



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

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Special Presentation: Spark Program, Nancy Armitage
4. Consent Agenda
 - Approval of the November 9 Work Session & Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications: Central Dispatch Minutes, Plans Master Plan Committee Minutes, Wastewater Management Committee Minutes
5. Messages from the Mayor, Council, and City Manager
6. Public Comment *
7. Old Business
8. New Business
 - Resolution 22-53 Capitalization Policy
9. Public Comment *
10. Adjournment

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

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

CITY OF WHITEHALL
CITY COUNCIL WORK SESSION MINUTES
Council Chambers
November 9, 2022

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

ABSENT: Jeff Holmstrom

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

Mayor Salter called the meeting to order at 5:00 p.m.

DISCUSSION ITEMS

West Colby Abatement – Huebler provided options for revoking and reissuing the ten-year Commercial Rehabilitation Exemption Certificate as requested by Veneklasen for the development on 115 Lake St. since there has been no construction to date. Consensus was to revoke and reissue next year.

Deer Culling – Chief Squiers provided information gathered from the DNR and other Police Chiefs regarding best practices in decreasing deer population. The Police Chief from Fremont described deer culling as a long and expensive route. The DNR prefers hunting vs. culling. Issues with both were discussed. Sikkenga suggested to eliminate their habitat (autumn olive) as a way of eliminating the deer population. Consensus was to start with an education campaign and continue to discuss best options.

INFORMATIONAL ITEMS

New DPW employee, Andrew Arkema, was introduced to Council.

PUBLIC COMMENT

None

MEETING ADJOURNED AT 5:54 P.M.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
CITY COUNCIL MEETING MINUTES
Council Chambers
November 9, 2022

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

ABSENT: Jeff Holmstrom

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

Mayor Salter called the meeting to order at 6:02 p.m.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the October 27 Council Meeting Minutes
- B. Accounts Payable - \$148,715.42
- C. Communications: Rotary Letter

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

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Comments were received from the Mayor and Council.

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

- A. Resolution 22-52 MDOT Contract

Motion by Heidelberg, seconded by Brown, CARRIED, to approve MDOT Contract No. 22-548 with the City Manager as authorized signatory for the Mears Avenue project.

Roll Call Vote: Yes – Heidelberg, Brown, Mullally, Connell, Sikkenga, and Salter; No – None; Absent – Holmstrom

B. Ordinance 22-06 Possession of Tobacco

Motion by Heidelberg, seconded by Brown, CARRIED, to amend Title 7 General Offenses, Section 70.06. Amendments aligning the Possession of Tobacco ordinance to State Law by replacing “by Minors” to “by persons under 21.”

Roll Call Vote: Yes – Heidelberg, Brown, Connell, Sikkenga, and Salter; No – Mullally; Absent – Holmstrom

C. Ordinance 22-07 Snowmobiles

Motion by Connell, seconded by Sikkenga, CARRIED, to amend Title 4 Traffic Code, Section 41.03 to eliminate the prohibition of snowmobiles on Lake Street.

Roll Call Vote: Yes – Connell, Sikkenga, Heidelberg, Brown, Mullally, and Salter; No – None; Absent – Holmstrom

D. Ordinance 22-08 Business Registration

Motion by Heidelberg, seconded by Connell, CARRIED, to amend Title 6 Business Regulations by adding Chapter 610 “Business Registration” which requires businesses to register with the City.

Roll Call Vote: Yes – Heidelberg, Connell, Mullally, Brown, Sikkenga, and Salter; No – None; Absent – Holmstrom

E. Ordinance 22-09 Rental Property

Motion by Heidelberg, seconded by Brown, CARRIED, to postpone action on Ordinance 22-09 Rental Property. All yeses.

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:28 pm.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
November 22, 2022

November 2022 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash		\$47,854.85	Transfer
IRS		\$16,876.04	EFT
Alerus Financial		\$6,323.67	EFT
MISDU		\$90.34	9084

Total Prepays:

\$71,144.90

Accounts Payable:

