



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
CITY COUNCIL CHAMBERS
MAY 23, 2023
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Public Hearing for Fiscal Year 2023/2024
4. Consent Agenda
 - Approval of the May 8 Budget Work Session Minutes, May 9 Work Session & Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications: White Lake Fire Authority Minutes
5. Messages from the Mayor, Council, and City Manager
6. Public Comment *
7. Old Business
8. New Business
 - Playhouse Grants
 - Resolution 23-19 Annual Budget & Millage Levy
 - Resolution 23-20 Utility Rates
 - Resolution 23-21 Banking & Financial Transactions
 - Resolution 23-22 Code Enforcement
 - Resolution 23-23 DTE Easement
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 BUDGET WORK SESSION MINUTES
May 8, 2023
6:00 p.m.

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

ABSENT: None

ALSO PRESENT: City Manager Huebler, City Clerk Bourdon, Treasurer Seaver, Deputy Treasurer Schiller, DPW Director Armstrong, Chief Squiers, Playhouse Manager Beaman

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

Discussion Items

Fiscal Year Budget 2023/2024

City Manager Huebler provided highlights of the proposed budget for fiscal year 2023/2024 with the corresponding goals: sidewalks, maintenance worker, live streaming council meetings, street funding and the Climate Action Plan. Major focus has been taking care of what we have instead of adding more (i.e., skate park, disc golf). Discussion included street plans, Christmas lights, replacement of picnic tables, redirect the Catchmark cameras to a lake view/Goodrich Park, budgeting for Memorial Park repairs, increased seating in the Social District, and street repairs.

Mayor Salter reminded council that their role is developing policies and approving the budget and not to micromanage staff.

Public Comment

Jerry Rowe and Tamara Horne provided public comment.

Meeting Adjourned at 7:44 p.m.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
CITY COUNCIL WORK SESSION MINUTES
Council Chambers
May 9, 2023

PRESENT: Scott Brown, Dick Connell, Keith Heidelberg, Jeff Holmstrom (arrived at 5:30 pm), Sean Mullally, Stephen Sikkenga, and Steve Salter

ABSENT: None

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

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

DISCUSSION ITEMS

Art Wall – Avery Jura was not available. Council was divided.

Lions Park – Council member Connell felt strongly about not changing the name of Lions Park or any park. Consensus was not in favor of changing name; however, Mullally is still open for sponsorship-naming opportunities.

Deer Culling – Holmstrom would like to develop an ordinance similar to Montague’s that would allow deer hunting in the city. Some believed that there wouldn’t be many areas where hunting could occur, others would like to get the public’s opinion.

International Property Code – Council member Heidelberg presented the idea of our rental inspector taking on additional code enforcement to include the enforcement of the International Property Maintenance Code and the city’s ordinances. Council would like to move forward with this proposal.

Hotel/Motel Ordinance Vacant Building Ordinance Ordinance Enforcement	}	Holding off on these topics while moving forward with the enforcement of the IPMC.
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Road Construction – Council member Sikkenga reported on Montague’s approach to street repair with chip and seal. DPW Director Armstrong explained that if the roads are too far gone then chip seal is not cost-effective.

INFORMATIONAL ITEMS

The letter submitted by Ellie Dennis regarding holding religious meetings in City Hall was discussed. Clerk Bourdon explained the room reservation process. Council was not opposed to allowing the National Day of Prayer at City Hall.

PUBLIC COMMENT

Kim Cyr, Jerry Rowe, and Tamara Horne provided comment.

MEETING ADJOURNED AT 5:57 P.M.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
CITY COUNCIL MEETING MINUTES
Council Chambers
May 9, 2023

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

ABSENT: None

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

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

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the April 25 Council Meeting Minutes
- B. Accounts Payable - \$178,897.46
- C. Communications: Arts Council Invite, Blue Lake Township Public Hearing Notice, Day of Prayer Proclamation, Greater Muskegon Economic Development Annual Report, Muskegon County Public Works Meeting Minutes, Quarterly Financial Update, Wastewater Committee Minutes, WESTPLAN Technical Meeting Minutes, White Lake Library Board Minutes

Motion by Connell, seconded by Mullally, 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

None

NEW BUSINESS

- A. Resolution 23-15 Delinquent Bills

Motion by Holmstrom, seconded by Brown, CARRIED, to direct the City Treasurer to assess the presented parcels on the 2023 Summer Tax Roll for delinquent water/sewer bills and/or rental inspection fees.

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

PUBLIC COMMENT

Sondra Cross spoke about the Chamber Music Festival.

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:07 pm.

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
May 23, 2023

May 2023 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$46,285.80	Transfer
IRS	Payroll	\$15,995.32	EFT
Alerus Financial	Payroll	\$6,407.07	EFT
MISDU	Payroll	\$90.34	1934

Total Prepays:

\$68,778.53

Accounts Payable:

\$32,752.87

TOTAL ACCOUNTS PAYABLE

\$101,531.40

PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY 23, 2023

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	779615	PREMIUM - MAY 2023	399.12
TOTAL FOR: AFLAC			399.12
SEAV	ALYSSA SEAVER		
	FLEX	FLEX - MAY-2023	163.30
TOTAL FOR: ALYSSA SEAVER			163.30
ASPHA	ASPHALT PAVING INC		
	API-0001624/43/	ASPHALT - QTY 11.82 TONS	939.69
TOTAL FOR: ASPHALT PAVING INC			939.69
BONFIRE	BONFIRE MUSIC GROUP		
	BON01785	MUSIC FFRI 10/6/23 - RACHEL DAVIS (580.000.81	750.00
TOTAL FOR: BONFIRE MUSIC GROUP			750.00
MAHON	BRANDON L MAHONEY		
	FLEX	FLEX - MAY-2023	384.00
TOTAL FOR: BRANDON L MAHONEY			384.00
BOU	BRENDA BOURDON		
	FLEX	FLEX - MAY-2023	108.76
TOTAL FOR: BRENDA BOURDON			108.76
ARMST	BRIAN ARMSTRONG		
	FLEX	FLEX - MAY-2023	43.52
TOTAL FOR: BRIAN ARMSTRONG			43.52
SCHILLER	BROOK SCHILLER		
	REIMBURSEMENT	MILEAGE REIMBURSEMENT - CLERKS CONFERENCE	51.48
TOTAL FOR: BROOK SCHILLER			51.48
CATCHMARK	CATCHMARK TECHNOLOGIES		
	8279/8322	LIVESTREAM/COUNCIL - MAY-2023 / MARINA WIFI	350.00
TOTAL FOR: CATCHMARK TECHNOLOGIES			350.00
CMU	CENTRAL MICHIGAN UNIVERSITY		
	CONTRACT	SUM 23 - MUSICAL REVUE/39 STEPS (580.000.818.	1,165.00
TOTAL FOR: CENTRAL MICHIGAN UNIVERSITY			1,165.00
DAN	DAN FROST DBA DAN'S AUTOMOTIVE		
	11323 - 11327	12-06 - TIRE REPAIR / CRUISER 302 - OIL CHANG	82.65
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			82.65
BOND	DONALD BOND		
	FLEX	FLEX - MAY-2023	110.08
TOTAL FOR: DONALD BOND			110.08
EPS	ENGINEERED PROTECTION SYSTEMS INC.		
	S743069	SEVICE CALL/LABOR - MONITORING MODULE	81.44
TOTAL FOR: ENGINEERED PROTECTION SYSTEMS INC.			81.44

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 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY 23, 2023

