger blower supplemented the process in the summer when treatment/aeration demand was higher. The smaller blower was oversized for winter aeration requirements, yet undersized for increased summer needs, and the older, larger blower was oversized for the summer demands. Due to the seasonal inconsistencies in demand, the aeration tanks often received more air than needed for treatment, wasting energy and money.

"Our goal was to ensure that a replacement blower could accommodate as much of the loading as possible with a greater operating range to realize maximum efficiency and savings," said Prein&Newhof Project Manager Nate Ver Heul, PE. "We recommended installing a new, more efficient dual core turbo blower that operates exclusively more than 90% of the time." Now the smaller centrifugal blower is only needed to supplement the aeration treatment process during maximum loading conditions. GHLSA also kept one of the three older large centrifugal blowers as an emergency backup.



Prein&Newhof helped GHLSA get a \$30,000 rebate from Grand Haven Board of Light and Power through its Energy Smart Program. So far, the efficiency of the turbo blower has resulted in a savings of approximately \$6,000 per month. This savings will increase as the wastewater treatment plant addresses some remaining issues that affect its current aeration requirements. "We expect the overall payback period for the blower to be as soon as five years," said Ver Heul.

If your community's wastewater treatment plant has older equipment and you would like to find out how to improve efficiency and save on energy costs call **Nate Ver Heul, PE** at 616-364-8491.

#### Prein&Newhof specializes in:

- Civil & Environmental Engineering
- Environmental Consulting
- Surveying
- Geographic Information Systems
- Laboratory Testing

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# MUSKEGON MUNICIPAL WASTEWATER MANAGEMENT COMMITTEE

January 20, 2022

1:30 P.M.

Muskegon Township Hall- 1990 E. Apple Ave

## MINUTES

### Members Present

Troy Bell- Muskegon Heights

Kim Arter- Laketon Township

Jim Murphy- City of Norton Shores

Scott Huebler- City of Whitehall

Jennifer Hodges- Muskegon Township

Leo Evans- City of Muskegon

Jeff Martin- Dalton Township

Steve Biesiada- Fruitport Township

Sam Janson- North Muskegon

Ben VanHoeven- City of Roosevelt Park

Jeff Auch- City of Montague

Linda Aerts- Cedar Creek Township

### Others Present

Mike Ortega- legal counsel

Chris Patterson- legal counsel

Dave Johnson- Muskegon County

#### 1. Election of Secretary- three year term

Motion by Troy Bell and support by Jeff Martin to nominate Jennifer Hodges as Secretary for a three year term. There were no other nominations for Secretary.

Jennifer is honored to continue serving in this position.

**Motion Carried**

#### 2. Approval of the December 16, 2021 Meeting Minutes

Motion by Linda Aerts and supported by Sam Janson to approve the December 16, 2021 meeting minutes.

**Motion Carried**

#### 3. Directors Report- Dave Johnson

Director Dave Johnson summarized the Resource and Recovery Center's December 2021 monthly report that was provided in the meeting packet. Mr. Johnson presented the monthly financial report noting the operating expenses and revenues of the first 2 months of the fiscal year. The farm report is lacking this month as is typical for the season but staff is working on snow removal and maintenance projects during these cold months. The South Station Irrigation and the J Station Replacement projects are ongoing and progressing well. Currently the flows are historically low.

#### 4. Greater Muskegon Economic Development – Morgan Carroll

Morgan Carroll was unable to attend the meeting but the GMED monthly update is included for review.

5. Communications

There were no additional communications provided or discussed.

6. Unfinished Business

a. Memorandum of Understanding

Legal Counsel, Chris Patterson, provided the information on the Memorandum of Understanding that was included in the packet. Chris reminded the committee that excess operating reserves are being accumulated as a fund balance and the intent of the MOU is to address the increased fund balance while stabilizing rates based on a 3 year rolling average of usage and proportionate share. The final MOU will also include language addressing excess reserves should this happen in the future.

Committee members engaged in dialogue and provided counsel direction on how to finalize the MOU with the hopes of implementation with FY2023.

**No action was taken**

7. New Business

There were no items for new business.