\$124,447.66

TOTAL ACCOUNTS PAYABLE

\$195,592.56

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF NOVEMBER 22, 2022

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC 621822	PREMIUM NOV- 2022	458.52
TOTAL FOR: AFLAC			458.52
SEAV	ALYSSA SEAVER REIMBURSEMENT	EMPLOYEE MEETING SUPPLIES	35.96
TOTAL FOR: ALYSSA SEAVER			35.96
TWISS	ASHLEY TWISS STATEMENT	MILAGE REIMBURSEMENT - REGISTER OF DEEDS/MCU	20.18
TOTAL FOR: ASHLEY TWISS			20.18
ASPHA	ASPHALT PAVING INC API-0001382	QTY 2.46 TONS ASPHALT	195.57
TOTAL FOR: ASPHALT PAVING INC			195.57
BOBS	BOB'S ROOFING CO INC 72635	ROOF LEAK REPAIR	484.14
TOTAL FOR: BOB'S ROOFING CO INC			484.14
MAHON	BRANDON L MAHONEY FLEX	FLEX - NOV-2022	26.63
TOTAL FOR: BRANDON L MAHONEY			26.63
SCHILLER	BROOK SCHILLER FLEX	FLEX - NOV-2022	60.34
TOTAL FOR: BROOK SCHILLER			60.34
CONSU	CONSUMER'S ENERGY STATEMENT	PUBLIC UTILITIES	5,464.58
TOTAL FOR: CONSUMER'S ENERGY			5,464.58
DAN	DAN FROST DBA 10767	DAN'S AUTOMOTIVE 2008 IMPALA - OIL CHANGE/FILTER	42.90
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			42.90
ETNA	ETNA SUPPLY INC S104834235.001	QTY 12 - 5/8 COPPERHORN	1,116.00
TOTAL FOR: ETNA SUPPLY INC			1,116.00
EZBANNERZ	EZBANNERZ LLC 1253	BRACKET SET & IRT TOOLHEAD	549.00
TOTAL FOR: EZBANNERZ LLC			549.00
FRONT	FRONTIER STATEMENT	TELEPHONE	180.97
TOTAL FOR: FRONTIER			180.97
HOME	HOME SERVICES OF WHITE LAKE 30736	UPS CHARGES	16.70
TOTAL FOR: HOME SERVICES OF WHITE LAKE			16.70

Vendor Code	Vendor Name	Description	Amount
JAMIE	JAMES E HELMER		
	EST2041	REPAIR/MATERIALS - WATER LEAK CH FRONT WINDOW	1,600.00
TOTAL FOR: JAMES E HELMER			1,600.00
KORT	KORTHASE & SONS		
	8454 - 8491	REPAIR - DPW FURNACE/WELL #7	575.00
TOTAL FOR: KORTHASE & SONS			575.00
WLBEA	LUDINGTON DAILY NEWS		
	0264186	SUBSCRIPTION RENEWAL	71.00
	99196718	PUBLISHING	121.60
TOTAL FOR: LUDINGTON DAILY NEWS			192.60
MIMUN	MI MUNICIPAL WORKERS COMP FUND		
	8294206	PAYROLL AUDIT - FY 21/22	645.00
TOTAL FOR: MI MUNICIPAL WORKERS COMP FUND			645.00
MML	MICHIGAN MUNICIPAL LEAGUE		
	25588	CDL CONSORTIUM DRIVERS FEE - 8 DRIVERS	640.00
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			640.00
MICR	MICR GRAPHICS PRINTING		
	116228 - 116241	PRINTING - CEMETERY WORK ORDERS/INSPECTION SL	373.77
TOTAL FOR: MICR GRAPHICS PRINTING			373.77
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2200001313	VIRTUAL SERVER & SUPPORT - NOV-2022	527.37
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			527.37
MUCRD	MUSKEGON COUNTY ROAD COMMISSIO		
	703773	CDL TRAINING MODULES - ARKEMA	250.00
TOTAL FOR: MUSKEGON COUNTY ROAD COMMISSIO			250.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	194050	DOG TAGS - OCT-2022	367.00
	WWUB123500	WASTE WATER & BONDS - OCT-2022	64,523.30
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			64,890.30
NEWL	NEW LIFE CARTRIDGES INC		
	37745	QTY 2 - TONER CARTRIDGES- CH SAMSUNG	155.00
	37777	TONER CARTIRIDGES (QTY - 5) - CLERK BROTHER	180.00
TOTAL FOR: NEW LIFE CARTRIDGES INC			335.00
ED	OGBORN ENTERPRISES, INC.		
	WDPW22-11 / WCH	CLEANING SERVICES - NOV-2022	760.00
TOTAL FOR: OGBORN ENTERPRISES, INC.			760.00
PARM	PARMENTER LAW		
	269350- 51- 52	ATTORNEY FEES - GENERAL/PROSECUTION/HILITE PR	1,820.50
TOTAL FOR: PARMENTER LAW			1,820.50