Vendor Code	Vendor Name	Description	Amount
ETNA	ETNA SUPPLY INC		
	S105085207.001	METER PARTS	1,435.24
TOTAL FOR: ETNA SUPPLY INC			<u>1,435.24</u>
FRONT	FRONTIER		
	STATEMENT	TELEPHONE	77.97
	STATEMENT	TELEPHONE	79.74
TOTAL FOR: FRONTIER			<u>157.71</u>
J&J	J&J FARM SALES		
	101166	REPLACEMENT KEY - PARKS MOWER	5.00
TOTAL FOR: J&J FARM SALES			<u>5.00</u>
KERK	KERKSTRA PORTABLE RESTROOM SERV		
	223404-405-406	PORTABLE RESTROOMS - BIKE PATH/COVELL/SVENSSO	385.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOM SERV			<u>385.00</u>
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	286970737	COPIER MAINTENANCE - DPW	22.82
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			<u>22.82</u>
KSSB	KS STATEBANK		
	60691-7-2023	2022 VOLVO LOADER JULY-2023 (661.000.310/661.	2,857.23
TOTAL FOR: KS STATEBANK			<u>2,857.23</u>
KUER	KUERTH'S DISPOSAL INC.		
	37041	WASTE REMOVAL - APRIL-2023 -DPW/PH/CH	385.00
TOTAL FOR: KUERTH'S DISPOSAL INC.			<u>385.00</u>
METL	MET LIFE		
	5399644	- JUNE2 LIFE & DISABILITY INS - JUNE-2023	845.56
TOTAL FOR: MET LIFE			<u>845.56</u>
MML	MICHIGAN MUNICIPAL LEAGUE		
	520	MEMBERSHIP RENEWAL - FY 23/24 (101.101.770)	2,508.00
TOTAL FOR: MICHIGAN MUNICIPAL LEAGUE			<u>2,508.00</u>
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2300001564	CENTRAL DISPATCH FEES - JUNE 2023	3,786.33
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			<u>3,786.33</u>
MUCON	MUSKEGON CONSERVATION DISTRICT		
	16044	TREATMENT - POISON HEMLOCK @RAIL TRAIL/LIONS	526.12
TOTAL FOR: MUSKEGON CONSERVATION DISTRICT			<u>526.12</u>
MUTRE	MUSKEGON COUNTY TREASURER'S		
	196805	DOG TAGS - APRIL 2023	179.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			<u>179.00</u>
PARM	PARMENTER LAW		
	273024/273023	ATTORNEY FEES - GENERAL/PROSECUTION	3,780.74
TOTAL FOR: PARMENTER LAW			<u>3,780.74</u>

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 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY 23, 2023

Vendor Code	Vendor Name	Description	Amount
SQUI	ROGER SQUIERS		
	FLEX	FLEX - MAY-2023	0.97
	OPTICAL	OPTICAL - ROGER	170.00
TOTAL FOR: ROGER SQUIERS			170.97
SCHEI	SCHEID PLUMBING HEATING & COOL		
	I-24095-1	SERVICE CALL/PARTS - 348 GIBBS IRRIGATION PVB	655.16
TOTAL FOR: SCHEID PLUMBING HEATING & COOL			655.16
SHEPH	SHEPHERD GARAGE DOOR CO., INC		
	22341	FURNISH/INSTALL GARAGE DR TORSION SPRINGS	590.00
TOTAL FOR: SHEPHERD GARAGE DOOR CO., INC			590.00
STAND	STANDARD SUPPLY & LUMBER		
	1744843/173924	LUMBER/FENCE - BIKE TRAIL BRIDGE/COVELL	119.44
TOTAL FOR: STANDARD SUPPLY & LUMBER			119.44
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7376694606	COFFEE FILTER, COPY PAPER, C-FOLD PAPER TOWEL	100.02
	7609754710-7609	TOILET PAPER, TRASH BAGS	352.69
	8070233180	PAPER TOWELS/TONER	248.85
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			701.56
TED	TED'S TREE SERVICE		
	1555	TREE TRIMMING/BRUSH GRINDING	5,510.00
TOTAL FOR: TED'S TREE SERVICE			5,510.00
ACWL	THE ARTS COUNCIL OF WHITE LAKE		
	94	2023 SUMMER EVENTS POSTER (580.000.805)	120.00
	FY 23/24	SUMMER SPONSOR-PLAIN JANE GLORY (101.261.880)	500.00
TOTAL FOR: THE ARTS COUNCIL OF WHITE LAKE			620.00
BOLLE	TRAVIS BOLLES		
	REIMBURSEMENT	BOOT REIMBURSEMENT	116.34
TOTAL FOR: TRAVIS BOLLES			116.34
VERIZ	VERIZON WIRELESS		
	9933637023	ON CALL CELL/TABLET DATA PLAN	41.40
TOTAL FOR: VERIZON WIRELESS			41.40
WMBUR	WEST MICHIGAN BURIAL VAULT CO		
	013771	FOUNDATIONS	226.00
TOTAL FOR: WEST MICHIGAN BURIAL VAULT CO			226.00
WLEXC	WHITE LAKE EXCAVATING		
	100217	QTY 15.71 TONS - ROAD GRAVEL/BLACK DIRT	300.90
TOTAL FOR: WHITE LAKE EXCAVATING			300.90
WHIVE	WHITEHALL VENTURES INC		
	MAY-2023	LEASE - MAY 2023	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00

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 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY 23, 2023

Vendor Code	Vendor Name	Description	Amount
WIND	WINDEMULLER		
	227949	ELECTRICAL TECHNICIAN/MATERIALS - MARINA #17	1,112.50
TOTAL FOR: WINDEMULLER			1,112.50

PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A

MISC	DRAMANOTEBOOK.COM		
	77021	WLYT - DAY CAMP EXPENSE	10.00
TOTAL FOR: DRAMANOTEBOOK.COM			10.00

DRAMA	DRAMATIC PUBLISHING		
	100132860	SCRIPTS - LEAVING IOWA/SUMMER-2023	11.95
TOTAL FOR: DRAMATIC PUBLISHING			11.95

MISC	GRANTWATCH, INC		
	1014863	SUBSCRIPTION - GRANTWATCH	199.00
TOTAL FOR: GRANTWATCH, INC			199.00

PIZZA	MICHIGAN PIZZA HUT INC		
	STATEMENT	BLT - LUNCH	165.35
TOTAL FOR: MICHIGAN PIZZA HUT INC			165.35

MISC	MUSICLINE SCHOOL MUSICALS		
	MLI11361	SCRIPTS - WIND IN THE WILLOWS/WLYT - SUMMER 2	355.69
TOTAL FOR: MUSICLINE SCHOOL MUSICALS			355.69

SAMS	SAM'S CLUB/GECF		
	STATEMENT	MEMBERSHIP RENEWAL	26.47
	STATEMENT	MEMBERSHIP RENEWAL	110.00
TOTAL FOR: SAM'S CLUB/GECF			136.47

