



WHITEHALL

CITY COUNCIL WORK SESSION
405 E. COLBY ST., WHITEHALL, MI
CITY COUNCIL CHAMBERS
APRIL 11, 2023
5:00 p.m.

AGENDA

1. Meeting Called to Order
2. Discussion Items
 - Draft Ordinances – Motels, Vacant Buildings
 - TIFA – Brown
 - Climate Action Plan
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 2023**

Motel and Vacant Building Ordinances (Meier)

City Attorneys Meier and Rozgowski will present draft ordinances to regulate motels and vacant buildings.

Tax Increment Finance Authority (Brown)

Councilman Brown has expressed displeasure with the authority vested in TIFA.

Climate Action Plan (Huebler)

Intern Karoline Glamzi has completed her review of sample climate action plans and her own research. Her recommendation is to hire an outside consulting firm to establish the baseline carbon emissions for the City. Alternatively, the City can move forward with an assumptive baseline or complete a simple list of action items the City can target, much like Montague has done.



WHITEHALL

CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
CITY COUNCIL CHAMBERS
APRIL 11, 2023
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Public Hearing - Commercial Rehabilitation Exemption Certificate
4. Consent Agenda
 - Approval of the March 28 Council Meeting Minutes
 - Approval of Accounts Payable: \$864,592.32
 - Communications: Capital Improvements Program, Muskegon County Public Works Minutes, Planning Minutes, Student Project, White Lake Community Library Minutes
5. Messages from the Mayor, Council, and City Manager
6. Public Comment *
7. Old Business
 - Resolution 23-11 Assessing Services
8. New Business
 - Budget Work Session Schedule
 - Professional Services – Brownfield Administrative
 - Resolution 23-13 Commercial Rehabilitation
 - Resolution 23-14 Sidewalks Bid
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 MEETING MINUTES
Council Chambers
March 28, 2023

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

ABSENT: None

ALSO PRESENT: Brenda Bourdon and Will Meier

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

APPROVAL OF THE AGENDA

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

PUBLIC HEARING FOR BOATING INFRASTRUCTURE & PASSPORT GRANTS

Mayor opened the public hearing for comments. None were given.

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the March 14 Work Session & Council Meeting Minutes
- B. Accounts Payable - \$283,072.25
- C. Communications: Dirt Daubers, Edith Munger Info – Jerry Rowe, Planning Commission Minutes, West Plan Policy Committee Minutes

Motion by Connell, seconded by Holmstrom, CARRIED, to approve the Consent Agenda. Yes – 6; No – 1, Brown; Absent – None

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Comments were received from the Mayor and Council.

PUBLIC COMMENT

Kim Cyr provided information about the newly forming Parks & Recreation Commission at the County.

OLD BUSINESS

State Revolving Loan Fund – Clerk Bourdon updated council that we will not further pursue the Clean Water Revolving Fund & the Drinking Water Revolving Fund for low interest loans because we are not eligible based on not being an “overburdened” community.

NEW BUSINESS

- A. Tag Day Request – American Legion

Motion by Holmstrom, seconded by Brown, CARRIED, to approve the tag day request from the American Legion Auxiliary for Saturday, June 16, 2023. All yeses

B. Resolution 23-10 Leaf Removal Services

Motion by Sikkenga, seconded by Mullally, CARRIED, to approve the leaf removal services agreement as presented.

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

C. Resolution 23-11 Assessing Services

Motion by Holmstrom, seconded by Mullally, CARRIED, to table action until questions can be answered. All yeses

D. Resolution 23-12 Parks & Recreation Grant Applications

Motion by Sikkenga, seconded by Connell, CARRIED, to authorize staff to submit grant applications for Gee and Goodrich Parks, White Lake Municipal Marina, and resubmit for Funnell Field.

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

PUBLIC COMMENT

Three students from Mr. Brunson's government class introduced themselves.

ADJOURNMENT

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

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
April 11, 2023

April 2023 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$44,361.30	Transfer
IRS	Payroll	\$15,567.39	EFT
Alerus Financial	Payroll	\$6,401.63	EFT
MISDU	Payroll	\$90.34	9117
FOP-CD Hammond #99	Payroll - Union Dues	\$78.60	9118
Teamsters Local 214	Payroll - Union Dues	\$333.00	9119

Total Prepays:

\$66,832.26

Accounts Payable:

\$797,760.06

TOTAL ACCOUNTS PAYABLE

\$864,592.32

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

Vendor Code	Vendor Name	Description	Amount
ACTIO	ACTION FLAG CO		
	34877	FLAGS - PARKS/CH/CEM	1,032.60
TOTAL FOR: ACTION FLAG CO			1,032.60
EVERA	ALEXANDER AK EVERGREEN		
	CONTRACT	WLYT - MARCH2023 CLASSES	100.00
TOTAL FOR: ALEXANDER AK EVERGREEN			100.00
BOU	BRENDA BOURDON		
	REIMBURSEMENT	MILEAGE REIMBURSEMENT - JULY22-MARCH23	236.34
TOTAL FOR: BRENDA BOURDON			236.34
MAHOC	CHRIS MAHONEY		
	REIMBURSEMENT	BOOT REIMBURSEMENT - MAHONEY C	116.55
TOTAL FOR: CHRIS MAHONEY			116.55
CONCORD	CONCORD THEATRICALS CORP		
	506429	LICENSING FEES - SUMMER23 - BEAU JEST	560.00
TOTAL FOR: CONCORD THEATRICALS CORP			560.00
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	59.55
	STATEMENT	PUBLIC UTILITIES	6,025.37
TOTAL FOR: CONSUMER'S ENERGY			6,084.92
BOND	DONALD BOND		
	REIMBURSEMENT	REIMBURSEMENT - CDL RENEWAL - BOND	25.00
	REIMBURSEMENT	BOOT REIMBURSEMENT - BOND	150.00
TOTAL FOR: DONALD BOND			175.00
MORRI	DOUG MORRIS		
	APR-2023	RETIREE OPEB STIPEND - MORRIS	300.00
TOTAL FOR: DOUG MORRIS			300.00
DRAMA	DRAMATIC PUBLISHING		
	53680	ROYALTY/SCRIPT/MEDIA - SUM23 - LEAVING IOWA	350.00
TOTAL FOR: DRAMATIC PUBLISHING			350.00
DPS	DRAMATISTS PLAY SERVICE INC		
	S0-00000781898	ROYALTIES/SCRIPTS - SUMMER23 -BOOK WILL	729.00
	S0-00000787470	ROYALTIES/SCRIPTS - SUMMER 23 -HONKEY TONK AN	1,605.20
TOTAL FOR: DRAMATISTS PLAY SERVICE INC			2,334.20
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	4,274.49
TOTAL FOR: DTE ENERGY			4,274.49
KANAAR	ERIN KANAAR		
	CONTRACT	WLYT - MARCH2023 CLASSES	100.00
TOTAL FOR: ERIN KANAAR			100.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

Vendor Code	Vendor Name	Description	Amount
ETNA	ETNA SUPPLY INC		
	STATEMENTS	MEGALUG/BOLTS/GASKETS/DUAL SLEEVE	830.00
	STATEMENTS	YOKE COUPLINGS/EXPANSION CONN/METER YOKE/FIP	1,158.21
TOTAL FOR: ETNA SUPPLY INC			1,988.21
FRONT	FRONTIER		
	STATEMENT	TELEPHONE -- FAX	101.24
TOTAL FOR: FRONTIER			101.24
GILLROY	GILL-ROY'S HARDWARE		
	STATEMENT	PARTS/TOOLS/SUPPLIES	347.13
TOTAL FOR: GILL-ROY'S HARDWARE			347.13
JURCICH	HANNAH JURCICH		
	CONTRACT	WLYT - MARCH2023 CLASSES	225.00
TOTAL FOR: HANNAH JURCICH			225.00
HARTIC	HART INTERCIVIC, INC.		
	092035	VERITY - SERVICE/MAINTENANCE RENEWAL FY23-24	804.00
TOTAL FOR: HART INTERCIVIC, INC.			804.00
J&J	J&J FARM SALES		
	99837	BLADE	91.95
TOTAL FOR: J&J FARM SALES			91.95
WLBEA	LUDINGTON DAILY NEWS		
	99196718	PUBLISHING	286.20
TOTAL FOR: LUDINGTON DAILY NEWS			286.20
MRRMA	MI MUNICIPAL RISK MGNT AUTH		
	2203204	DEDUCTIBLE - SEWER 9/22 EAGLES	9,795.00
TOTAL FOR: MI MUNICIPAL RISK MGNT AUTH			9,795.00
MMLUNEM	MICHIGAN MUNICIPAL LEAGUE		
	801-057	-JAN-MA UNEMPLOYMENT INSURANCE - JAN-MAR-2023	205.99
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			205.99
MICHSTPOL	MICHIGAN STATE POLICE-CASHIERS OFF		
	551-613776	SOR FEES	90.00
TOTAL FOR: MICHIGAN STATE POLICE-CASHIERS OFF			90.00
MLIVE	MLIVE MEDIA GROUP		
	0010606499	PUBLISHING	137.05
TOTAL FOR: MLIVE MEDIA GROUP			137.05
MODEL	MODEL COVERALL SERVICE INC		
	STATEMENT	UNIFORMS - MAR-2023	271.92
TOTAL FOR: MODEL COVERALL SERVICE INC			271.92
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB		
	283/285/295	4TH QTR DUES - SALTER/HUEBLER/BEAMAN	450.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB			450.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