Vendor Code	Vendor Name	Description	Amount
PREIN	PREIN & NEWHOF, PC		
	71005- 012- 014 SVCS - LAKEVIEW/LEWIS/WILSHIRE - WARNER - LAK		19,434.55
TOTAL FOR: PREIN & NEWHOF, PC			19,434.55
PSI	PRINTING SYSTEMS INC		
	223773 AV OUTER ENVELOPES/RETURN ENVELOPES		693.70
TOTAL FOR: PRINTING SYSTEMS INC			693.70
REP	REPUBLIC SERVICES #240		
	0240-008960617 WASTE REMOVAL - DPW/CH/PH		448.74
TOTAL FOR: REPUBLIC SERVICES #240			448.74
ROTHB	RIVERS ACE		
	STATEMENT GROUNDING PLUG/TORCH CAN/GORILLA TAPE		31.97
TOTAL FOR: RIVERS ACE			31.97
SQUI	ROGER SQUIERS		
	FLEX FLEX - NOV-2022		98.62
TOTAL FOR: ROGER SQUIERS			98.62
HUEBL	SCOTT HUEBLER		
	FLEX FLEX - NOV-2022		44.83
TOTAL FOR: SCOTT HUEBLER			44.83
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	8068271707 ENVELOPES/TAPE/FLAGS/PAPER TOWEL/PAPER CLIPS/		90.14
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			90.14
VERDI	THE VERDIN COMPANY		
	STATEMENT CLOCK & INSTALLATION - DEPOSIT		11,901.50
TOTAL FOR: THE VERDIN COMPANY			11,901.50
BIS	THOMAS BISSON		
	REIMBURSEMENT OUTERWEAR - BISSON		150.00
TOTAL FOR: THOMAS BISSON			150.00
TRICO	TRI-COUNTY FEED SERVICE INC		
	634 QTY 4 - BALES OF STRAW		29.96
	644 SALT - 50LB BAGS FOR SIDEWALKS - DPW/CH		41.97
TOTAL FOR: TRI-COUNTY FEED SERVICE INC			71.93
VERIZ	VERIZON WIRELESS		
	9919302325 ON CALL CELL/IPAD DATA PLAN		41.42
TOTAL FOR: VERIZON WIRELESS			41.42
VRE	VREDEVELD HAEFNER LLC		
	5732 AUDIT - FY 21/22		9,000.00
TOTAL FOR: VREDEVELD HAEFNER LLC			9,000.00
WLEXC	WHITE LAKE EXCAVATING		
	93430 QTY 10.84 TONS RECYCLED ROAD GRAVEL		173.44
TOTAL FOR: WHITE LAKE EXCAVATING			173.44

CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF NOVEMBER 22, 2022

Vendor Code	Vendor Name	Description	Amount
WLGRE	WHITE LAKE GREENHOUSE		
	4414	CEMETERY URN	160.00
TOTAL FOR: WHITE LAKE GREENHOUSE			160.00
WORK	WORKPLACE HEALTH WHITEHALL		
	267616	DOT EXAM-ARKEMA/DRUG SCREEN-VANDERPUTTE	250.50
TOTAL FOR: WORKPLACE HEALTH WHITEHALL			250.50
PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			
MISC	AMAZON.COM		
	112-4065727-952	CUBICLE CLIPS/IPAD SCREEN PROTECTOR	17.24
	112-5722371-649	PD NOTEBOOKS/SCISSORS/ADAPTER CABLE	44.28
	112-6177272-854	COLORED COPY PAPER - SALMON	7.87
TOTAL FOR: AMAZON.COM			69.39
MISC	GOOSE COP		
	4344	GOOSE COP SYSTEM	329.90
TOTAL FOR: GOOSE COP			329.90
SAMS	SAM'S CLUB/GECF		
	10003697747	COFFEE - CH/DPW	33.88
TOTAL FOR: SAM'S CLUB/GECF			33.88
MISC	SPOTIFY		
	183725231012610	SUBSCRIPTION FEE	9.99
TOTAL FOR: SPOTIFY			9.99
MISC	VISTAPRINT.COM		
	VP_25J88DRT	CUSTOM MAGNETS - BALLOT DROP BOX	130.37
TOTAL FOR: VISTAPRINT.COM			130.37
WALMART	WALMART		
	038042914109401	BLT LUNCH BEVERAGES	8.64
	920227605380527	REFRESHMENTS - AUDITORS	13.12
TOTAL FOR: WALMART			21.76
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			595.29
TOTAL - ALL VENDORS			124,447.66