MISC	SHUTTERSTOCK		
	CS-0720A-7009	SUBSCRIPTION - MONTHLY FEE-APR-2023	29.00
TOTAL FOR: SHUTTERSTOCK			29.00

MISC	SPOTIFY		
	183725231012610	SUBSCRIPTION - MONTHLY FEE-APR-2023	9.99
TOTAL FOR: SPOTIFY			9.99

USPOS	UNITED STATES POSTMASTER		
	STATEMENT	POSTAGE	11.00
TOTAL FOR: UNITED STATES POSTMASTER			11.00

WESCO	WESCO INC		
	STATEMENT	BLT - BEVERAGES	12.36
TOTAL FOR: WESCO INC			12.36

TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A **940.81**

TOTAL - ALL VENDORS 32,752.87

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY23, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 648					
101-000-123.000	SPONSORSHIP-PLAIN JANE (101.261	THE ARTS COUNCIL OF WHIT	02/18/23	FY 23/24	500.00
101-000-123.000	MEMBERSHIP RENEW - FY23/24 (101	MICHIGAN MUNICIPAL LEAGU	05/01/23	520	2,508.00
101-000-222.100	DOG TAGS - APRIL 2023	MUSKOGON COUNTY TREASUR	05/15/23	196805	179.00
101-000-231.017	FLEX - MAY-2023	BRIAN ARMSTRONG	05/16/23	FLEX	43.52
101-000-231.017	FLEX - MAY-2023	DONALD BOND	05/16/23	FLEX	110.08
101-000-231.017	FLEX - MAY-2023	BRENDA BOURDON	05/16/23	FLEX	108.76
101-000-231.017	FLEX - MAY-2023	BRANDON I. MAHONEY	05/16/23	FLEX	384.00
101-000-231.017	FLEX - MAY-2023	ALYSSA SEAVER	05/16/23	FLEX	163.30
101-000-231.017	FLEX - MAY-2023	ROGER SQUIERS	05/16/23	FLEX	0.97
101-000-231.018	PREMIUM - MAY 2023	AFLAC	05/12/23	779615	399.12
		Total For Dept 000 648			4,396.75
Dept 101 CITY COUNCIL					
101-101-962.000	LIVESTREAM COUNCIL-MAY-2023	CATCHMARK TECHNOLOGIES	04/30/23	8279/8322	300.00
101-101-962.000	TONER CARTRIDGE	STAPLES CONTRACT & COMME	05/10/23	8070233180	200.90
		Total For Dept 101 CITY COUNCIL			500.90
Dept 172 ADMINISTRATION					
101-172-727.000	COPY PAPER	STAPLES CONTRACT & COMME	05/16/23	7376694606	39.16
101-172-770.000	MEMBERSHIP	SAM'S CLUB/GECHF	05/11/23	STATEMENT	110.00
		Total For Dept 172 ADMINISTRATION			149.16
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES - GENERAL	PARMENTER LAW	05/09/23	273024/273023	1,368.00
		Total For Dept 203 ATTORNEY			1,368.00
Dept 215 CITY CLERK					
101-215-880.000	MILEAGE REIMB - CLERKS CONFEREN	BROOK SCHILLER	05/12/23	REIMBURSEMENT	51.48
		Total For Dept 215 CITY CLERK			51.48
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	GLASS CLEANER, MULTISURFACE, SP	SAM'S CLUB/GECHF	04/18/23	STATEMENT	26.47
101-265-757.000	PAPER TOWELS (12 ROLLS)	STAPLES CONTRACT & COMME	05/10/23	8070233180	47.95
101-265-757.000	COFFEE FILTER	STAPLES CONTRACT & COMME	05/16/23	7376694606	0.97
101-265-974.000	FURNISH/INSTALL GARAGE DR TORSI	SHEPHERD GARAGE DOOR CO.	05/08/23	22341	590.00
		Total For Dept 265 CITY HALL BLDG & GROUNDS			665.39
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	05/09/23	273024/273023	2,412.74
		Total For Dept 266 DISTRICT COURT			2,412.74
Dept 270 FRINGE BENEFITS					
101-270-719.650	FRINGE-OPTICAL - R SQUIERS	ROGER SQUIERS	04/24/23	OPTICAL	170.00
101-270-719.680	FRINGE-LIFE INS JUNE-2023	MET LIFE	06/01/23	5399644 - JUNE2023	247.08
101-270-719.690	FRINGE-DISABILITY INS JUNE-2023	MET LIFE	06/01/23	5399644 - JUNE2023	598.48
		Total For Dept 270 FRINGE BENEFITS			1,015.56
Dept 301 POLICE					
101-301-727.000	POSTAGE	UNITED STATES POSTMASTER	04/21/23	STATEMENT	11.00
101-301-759.000	BOOT REIMBURSEMENT	TRAVIS BOLLES	05/15/23	REIMBURSEMENT	116.34
101-301-850.000	CENTRAL DISPATCH FEES - JUNE-20	MUSKOGON CENTRAL DISPATCH	05/16/23	2300001564	3,786.33
101-301-933.000	CUISER #302 - OIL/FILTER CHANG	DAN FROST DBA DAN'S AUTO	04/20/23	11323 - 11327	62.65

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY23, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 301 POLICE					
Dept 521 SANITATION	WASTE REMOVAL & RECYCLING - CH	KUERTH'S DISPOSAL INC.	05/09/23	37041	3,976.32
101-521-818.000					
Total For Dept 301 POLICE					
Dept 528 LEAF DISPOSAL	BRUSH GRINDING/DISPOSAL	TED'S TREE SERVICE	05/06/23	1555	34.50
101-528-818.000					
Total For Dept 521 SANITATION					
Total For Dept 528 LEAF DISPOSAL					
Dept 567 CEMETERY	REPLACEMENT KEY - PARKS MOWER FOUNDATIONS	J&J FARM SALES WEST MICHIGAN BURIAL VAU	05/11/23 04/01/23	101166 013771	2.50 226.00
101-567-757.000					
101-567-932.000					
Total For Dept 567 CEMETERY					
Dept 751 PARKS DEPARTMENT	TOILET PAPER	STAPLES CONTRACT & COMME	05/17/23	7609754710-760976004	176.35
101-751-757.000	REPLACEMENT KEY - PARKS MOWER	J&J FARM SALES	05/11/23	101166	2.50
101-751-775.000	FENCE RAIL/END - COVELL	STANDARD SUPPLY & LUMBER	05/05/23	1744843/173924	90.62
101-751-775.000	PORTABLE RESTROOMS - COVELL	KERKSTRA PORTABLE RESTRO	05/12/23	223404-405-406	230.00
101-751-818.000	HEMLOCK TREATMENT - RAIL TRAIL	MUSKEGON CONSERVATION DI	05/05/23	16044	394.59
101-751-818.000					
Total For Dept 751 PARKS DEPARTMENT					
Dept 753 PATHWAY	LUMBER - BIKE TRAIL BRIDGE	STANDARD SUPPLY & LUMBER	05/05/23	1744843/173924	28.82
101-753-775.000	PORTABLE RESTROOMS - BIKE PATH	KERKSTRA PORTABLE RESTRO	05/12/23	223404-405-406	155.00
101-753-818.000	HEMLOCK TREATMENT - LIONS PARK	MUSKEGON CONSERVATION DI	05/05/23	16044	131.53
101-753-818.000					
Total For Dept 753 PATHWAY					
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
202-463-757.000	ASPHALT - QTY 11.82 TONS	ASPHALT PAVING INC	04/27/23	API-0001624/43/51	711.93
202-463-757.000	BLACK DIRT - 7.31 TONS	WHITE LAKE EXCAVATING	05/09/23	100217	66.45
Total For Dept 463 ROUTINE MAINT					
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINT					
203-463-757.000	ASPHALT - QTY 11.82 TONS	ASPHALT PAVING INC	04/27/23	API-0001624/43/51	75.93
203-463-757.000	BLACK DIRT - 7.31 TONS	WHITE LAKE EXCAVATING	05/09/23	100217	234.45
203-463-818.000	TREE TRIMMING (3 HRS) - DIVISIO	TED'S TREE SERVICE	05/06/23	1555	510.00
Total For Dept 463 ROUTINE MAINT					
Total For Fund 202 MAJOR STREET FUND					
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 648					
247-000-818.400	CONTRACTUAL SERVICES-DOWNTOWN R	WHITEHALL VENTURES INC	05/15/23	MAY-2023	145.00
247-000-962.000	BLT - BEVERAGES	WESCO INC	04/13/23	STATEMENT	12.36