8. Community Updates/Information/Public Comment

Jennifer Hodges updated the group that the former BASF site on Whitehall rd. may soon be sold.

9. Adjournment

Chair Huebler adjourned the meeting at 2:29 pm.

Respectfully submitted by Jennifer Hodges





# Longevity Awards

## **CONGRATULATIONS**

### **5 YEARS**

**Julie Davis, DPW Office Coordinator**

**Brook Schiller, Asst. Finance Officer/Treasurer**

### **20 YEARS**

**Chris Mahoney, Police Officer**

## Agenda Report - Tag Day Request

Tag Days for community nonprofit organizations require City Council approval subject to coordination with the Police Department. Tag days are limited to one per weekend, two per month, and ten per year. They may not be held on Sundays or national holidays.

Whitehall Music Boosters have requested a tag day for Saturday, May 14, 2022.

April 9

Knights of Columbus

May 14

*Whitehall Music Boosters*

### RECOMMENDATION

Approve the tag day as requested.



City of Whitehall

APPLICATION TO SOLICIT FUNDS  
For a Non-Profit Organization  
Within Public Rights-of-Way  
"TAG DAYS"

Organization: Whitehall Music Boosters

Date of Solicitation: Saturday, May 14

My organization requests permission from the Whitehall City Council to solicit funds within public rights-of-way within the City of Whitehall on the date above. As an officer (President, Chairperson, Vice President or Vice Chairperson) of the organization, I am authorized to make this request and to bind my organization to the acceptance of liability for the above activity; and in making this request, I do in fact bind my organization to accept full responsibility for the safety and well being of the persons soliciting funds on our organizations behalf. Further, our organization accepts total liability and holds the City of Whitehall harmless for accidents, injury, and /or death from this activity to any of our solicitors and/or the general public that may directly or indirectly result from this activity.

Print name Laura Bowyer

Address 3100 White Lake Drive

Signature Laura Bowyer

Whitehall mi 49461

Date 2-17-22

PERMIT TO SOLICIT FUNDS  
For a Non-Profit Organization  
Within Public Rights-of-Way

Organization: \_\_\_\_\_

Date of Solicitation: \_\_\_\_\_

Permission is hereby granted by the City Council of Whitehall for the above-named organization to solicit funds in the public rights-of-way on the date indicated. This permit is granted in accordance with the ordinances and policies of the City and the acceptance of the application submitted. Further, your organization is encouraged to read and follow the guidelines established by the City of Whitehall Police Department when engaged in this activity.

Date of Council Approval: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

cc: Whitehall Police Department

Hello Whitehall,

March 4, 2022

My name is Dave Palmer I am working with the Walk the Beat Music Festival that is coming to the White Lake area July 23<sup>rd</sup>, 2022

The festival is made up of twenty locations throughout the Whitehall/Montague area. Many are businesses and parks in the area. The event starting time is 1:00 at Pekadill's in Whitehall and will end at 5:00 at the Artisan Market in Montague. Guest stroll from location to location listening to musical performances of soloist/duets and Michigan based bands along with entering for door prizes along the way.

We will be having a community pig roast after the event at Goodrich Park where we will have some music and pick the grand prize winner of our \$5000 raffle that the local nonprofits are selling.

We are a 501c3 organization dedicated to spreading goodwill and music throughout Michigan.

We are requesting the park fees be waived for this community event.

Thank you.



Dave Palmer

1-616-291-4215

[walkthebeatdave@gmail.com](mailto:walkthebeatdave@gmail.com).

[Walkthebeat.org](http://Walkthebeat.org)