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 11/18/2022 - 11/18/2022

UNJOURNALIZED
 OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-082.000	LABOR/MATERIAL - H2O LEAK CH FR	JAMES E HELMER	10/07/22	EST2041	1,600.00
101-000-222.100	DOG TAGS - OCT-2022	MUSKEGON COUNTY TREASURE	11/05/22	194050	367.00
101-000-231.017	DUE TO FLEX FUND	BRANDON L MAHONEY	11/15/22	FLEX	26.63
101-000-231.017	DUE TO FLEX FUND	BROOK SCHILLER	11/15/22	FLEX	60.34
101-000-231.017	DUE TO FLEX FUND	ROGER SQUIERS	11/15/22	FLEX	98.62
101-000-231.017	DUE TO FLEX FUND	SCOTT HUBBLER	11/15/22	FLEX	44.83
101-000-231.018	DUE TO ALFAC- NOV-2022	AFLAC	11/12/22	621822	458.52
		Total For Dept 000 648			2,655.94
Dept 172 ADMINISTRATION					
101-172-727.000	CUBICLE CLIPS	AMAZON.COM	09/29/22	112-4065727-9523438	9.89
101-172-727.000	COLORED COPY PAPER - SALMON	AMAZON.COM	09/29/22	112-6177272-8546612	7.87
101-172-727.000	ADAPTER CABLE	AMAZON.COM	10/27/22	112-5722371-6492211	12.89
101-172-727.000	TONER CARTRDG (QTY - 5) - CLERK	NEW LIFE CARTRIDGES INC	11/11/22	37777	180.00
101-172-727.000	QTY 2 - TONER CARTRIDGES- CH SA	NEW LIFE CARTRIDGES INC	11/04/22	37745	155.00
101-172-727.000	10X13 ENVELOPES	STAPLES CONTRACT & COMME	11/12/22	8068271707	32.42
101-172-770.000	SUBSCRIPTION RENEWAL	LUDINGTON DAILY NEWS	11/01/22	0264186	71.00
101-172-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	3,060.00
101-172-820.000	BOUNDARY SURVEY - 1410 S LAKE	PREIN & NEWHOF, PC	11/08/22	71005- 012- 014	282.00
101-172-850.000	VIRTUAL SERVER & SUPPORT - NOV-	MUSKEGON CENTRAL DISPATC	11/01/22	2200001313	527.37
101-172-962.000	REFRESHMENTS - AUDITORS	WALMART	10/03/22	920227605380527113	13.12
		Total For Dept 172 ADMINISTRATION			4,351.56
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES - GENERAL	PARMENTER LAW	11/10/22	269350- 51- 52	692.00
		Total For Dept 203 ATTORNEY			692.00
Dept 215 CITY CLERK					
101-215-905.000	PUBLISHING	LUDINGTON DAILY NEWS	10/31/22	99196718	121.60
		Total For Dept 215 CITY CLERK			121.60
Dept 262 ELECTIONS					
101-262-727.000	AV OUTER ENVELOPES/RETURN ENVEL	PRINTING SYSTEMS INC	06/09/22	223773	693.70
101-262-727.000	POST IT FLAGS	STAPLES CONTRACT & COMME	11/12/22	8068271707	6.53
101-262-727.000	CUSTOM MAGNETS - BALLOT DROP BO	VISTAPRINT.COM	10/20/22	VP_25J88DRT	130.37
		Total For Dept 262 ELECTIONS			830.60
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	COFFEE	SAM'S CLUB/GEFC	10/10/22	10003697747	16.94
101-265-757.000	MULTI-FOLD PAPERTOWELS	STAPLES CONTRACT & COMME	11/12/22	8068271707	43.43
101-265-757.000	SALT - 2 50LB BAGS FOR SIDEWALK	TRI-COUNTY FEED SERVICE	11/16/22	644	27.98
101-265-818.700	CONTRACTUAL SERVICES-CLEANERS	OGBORN ENTERPRISES, INC.	11/01/22	WDPW22-11 / WCH22-11	475.00
		Total For Dept 265 CITY HALL BLDG & GROUNDS			563.35
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	11/10/22	269350- 51- 52	883.50
		Total For Dept 266 DISTRICT COURT			883.50
Dept 270 FRINGE BENEFITS					
101-270-719.450	FRINGE-UNIFORMS - BISSON OUTERW	THOMAS BISSON	11/06/22	REIMBURSEMENT	150.00
101-270-719.550	PAYROLL AUDIT - FY 21/22	MI MUNICIPAL WORKERS COM	11/11/22	8294206	645.00
101-270-719.685	EMPLOYEE MEETING SUPPLIES	ALYSSA SEAVER	11/10/22	REIMBURSEMENT	35.96