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY23, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 648					
Dept 525 DOWNTOWN STREETSCAPE	TRASH BAGS	STAPLES CONTRACT & COMME	05/17/23	7609754710-760976004	176.34
247-525-757.000					176.34
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 648					
250-000-962.000	BLT - LUNCH	MICHIGAN PIZZA HUT INC	04/13/23	STATEMENT	165.35
Fund 580 PLAYHOUSE					
Dept 000 648					
580-000-123.000	SCRIPTS/LEAVING IOWA - 580.000.	DRAMATIC PUBLISHING	04/04/23	100132860	11.95
580-000-123.000	SCRIPTS-WIND IN THE WLMS-580.00	MUSICLINE SCHOOL MUSICAL	04/17/23	MLI111361	355.69
580-000-123.000	2023 SUMMER EVENTS POSTER (580.	THE ARTS COUNCIL OF WHIT	05/02/23	94	120.00
580-000-123.000	MUSIC 10/6/23- R.DAVIS (580.000	BONFIRE MUSIC GROUP	11/21/22	BON01785	750.00
580-000-123.000	SUM23 - CMU WKND (580.000.818.6	CENTRAL MICHIGAN UNIVERS	05/10/23	CONTRACT	1,165.00
580-000-757.000	SUBSCRIPTION - MONTHLY FEE-APR-	SHUTTERSTOCK	04/04/23	CS-0720A-7009	29.00
580-000-757.410	WLYT - DAY CAMP	DRAMANOTEBOOK.COM	04/03/23	77021	10.00
580-000-818.000	WASTE REMOVAL & RECYCLING - PH	KUERTH'S DISPOSAL INC.	05/09/23	37041	34.50
580-000-818.600	SUBSCRIPTION - MONTHLY FEE-APR-	SPOTIFY	04/29/23	1837252310126101-1-1	9.99
580-000-931.000	SERVICE CALL/LABOR - MONITORING	ENGINEERED PROTECTION SY	05/11/23	S743069	81.44
580-000-962.000	SUBSCRIPTION - GRANTWATCH	GRANTWATCH, INC	04/03/23	1014863	199.00
				Total For Dept 000 648	2,766.57
				Total For Fund 580 PLAYHOUSE	2,766.57
Fund 590 SEWER FUND					
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	04/28/23	9933637023	19.00
Dept 558 SEWER T & D					
590-558-850.000	ON CALL CELL	VERIZON WIRELESS	04/28/23	9933637023	1.69
				Total For Dept 558 SEWER T & D	1.69
Fund 591 WATER FUND					
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	04/28/23	9933637023	20.69
Dept 548 WATER T & D					
591-548-757.000	ASPHALT - QTY 11.82 TONS	ASPHALT PAVING INC	04/27/23	APT-0001624/43/51	151.83
591-548-775.000	SERVICE/PARTS - 348 GIBBS IRRIG	SCHEID PLUMBING HEATING	05/16/23	I-24095-1	655.16
591-548-850.000	ON CALL CELL	VERIZON WIRELESS	04/28/23	9933637023	1.70
				Total For Dept 542 WATER CUSTOMER ACCOUNTS	19.01
				Total For Dept 548 WATER CUSTOMER ACCOUNTS	19.01

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY23, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 591 WATER FUND					
Dept 548 WATER T & D					
Dept 549 WATER CONSTRUCTION					
591-549-976.000	METER PARTS	ETNA SUPPLY INC	05/05/23	S105085207.001	1,435.24
			Total For Dept 549 WATER CONSTRUCTION		1,435.24
Fund 594 MARINA FUND					
Dept 000 648					
594-000-775.000	#17 PEDISTAL - ELECTRICAL TECH/	WINDEMULLER	05/12/23	227949	1,112.50
594-000-818.000	MARINA WIFI	CATCHMARK TECHNOLOGIES	04/30/23	8279/8322	50.00
594-000-850.000	TELEPHONE	FRONTIER	05/10/23	STATEMENT	77.97
			Total For Dept 000 648		1,240.47
Fund 661 MOTOR POOL FUND					
Dept 000 648					
661-000-123.000	2022 VOLVO LOADER-PRINCIPAL (661	KS STATEBANK	05/08/23	60691-7-2023	2,857.23
661-000-727.000	COPY PAPER	STAPLES CONTRACT & COMME	05/16/23	7376694606	39.16
661-000-757.000	C-FOLD PAPER TOWELS	STAPLES CONTRACT & COMME	05/16/23	7376694606	20.73
661-000-818.000	WASTE REMOVAL - DPW	KUERTH'S DISPOSAL INC.	05/09/23	37041	316.00
661-000-850.000	TELEPHONE	FRONTIER	05/04/23	STATEMENT	79.74
661-000-933.000	12-06 - TIRE REPAIR	DAN FROST DBA DAN'S AUTO	04/20/23	11323 - 11327	20.00
661-000-933.000	COPIER MAINTENANCE #308	KONICA MINOLTA BUSINESS	06/02/23	286970737	22.82
			Total For Dept 000 648		3,355.68
			Total For Fund 594 MARINA FUND		1,240.47
			Total For Fund 661 MOTOR POOL FUND		3,355.68

PAID
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF MAY23, 2023

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
	Fund Totals:				
	Fund 101	GENERAL OPERATING FUND			21,008.71
	Fund 202	MAJOR STREET FUND			778.38
	Fund 203	LOCAL STREET FUND			820.38
	Fund 247	TAX INCREMENT FINANCE			333.70
	Fund 250	LOCAL DEVELOPMENT FINA			165.35
	Fund 580	PLAYHOUSE			2,766.57
	Fund 590	SEWER FUND			20.69
	Fund 591	WATER FUND			2,262.94
	Fund 594	MARINA FUND			1,240.47
	Fund 661	MOTOR POOL FUND			3,355.68
	Total For All Funds:				32,752.87

WHITE LAKE FIRE AUTHORITY
White Lake Fire Authority Station #1
1300 Delaney, Whitehall, MI 49461
February 21st, 2023 at 7:00 p.m.
MEETING MINUTES

The meeting was called to order at 7:09 p.m. by Board Member Beegle.

Present: Jeff Holmstrom, Denny Kroll, Melissa Beegle, Norm Kittleson, Jeff Marcinkowski, Jim Konieczny

Absent: None

Also Present: Chief Pete McCarthy, Administrative Assistant Hailey Blohm, and members of the department

AGENDA

Motion by Board Member Beegle, seconded by Board Member Kittleson to approve the amended agenda. Motion Carried.

CONSENT AGENDA

- a. Minutes – January 17th Meeting
- b. January Financial Report-

Motion by Board Member Holmstrom, seconded by Board Member Kittleson to approve the Consent Agenda as submitted.

ROLL CALL VOTE:

Ayes: Holmstrom, Kroll, Kittleson, Beegle, Konieczny

Nays: None

Absent: Marcinkowski

Motion Carried

NEW BUSINESS

- a. **Employee Evaluations-** Chief McCarthy advised the board that most employee evaluations were complete. Staff was scored based on a comprehensive list, self-evaluations and other contributing factors.
- b. **Glucometers at WLFA-** Chief McCarthy advised that WLFA is first in the county to have glucometers. Also, training the staff was successful.
- c. **Articles of Incorporation-Review plan-** Chief McCarthy asked the Board to approve a plan to break down the Articles of Incorporation and have each piece discussed over the next few meetings. The board agreed. Chief McCarthy will bring the plan to the next meeting.