# CITY OF WHITEHALL PARK PERMIT APPLICATION

APPLICATION NO. \_\_\_\_\_

	Resident:	Nonresident:
<input type="checkbox"/> Goodrich Park Pavilion	<input type="checkbox"/> 4-hr Rental: \$25.00 <input type="checkbox"/> 8-hr Rental: \$50.00	<input type="checkbox"/> 4-hr Rental: \$130.00 <input type="checkbox"/> 8-hr Rental: \$200.00
<input type="checkbox"/> Goodrich Park Gazebo	<input type="checkbox"/> 4-hr Rental: \$25.00 <input type="checkbox"/> 8-hr Rental: \$50.00	<input type="checkbox"/> 4-hr Rental: \$130.00 <input type="checkbox"/> 8-hr Rental: \$200.00
<input type="checkbox"/> Field/Court/Other Park <u>Covell Park</u>	<input type="checkbox"/> 4-hr Rental: \$10.00 <input type="checkbox"/> 8-hr Rental: \$20.00 <input type="checkbox"/> Seasonal (M-F): \$200.00	<input type="checkbox"/> 4-hr Rental: \$25.00 <input checked="" type="checkbox"/> 8-hr Rental: \$50.00 <input type="checkbox"/> Seasonal (M-F) \$400.00

I/we, the undersigned, agree to rent the above noted City facility on:  
July 23, 2022 from  12 pm - 4 pm or  4 pm - 8 pm  
month day year

Purpose of rental: Musical act during Walk the Beat event  
Name: Walk the Beat / David Palmer Phone: 616 291 4215  
Address: 14954 152nd Ave Grand Haven MI 49417  
Email: walkthebeatdave@gmail.com

Permits issued on a first come basis. The City reserves the right to deny, amend, or revoke a permit at any time. Applicant(s) agree to abide by all City rules, regulations, and ordinances. **Renters will be held responsible for any damage done to City facilities and/or property as a result of their rental.**

- Mark box if **alcohol** is to be served. Approval by the City Council and obtaining a **state liquor license will be required**. Permits requesting alcohol shall be submitted to the City 30 days prior to the event.
- Mark box if a **tent** will be used. A deposit of \$50.00 will be required and returned if no damage results in the installation and removal of the tent.
- Mark box if a **street closure** is requested. Approval by the City Council will be required. Permits requesting a street closure shall be submitted to the City 30 days prior to the event.

List street(s) \_\_\_\_\_

I/we hereby agree that I/we have read and will abide by the rules (reverse side) and that I/we fully understand the rules.

X [Signature] 3/4/2022  
Signature of Responsible Party

OFFICE USE ONLY

Fee Paid _____	Date _____
Rec # _____	Permit Approved _____



# CITY OF WHITEHALL PARK PERMIT APPLICATION

APPLICATION NO. \_\_\_\_\_

	Resident:	Nonresident:
<input checked="" type="checkbox"/> Goodrich Park Pavilion	<input checked="" type="checkbox"/> 4-hr Rental: \$25.00 <input type="checkbox"/> 8-hr Rental: \$50.00	<input type="checkbox"/> 4-hr Rental: \$130.00 <input checked="" type="checkbox"/> 8-hr Rental: \$200.00
<input type="checkbox"/> Goodrich Park Gazebo	<input type="checkbox"/> 4-hr Rental: \$25.00 <input type="checkbox"/> 8-hr Rental: \$50.00	<input type="checkbox"/> 4-hr Rental: \$130.00 <input type="checkbox"/> 8-hr Rental: \$200.00
<input type="checkbox"/> Field/Court/Other Park	<input type="checkbox"/> 4-hr Rental: \$10.00 <input type="checkbox"/> 8-hr Rental: \$20.00 <input type="checkbox"/> Seasonal (M-F): \$200.00	<input type="checkbox"/> 4-hr Rental: \$25.00 <input type="checkbox"/> 8-hr Rental: \$50.00 <input type="checkbox"/> Seasonal (M-F): \$400.00

I/we, the undersigned, agree to rent the above noted City facility on:

July 23, 2022 from  12 pm - 4 pm or  4 pm - 8 pm  
month day year

Purpose of rental Walk the Beat after party

Name: Walk the Beat/David Palmer Phone: 616 291 4215

Address: 14954 152nd Ave Grand Haven MI 49417

Email: walkthebeatdave@gmail.com

Permits issued on a first come basis. The City reserves the right to deny, amend, or revoke a permit at any time. Applicant(s) agree to abide by all City rules, regulations, and ordinances. **Renters will be held responsible for any damage done to City facilities and/or property as a result of their rental.**

- Mark box if **alcohol** is to be served. Approval by the City Council and obtaining a **state liquor license will be required**. Permits requesting alcohol shall be submitted to the City 30 days prior to the event.
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List street(s) \_\_\_\_\_

I/we hereby agree that I/we have read and will abide by the rules (reverse side) and that I/we fully understand the rules.