Vendor Code	Vendor Name	Description	Amount
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2200001514 / 15	PHONE & NETWORK FEES FY23 - CH/DPW	2,885.30
	2300001519	VIRTUAL SERVER & SUPPORT - APR-2023	527.37
	PASS2022	TIFA/LDFA PASS THROUGH - 911	7,300.00
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			10,712.67
MCC	MUSKEGON COMMUNITY COLLEGE		
	PASS2022	TIFA PASS THROUGH - MCC	53,600.00
TOTAL FOR: MUSKEGON COMMUNITY COLLEGE			53,600.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	PASS2022	TIFA/LDFA PASS THROUGH FOR SENIOR, VETS, MUSE	160,500.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			160,500.00
MMA	MUSKEGON MUSEUM OF ART FOUNDATION		
	1-3650	Q3 - CMF MARKETING - JAN-MAR-2023/CHAMBER EVE	165.00
TOTAL FOR: MUSKEGON MUSEUM OF ART FOUNDATION			165.00
ED	OGBORN ENTERPRISES, INC.		
	WCH 2023-04	CLEANING SERVICES - CH - APRIL-2023	475.00
	WHDPW 23-04	CLEANING SERVICES - APR-2023	285.00
TOTAL FOR: OGBORN ENTERPRISES, INC.			760.00
PRHLTH	PRIORITY HEALTH		
	APR-2023	HEALTH INSURANCE - APR-2023	23,186.49
TOTAL FOR: PRIORITY HEALTH			23,186.49
ROTHB	RIVERS ACE		
	STATEMENT	OPERATING/REPAIR SUPPLIES	280.39
TOTAL FOR: RIVERS ACE			280.39
RJ	ROBERT F NORDLUND		
	CONTRACT	NORMADS GRASS BAND - THIRSTY THIRD 4.20.23	750.00
TOTAL FOR: ROBERT F NORDLUND			750.00
SOUTH	SOUTHSHORE DEVELOPMENT CORP		
	381	381 WORK PLAN - PAYMENT #4	410,000.00
TOTAL FOR: SOUTHSHORE DEVELOPMENT CORP			410,000.00
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	8069836043	PAPER TOWEL/TP/A-Z DIVIDERS/STAPLES	72.40
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			72.40
VERIZ	VERIZON WIRELESS		
	9931251000	ON CALL CELL/TABLET DATA PLAN	41.90
TOTAL FOR: VERIZON WIRELESS			41.90
WMBUR	WEST MICHIGAN BURIAL VAULT CO		
	013721	FOUNDATIONS	98.00
TOTAL FOR: WEST MICHIGAN BURIAL VAULT CO			98.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

Vendor Code	Vendor Name	Description	Amount
WEX	WEX BANK 88262227	FUEL PURCHASES - MARCH 2023	1,305.60
TOTAL FOR: WEX BANK			1,305.60
WLACE	WHITE LAKE AREA COMMUNITY EDUCATION ALLOCATION	SENIOR MILLAGE ALLOCATION - 2023	12,209.00
TOTAL FOR: WHITE LAKE AREA COMMUNITY EDUCATION			12,209.00
WLAUT	WHITE LAKE AUTOMOTIVE STATEMENT		68.65
TOTAL FOR: WHITE LAKE AUTOMOTIVE			68.65
WLCLI	WHITE LAKE COMMUNITY LIBRARY PASS2022	TIFA/LDFA PASS THROUGH - LIBRARY	16,500.00
TOTAL FOR: WHITE LAKE COMMUNITY LIBRARY			16,500.00
WLFIR	WHITE LAKE FIRE AUTHORITY PASS2022	TIFA/LDFA PASS THROUGH - FIRE	75,300.00
TOTAL FOR: WHITE LAKE FIRE AUTHORITY			75,300.00
WLNUR	WHITE LAKE NURSERY STATEMENT	SPARK PLUG - BACKPACK BLOWER	7.66
TOTAL FOR: WHITE LAKE NURSERY			7.66
WLSEN	WHITE LAKE SENIOR CENTER ALLOCATION	SENIOR MILLAGE ALLOCATION - 2023	144.00
TOTAL FOR: WHITE LAKE SENIOR CENTER			144.00
PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			
MISC	AMAZON.COM		
	STATEMENTS	FUEL CARD SLEEVES/VELCRO/RETURN CAMERA/DIVIDE	13.48
	STATEMENTS	WLYT - QTY 9 SCRIPTS/BARCODE SCANNER	119.90
TOTAL FOR: AMAZON.COM			133.38
MISC	DRAMANOTEBOOK.COM		
	U2Q8H	SUBSCRIPTION - SCRIPT DOWNLOADS	12.95
TOTAL FOR: DRAMANOTEBOOK.COM			12.95
MISC	GRAND TRAVERSE RESORT & SPA CONTRACT	MEALS - WATER CLASS - BOND/SILK	180.06
TOTAL FOR: GRAND TRAVERSE RESORT & SPA			180.06
PLAY	PLAYSCRIPTS INC 2301509	SCRIPT - HONKEY TONK ANGELS SUM23 (580.000.81	34.99
TOTAL FOR: PLAYSCRIPTS INC			34.99
MISC	ROTARY MULTIFORMS INC 64278909447	PARKS PLAQUE - WHITE RIVER MARSHLAND	293.94
TOTAL FOR: ROTARY MULTIFORMS INC			293.94

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF APRIL 11, 2023

Vendor Code	Vendor Name	Description	Amount
SAMS	SAM'S CLUB/GECF		
	181331660272917	CONCESSIONS/ALCOHOL/SUPPLY	226.67
TOTAL FOR: SAM'S CLUB/GECF			<u>226.67</u>
MISC	SHUTTERSTOCK		
	CS-0720A-7009	SUBSCRIPTION - MONTHLY FEE-MAR-2023	29.00
TOTAL FOR: SHUTTERSTOCK			<u>29.00</u>
MISC	SPOTIFY		
	183725231012610	SUBSCRIPTION - MONTHLY FEE-MAR-2023	9.99
TOTAL FOR: SPOTIFY			<u>9.99</u>
USPOS	UNITED STATES POSTMASTER		
	840-54930496-3-	STAMPS - QTY 10 ROLLS	630.00
TOTAL FOR: UNITED STATES POSTMASTER			<u>630.00</u>
WALMART	WALMART		
	997552431572988	MARCH BOR - FOOD	43.35
TOTAL FOR: WALMART			<u>43.35</u>
WESCO	WESCO INC		
	1027184	BEVERAGES - BLT MEETING	6.18
TOTAL FOR: WESCO INC			<u>6.18</u>
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			<u>1,600.51</u>
TOTAL - ALL VENDORS			797,760.06