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 22, 2022
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 270 FRINGE BENEFITS					
101-270-719.685	DOT EXAM - ARREMA	WORKPLACE HEALTH WHITEHA	11/01/22	267616	250.50
Total For Dept 270 FRINGE BENEFITS					1,081.46
Dept 301 POLICE					
101-301-727.000	NOTEBOOKS/SCISSORS	AMAZON.COM	10/27/22	112-5722371-6492211	31.39
101-301-727.000	PACKING TAPE	STAPLES CONTRACT & COMME	11/12/22	8068271707	7.76
101-301-920.000	EMERGENCY SIRENS/100000345551	CONSUMER'S ENERGY	11/07/22	STATEMENT	20.45
101-301-933.000	2008 IMPALA - OIL CHANGE/FILTER	DAN FROST DBA DAN'S AUTO	10/28/22	10767	42.90
Total For Dept 301 POLICE					102.50
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES/100000345759	CONSUMER'S ENERGY	11/07/22	STATEMENT	5,348.65
Total For Dept 448 STREET LIGHTING					5,348.65
Dept 521 SANITATION					
101-521-818.000	WASTE REMOVAL - CH	REPUBLIC SERVICES #240	10/31/22	0240-008960617	72.00
Total For Dept 521 SANITATION					72.00
Dept 567 CEMETERY					
101-567-757.000	PRINTING - WORK ORDER FORMS	MICR GRAPHICS PRINTING	10/31/22	116228 - 116241	164.00
101-567-932.000	CEMETERY URN	WHITE LAKE GREENHOUSE	11/05/22	4414	160.00
101-567-933.000	GROUNDING PLUG	RIVERS ACE	10/31/22	STATEMENT	5.00
Total For Dept 567 CEMETERY					329.00
Dept 751 PARKS DEPARTMENT					
101-751-757.000	GOOSE COP SYSTEM	GOOSE COP	10/28/22	4344	329.90
101-751-933.000	GROUNDING PLUG	RIVERS ACE	10/31/22	STATEMENT	4.99
Total For Dept 751 PARKS DEPARTMENT					334.89
Total For Fund 101 GENERAL OPERATING FUND					17,367.05
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
202-463-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	10/28/22	API-0001382	97.79
Total For Dept 463 ROUTINE MAINT					97.79
Dept 482 ADMINISTRATION					
202-482-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	720.00
Total For Dept 482 ADMINISTRATION					720.00
Total For Fund 202 MAJOR STREET FUND					817.79
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINT					
203-463-757.000	OPERATING SUPPLIES	ASPHALT PAVING INC	10/28/22	API-0001382	97.78
203-463-757.000	QTY 10.84 TONS RECYCLED ROAD GR	WHITE LAKE EXCAVATING	11/03/22	93430	173.44
Total For Dept 463 ROUTINE MAINT					271.22
Dept 482 ADMINISTRATION					
203-482-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	720.00
Total For Dept 482 ADMINISTRATION					720.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 203 LOCAL STREET FUND					
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1			Total For Fund 203 LOCAL STREET FUND		991.22
Dept 000 648					
247-000-962.000	BLT LUNCH BEVERAGES	WALMART	10/13/22	03804291410940131290	8.64
			Total For Dept 000 648		8.64
Dept 525 DOWNTOWN STREETScape					
247-525-757.000	BRACKET SET & IRT TOOLHEAD	EZBANNERZ LLC	11/14/22	1253	549.00
247-525-757.000	GORILLA MOUNTING TAPE	RIVERS ACE	10/31/22	STATEMENT	11.99
247-525-757.000	QTY 4 - BALES OF STRAW	TRI-COUNTY FEED SERVICE	11/11/22	634	29.96
247-525-921.000	ELECTRICAL-PED LIGHTS/100000242	CONSUMER'S ENERGY	11/07/22	STATEMENT	95.48
247-525-974.000	CLOCK & INSTALLATION - DEPOSIT	THE VERDIN COMPANY	11/08/22	STATEMENT	11,901.50
			Total For Dept 525 DOWNTOWN STREETScape		12,587.93
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 648			Total For Fund 247 TAX INCREMENT FINANCE AUTHOR		12,596.57
249-000-727.000	PRINTING - INSPECTION SLIPS	MICR GRAPHICS PRINTING	10/31/22	116228 - 116241	209.77
			Total For Dept 000 648		209.77
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 648			Total For Fund 249 BUILDING INSPECTION DEPARTME		209.77
250-000-826.000	ATTORNEY FEES - HILLITE PROPERTY	PARMENTER LAW	11/10/22	269350- 51- 52	245.00
250-000-962.000	MILEAGE REIMBURSEMENT - REGISTE	ASHLEY TWISS	11/14/22	STATEMENT	20.18
			Total For Dept 000 648		265.18
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 648			Total For Fund 250 LOCAL DEVELOPMENT FINANCE AU		265.18
401-000-820.000-A22	CONSTRUCTION - LAKEVIEW	PREIN & NEWHOF, PC	11/08/22	71005- 012- 014	13,831.80
401-000-820.000-E22	SURVEY/DESIGN - WARNER	PREIN & NEWHOF, PC	11/08/22	71005- 012- 014	5,320.75
			Total For Dept 000 648		19,152.55
Fund 580 PLAYHOUSE					
Dept 000 648			Total For Fund 401 CAPITAL PROJECTS FUND		19,152.55
580-000-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	180.00
580-000-818.000	WASTE REMOVAL - PH	REPUBLIC SERVICES #240	10/31/22	0240-008960617	60.00
580-000-818.600	SUBSCRIPTION FEE	SPOTIFY	10/30/22	1837252310126101-1-4	9.99
580-000-931.000	ROOF LEAK REPAIR	BOB'S ROOFING CO INC	11/10/22	72635	484.14
			Total For Dept 000 648		734.13
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION			Total For Fund 580 PLAYHOUSE		734.13
590-550-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	1,980.00
			Total For Dept 550 SEWER ADMINISTRATION		1,980.00