- d. **Utility Trucks-** Chief McCarthy advised that the utility trucks are still in the process of being built.

Motion by Board Member Marcinkowski, seconded by Board Member Konieczny to cancel the utility truck order.

ROLL CALL VOTE:

Ayes: Kroll, Marcinkowski

Nays: Holmstrom, Beegle, Kittleson, Konieczny

Absent: None

Motion Not Carried

- e. **Fuel Truck Update-** Chief McCarthy advised that there will be an expected rise in fuel cost.

- f. **Personal Committee Membership Change-** Chief McCarthy advised that Board Member Konieczny, Board Member Kittleson and Board Member Kroll will be the personnel committee.

OLD BUSINESS

- a. **Insurance Opt Out-** Chief McCarthy answered questions for the board regarding the Insurance Opt Out Proposal he was asked to create.

Motion by Board Member Konieczny, seconded by Board Member Marcinkowski to have a 50% buy out monthly for staff members who opt out of insurance.

ROLL CALL VOTE:

Ayes: Holmstrom, Beegle, Kittleson, Kroll, Marcinkowski, Konieczny

Nays: None

Absent: None

Motion Not Carried

- b. **Audit Update-** Chief McCarthy advised that the finalization of the audit is almost complete.

BOARD COMMENTS

General comments.

ADJOURNMENT

Board Member Beegle motioned, seconded by Board Member Kittleson to adjourn the meeting at 8:01 p.m. Motion Carried.

Respectfully Submitted,

Peter C. McCarthy, Fire Chief

WHITE LAKE FIRE AUTHORITY
White Lake Fire Authority Station #1
1300 Delaney, Whitehall, MI 49461
March 21st, 2023 at 7:00 p.m.
MEETING MINUTES

The meeting was called to order at 7:00 p.m. by Board Member Konieczny.

Present: Jeff Holmstrom, Denny Kroll, Melissa Beegle, Norm Kittleson, Jeff Marcinkowski, Jim Konieczny

Absent: None

Also Present: Chief Pete McCarthy, Administrative Assistant Hailey Blohm, and members of the department

AGENDA

Motion by Board Member Holmstrom, seconded by Board Member Marcinkowski to approve the agenda as submitted. Motion Carried.

There was a special presentation to honor Lt. Nick DuBois with a Stork Award, for his assistance in delivering a baby in a residence. Chief McCarthy presented him with a certificate and baby and mother were present to extend their gratitude as well.

CONSENT AGENDA

- a. Minutes – February 17th Meeting
- b. February Financial Report- General Fund- \$30, 190.66, Equip and Facilities- \$16, 697.66

Motion by Board Member Kittleson, seconded by Board Member Marcinkowski to approve the Consent Agenda as submitted.

ROLL CALL VOTE:

Ayes: Holmstrom, Kroll, Marcinkowski, Konieczny, Kittleson, Beegle

Nays: None

Absent:

Motion Carried

NEW BUSINESS

- a. **Articles of Incorporation**
 - i. Plan Layout
 - ii. Part 1- Articles I, II, IV and V

Chief McCarthy spoke with the board and upon review, no new changes were to be made to Articles I through V.

- b. Personnel Committee-** Chief McCarthy advised that the board needed a motion to accept the proposal.

Motion by Board Member Konieczny, seconded by Board Member Kittleson to approve the personnel committee proposal.

- c. Election of officers-** Chief McCarthy advised that it was time for the Board Members to open the election of officers.

Board member Beegle opened the election of officers at 7:18 p.m.

Motion by Board Member Holmstrom, seconded by Board Member Marcinkowski to appoint Board Member Beegle as Chair.

ROLL CALL VOTE:

Ayes: Holmstrom, Beegle, Kittleson, Kroll, Marcinkowski, Konieczny

Nays: None

Absent: None

Motion Carried

OLD BUSINESS

- a. Insurance Opt Out-** Chief McCarthy advised that a different pay schedule would be more efficient for the authority. The Board approved.

BOARD COMMENTS

General comments.

ADJOURNMENT

Board Member Marcinkowski motioned, seconded by Board Member Kroll to adjourn the meeting at 7:22 p.m. Motion Carried.

Respectfully Submitted,

Peter C. McCarthy, Fire Chief

WHITE LAKE FIRE AUTHORITY
White Lake Fire Authority Station #1
1300 Delaney, Whitehall, MI 49461
April 18th , 2023 at 7:00 p.m.
MEETING MINUTES

The meeting was called to order at 7:00 p.m. by Board Member Beegle.

Present: Jeff Holmstrom, Melissa Beegle, Norm Kittleson, Jim Konieczny

Absent: Denny Kroll, Jeff Marcinkowski

Also Present: Chief Pete McCarthy, Administrative Assistant Hailey Blohm, and members of the department

AGENDA

Motion by Board Member Holmstrom, seconded by Board Member Kittleson to approve the agenda as submitted. Motion Carried.

Special Presentation- A presentation was delivered to honor and thank specific individuals who were present to help the Konieczny family during an emergency

CONSENT AGENDA

- a. **Minutes – March 21st Meeting**
- b. **March Financial Report-** General Fund- \$56,588.21, Equipment Fund- \$5, 939.00

Motion by Board Member Kittleson, seconded by Board Member Holmstrom to approve the Consent Agenda as submitted.

ROLL CALL VOTE:

Ayes: Holmstrom, Konieczny, Kittleson, Beegle

Nays: None

Absent: Kroll, Marcinkowski

Motion Carried

NEW BUSINESS

- a. **Articles of Incorporation**
 - i. Part 2- Article VI- The board members discussed attending the municipality meetings to get a better understanding of where they stood prior to moving forward with Board discussion on the Articles of Incorporation. They moved this Article to next month's meeting.

OLD BUSINESS

- a. None

BOARD COMMENTS

Members of the Board discussed some issues and concerns that were brought up during a Fruitland Township Board meeting the week previous, and that Chairperson Beegle and Chief McCarthy attended the Fruitland Township Board meeting the previous evening to address some of those issues. General comments.

ADJOURNMENT

Board Member Holmstrom motioned, seconded by Board Member Beegle to adjourn the meeting at 7:36 p.m. Motion Carried.

Respectfully Submitted,

Peter C. McCarthy, Fire Chief



May 17, 2023

Dear City Council,

We are requesting support for two grants we are applying for from the Michigan Arts and Culture Council. The grants are due June 1, 2023.

We are applying for a Project Support grant for \$30,000 to support the 2024 Summer Theatre Festival (this will help pay for scripts, royalties, marketing, staffing).

We are also applying for \$4,000 for a New Leaders Grant for continued support of the White Lake Youth Theatre Council, a group of 10 area high school led by a young theatre professional. The White Lake Youth Theatre Council aims to cultivate a compassionate community, leadership and life skills through arts education at The Playhouse at White Lake. This activity is supported by the Michigan Council for Arts and Cultural Affairs, the National Endowment for the Arts, and is open to all high school students in the region.

Both grants require 1:1 matching funds. These Playhouse-matched funds come from ticket sales, donations, other grants and sponsorships.

We thank you for your support.