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount	
Fund 101 GENERAL OPERATING FUND						
Dept 000 648	REIMBURSED - PERSONAL CHG	GRAND TRAVERSE RESORT &	03/16/23	CONTRACT	52.00	
101-000-082.000	VERITY - SVC/MAINT FY23/24 (101	HART INTERCIVIC, INC.	03/27/23	092035	804.00	
101-000-123.000	SOR FEES	MICHIGAN STATE POLICE-CA	04/03/23	551-613776	90.00	
Total For Dept 000 648					946.00	
Dept 101 CITY COUNCIL	MEMBERSHIPS & DUES-Q4 SALTER	MONTAGUE-WHITEHALL ROTAR	03/29/23	283/285/295	150.00	
101-101-770.000	Total For Dept 101 CITY COUNCIL					150.00
Dept 172 ADMINISTRATION	STAPLES	STAPLES CONTRACT & COMME	04/24/23	8069836043	1.62	
101-172-727.000	MEMBERSHIPS & DUES-Q4 HUEBLER	MONTAGUE-WHITEHALL ROTAR	03/29/23	283/285/295	150.00	
101-172-770.000	PHONE & NETWORK FEES FY23 - CH	MUSKOGON CENTRAL DISPATC	10/01/22	2200001514 / 1515	1,812.80	
101-172-818.000	TELEPHONE -- FAX	FRONTIER	03/20/23	STATEMENT	50.62	
101-172-850.000	VIRTUAL SERVER & SUPPORT - APR-	MUSKOGON CENTRAL DISPATC	04/01/23	2300001519	527.37	
101-172-850.000	Total For Dept 172 ADMINISTRATION					2,542.41
Dept 215 CITY CLERK	BARCODE SCANNER	AMAZON.COM	03/23/23	STATEMENTS	26.39	
101-215-727.000	A-Z DIVIDERS	STAPLES CONTRACT & COMME	04/24/23	8069836043	4.79	
101-215-727.000	MILEAGE REIMBURSEMENT - JULY22-	BRENDA BOURDON	03/27/23	REIMBURSEMENT	236.34	
101-215-880.000	PUBLISHING (PARK GRANTS/BID NOT	LUDINGTON DAILY NEWS	03/31/23	99196718	286.20	
101-215-905.000	PUBLISHING - PUBLIC HEARING-CRA	MLIVE MEDIA GROUP	03/23/23	0010606499	137.05	
101-215-905.000	Total For Dept 215 CITY CLERK					690.77
Dept 247 BOARD OF REVIEW	MARCH BOR - FOOD	WALMART	04/01/23	99755243157298899997	43.35	
101-247-962.000	Total For Dept 247 BOARD OF REVIEW					43.35
Dept 253 TREASURER	SECURITY CAM - RETURN	AMAZON.COM	04/01/23	STATEMENTS	(64.48)	
101-253-727.000	Total For Dept 253 TREASURER					(64.48)
Dept 261 OTHER EXPENSES	SENIOR MILLAGE ALLOCATION - 202	WHITE LAKE AREA COMMUNIT	01/24/23	ALLOCATION	12,209.00	
101-261-880.000	SENIOR MILLAGE ALLOCATION - 202	WHITE LAKE SENIOR CENTER	01/24/23	ALLOCATION	144.00	
101-261-880.000	Total For Dept 261 OTHER EXPENSES					12,353.00
Dept 262 ELECTIONS	STAMPS - QTY 10 ROLLS	UNITED STATES POSTMASTER	04/01/23	840-54930496-3-77785	630.00	
101-262-728.000	Total For Dept 262 ELECTIONS					630.00
Dept 265 CITY HALL BLDG & GROUNDS	FLAGS USA- QTY-2 6X10'	ACTION FLAG CO	04/04/23	34877	186.00	
101-265-757.000	PAPER TOWEL/TP	STAPLES CONTRACT & COMME	04/24/23	8069836043	65.99	
101-265-757.000	PAINT TRAYS - PD WALL	GILL-ROY'S HARDWARE	03/31/23	STATEMENT	1.16	
101-265-775.000	FAUCET REPAIR KIT	RIVERS ACE	04/01/23	STATEMENT	16.99	
101-265-775.000	CLEANING SERVICES - CH - APRIL-	OGBORN ENTERPRISES, INC.	04/01/23	WCH 2023-04	475.00	
101-265-818.700	PUBLIC UTILITIES/910021159454	DTE ENERGY	03/23/23	STATEMENT	1,116.93	
101-265-920.000	PAINT/ROLLER (PD WALL)	RIVERS ACE	04/01/23	STATEMENT	54.98	
101-265-931.000	Total For Dept 265 CITY HALL BLDG & GROUNDS					1,917.05

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 270 FRINGE BENEFITS	FRINGE-BOOTS - BOND	DONALD BOND	03/30/23	REIMBURSEMENT	150.00
101-270-719.450	UNIFORMS - MAR-2023	MODEL COVERALL SERVICE I	03/31/23	STATEMENT	227.32
101-270-719.450	RETIREE OPEB STIPEND - MORRIS -	DOUG MORRIS	04/01/23	APR-2023	300.00
101-270-719.600	FRINGE-HEALTH INS	PRIORITY HEALTH	04/01/23	APR-2023	21,416.59
101-270-719.601	FRINGE BENEFITS-RETIREE HEALTH	PRIORITY HEALTH	04/01/23	APR-2023	1,769.90
101-270-719.685	FRINGE-CDL RENEWAL	DONALD BOND	03/13/23	REIMBURSEMENT	25.00
101-270-719.800	UNEMPLOYMENT INSURANCE - JAN-MA	MICHIGAN MUNICIPAL LEAGU	03/31/23	801-057 -JAN-MAR2023	205.99
			Total For Dept 270	FRINGE BENEFITS	24,094.80
Dept 301 POLICE	BATTERY - GARAGE DR OPENER	GILL-ROY'S HARDWARE	03/31/23	STATEMENT	2.51
101-301-727.000	FUEL CARD VELCRO	AMAZON.COM	04/01/23	STATEMENTS	5.58
101-301-751.000	FUEL PURCHASES - MARCH 2023	WEX BANK	04/01/23	88262227	1,327.10
101-301-751.000	BOOT REIMBURSEMENT - MAHONEY C	CHRIS MAHONEY	03/06/23	REIMBURSEMENT	116.55
101-301-759.000	TELEPHONE -- FAX	FRONTIER	03/20/23	STATEMENT	50.62
101-301-850.000	EMERGENCY SIREN/100000345551	CONSUMER'S ENERGY	04/01/23	STATEMENT	21.65
101-301-920.000			Total For Dept 301	POLICE	1,524.01
Dept 448 STREET LIGHTING	PUBLIC UTILITIES/103033655079	CONSUMER'S ENERGY	04/01/23	STATEMENT	5,892.98
101-448-920.000			Total For Dept 448	STREET LIGHTING	5,892.98
Dept 567 CEMETERY	FLAGS USA -QTY-576 8X12"	ACTION FLAG CO	04/04/23	34877	548.00
101-567-757.000	PUBLIC UTILITIES/910021159306	DTE ENERGY	03/23/23	STATEMENT	56.63
101-567-920.000	FOUNDATIONS	WEST MICHIGAN BURIAL VAU	03/01/23	013721	98.00
101-567-932.000			Total For Dept 567	CEMETERY	702.63
Dept 751 PARKS DEPARTMENT	FLAGS USA- QTY-2 3X5/ QTY-4 4X6	ACTION FLAG CO	04/04/23	34877	298.60
101-751-757.000	NUTS/BOLTS - KAYAK LAUNCH LYONS	GILL-ROY'S HARDWARE	03/31/23	STATEMENT	23.05
101-751-775.000	PARKS PLAQUE - WHITE RIVER MARS	ROTARY MULTIFORMS INC	03/29/23	64278909447	293.94
101-751-818.000	PUBLIC UTILITIES/100017568369	CONSUMER'S ENERGY	03/29/23	STATEMENT	40.93
101-751-920.000			Total For Dept 751	PARKS DEPARTMENT	656.52
Dept 756 119 S BALDWIN ST	PUBLIC UTILITIES/910021159793	DTE ENERGY	03/23/23	STATEMENT	78.78
101-756-920.000			Total For Dept 756	119 S BALDWIN ST	78.78
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY	DUE CARE REIMB - 381 WORKFLN PY	SOUTHSHORE DEVELOPMENT C	04/01/23	381	410,000.00
Dept 000 648			Total For Dept 000	648	410,000.00
243-000-830.000			Total For Fund 243	BROWNFIELD REDEVELOPMENT AUT	410,000.00
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1	CONTRIBUTION-COUNTY	MUSKOGON COUNTY TREASURE	04/01/23	PASS2022	99,100.00
Dept 000 648	CONTRIBUTION-MUSEUM	MUSKOGON COUNTY TREASURE	04/01/23	PASS2022	5,600.00
247-000-959.000					
247-000-959.100					

OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 648					
247-000-959.200	CONTRIBUTION-VETS	MUSKEGON COUNTY TREASURE	04/01/23	PASS2022	1,300.00
247-000-959.400	CONTRIBUTION-FIRE AUTHORITY	WHITE LAKE FIRE AUTHORIT	04/01/23	PASS2022	53,800.00
247-000-959.500	CONTRIBUTION-MCC	MUSKEGON COMMUNITY COLLE	04/01/23	PASS2022	38,300.00
247-000-959.600	CONTRIBUTION-W.L. COMMUNITY LIB	WHITE LAKE COMMUNITY LIB	04/01/23	PASS2022	11,800.00
247-000-959.700	CONTRIBUTION-911	MUSKEGON CENTRAL DISPATC	04/01/23	PASS2022	5,200.00
247-000-959.800	CONTRIBUTION-SENIOR MILLAGE	MUSKEGON COUNTY TREASURE	04/01/23	PASS2022	8,700.00
247-000-962.000	BEVERAGES - BLT MEETING	WESCO INC	04/01/23	1027184	6.18
		Total For Dept 000 648			223,806.18
Dept 525 DOWNTOWN STREETScape					
247-525-920.000	PUBLIC UTILITIES/920030385842	DTE ENERGY	03/23/23	STATEMENT	80.03
247-525-921.000	PED LIGHTS/100000242550	CONSUMER'S ENERGY	04/01/23	STATEMENT	110.74
		Total For Dept 525 DOWNTOWN STREETScape			190.77
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 648					
250-000-959.000	CONTRIBUTION-COUNTY	MUSKEGON COUNTY TREASURE	04/01/23	PASS2022	39,600.00
250-000-959.100	CONTRIBUTION-MUSEUM	MUSKEGON COUNTY TREASURE	04/01/23	PASS2022	2,200.00
250-000-959.200	CONTRIBUTION-VETS	MUSKEGON COUNTY TREASURE	04/01/23	PASS2022	500.00
250-000-959.400	CONTRIBUTION-FIRE AUTHORITY	WHITE LAKE FIRE AUTHORIT	04/01/23	PASS2022	21,500.00
250-000-959.500	CONTRIBUTION-MCC	MUSKEGON COMMUNITY COLLE	04/01/23	PASS2022	15,300.00
250-000-959.600	CONTRIBUTION-W.L. COMMUNITY LIB	WHITE LAKE COMMUNITY LIB	04/01/23	PASS2022	4,700.00
250-000-959.700	CONTRIBUTION-911	MUSKEGON CENTRAL DISPATC	04/01/23	PASS2022	2,100.00
250-000-959.800	CONTRIBUTION-SENIOR MILLAGE	MUSKEGON COUNTY TREASURE	04/01/23	PASS2022	3,500.00
		Total For Dept 000 648			89,400.00
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-123.000	WLTY-SCRIPTS SUM23 (580.000.757	AMAZON.COM	03/23/23	STATEMENTS	93.51
580-000-123.000	LICENSING FEES - SUM23 (580.000	CONCORD THEATRICALS CORP	03/08/23	506429	560.00
580-000-123.000	ROYALTY - SUM23 (580.000.818.67	DRAMATIC PUBLISHING	01/10/23	53680	350.00
580-000-123.000	ROYALTY/SCRIPT - SUM23 -580.000	DRAMATISTS PLAY SERVICE	03/07/23	S0-00000781898	729.00
580-000-123.000	ROYALTY/SCRIPT - SUM23 (580.000.	DRAMATISTS PLAY SERVICE	02/02/23	SO-00000787470	1,605.20
580-000-123.000	SCRIPT- HONKTK -SUM23 (580.000	PLAYSCRIPTS INC	03/16/23	2301509	34.99
580-000-645.400	CONCESSIONS-ALCOHOL	SAM'S CLUB/GEFC	03/23/23	18133166027291729	102.68
580-000-645.450	CONCESSIONS	SAM'S CLUB/GEFC	03/23/23	18133166027291729	90.01
580-000-757.000	PAPER TOWELS	SAM'S CLUB/GEFC	03/23/23	18133166027291729	33.98
580-000-757.000	SUBSCRIPTION - MONTHLY FEE-MAR-	SHUTTERSTOCK	03/03/23	CS-0720A-7009	29.00
580-000-757.410	WLYT - MARCH2023 CLASSES	ALEXANDER AK EVERGREEN	01/10/23	CONTRACT	100.00
580-000-757.410	SUBSCRIPTION - SCRIPT DOWNLOADS	DRAMANOTEBOOK.COM	04/01/23	U2Q8H	12.95
580-000-757.410	WLYT - MARCH2023 CLASSES	ERIN KANAAR	02/04/23	CONTRACT	100.00
580-000-757.410	WLYT - MARCH2023 CLASSES	HANNAH JURCICH	01/10/23	CONTRACT	225.00
580-000-770.000	MEMBERSHIPS & DUES-Q4 BRAMAN	MONTAGUE-WHITEHALL ROTAR	03/29/23	283/285/295	150.00
580-000-805.000	Q3 - CMF MARKETING - JAN-MAR-20	MUSKEGON MUSEUM OF ART F	03/22/23	1-3650	165.00
580-000-818.400	NORMADS GRASS BAND - THIRSTY TH	ROBERT F NORDLUND	02/21/23	CONTRACT	750.00
580-000-818.600	SUBSCRIPTION - MONTHLY FEE-MAR-	SPOTIFY	03/27/23	1837252310126101-1-8	9.99
580-000-920.000	PUBLIC UTILITIES/910021159660	DTE ENERGY	03/23/23	STATEMENT	1,675.82
		Total For Fund 250 LOCAL DEVELOPMENT FINANCE AU			89,400.00

CITY OF WHITEHALL ACCOUNTS PAYABLE
 OPEN
 COUNCIL MEETING OF APRIL 11, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE Dept 000 648			Total For Dept 000 648		6,817.13
Fund 590 SEWER FUND Dept 550 SEWER ADMINISTRATION			Total For Fund 580 PLAYHOUSE		6,817.13
590-550-815.000	DEDUCTIBLE - SEWER 9/22 EAGLES	MI MUNICIPAL RISK MGNT A	03/31/23	2203204	9,795.00
Dept 552 SEWER CUSTOMER ACCOUNTS			Total For Dept 550 SEWER ADMINISTRATION		9,795.00
590-552-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	03/28/23	9931251000	19.01
Dept 554 SEWER PUMPING			Total For Dept 552 SEWER CUSTOMER ACCOUNTS		19.01
590-554-920.000	PUBLIC UTILITIES/100094991039	CONSUMER'S ENERGY	03/29/23	STATEMENT	18.62
590-554-920.000	PUBLIC UTILITIES/910021159892	DTE ENERGY	03/23/23	STATEMENT	51.70
Dept 558 SEWER T & D			Total For Dept 554 SEWER PUMPING		70.32
590-558-757.000	VINYL TUBE - 30FT	GILL-ROY'S HARDWARE	03/31/23	STATEMENT	24.06
590-558-757.000	GLOVES	WHITE LAKE AUTOMOTIVE	03/31/23	STATEMENT	15.99
590-558-850.000	ON CALL CELL	VERIZON WIRELESS	03/28/23	9931251000	1.95
Dept 591 WATER FUND			Total For Dept 558 SEWER T & D		42.00
591-540-760.000	MEALS - WATER CLASS - BOND/SILK	GRAND TRAVERSE RESORT &	03/16/23	CONTRACT	9,926.33
Dept 542 WATER CUSTOMER ACCOUNTS			Total For Fund 590 SEWER FUND		9,926.33
591-542-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	03/28/23	9931251000	128.06
Dept 546 WATER SOURCE PLANT			Total For Dept 540 WATER ADMINISTRATION		128.06
591-546-920.000	PUBLIC UTILITIES/920017788919	DTE ENERGY	03/23/23	STATEMENT	19.00
Dept 548 WATER T & D			Total For Dept 542 WATER CUSTOMER ACCOUNTS		19.00
591-548-775.000	MEGALUG GLAD/BOLTS/GASKETS	ETNA SUPPLY INC	03/28/23	STATEMENTS	206.81
591-548-850.000	ON CALL CELL	VERIZON WIRELESS	03/28/23	9931251000	206.81
Dept 549 WATER CONSTRUCTION			Total For Dept 546 WATER SOURCE PLANT		830.00
591-549-757.000	YOKE COUPLINGS - 20	ETNA SUPPLY INC	04/05/23	STATEMENTS	1,158.21
Fund 594 MARINA FUND			Total For Dept 549 WATER CONSTRUCTION		1,158.21
Dept 000 648			Total For Fund 591 WATER FUND		2,344.02
594-000-775.000	PAINT (MARINA BLDG)	RIVERS ACE	04/01/23	STATEMENT	174.11