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 11/18/2022 - 11/18/2022

UNJOURNALIZED
 OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 552 SEWER CUSTOMER ACCOUNTS	ON CALL CELL	VERIZON WIRELESS	10/28/22	9919302325	19.01
590-552-850.000			Total For Dept 552 SEWER CUSTOMER ACCOUNTS		19.01
Dept 554 SEWER PUMPING	TELEPHONE	FRONTIER	11/10/22	STATEMENT	39.34
590-554-920.000			Total For Dept 554 SEWER PUMPING		39.34
Dept 556 WASTEWATER SYSTEM-GALLONAGE	WASTEWATER SYSTEM-GALLONAGE	MUSKOGON COUNTY TREASURE	11/05/22	WWUB123500	39,897.93
590-556-959.900	WASTEWATER SYS-GALLONAGE - BOND	MUSKOGON COUNTY TREASURE	11/05/22	WWUB123500	24,625.37
590-556-959.950			Total For Dept 556 WASTEWATER SYSTEM-GALLONAGE		64,523.30
Dept 558 SEWER T & D	IPAD SCREEN PROTECTOR	AMAZON.COM	09/29/22	112-4065727-9523438	3.68
590-558-757.000	IPAD DATA PLAN	VERIZON WIRELESS	10/28/22	9919302325	1.71
590-558-850.000			Total For Dept 558 SEWER T & D		5.39
Fund 591 WATER FUND					66,567.04
Dept 540 WATER ADMINISTRATION	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	1,980.00
591-540-807.000			Total For Dept 540 WATER ADMINISTRATION		1,980.00
Dept 542 WATER CUSTOMER ACCOUNTS	ON CALL CELL	VERIZON WIRELESS	10/28/22	9919302325	19.00
591-542-850.000			Total For Dept 542 WATER CUSTOMER ACCOUNTS		19.00
Dept 546 WATER SOURCE PLANT	REPAIR - WELL #7	KORTHASE & SONS	11/01/22	8454 - 8491	127.50
591-546-775.000			Total For Dept 546 WATER SOURCE PLANT		127.50
Dept 548 WATER T & D	IPAD SCREEN PROTECTOR	AMAZON.COM	09/29/22	112-4065727-9523438	3.67
591-548-757.000	TORCH BLUE REFILL CAN	RIVERS ACE	10/31/22	STATEMENT	9.99
591-548-757.000	UPS CHARGES	HOME SERVICES OF WHITE L	11/02/22	30736	16.70
591-548-775.000	IPAD DATA PLAN	VERIZON WIRELESS	10/28/22	9919302325	1.70
591-548-850.000			Total For Dept 548 WATER T & D		32.06
Dept 549 WATER CONSTRUCTION	QTY 12 - 5/8 COPPERHORN	ETNA SUPPLY INC	11/10/22	S104834235.001	1,116.00
591-549-757.000			Total For Dept 549 WATER CONSTRUCTION		1,116.00
Fund 594 MARINA FUND					3,274.56
Dept 000 648	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	180.00
594-000-807.000	TELEPHONE	FRONTIER	11/10/22	STATEMENT	67.60
594-000-850.000			Total For Dept 000 648		247.60
			Total For Fund 594 MARINA FUND		247.60

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 22, 2022
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 661	MOTOR POOL FUND				
Dept 000	648				
661-000-757.000	COFFEE	SAM'S CLUB/GECF	10/10/22	10003697747	16.94
661-000-757.000	SALT - 50LB BAG FOR SIDEWALK	TRI-COUNTY FEED SERVICE	11/16/22	644	13.99
661-000-807.000	AUDIT FEE	VREDEVELD HAEFNER LLC	10/31/22	5732	180.00
661-000-818.000	WASTE REMOVAL - DPW	REPUBLIC SERVICES #240	10/31/22	0240-008960617	316.74
661-000-818.700	CONTRACTUAL SERVICES-CLEANING	OGBORN ENTERPRISES, INC.	11/01/22	WDPW22-11 / WCH22-11	285.00
661-000-850.000	TELEPHONE	FRONTIER	11/10/22	STATEMENT	74.03
661-000-931.000	REPAIR - DPW FURNACE	KORTHASE & SONS	11/01/22	8454 - 8491	447.50
661-000-962.000	CDL CONSORTIUM DRIVERS FEE - 8	MICHIGAN MUNICIPAL LEAGU	11/02/22	25588	640.00
661-000-962.000	CDL TRAINING MODULES - ARKEMA	MUSKEGON COUNTY ROAD COM	11/07/22	703773	250.00