Sincerely,

Beth Beaman
Managing Director

231.894.4048
theplayhouseatwhitelake.org
playhousemanager@cityofwhitehall.org
405 E Colby, Whitehall 49461

CITY OF WHITEHALL
RESOLUTION 23-19
Annual Budget & Millage Levy Adoption

WHEREAS, City Charter §7.5 requires adoption of an annual budget and a levy of the amount necessary to be raised by taxation to meet expenditure needs for the budget not later than the first Monday in June.

WHEREAS, the City Council held a public hearing on May 23rd for the proposed FY 2023/24 millage rate.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby levies the following millage necessary to provide the required revenue from property taxes for the FY 2023/24 Budget.

General Operating	12.77 mills
<u>Streets</u>	<u>3.00 mills</u>
Total	15.77 mills

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, May 23, 2023 at 6:00 p.m.

(___ yes; ___ no; ___ absent)

Steve Salter, Mayor

Brenda Bourdon, City Clerk

**CITY OF WHITEHALL
FISCAL YEAR 2023/24 BUDGET**

	Revenues	Expenses	Change in Fund Balance
General Fund	\$4,100,700	\$3,979,400	(\$121,300)
Cemetery	\$17,400	\$158,600	(\$141,200)
Major Streets	\$401,600	\$630,300	(\$228,700)
Local Streets	\$152,800	\$242,000	(\$89,200)
Salvage Vehicle Insp	\$1,000	\$600	\$400
Marijuana	\$12,400	\$8,600	\$3,800
Brownfield	\$723,100	\$690,400	\$32,700
TIFA	\$1,443,500	\$2,209,000	(\$765,500)
Inspections	\$165,900	\$172,400	(\$6,500)
LDFA	\$373,600	\$237,600	\$136,000
Capital Projects	\$1,654,100	\$1,724,300	(\$70,200)
Playhouse Operating	\$345,200	\$339,200	\$6,000
Playhouse Cap/Other	\$104,400	\$275,400	(\$171,000)
Sewer	\$1,694,800	\$1,274,800	\$420,000
Water	\$993,700	\$1,161,800	(\$168,100)
Marina	\$135,100	\$159,600	(\$24,500)
Motor Pool	\$329,000	\$345,700	(\$16,700)

**CITY OF WHITEHALL
RESOLUTION 23-20
Utility Rates**

WHEREAS, the City operates municipal sewer and water systems.

WHEREAS, the current sewer rate is \$6.01 per 1,000 gallons and the water rate is \$2.70.

WHEREAS, staff is recommending a 5% increase in the sewer rate.

WHEREAS, staff is recommending a 10% increase in the water rate.

WHEREAS, the average residential household using 21,000 gallons of water per quarter will see a combined quarterly utility cost increase of slightly more than \$11.98.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby sets the sewer rate at \$6.31 per 1,000 gallons; the water rate at \$2.97 per 1,000 gallons; and the non-metered sewer only quarterly charge at \$132.52 effective January 1, 2024.

Moved by _____, seconded by _____, and thereafter adopted by the City Council for the City of Whitehall, at a regular meeting held Tuesday, May 23, 2023, at 6:00 pm.
(___ yes; ___ no; ___ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 23-21
BANKING AND FINANCIAL TRANSACTIONS

WHEREAS, the City is required to adopt a resolution that authorizes the Finance Officer, City Manager, Mayor, and Mayor Pro Tem to conduct banking transactions with financial institutions holding City funds.

WHEREAS, the City Council has approved Choice One Bank, Comerica Bank, Fifth Third Bank, Flagstar Bank, Harbor Light Credit Union, Huntington Bank, Level One Bank, Michigan Cooperative Liquid Assets Securities System, Muskegon Governmental Credit Union, PNC Bank, Shelby State Bank, and West Michigan Community Bank as depositories.

WHEREAS, with the return of certificates of deposits as viable investment options, Finance Officer Seaver solicited rates from area financial institutions.

WHEREAS, Consumers Credit Union provided the highest 12-month Annual Percentage Yield but is not on the City Council approved list.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council approves Consumers Credit Union as an authorized financial institution for holding City funds.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held on May 23, 2023 at 6:00 p.m. (___ yes, ___ no, ___ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

CITY OF WHITEHALL
RESOLUTION 23-22
CODE ENFORCEMENT

WHEREAS, the Whitehall City Council has expressed a desire to be more proactive in property code enforcement.

WHEREAS, the City has adopted the International Property Maintenance Code.

WHEREAS, the City has retained the services of Muskegon Charter Township to enforce the City's rental inspection program.

WHEREAS, in an effort to supplement property code enforcement by the Whitehall Police Department, Muskegon Charter Township has submitted an Intergovernmental Contract for Property Maintenance Code Enforcement Services.

WHEREAS City Manager Huebler has reviewed the Contract and recommends that the City Council authorizes it to be executed.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby authorizes the City Manager to sign the Intergovernmental Contract for Property Maintenance Code Enforcement Services, attached to and considered a part of this Resolution.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held on May 23, 2023 at 6:00 p.m. (___ yes, ___ no, ___ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

INTERGOVERNMENTAL CONTRACT
FOR
PROPERTY MAINTENANCE CODE ENFORCEMENT SERVICES

THIS AGREEMENT is made between **MUSKEGON CHARTER TOWNSHIP** of 1990 Apple Avenue, Muskegon, MI 49442 ("Township") and the **City of Whitehall**, 405 East Colby Street, Whitehall, MI 49461 ("City") with reference to the following facts and circumstances:

- A. The Michigan "Urban Cooperation Act", MCL 124.501, et. Seq. authorizes Michigan municipal corporations to enter into intergovernmental contracts.
- B. The Township employs a Code Official qualified to enforce the Michigan Property Maintenance Codes.
- C. City of The City, as the Enforcing Agency, needs to provide Property Maintenance Code Enforcement services and wishes to contract with The Township for such services.

NOW, THEREFORE, IT IS AGREED:

1. **Services.** The Township agrees to assist the Enforcing Agency by providing Property Maintenance Code inspection and enforcement services to The City using a Property Maintenance Code Official who possesses all licenses required by the state of Michigan.
2. **Compensation.** The City agrees to pay The Township for such services the sum of Six Thousand dollars (\$6,000) annually, divided into four (4) equal quarterly installments per year. Any emergency/after hour inspections shall be billed separately, and in addition to the fee above, at the rate of Eighty Dollars (\$80.00) per hour (2 hour minimum, billed in half hour increments rounded to the highest half hour). The City shall be invoiced quarterly for all fees due. Such invoices shall be payable net due within thirty (30) days.
3. **Term and Renewal.** This Agreement shall be effective on the date it is signed by all parties and shall terminate at the end of a one (1) year period from that date. Thereafter, this Agreement shall be automatically renewed for periods of one year unless either party provides thirty (30) days written notice to the other party of their intent to not renew the contract. This agreement may be terminated at any other time by either party upon ninety (90) days written notice to the other party.
4. **Extent of Service.** The Township shall provide Property Maintenance Code Enforcement services including proactive property inspection, violation notification, follow up inspections to ensure compliance or citation issuance for non-compliance, and representation on behalf of The City at any civil infraction hearing resulting from our enforcement action.
5. **The Township Employee.** The Code Official shall be and remain an employee of The Township, which shall pay the wages and fringe benefits of such employee and comply with all applicable laws and regulations relating to such employment, including withholding taxes, F.I.C.A. payments, unemployment benefits and workers compensation insurance coverage.
6. **Fees.** The City shall retain all fees levied and collected by enforcement services of the Code Official.