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 594 MARINA FUND					
Dept 000 648					
Total For Dept 000 648					
174.11					
Fund 661 MOTOR POOL FUND					
Dept 000 648					
Total For Fund 594 MARINA FUND					
174.11					
661-000-082.000	REFUND - CARD SHIPPING (LAST IN	WEX BANK	04/01/23	88262227	(21.50)
661-000-751.000	FUEL CARD SLEEVES	AMAZON.COM	04/01/23	STATEMENTS	15.43
661-000-781.000	BLADE	J&J FARM SALES	03/14/23	99837	91.95
661-000-781.000	96-15 - FASTENERS	RIVERS ACE	04/01/23	STATEMENT	1.90
661-000-818.000	SHOP TOWELS	MODEL COVERALL SERVICE I	03/31/23	STATEMENT	44.60
661-000-818.700	CLEANING SERVICES - APR-2023	OGBORN ENTERPRISES, INC.	04/01/23	WHDPW 23-04	285.00
661-000-850.000	PHONE & NETWORK FEES FY23 - DP	MUSKEGON CENTRAL DISPATC	10/01/22	2200001514 / 1515	1,072.50
661-000-820.000	PUBLIC UTILITIES/910021159181	DTE ENERGY	03/23/23	STATEMENT	1,007.79
661-000-931.000	CONCRETE MIX - 25/60LB BAGS	GILL-ROY'S HARDWARE	03/31/23	STATEMENT	267.93
661-000-933.000	HOSE SWIVEL - POWER WASHER 96-1	AMAZON.COM	04/01/23	STATEMENTS	56.95
661-000-933.000	12-18 - BOLT SNAPS	GILL-ROY'S HARDWARE	03/31/23	STATEMENT	28.42
661-000-933.000	12-11 - TUBING/HOSE CLAMP	RIVERS ACE	04/01/23	STATEMENT	32.41
661-000-933.000	QTY 2 - 2.5 DEF	WHITE LAKE AUTOMOTIVE	03/31/23	STATEMENT	52.66
661-000-933.000	SPARK PLUG - BACKPACK BLOWER	WHITE LAKE NURSERY	03/01/23	STATEMENT	7.66
Total For Dept 000 648					
2,943.70					
Total For Fund 661 MOTOR POOL FUND					
2,943.70					

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 11, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101	GENERAL OPERATING FUND			52,157.82
	Fund 243	BROWNFIELD REDEVELOPME			410,000.00
	Fund 247	TAX INCREMENT FINANCE			223,996.95
	Fund 250	LOCAL DEVELOPMENT FINA			89,400.00
	Fund 580	PLAYHOUSE			6,817.13
	Fund 590	SEWER FUND			9,926.33
	Fund 591	WATER FUND			2,344.02
	Fund 594	MARINA FUND			174.11
	Fund 661	MOTOR POOL FUND			2,943.70
	Total For All Funds:				797,760.06

CITY OF WHITEHALL
CAPITAL IMPROVEMENTS PROGRAM

April 2023

The City of Whitehall Planning Commission is required by Michigan Public Act 33 of 2008 to adopt a six year capital improvement plan covering expenditures in excess of \$5,000. Department heads submit their funding requests in chronological order as a representation of priority along with estimated costs. Actual funding is dependent upon available revenues as approved by the City Council.

A capital improvement plan is intended to minimize piecemeal funding; coordinate problem solving; increase efficiencies; and inform citizens on how tax dollars are spent.

Whitehall has financed most of its capital improvements with cash. Grant funding has also been a significant source of revenue. The City has secured \$5.9M in grant funding over the last 22 years. Donations for the expansion and renovation to the Playhouse of White Lake added another \$3.3M of external funding.

Cities may borrow money to finance capital improvements, known as bonds. Interest on borrowing increases costs and may limit future financial decisions. Borrowing does place the financial burden of those taxpayers that will be using the new capital improvement over the term of the bond and life expectancy of the improvement. General obligation bonds are a common method of borrowing. Debt is paid back using property taxes. Revenue bonds are also common. These pay off debt with revenues generated from a specific service such as sewer and water fees.

The total general obligation debt of a city may not exceed 10% of the taxable value. Whitehall's current taxable value is \$121M allowing debt of \$12 Million. There is a balance of \$951,000 for the Playhouse with donations pledged to cover this debt. Revenue bonds have no limit. We have no current outstanding debt.

A city can acquire capital equipment through installment purchases. State law places a maximum amount of 1.5% of the taxable value, putting our limit at \$1.8M. Whitehall has a balance of \$83,000 for a sewer Vac-all truck.

Infrastructure improvements can be financed through special assessments. Property owners in a defined project area that derive a direct benefit from the improvements pay the city back with interest whether the city paid cash or borrowed for the project. Whitehall has no special assessments.

State law has now opened the door for "early voting". Electors now have the option to vote on election day or nine days prior. As an unfunded mandate, the City is required to purchase additional voting equipment next fiscal year. The Police Department will be replacing the administrative vehicle for use by the Detective. The Cemetery Trust Fund will be covering the cost for much needed road improvements and a new entry sign. The Parks Department will be aggressive with over \$800,000 in capital expenditures, all dependent upon successful grant funding.

The Tax Increment Finance Authority will chip off the next phase of downtown improvements with improvements to the parking lots on the south side of Colby Street, developing a pocket park between CatchMark and Bells Furniture, and converting West Colby Street into a pedestrian promenade connecting the downtown to the waterfront. The Local Development Finance Authority is set to expire at the end of 2024. Funds are being reserved for one final street improvement project. Street improvements will remain at a brisk pace with \$4.5M planned over the next five years. Routine repairs will continue in the sewer and water funds along with scheduled vehicle replacements in Motor Pool.

CAPITAL IMPROVEMENTS

GENERAL FUND	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Elections						
Early Voting Equipment	\$5,500					
City Hall & Grounds						
Garden Room Ext Doors		\$15,000				
Window Replacement		\$25,000			\$50,000	
Garden Room Bathrooms		\$30,000				
Furnace Replacement		\$25,000	\$20,000			
Generator Replacement		\$30,000		\$50,000		
City Entry Sign		\$20,000				
Police Department						
Patrol Vehicle		\$41,000			\$45,000	
Admin Vehicle	\$30,000					
Video Editor & Computer		\$12,000				
In Car Video				\$30,000		
Vests		\$6,000				
Sidewalks						
Repair & Replacement	\$37,500		\$20,000		\$20,000	
Cemetery						
Road Improvements	\$135,000					
Sexton Building Roof		\$12,000				
Pole Barn Roof			\$7,000			
Entry Sign	\$20,000					
Parks & Recreation						
Funnell Field	\$675,000					
Gee Park	\$50,000					
Goodrich Park	\$83,700					
Lions Park Floating Dock	\$25,000					
Norman Park				\$12,400		
Svensson Park				\$7,000		
White Lake Pathway						
Maintenance & Repairs	\$20,000			\$20,000		\$20,000

TIFA	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Façade Grants	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Downtown Capital Projects						
South Side Parking Lots	\$419,000					
Pocket Park & West Colby	\$617,000					
Bike Trail Access		\$130,000				

LDFA	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Street Repairs		\$200,000				

STREETS	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Sidewalk Repairs			\$20,000		\$20,000	
Tree Plantings	\$16,000					
Mears Reconstruction	\$650,000					
Street Rehabilitation (ARPA)	\$250,000					
Warner Reconstruction		\$1,800,000				
Livingston Reconstruction			\$695,000			
Livingston Reconstruction				\$502,000		
Muskegon Reconstruction					\$596,000	

SEWER FUND	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Customer Accounts						
Meters	\$10,000	\$10,000	\$25,000	\$25,000	\$25,000	\$25,000
Pumping						
Lift Station		\$1,200,000				
Lift Station #4 Generator			\$50,000			
Lift Station #2 Generator				\$50,000		
Transmission & Distribution						
Mears Gravity Line	\$35,000					
Benston Force Main		\$300,000				
Lake Street Force Main			\$920,000			
Lake Street Sewer Repairs			\$30,000			
First Street CIPP				\$50,000		

WATER FUND	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Customer Accounts						
Meters	\$10,000	\$10,000	\$25,000	\$25,000	\$25,000	\$25,000
Transmission & Distribution						
Mears	\$127,400					
Warner	\$310,000					
Water Tower #5 Coating		\$100,000				
Generators			\$60,000			

MOTOR POOL	FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	FY28/29
Tractor Backhoe	\$180,000					
Truck 12-19 (2005)		\$300,000				
Sidewalk Snowplow	\$75,000					
Truck 12-18 (2010)				\$380,000		



Muskegon County
Public Works Board Meeting
Darrell Paige, Chairman
Kim Cyr, Vice Chairman

March 2, 2023 at 4:00 PM
via Zoom and in-person at: Muskegon County Marquette Campus, 1903 Marquette Avenue,
Muskegon, MI 49442

MINUTES

1. Call To Order

The Board of Public Works was called to order by Chair Paige at 4:00 p.m.