Total For Dept 000 648

Total For Fund 661 MOTOR POOL FUND

2,224.20

2,224.20

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 22, 2022

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101	GENERAL OPERATING FUND		17,367.05	
	Fund 202	MAJOR STREET FUND		817.79	
	Fund 203	LOCAL STREET FUND		991.22	
	Fund 247	TAX INCREMENT FINANCE		12,596.57	
	Fund 249	BUILDING INSPECTION DE		209.77	
	Fund 250	LOCAL DEVELOPMENT FINA		265.18	
	Fund 401	CAPITAL PROJECTS FUND		19,152.55	
	Fund 580	PLAYHOUSE		734.13	
	Fund 590	SEWER FUND		66,567.04	
	Fund 591	WATER FUND		3,274.56	
	Fund 594	MARINA FUND		247.60	
	Fund 661	MOTOR POOL FUND		2,224.20	

Total For All Funds: 124,447.66

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
MEETING MINUTES
October 12, 2022

The October 12, 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 13:30 by Mr. Chandler.

Members present: Anthony Chandler, Dir. Admin Services/Asst to City Admin, City of Norton Shores
Ed Viverette, Chief of Police, City of North Muskegon
Jennifer Hodges, Supervisor, Muskegon Charter Township
LeighAnn Mikesell, Interim City Manager, City of Muskegon
Scott Huebler, City Manager, City of Whitehall
Jared Olson, City Manager, City of Roosevelt Park
Mike Stephens, Asst Post Commander, Michigan State Police

Absent: Todd Dunham, Supervisor, Fruitport Charter Township
Jeff Auch, City Manager, City of Montague
Troy Bell, City Manager, City of Muskegon Heights
Mark Eisenbarth, Administrator, County of Muskegon

Staff present: Jason Wolford, Executive Director, Muskegon Central Dispatch 9-1-1
Nick Martin, Deputy 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: Dave Glotzbach, Fire Chief, Muskegon Charter Township
Tim Kozal, Public Safety Director, City of Muskegon

APPROVAL OF THE AGENDA

Moved by Ms. Hodges, seconded by Mr. Olson, to approve the October 12, 2022 agenda.
Motion carried.

MINUTES OF THE SEPTEMBER 14, 2022 MEETING

Moved by Mr. Huebler, seconded by Ms. Hodges to approve the September 14, 2022 meeting minutes. Motion carried.

REPORTS

AUGUST, 2022 FINANCIAL REPORTS

Moved by Mr. Huebler, seconded by Mr. Olson, to approve the August, 2022 financial reports. Motion carried.

DIRECTOR'S REPORT

As presented. Staffing update. Administrative staff continues to cover dispatch, supervisors are required to cover OT. Testing new applicants in the coming weeks.

800 MHz PROJECT

Wrapping up VHF decommission. Creston taking priority.

SOFTWARE / MCT COMMITTEE

Fire MCTs experiencing lead time issues. New system continues to be worked on weekly.

OLD BUSINESS

MPDS ProQa EMD PROJECT

Update by Mr. Martin. Training as planned, October 25 go live. Mr. Kozal asked about staff changes and future police training opportunity.

BACKUP DISPATCH / DATA CENTER PROJECT

Response on edits received yesterday. Anticipate motion in November after review.

NEW BUSINESS

STAFFING DISCUSSION

Director Wolford provided overview, discussion at CC. Staffing study discussion. Ms. Hodges expressed concerns about citizen response to wage increase. Mr. Olson encouraged members to think outside the box, presenting changes they found beneficial to agency and staff.

Moved by Ms. Hodges, seconded by Ms. Mikesell, to open both bargaining units for negotiation, presenting specifics at November meeting. Motion carried.

COMMENTS

ADMINISTRATIVE

Ms. Mikesell announced that the Muskegon City Commission has offered the City Manager position to Jonathan Seyferth.

PUBLIC

Mr. Glotzbach recognized both dispatch floor staff and administrative staff for diligence and hard work.

NEXT MEETING

The next meeting will be held on Wednesday, November 9, 2022 at 1:30 in the Muskegon Central Fire Community Room.

ADJOURNMENT

The meeting adjourned at 2:23 pm.

Respectfully submitted,

Rebecca Injerd, Office Administrator

Date

Anthony Chandler, Chairman

Date

DRAFT

**Parks Master Plan Committee
Meeting Minutes
November 7, 2022**

Present

D. Bedau, J. Dillivan, C. Mahoney, S. Salter

Absent

J. Holmstrom

Also Present

Public Works Director B. Armstrong, City Manager S. Huebler

Call to Order

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

Discussion

John Hanson made a presentation for pickle ball courts to be located at Slocum Park. The cost will be close to \$100,000. He has some potential donors.