7. **Codes.** The Township's Code Official shall enforce The City's Property Maintenance Codes currently in effect and The City agrees to adopt and keep all Property Maintenance Codes current as required by the State of Michigan.
8. **Insurance.** The Township and The City agree that during the term of this contract each will keep in full force and effect a policy of public liability and property damage insurance insuring against any liability which either may incur as a result of any misfeasance, malfeasance or nonfeasance by the Code Official performing services for The City.
9. **Default.** In the event either party defaults on the terms of this Agreement, the non-defaulting party shall have the right to terminate this Agreement upon thirty days written notice unless the default is remedied within ten days after service of written notice of default.
10. **Complete Agreement.** The parties do not intend to create any obligations, express or implied, other than those set out in this Agreement, and this Agreement shall not create any rights in any party not a signatory hereto.
11. **Amendment.** All modifications to this Agreement and all waivers of any of the terms of this Agreement shall be effective only if in writing and signed by both parties.

Executed on the dates set forth below.

MUSKEGON CHARTER TOWNSHIP

Date- _____

Jennifer Hodges, It's Supervisor

CITY OF WHITEHALL

Date- _____

Scott Huebler, It's Manager

CITY OF WHITEHALL
RESOLUTION 23-23
DTE Easement

- WHEREAS, DTE Gas Company has requested an easement for the installation of a Gate Valve as a vital part of their local natural gas delivery infrastructure.
- WHEREAS, City Manager Huebler and Public Works Director Armstrong have met with DTE representatives in regards to the necessity, location, and design of the Gate Valve.
- WHEREAS, City Attorney Meier has reviewed the Easement with suggested amendments which have been accepted by DTE.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby authorizes the City Manager to sign the Gate Valve Easement, attached to and considered a part of this Resolution.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held on May 23, 2023 at 6:00 p.m. (___ yes, ___ no, ___ absent).

Steve Salter, Mayor

Brenda Bourdon, City Clerk

Gate Valve Easement

For good and valuable consideration, which is less than \$100.00, exempt under MCL 207.526(a) and MCL 207.505(a) receipt of which is hereby acknowledged,

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

(hereinafter called GRANTOR) for itself, its successors, and assigns hereby grants to DTE GAS COMPANY, a Michigan corporation, One Energy Plaza, Detroit, Michigan 48226 (hereinafter called GRANTEE) an easement with the right to install, operate, maintain, alter, replace, move and remove pipeline(s), gate valves, main line valves, blow-offs, meters, pipeline fittings, regulators and appurtenances, with housing therefore, in connection with the construction, operation and maintenance of Grantee's pipeline or pipelines upon a parcel of land situated in the City of Whitehall, Muskegon County, Michigan, described as follows:

See Exhibit 'A' attached

Together with the right of ingress and egress at convenient points for such purposes, and with all rights necessary for the convenient enjoyment of the privileges herein granted. In addition, Grantee shall have the right to erect, maintain and remove a fence around said parcel or any part thereof provided such fence has an appearance and quality consistent with the area and is maintained in good condition.

THE PARTIES FURTHER AGREE THAT:

Structures and Trees: No buildings or other structures shall be erected or placed, and no trees shall be planted, on or in the above-described easement without the written consent of the Grantee. Additionally, Grantee may trim, cut down, remove or otherwise control any trees, bushes, branches and roots growing or that could grow in the above-described easement, and remove any structures, improvements, fences, buildings or landscaping in the above-described easement that Grantee believes could interfere with the

safe and reliable construction, operation, maintenance and repair of Grantee's Facilities provided Grantee removes any materials from the property and returns the property to its pre-existing condition, normal wear and tear excepted.

Exercise of Easement: Grantee's nonuse or limited use of this easement shall not preclude Grantee's later use of this easement to its full extent.

Indemnity: Grantee shall indemnify, defend, and hold Grantor harmless from and against all claims and liabilities for injury to persons or property, including without limitation, reasonable attorney's fees expended in defending against any such claims, to the extent caused by Grantee's willful or negligent acts or omissions in exercising the rights granted in this Grant.

Assignment/Successors: Grantee's rights herein granted may be assigned in whole or in part provided Grantee shall provide notice of any such assignment to Grantor. This easement runs with the land, and all rights, privileges and obligations created by this instrument shall inure to the benefit of, and be binding upon, the heirs, devisees, administrators, executors, successors, and assigns of the parties hereto.

Ownership: Grantor covenants that it is the lawful fee simple owner of the above-described property and that it has the right and authority to make this grant, and that it will forever warrant and defend the title thereto against all claims whatsoever.

It is understood that the person securing this easement is without authority from Grantee to make any agreement in respect of the subject matter hereof not herein expressed.

Executed this _____ day of _____, 2023.

City of Whitehall

By: _____

Name: _____

Title:

ACKNOWLEDGMENT

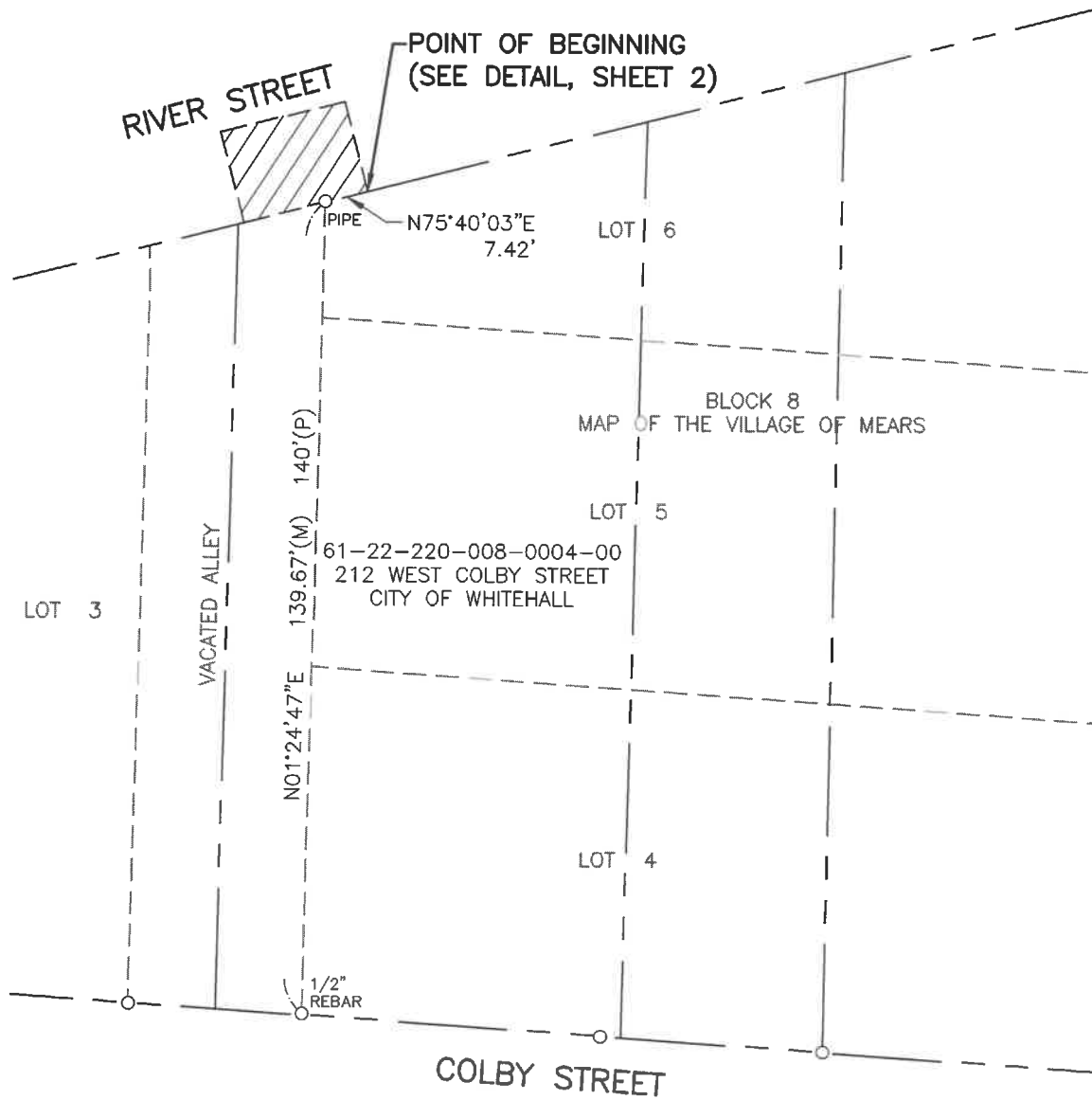
State of Michigan
County of

The foregoing instrument was acknowledged before me, a Notary Public, this _____ day of _____, 2023, by _____, the _____ of City of Whitehall.