2. Roll Call

PRESENT: Commissioner Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Water Resources Commissioner Brenda Moore
Commissioner Charles Nash
Commissioner Darrell Paige
Ex-Officio Jennifer Hodges
Ex-Officio Scott Huebler

EXCUSED: Commissioner Jessica Cook

ALSO PRESENT: Mark Eisenbarth, County Administrator
Matthew Farrar, Deputy County Administrator
Wade VandenBosch, Public Works Director
Tina Nash, Public Works Coordinator
Dave Johnson, Resource Recovery Center Director
Christine Morris, Resource Recovery Center Administrative Analyst
Angela Gasiewski, Finance Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: Passed 6:0

4. Approval of Minutes

A. Move to approve the Minutes of February 2, 2023

ACTION: Moved by Commissioner Brenda Moore, supported by Commissioner Charles Nash

VOICE VOTE: Passed 6:0

5. Public Comment (on an agenda item) - None

6. Items for Consideration

BPW23/03-21 **(Resource Recovery Center/David Johnson)** Move to authorize the Resource Recovery Center to update signatures and information for the Board Chair, Vice Chair, and Secretary to satisfy the requirements of the Department's contracted commodity futures brokerage.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed 6:0

BPW23/03-22 **(Resource Recovery Center/David Johnson)** Move to authorize a solicitation for the purchase of argon by the Resource Recovery Center laboratory.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: Passed 6:0

BPW23/03-23 **(Resource Recovery Center/David Johnson)** Move to authorize the solicitation of bids for the sale of alfalfa in fields 10, 12, 14, 29, 30, and 30A/31 at the Resource Recovery Center.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Kim Cyr

VOICE VOTE: Passed 6:0

7. Informational Items

- A. Public Works Monthly Report, February 2023
- B. Resource Recovery Center Monthly Report, February 2023
- C. Muskegon Regional Water System Policy Board Minutes, February 1, 2023 (draft)

Commissioner Nash stated it was nice to see good financial reports for the first quarter.

8. Unfinished Business - None

9. New Business - None

10. Public Comment - None

11. Final Board Comments

Water Resources Commissioner Moore addressed some difficulties her department is having with the Muskegon County Road Commission Board regarding a project on Peterson Road in Laketon Township. Water Resources Commissioner Moore requested the commissioners consider appointing new members to the Road Commission Board when seats become open.

12. Adjournment

There being no further business to come before the Board of Public Works, the meeting was adjourned at 4:09 p.m.

Darrell Paige, Chair

**Whitehall Planning Commission
Meeting Minutes
April 4, 2023**

Present

B. Armstrong, D. Bedau, A. Church, J. Dillivan, C. Mahoney, S. Salter

Absent

L. Abramson, D. Bowyer, J. Holmstrom

Call to Order

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

Agenda

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

Approval of Minutes

Motion by Salter, second by Mahoney, CARRIED, to approve the March 2023 meeting minutes as submitted. All voted yes.

Communications

Unfinished Business

Public Comment

New Business

- Resolution 23-05: WaterDog Site Plan
Motion by Mahoney, second by Armstrong, to approve the Site Plan as submitted.
Roll call Vote - 6 yes, 3 absent.

- Capital Improvement Program
Motion by Mahoney, second by Salter, to adopt the 2023 Capital Improvement program as submitted. All voted yes.

Adjournment

There being no further business, motion by Church, second by Armstrong, CARRIED, to adjourn at 6:09 p.m. All voted yes.

Hi, my name is Madison Parmley and I'm a senior at Whitehall High School. This year I am meant to create a legacy to leave behind for upcoming students.

This project is meant to be beneficial for the community in some way. My friend, Kendyll, and I have decided to make a small book library, the ones we have noticed that you rarely see.

We were hoping that we may be able to place one, or multiple, small book libraries along the bike trail. We would, of course, maintain the appearance and structural integrity of the library, until it is time to pass our project down to the following senior class of Whitehall High School. Finally, we would also stock the library ourselves with a variety of free books to choose from.

We hope that you would consider allowing us to place one, or multiple, book libraries along the bike trail in town.

If you have any questions please contact me at:
(231)-769-9667 OR madisonparmley04@icloud.com

OR, of course, write me a letter.

Thank You,

Madison Parmley

Mission Statement

The White Lake Community Library, as a cultural destination, will lead the community to the world's information and ideas and be the link for enrichment, entertainment and life-long learning.

White Lake Community Library Library Board Meeting Minutes Wednesday, February 15, 2023 at 5:15 pm

Present: Lynnette Johnson, Ray Veeder, Norm Kittleson, and Ruth Grenell, and Annlyn McKenzie

Absent: Brian Hosticka, Bobbie Allred, and Charles Ayres

Staff Present: Virginia DeMumbrum and Pam Osborn

1. **Call to Order and Pledge of Allegiance** the meeting was called to order by President Kittleson at 5:15 PM
2. **Approval of the Consent Agenda**-moved by Ruth Grenell and seconded by Ray Veeder. Motion approved.
 - a. Agenda
 - b. Minutes of the January 25, 2023 board meeting
 - c. Treasurer's Report for January, 2023
 - d. Financial Statements for January 2023
 - e. Bills to be Paid in the amount of \$7,879.61
 - f. Correspondence – Endowment fund 3rd quarter statement, misc. notes
3. **Reports**
 - a. Director's Reports – attached
 1. Virginia also exploring option for possible employee healthcare benefit provided by MLA
 - b. Policy/Personnel Committee
 1. Meeting will be scheduled before March meeting
 - c. Finance Committee
 1. No report
 - d. Government Liaison Committee
 1. No report
 - e. Board Development Committee
 1. Board is fully developed
4. **Unfinished Business**
 - a. Director's review
 1. President Kittleson has asked for completed evaluations by the end of February
5. **New Business**
 - a. Nominating Committee

1. Motion by Lynnette Johnson and seconded by Ruth Grenell to accept Annlyn McKenzie, Lynnette Johnson, and Norm Kittleson as the nominating committee. Motion approved.
 - b. Resolution 2023-01 Security Camera Bids. Motion by Ruth Grenell and seconded by Ray Veeder to approve Resolution 2023-01. Roll call vote:
 1. Ray Veeder – yes
 2. Ruth Grenell-yes
 3. Annlyn McKenzie – yes
 4. Norm Kittleson – yes
 5. Lynnette Johnson – yesAbsent: Brian Hosticka, Bobbie Allred, and Charles Ayres
 - c. Designation of Virginia DeMumbrum, Director, as the primary administrator of the library's Quickbooks account. Moved by Ray Veeder and seconded by Annlyn McKenzie. Motion approved.
6. **Public Comment** - *If you wish to address the board on any matter, please state your name and limit your comments to 5 minutes.*
1. There was no public comment
7. **Adjournment** -Moved by Ray Veeder and seconded by Annlyn McKenzie. Motion carried.

Next Meeting: Wednesday, March 22 at 5:15 pm

CITY OF WHITEHALL
RESOLUTION 23-11
Assessing Services

- WHEREAS, the City of Whitehall has a long-standing contractual relationship with the Muskegon County Equalization Department for assessing services.
- WHEREAS, the current five year agreement expires on September 30, 2023.
- WHEREAS, the City budgeted \$34,600 for the final year of the current agreement.
- WHEREAS, Equalization has submitted a five-year agreement with an initial annual fee of \$40,000 and a 2.5% increase each subsequent year.
- WHEREAS, Finance Officer/Treasurer Seaver has reviewed the agreement and recommends that the Council authorize its execution.

NOW, THEREFORE, LET IT BE RESOLVED

that the Whitehall City Council does hereby authorize the Mayor, Clerk, and City Attorney to sign the attached Agreement for Assessing Services.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held April 11, 2023 at 6:00 p.m. (_ yes _ no, _ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

Whitehall City Council Agenda Report FY 2023/24 Budget Schedule

- April 25 Required submittal of the annual budget to the City Council in accordance with Charter §7.2 "...to the Council at its meeting nearest the first Monday of May..."
- May 8 Recommended City Council FY23/24 Budget work session.
- May 23 Recommended public hearing on the FY23/24 Budget in accordance with Charter §7.4 "...before its final adoption..."
- May 23 Recommended adoption of FY23/24 Budget and Tax Levy in accordance with Charter §7.5 "Not later than the first Monday in June..."

RECOMMENDATION

Motion to schedule Monday, May 8 at 6:00 p.m. as a budget work session and Tuesday, May 23rd at 6:00 p.m. as a public hearing for the Fiscal Year 2023-2024 Budget.