The Committee reviewed each park in terms of current goals, necessary repairs, and future development. A final draft of the Master Plan will be presented for discussion at a meeting two weeks from now.

Adjournment

There being no further business, the meeting was adjourned at 8:00 p.m.

MUSKEGON MUNICIPAL WASTEWATER MANAGEMENT COMMITTEE
SPECIAL MEETING

September 1, 2022

2:00 P.M.

Muskegon County Hall of Justice

Minutes

Members Present

Jeff Martin- Dalton Township
Kim Arter- Laketon Township
Jim Murphy- City of Norton Shores
Sam Janson- City of North Muskegon
Jennifer Hodges- Muskegon Township
John Holter- Egelston Township
Dan VanderHeide- City of Muskegon

Jeff Auch- City of Montague
Steve Biesiada- Fruitport Township
Linda Aerts- Cedar Creek Township
Ben VanHoeven- City of Roosevelt Park
Arnie Erb- Whitehall Township
Jeff Marcinkowski- Fruitland Township
Scott Huebler- City of Whitehall

Others Present

Chris Patterson- legal counsel
Dave Johnson- Muskegon County
Mike Ortega- legal counsel
Mark Eisenbarth- Muskegon County
Saxon Smith- Muskegon Township

Matt Farrar- Muskegon County
Morgan Carroll- GMED
Jared Olson- Roosevelt Park
Commissioner Susie Hughes- Muskegon County

1. Approval of the August 18, 2022 Meeting Minutes

Motion by Kim Arter and supported by John Holter to approve the August 18, 2022 meeting minutes.

Motion Carried

2. Communications

a. MEDC Offer Letter

Muskegon County Administrator, Mark Eisenbarth, gave a brief history of the many years of discussions regarding a Southeast Regional Force Main extension. Administrator Eisenbarth then explained the MEDC Offer Letter for \$60,000,000 in State incentives and that these funds are a result of remaining SOAR funding from 2022. It was noted in discussion that Fairlife, Continental Dairy, Swanson Pickle, Devries Meats, and the City of Coopersville are potential new customers of the wastewater system pending completion of the expansion and acceptance into the system. Fairlife will contribute an additional \$5,000,000 towards the expansion. The additional flow from the interested parties could eventually add approximately 7 million gallons of flow to the system per day, we are currently at 11 million and the capacity is 42 million. This extension would create opportunity for the east side of Muskegon County to join the system and the pipe will be large enough for future expansion.

3. Unfinished Business

There was no unfinished business discussed

4. New Business

- a. Consideration of Support for Muskegon County's acceptance of \$60,000,000 in State proposed incentives from the Strategic Site Readiness program for the proposed expansion related to the Southeast Regional Force Main extension.

Motion by Jeff Auch and supported by John Holter to Support Muskegon County's acceptance of \$60,000,000 in State proposed incentives from the Strategic Site Readiness programs for the proposed expansion related to the Southeast Regional Force Main extension.

Motion Carried Unanimously

5. Community Updates/Information/Public Comment

There were no updates, information, or public comments

6. Adjournment

Chair Huebler adjourned the meeting at 2:22 pm

Respectfully submitted by Jennifer Hodges

CITY OF WHITEHALL
RESOLUTION 22-53
CAPITALIZATION POLICY

WHEREAS, The City Auditors have recommended updating the City's Capitalization Policy to be simpler and more in line with policies adopted by other municipalities.

WHEREAS, substantive changes include no longer capitalizing assets under \$5,000 with a useful life of one more than one year and aggregating smaller equipment into one total.

NOW, THEREFORE, LET IT BE RESOLVED

that the Whitehall City Council hereby adopts the Capitalization Policy attached to and considered a part of this Resolution.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, November 22, 2022, at 6:00 p.m. (yes, no, absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk



City of Whitehall 405 E Colby St Whitehall, MI 49461 (p) 231.894.4048 (f) 231.893.4708 www.cityofwhitehall.org

CAPITALIZATION POLICY

Capitalizing Assets

Capital assets, which include property, buildings, equipment, and infrastructure assets, are reported in the applicable columns in the government-wide financial statements. Capital assets having a useful life in excess of one year with costs in excess of threshold amounts are capitalized. Capital assets are valued at historical cost or estimated cost if actual cost is not available. Donated capital assets are valued at acquisition value on the date of donation.

Asset Category	Useful Life (Years)	Threshold
Construction in progress	Capitalize Only	n/a
Land	Capitalize Only	n/a
Land Improvements	10-20	\$ 10,000
Buildings and structures	25-40	10,000
Equipment	5-10	5,000
Vehicles	5-10	10,000
Streets	20	10,000
Sidewalks	30	10,000

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend the useful life are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Depreciation is computed using the straight-line method over the estimated useful lives show in the preceding table.