[Signature] 3/4/2022  
Signature of Responsible Party

### OFFICE USE ONLY

Fee Paid _____	Date _____
Rec # _____	Permit Approved _____

CITY OF WHITEHALL  
RESOLUTION 22-12  
Pay Grades

- WHEREAS, City Charter §6.2a requires City Council approval for employee compensation ranges recommended by the City Manager.
- WHEREAS, the City has a vacancy for the DPW Officer Coordinator (Pay Grade 3) and the City Hall Administrative Assistant (Pay Grade 2).
- WHEREAS, the position of Administrative Assistant has grown over the years to have duties and responsibilities similar with those of the DPW Office Coordinator.
- WHEREAS, the City Manager is requesting that the City Hall Administrative Assistant pay grade be changed to Pay Grade 3 which would raise the starting wage from \$34,938 to \$38,602.
- WHEREAS, with the promotion of Assistant Finance Officer Seaver, the promotion of Administrative Assistant Schiller, increasing the pay grade for the new Administrative Assistant, and filling the position of DPW Office Coordinator, the City will save \$28,230 in payroll expenses in the first year.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby approves changing the pay grade of the City Hall Administrative Assistant from a Level 2 to a Level 3 as recommended.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, March 22, 2022 at 6:00 p.m.  
( Yes,  No,  Absent)

\_\_\_\_\_  
Steve Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk

CITY OF WHITEHALL  
RESOLUTION 22-13  
EDA ARPA Grant

- WHEREAS, the City is in need of replacing Sewer Lift Station #2 (Lake Street) along with sewer force mains servicing Sewer Lift Stations #2 and #4 (Warner Street).
- WHEREAS, the United States Economic Development Administration (EDA) has funding available under the American Rescue Plan Act of 2021 (ARPA).
- WHEREAS, the ARPA funding will provide 80% of the project costs.
- WHEREAS, city staff has met twice with representatives from EDA and West Michigan Shoreline Regional Development Commission.
- WHEREAS, the grant submission will be at a very aggressive pace with a March 31 deadline.
- WHEREAS, the project is estimated to cost \$2.6M based upon preliminary engineering.
- WHEREAS, the City's 20% match will be funded by the Capital Project Fund and Sewer Fund.