March 24, 2023

Scott Huebler, City Manager
City of Whitehall
405 E. Colby
Whitehall, MI 49461

RE: Proposal for Professional Services – Brownfield Administrative Assistance

Dear Scott:

Thank you for your request for us to assist the City of Whitehall with the Brownfield reimbursement process related to the Tannery Bay development. We propose the following scope of work based on the information you provided:

- Initial meeting with city to review project scope and documents
- Review past documentation
- Quarterly review and tracking of developer costs and quarterly report preparation based on past system set up for this purpose by previous consultant.
- As needed, we can assist you with environmental issues that arise as a result of the development

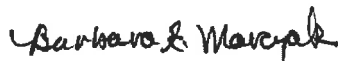
Fees and Schedule

We propose to perform the services described above on a time and expense basis based on our normal hourly rates, which are adjusted January 1 each year. We estimate 10 to 20 hours the first year due to the initial review needed. This would be roughly \$1,800 to \$3,800 with expenses. Costs should be lower in subsequent years but will depend on number of reports needed each year.

Prein&Newhof appreciates the opportunity to provide you with this proposal. Please contact me if you have any questions.

Sincerely,

Prein&Newhof



Barbara Marczak, P.E.

CITY OF WHITEHALL
RESOLUTION 23-13
Commercial Rehabilitation

WHEREAS, Michigan Public Act 210 of 2005 encourages the rehabilitation of commercial property by abating property taxes generated from new investment for a period of up to ten years.

WHEREAS, the City established the Downtown Commercial Rehabilitation District in 2008.

WHEREAS, 115 Lake Street LLC has submitted an application for a ten year Commercial Rehabilitation Exemption Certificate on a \$6.6M mixed use rehabilitation located at 201 West Colby.

WHEREAS, City Clerk Bourdon has provided the required written notification to the assessor and each taxing jurisdiction.

WHEREAS, the Tax Increment Finance Authority recommended approval of the Certificate as a significant financial investment in the downtown that will add much needed commercial opportunities and residential units along with the creation of construction and permanent jobs on a long vacant piece of prime real estate.

WHEREAS, without the development, non-school levied taxes generated on this site over the next 15 years will total an estimated \$47,000; with the development, taxes generated over the next 15 years will total an estimated \$1,009,000.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council approves the Commercial Rehabilitation Exemption Certificate as submitted by 115 Lake Street LLC.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, April 11, 2023 at 6:00 p.m. (___ yes, ___ no, ___ absent).

Mayor Steven Salter

City Clerk Brenda Bourdon



VENEKLASSEN
DEVELOPMENT

March 17, ~~2022~~²⁰²³

Ms. Brenda Bourdon
City Clerk
City of Whitehall
405 E. Colby St.
Whitehall, MI 49461

**RE: Public Act 210 Request for Establishment of Commercial Rehabilitation District and
Applicaion – 115 Lake Street, LLC**

Dear Ms. Bourdon:

I'm writing on behalf of 115 Lake Street, LLC, a Michigan limited liability company, to request that a Public Act 210 Commerical Rehabilitation Destrict be established for the property located at 201 W Colby (formerly 115 Lake St), Whitehall, Michigan (the "Property"). 115 Lake Street, LLC intends to develop the Property into a mixed-use development that will include residential aparments and main floor retail space. Enclosed with this letter is a site map of the requested district boundary of the Property. In additiona, enclosed in an original and on copy of the abatement application for consideration.

Thank you for your time and consideration of this request.

Sincerely,

Jami Buth

Enclosure


c: Chris Venklasen via e-mail
Jared Belka via e-mail.

Application for Commercial Rehabilitation Exemption Certificate

Issued under authority of Public Act 210 of 2005, as amended.

LOCAL GOVERNMENT UNIT USE ONLY	
▶ Application No.	▶ Date Received
STATE USE ONLY	
▶ Application No.	▶ Date Received

Read the instructions page before completing the form. This application should be filed after the commercial rehabilitation district is established. The applicant must complete Parts 1, 2 and 3 and file the application form (with required attachments) with the clerk of the local governmental unit (LGU). Attach the legal description of property on a separate sheet. This project will not receive tax benefits until approved by the State Tax Commission (STC). Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the STC.

PART 1: OWNER / APPLICANT INFORMATION (applicant must complete all fields)			
Applicant (Company) Name (applicant must be the owner of the facility) 115 Lake Street, LLC		NAICS or SIC Code 531110	
Facility's Street Address 201 W Colby	City Whitehall	State MI	ZIP Code 49461
Name of City, Township or Village (taxing authority) City of Whitehall		County Muskegon	School District Where Facility is Located 61240 - Whitehall
<input checked="" type="checkbox"/> City <input type="checkbox"/> Township <input type="checkbox"/> Village			
Date of Rehabilitation Commencement (mm/dd/yyyy) 07/01/2023		Planned Date of Rehabilitation Completion (mm/dd/yyyy) 07/01/2024	
Estimated Cost of Rehabilitation \$6,600,000		Number of Years Exemption Requested (1-10) 10	
Expected Project Outcomes (check all that apply)			
<input checked="" type="checkbox"/> Increase Commercial Activity		<input type="checkbox"/> Retain Employment	
<input checked="" type="checkbox"/> Create Employment		<input checked="" type="checkbox"/> Revitalize Urban Areas	
<input type="checkbox"/> Prevent Loss of Employment		<input checked="" type="checkbox"/> Increase Number of Residents in Facility's Community	
No. of jobs to be created due to facility's rehabilitation 20	No. of jobs to be retained due to facility's rehabilitation 0	No. of construction jobs to be created during rehabilitation 40	
PART 2: APPLICATION DOCUMENTS			
Prepare and attach the following items:			
<input checked="" type="checkbox"/> General description of the facility (year built, original use, most recent use, number of stories, square footage)		<input checked="" type="checkbox"/> Statement of the economic advantages expected from the exemption	
<input checked="" type="checkbox"/> Description of the qualified facility's proposed use		<input checked="" type="checkbox"/> Legal description	
<input checked="" type="checkbox"/> Description of the general nature and extent of the rehabilitation to be undertaken		<input type="checkbox"/> Description of the "underserved area" (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Descriptive list of the fixed building equipment that will be a part of the qualified facility		<input type="checkbox"/> Commercial Rehabilitation Exemption Certificate for Qualified Retail Food Establishments (Form 4753) (Qualified Retail Food Establishments only)	
<input checked="" type="checkbox"/> Time schedule for undertaking and completing the facility's rehabilitation			
PART 3: APPLICANT CERTIFICATION			
Name of Authorized Company Officer (no authorized agents) Chris Veneklasen		Telephone Number (616) 957-3735	
Fax Number		E-mail Address cveneklasen@veneklasenconstruction.com; jbelka@wnj.co	
Street Address 5000 Kendrick Street SE		City Grand Rapids	State MI
		ZIP Code 49512	
<p><i>I certify that, to the best of my knowledge, the information contained herein and in the attachments is truly descriptive of the property for which this application is being submitted. Further, I am familiar with the provisions of Public Act 210 of 2005, as amended, and to the best of my knowledge the company has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local governmental unit and the issuance of a Commercial Rehabilitation Exemption Certificate by the State Tax Commission.</i></p> <p><i>I further certify that this rehabilitation program, when completed, will constitute a rehabilitated facility, as defined by Public Act 210 of 2005, as amended, and that the rehabilitation of this facility would not have been undertaken without my receipt of the exemption certificate.</i></p>			
Signature of Authorized Company Officer (no authorized agents) 		Title Manager	Date 3.17.23

PART 4: ASSESSOR RECOMMENDATIONS (assessor of LGU must complete Part 4)			
Provide the Taxable Value and State Equalized Value of Commercial Property, as provided in Public Act 210 of 2005, as amended, for the tax year immediately preceding the effective date of the certificate (December 31 of the year approved by the STC).			
	Taxable Value	State Equalized Value (SEV)	
Land			
Building(s)			
<p>The property to be covered by this exemption may not be included on any other specific tax roll while receiving the Commercial Rehabilitation Exemption. For example, property on the Eligible Tax Reverted Property (Land Bank) specific tax roll cannot be granted a Commercial Rehabilitation Exemption that would also put the same property on the Commercial Rehabilitation specific tax roll.</p> <p><input type="checkbox"/> By checking this box I certify that, if approved, the property to be covered by this exemption will be on the Commercial Rehabilitation Exemption specific tax roll and not on any other specific tax roll.</p>			
Name of Local Government Body			
Name of Assessor (first and last name)		Telephone Number	
Fax Number		E-mail Address	
<i>I certify that, to the best of my knowledge, the information contained in Part 4 of this application is complete and accurate.</i>			
Assessor's Signature			Date
PART 5: LOCAL GOVERNMENT ACTION (clerk of LGU must complete Part 5)			
Action Taken By LGU (attach a certified copy of the resolution):			
<input type="checkbox"/> Exemption approved for _____ years, ending December 30, _____ (not to exceed 10 years)			
<input type="checkbox"/> Exemption Denied			
Date District Established (attach resolution for district)	Local Unit Classification Identification (LUCI) Code	School Code	
PART 6: LOCAL GOVERNMENT CLERK CERTIFICATION (clerk of LGU must complete Part 6)			
Clerk's Name (first and last)		Telephone Number	
Fax Number		E-mail Address	
Mailing Address	City	State	ZIP Code
LGU Contact Person for Additional Information	LGU Contact Person Telephone Number	Fax Number	
<i>I certify that, to the best of my knowledge, the information contained in this application and attachments is complete and accurate and hereby request the State Tax Commission issue a Commercial Rehabilitation Exemption Certificate, as provided by Public Act 210 of 2005, as amended.</i>			
Clerk's Signature			Date