Notary Public _____ County, MI.
Acting in _____ County, MI.
My Commission Expires: _____

Prepared by and return to: Nate Krommendyk
DTE Gas Company
PO Box 248
Bellaire, MI 49615

EXHIBIT A PROPOSED GAS FACILITIES EASEMENT



PLOT INFO: Z:\2022\220060\CAD\SURVEY\220050\DDDD 212 COLBY STREET WHITEHALL EASEMENT.DWG LAYOUT: LAYOUT1 DATE: 3/20/2023 TIME: 12:59:24 PM USER: MLNITENGALE



Richard A. Powers



SCALE: 1" = 30'
0 15 30

LEGEND

- — — — — PROPERTY LINE
- - - - - PLATTED LOT LINE
- - - - - EASEMENT LINE
- (P) PLATTED
- (M) MEASURED
- PROPERTY IRON (FOUND)

FISHBECK
1515 ARBORETUM DRIVE SE
GRAND RAPIDS, MI 49546
616.575.3824 PHONE
www.fishbeck.com

BASIS OF BEARING: MICHIGAN STATE PLANE COORDINATE SYSTEM, NAD83, SOUTH ZONE, GPS DERIVED

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DTE Energy
Muskegon County, Michigan
Proposed Gas Facilities Easement
212 West Colby Street

03/20/2023
01/11/2023

PROJECT NO.
220050DDDD

FIGURE NO.

1 of 2

EXHIBIT A PROPOSED GAS FACILITIES EASEMENT

PARCEL ADDRESS: RIVER STREET ADJACENT TO 212 WEST COLBY STREET
WHITEHALL, MI 49461

PARCEL DESCRIPTION:

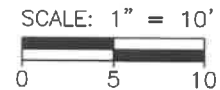
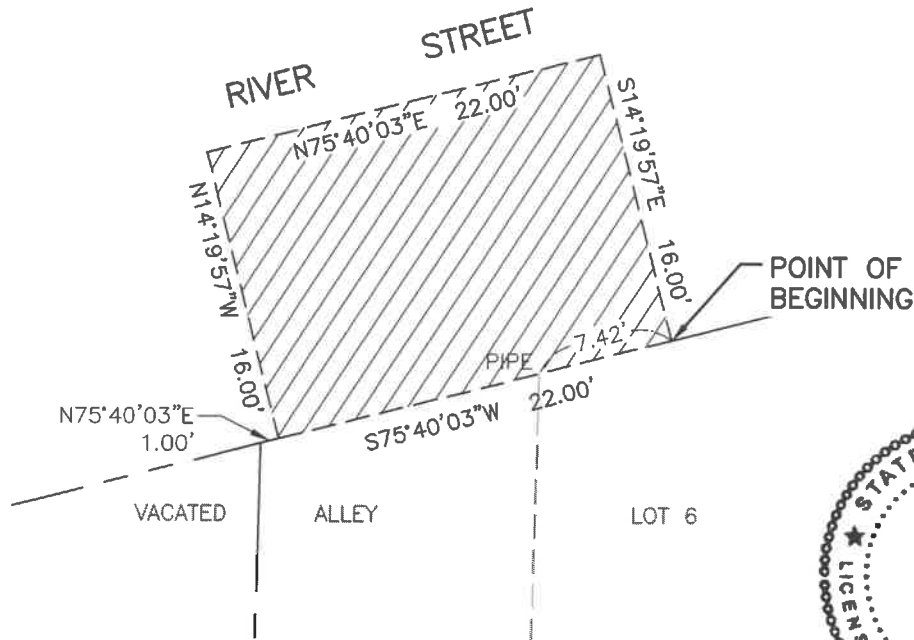
RIVER STREET RIGHT-OF-WAY ADJACENT TO BLOCK 8, "MAP OF THE VILLAGE OF MEARS", PART OF GOVERNMENT LOT 3, SECTION 28, TOWN 12 NORTH, RANGE 17 WEST, NOW PART OF THE CITY OF WHITEHALL, MUSKEGON COUNTY, MICHIGAN,

PROPOSED GAS FACILITIES EASEMENT:

A PERMANENT EASEMENT FOR GAS FACILITIES OVER PART OF RIVER STREET (80 FEET WIDE) ADJACENT TO BLOCK 8, "MAP OF THE VILLAGE OF MEARS", PART OF GOVERNMENT LOT 3, SECTION 28, TOWN 12 NORTH, RANGE 17 WEST, NOW PART OF THE CITY OF WHITEHALL, MUSKEGON COUNTY, MICHIGAN, DESCRIBED AS: COMMENCING AT A FOUND 1/2 INCH REBAR AT THE SOUTHEAST CORNER OF THE VACATED ALLEY RUNNING NORTHERLY AND SOUTHERLY THROUGH SAID BLOCK 8; THENCE ALONG THE EAST LINE OF SAID VACATED ALLEY, NORTH 01°24'47" EAST 139.67 FEET (PLATTED AS 140 FEET) TO A FOUND PIPE AT THE NORTHEAST CORNER OF SAID VACATED ALLEY AND THE SOUTH LINE OF RIVER STREET; THENCE ALONG THE SOUTH LINE OF RIVER STREET, NORTH 75°40'03" EAST 7.42 FEET TO THE POINT OF BEGINNING; THENCE ALONG SAID SOUTH LINE, SOUTH 75°40'03" WEST 22.00 FEET TO A POINT 1.00 FEET NORTH 75°40'03" EAST ALONG SAID SOUTH LINE FROM THE WEST LINE OF THE EAST 1/2 OF SAID VACATED ALLEY; THENCE PERPENDICULAR TO SAID SOUTH LINE, NORTH 14°19'57" WEST 16.00 FEET; THENCE PARALLEL WITH SAID SOUTH LINE, NORTH 75°40'03" EAST 22.00 FEET; THENCE SOUTH 14°19'57" EAST 16.00 FEET TO SAID SOUTH LINE AND THE POINT OF BEGINNING.

SAID PERMANENT EASEMENT CONTAINS 352 SQUARE FEET.

PLOT INFO: Z:\2022\220050\ICAD\ISURVEY\220050\DDDD 212 COLBY STREET WHITEHALL EASEMENT.DWG LAYOUT.LAYOUT1 DATE: 3/20/2023 TIME: 12:58:34 PM USER: MLNTEGALE



DETAIL



Richard J. Powers

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FIGURE NO.

Muskegon County Property Viewer Print

Report generated 5/15/2023 at 10:00:09 AM

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