NOW, THEREFORE, BE IT RESOLVED

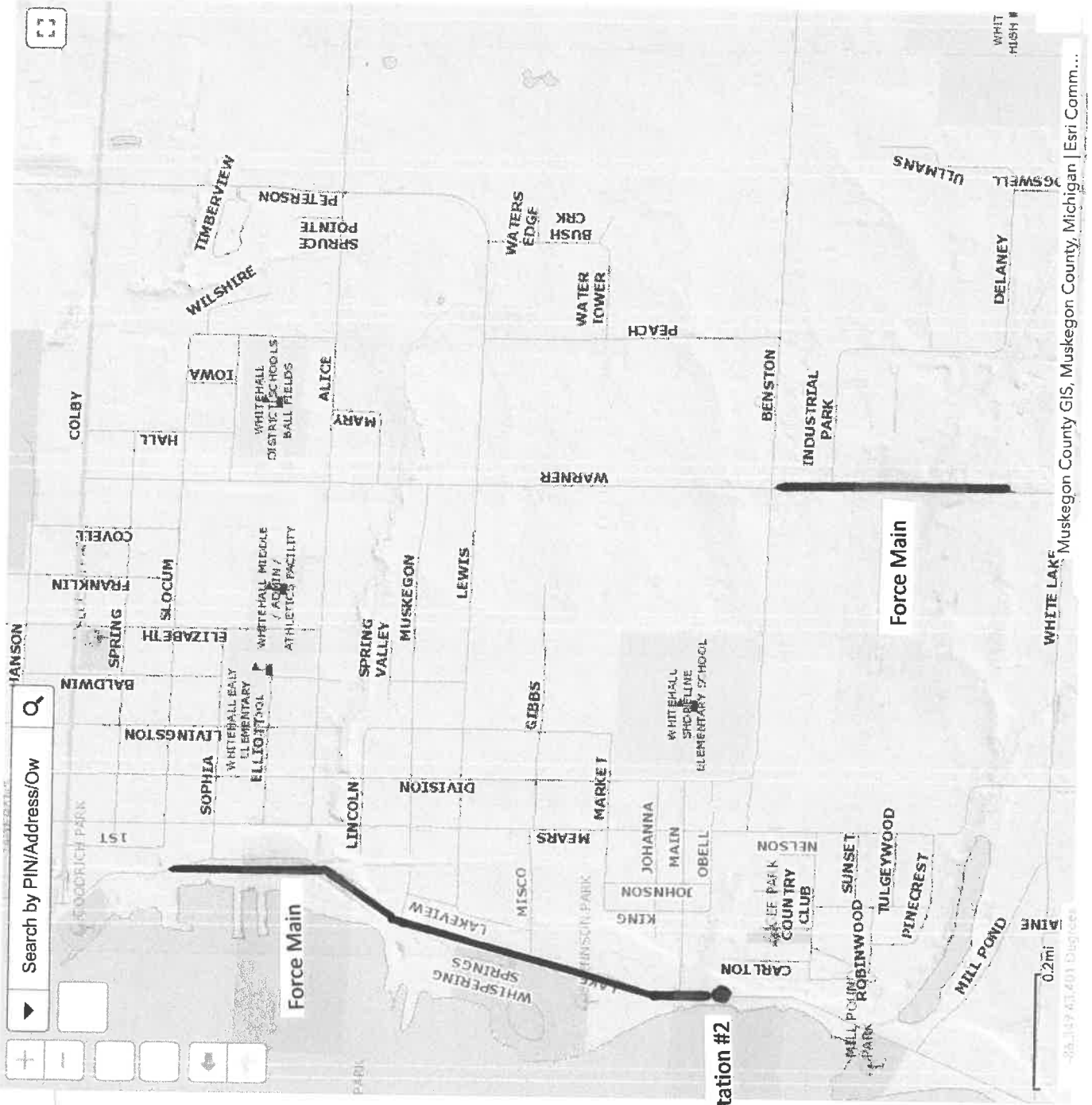
That the Whitehall City Council hereby authorizes the City Manager to submit all required documents for an EDA ARPA Grant application and confirms the local match financial commitment of \$520,000 from the Capital Project and Sewer Funds for Fiscal Years 2022/23 and 2023/24.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, March 22, 2022 at 6:00 p.m.  
(\_\_ Yes, \_\_ No, \_\_ Absent)

\_\_\_\_\_  
Steve Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk





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CITY OF WHITEHALL  
RESOLUTION 22-14  
Mears Avenue Engineering

- WHEREAS, in accordance with the City's Street Asset Management Plan, staff is recommending that the south end of Mears Avenue be improved with construction planned for Summer 2023.
- WHEREAS, the project will span from just south of Gibbs Street to Zellar Road and include water main upgrades with an estimated cost of \$1.2M.
- WHEREAS, the City has obtained a \$395,000 MDOT Small Urban Program Grant.
- WHEREAS, City Engineers Prein & Newhof has submitted a design phase contract for an amount not to exceed \$80,500.
- WHEREAS, funding for design engineering can be provided by the Capital Project Fund with a FY21/22 Fund Balance of \$324,000.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby authorizes the City Manager to sign the Mears Avenue Improvements Design Engineering Contract for an amount not to exceed \$80,500.

BE IT FURTHER RESOLVED

That the Whitehall City Council authorizes a Capital Project Fund budget amendment to provide \$80,500 for the Mears Avenue Improvements Design Engineering.

Moved by \_\_\_\_\_, seconded by \_\_\_\_\_, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, March 22, 2022 at 6:00 p.m.  
( Yes,  No,  Absent)

\_\_\_\_\_  
Steve Salter, Mayor

\_\_\_\_\_  
Brenda Bourdon, City Clerk