For faster service, the LGU should email the completed application and required documents to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury, State Tax Commission
 P.O. Box 30471
 Lansing, MI 48909

Part 2: Application Responses

a. General Description of the facility: The 1.12 acre site is currently vacant and was the former site of the Pinheads bowling alley that operated until 2006 and was later demolished in 2016. The site has remained vacant since. The bowling alley operated from 1958 to 2006. The Property is located near the corner of Thompson and Colby and across from Goodrich Park in the City of Whitehall.

b. Description of the qualified facility's proposed use: 115 Lake Street, LLC ("115 Lake") is proposing to construct a new four story mixed-use building that will contain approximately 5,325 sf of first floor retail space and approximately 26,655 sf of residential market rate apartments, consisting of eight (8) one bedroom units, fifteen (15) two bedroom units and two (2) three bedroom units (the "Project"). The Project will also include construction of covered ground floor parking and associated surface parking spaces outside of the building to serve the residential and retail tenants.

c. Description of the general nature and extent of the rehabilitation to be undertaken: The Project is located in the downtown and includes construction of a new building that will provide an economic benefit to the local community by providing new residential options and new retail space.

d. Descriptive list of the fixed building equipment that will be part of the qualified facility:

The following equipment will be included as part of the proposed construction:

- Fire Suppression System
- HVAC System
- Electrical
- Plumbing

e. Time Schedule for undertaking and completing the facility's rehabilitation: The Project is expected to begin in Summer 2023 and is expected to be completed within 12 months.

f. Statement of economic advantages expected from the exemption: The exemption will allow the Project to defray some of the annual expenses associated with the increased property taxes as a result of the proposed project and investment. This will allow the developer to complete the project successfully and in a timely manner, stabilize following construction, and ultimately benefit the taxing jurisdictions through increased commercial activity and revitalization of the vacant site in the heart of downtown Whitehall. Without the exemption benefit, the Project would not be feasible and would not take place.

g. Legal Description:

Address: 201 W Colby
Whitehall, MI 49461

Parcel: 61-22-220-017-0016-10

Legal Description: CITY OF WHITEHALL PART OF LOTS 16 & 17 W OF PM RR
BLK 17 & S 1/2 VACATED ALLEY ADJ THERETO BLK 17

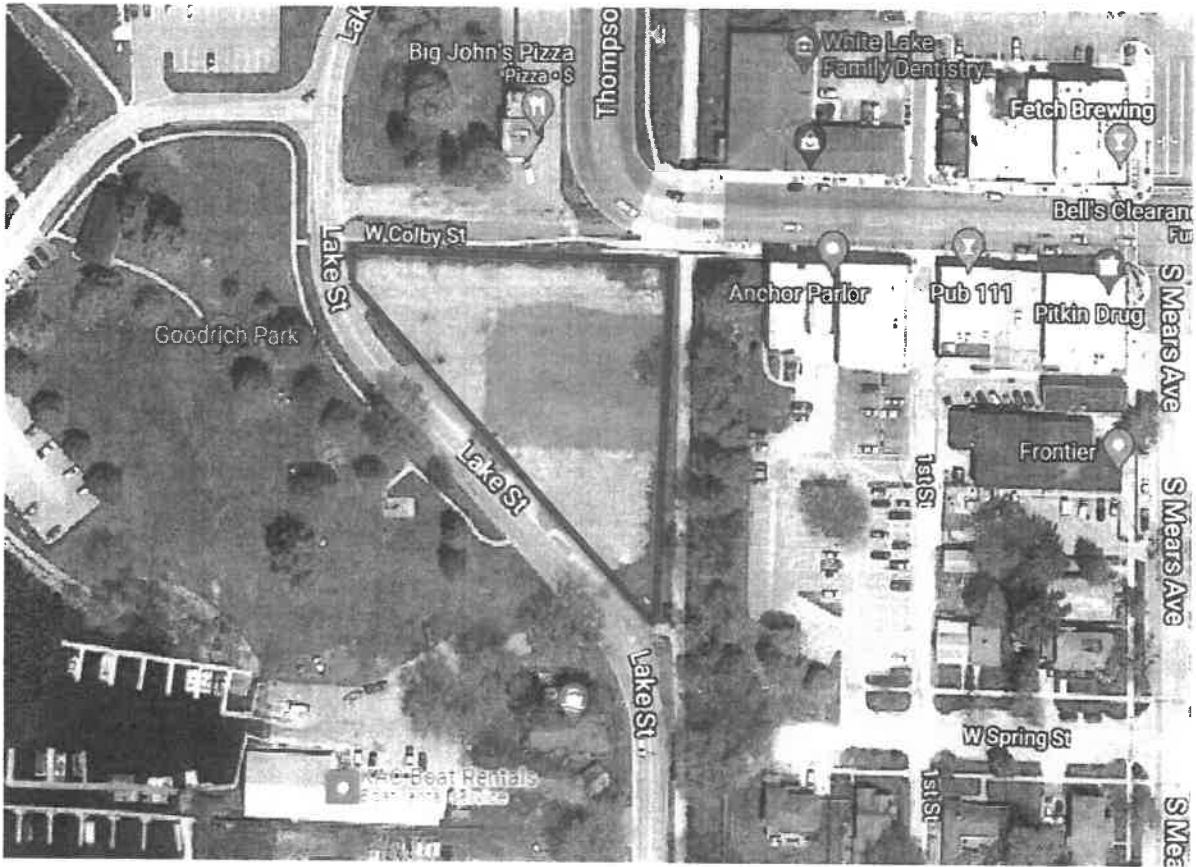
Address: 201 W Colby
Whitehall, MI 49461

Parcel: 61-22-220-017-0001-00

Legal Description: W-0368 CITY OF WHITEHALL BLOCK 17 LOTS 1 - 3
INCLUSIVE & W 1/2 OF LOT 4 & N 1/2 OF VACATED ALLEY ADJ
THERETO EXC THAT PART OF LOT 1 DESC AS FOLLOWS: BEG AT NW COR
OF LOT 1 TH S 88D 02M E 35 FT ALG N LOT LN TH S 00D 17M 02S W 37.35
FT TH ALG NELY LN OF LAKE ST N 42D 04M 02S W 51.93 FT TO POB

26354965

115 Lake Street, LLC



Address: 115 S. Lake Street
Whitehall, MI 49461

Parcel: 61-22-220-017-0016-10

Legal Description: CITY OF WHITEHALL PART OF LOTS 16 & 17 W OF PM RR BLK 17 & S 1/2 VACATED ALLEY ADJ THERETO BLK 17

Address: 115 S. Lake Street
Whitehall, MI 49461

Parcel: 61-22-220-017-0001-00

Legal Description: W-0368 CITY OF WHITEHALL BLOCK 17 LOTS 1 - 3 INCLUSIVE & W 1/2 OF LOT 4 & N 1/2 OF VACATED ALLEY ADJ THERETO EXC THAT PART OF LOT 1 DESC AS FOLLOWS: BEG AT NW COR OF LOT 1 TH S 88D 02M E 35 FT ALG N LOT LN TH S 00D 17M 02S W 37.35 FT TH ALG NELY LN OF LAKE ST N 42D 04M 02S W 51.93 FT TO POB

CITY OF WHITEHALL
RESOLUTION 23-14
Sidewalk Replacement

WHEREAS, in accordance with City Charter §22.03(C) and §22.04, the City solicited for sidewalk removal and replacement bids.

WHEREAS, the City received the following bid;

Kammainga & Roodvoets (Grand Rapids)	\$10.80/square foot
	\$13.80/square foot, random panels

WHEREAS, the City budgeted \$37,500 for sidewalk repairs and replacement.

WHEREAS, Public Works Director Armstrong has reviewed the bid with a recommends that the bid be awarded to Kammainga & Roodvoets.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby award the 2023 Sidewalk Replacement Project to Kammainga & Roodvoets for the qualified bid of \$10.80 per square foot and \$13.80 per square foot for random panels.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held April 11, 2023 at 6:00 p.m. (_ yes; _ no, _ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk