

The Work Session has been rescheduled to April 23 at 5 pm



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
APRIL 9, 2024
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the March 26 Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications: County Public Works Minutes, Planning Commission Minutes, White Lake Senior Center Thank You
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
7. New Business
 - Resolution 24-13 Warner Street Engineering
8. Public Comment *
9. 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.



WHITEHALL

CITY COUNCIL

WORK SESSION MINUTES

Council Chambers

March 26, 2024

PRESENT Scott Brown, Tanya Cabala, Debi Hillebrand, Jeff Holmstrom, Stephen Sikkenga, Steve Salter, and Tom Ziemer

ABSENT None

ALSO PRESENT Scott Huebler, Brenda Bourdon, Will Meier, Beth Beaman and Alyssa Seaver

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

DISCUSSION ITEMS

Goals (Huebler)

City Manager Huebler presented an overview detailing how the goals were listed, as well as cost estimates and funding sources. Each council member was equipped with ten dots to signify their priorities for the next two years.

The listed goals underwent further clarification in response to questions from council members. Cabala expressed the necessity for a revamped process in prioritizing goals, which was echoed by Hillebrand.

The council proceeded to indicate their selections. It was agreed that a subsequent discussion would take place during an upcoming work session, ensuring further refinement of priorities.

PUBLIC COMMENT

David Hosticka requested information on one of the goals listed.

ADJOURNMENT

Mayor Salter adjourned the work session at 5:56 pm

Respectfully submitted,
Brenda Bourdon, City Clerk



**CITY COUNCIL
MEETING MINUTES**

Council Chambers
March 26, 2024

PRESENT Scott Brown, Tanya Cabala, Debra Hillebrand, Jeff Holmstrom, Steve Salter, Steve Sikkenga and Tom Ziemer

ABSENT None

ALSO PRESENT Scott Huebler, Brenda Bourdon, Will Meier, and Alyssa Seaver

Mayor Salter called the meeting to order at 6:01 p.m.

APPROVAL OF THE AGENDA

Motion by Holmstrom, seconded by Brown to approve the agenda.

Voice Vote: All yeses

MOTION CARRIED

PUBLIC HEARING FOR PARK GRANT APPLICATIONS

City Manager Huebler provided a brief overview of the requested park improvements included in the grant applications. The deadline for the application is April 1. No public comments were received. The public hearing was closed by the Mayor.

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the March 12, 2024 Council Meeting Minutes and March 19, 2024 Goal Setting Work Session Minutes
- B. Accounts Payable - \$450,571.72
- C. Communications: Central Dispatch Audit, Central Dispatch Minutes, West Plan Policy Committee Meeting Minutes

Motion by Hillebrand, seconded by Sikkenga to approve the Consent Agenda.

Voice Vote: Yes – 6; No – 1, Brown; Absent – None

MOTION CARRIED

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Messages were received from the Mayor, Council members, and the City Manager

PUBLIC COMMENT

David Hosticka spoke in favor of clearing the river bank at Covell Park.

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 24-11 2024 Parks & Recreation Grant Applications

Motion by Cabala, seconded by Hillebrand to authorize staff to submit grant applications for Funnell, Gee, and Goodrich parks and commit to the combined local grant and in-kind match of \$132,800.

Roll Call Vote: Yes – Cabala, Hillebrand, Ziemer, Holmstrom, Brown, Sikkenga, and Salter; No – None; Absent – None **MOTION CARRIED**

B. Resolution 24-12 Two-Year Tree Maintenance & Brush Pickup Bid

Motion by Holmstrom, seconded by Brown to award the two-year Tree Maintenance contract to Ted's Tree Service and the two-year Brush Removal contract to Jelinek Tree Service.

Roll Call Vote: Yes – Holmstrom, Brown, Sikkenga, Cabala, Hillebrand, Ziemer, and Salter; No – None; Absent – None **MOTION CARRIED**

C. White Lake Chamber of Commerce Request for Kayak Adventure Series

Motion by Holmstrom, seconded by Sikkenga to authorize food vendors in the Playhouse parking lot during the Kayak Adventure Series on Saturday, June 8, 2024.

Voice Vote: Unanimous **MOTION CARRIED**

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:34 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
April 9, 2024

March & April 2024 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
Choice One Bank	Fee - Stop payment fee Ck#9235	\$35.00	EFT
City of Whitehall-Common Cash	Payroll	\$44,490.14	Transfer
IRS	Payroll	\$15,484.41	EFT
Alerus Financial	Payroll	\$6,806.84	EFT
MISDU	Payroll	\$61.84	9242
FOP	Payroll - Union Dues	\$69.39	9243
Teamsters Local 214	Payroll - Union Dues	\$424.00	9244

Total Prepays:

\$67,336.62

Accounts Payable:

\$1,498,977.94

TOTAL ACCOUNTS PAYABLE

\$1,566,314.56

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 9, 2024

Vendor Code	Vendor Name	Description	Amount
HOLMES	ANDREA HOLMES		
	CONTRACT	INSTRUCTOR - WLYT WORKSHOP-JANUARY2024	75.00
TOTAL FOR: ANDREA HOLMES			75.00
WORKM	CARINA WORKMAN		
	CONTRACT	INSTRUCTOR - WLYT WORKSHOP - JAN2024	75.00
TOTAL FOR: CARINA WORKMAN			75.00
CMU	CENTRAL MICHIGAN UNIVERSITY		
	CONTRACT	SUM 24 - EXIT/80S REVIEW (580.000.818.650)	1,165.00
TOTAL FOR: CENTRAL MICHIGAN UNIVERSITY			1,165.00
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	6,730.10
TOTAL FOR: CONSUMER'S ENERGY			6,730.10
DAN	DAN FROST DBA	DAN'S AUTOMOTIVE	
	12382	OIL CHANGE/FILTER - CAR 303	68.61
TOTAL FOR: DAN FROST DBA DAN'S AUTOMOTIVE			68.61
ROUTLEY	DAVID ROUTLEY		
	CONTRACT	STAGE HAND - PUPPY PALS 3/8/24	100.00
TOTAL FOR: DAVID ROUTLEY			100.00
MORRI	DOUG MORRIS		
	APRIL - 2024	RETIREE OPEB STIPEND - MORRIS	300.00
TOTAL FOR: DOUG MORRIS			300.00
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	3,228.63
TOTAL FOR: DTE ENERGY			3,228.63
ETNA	ETNA SUPPLY INC		
	S105511141.002	METER TRANSIEVER UNITS (5)	1,025.00
	STATEMENTS	SOFT COIL/BALL CORP STOP/YOKE BAR/METER PARTS	7,019.10
TOTAL FOR: ETNA SUPPLY INC			8,044.10
GILLROY	GILL-ROY'S HARDWARE		
	STATEMENT	DOOR KNOBS/PAINT SUPPLIES/BENCH BOLTS/FILTERS	266.18
TOTAL FOR: GILL-ROY'S HARDWARE			266.18
HYDCO	HYDROCORP METER SALES		
	77264 - IN	BI-ANNUAL SERVICE PROGRAM -MAR-2024- CROSS C	970.00
TOTAL FOR: HYDROCORP METER SALES			970.00
BRIGGS	IRA A BRIGGS		
	CONTRACT	SOUND ENGINEER - FFRI 4/5 JEN SYGIT	350.00
TOTAL FOR: IRA A BRIGGS			350.00
JJ'S ELEC	JJ'S ELECTRIC LLC		
	MARCH-2024	ELECTRICAL PERMITS - MARCH-2024	1,618.40
TOTAL FOR: JJ'S ELECTRIC LLC			1,618.40

Vendor Code	Vendor Name	Description	Amount
WLBEA	LUDINGTON DAILY NEWS		
	99196718	PUBLISHING - PARK/ADOPTION	134.80
TOTAL FOR: LUDINGTON DAILY NEWS			134.80
METL	MET LIFE		
	5399644 - APR-2	LIFE & DISABILITY INS - APR-2024	863.17
TOTAL FOR: MET LIFE			863.17
MICHI	MICHIGAN PIPE & VALVE GR, INC.		
	CUSTOMER-1287	PIPES - WARNER (591.549.976.000.E22)	389,162.20
TOTAL FOR: MICHIGAN PIPE & VALVE GR, INC.			389,162.20
MODEL	MODEL COVERALL SERVICE INC		
	STATEMENT	UNIFORMS -MARCH-2024	263.08
TOTAL FOR: MODEL COVERALL SERVICE INC			263.08
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB		
	STATEMENTS	4TH QTR DUES - SALTER/HUEBLER/BEAMAN	450.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB			450.00
MUCTR	MUSKEGON CENTRAL DISPATCH		
	PASS2023	TIFA/LDFA PASS THROUGH - 911 DISPATCH	7,300.00
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			7,300.00
MCC	MUSKEGON COMMUNITY COLLEGE		
	PASS2023	TIFA/LDFA PASS THROUGH - MCC	53,300.00
TOTAL FOR: MUSKEGON COMMUNITY COLLEGE			53,300.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	202332	HAULED WASTE - 530 GALLONS	28.94
	202395	WASTEWATER DISCHARGE PERMIT	75.00
	PASS2023	TIFA/LDFA PASS THROUGH FOR SENIOR, VETS, MUSE	159,600.00
	WWUB123500	WASTE WATER & BONDS	69,100.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			228,803.94
PREIN	PREIN & NEWHOF, PC		
	80626-33-34-36-	ENGINEERING SERVICES-W COLBY/PH1/MARINA/MEARS	15,150.35
TOTAL FOR: PREIN & NEWHOF, PC			15,150.35
PRHLTH	PRIORITY HEALTH		
	797242-S001	HEALTH INSURANCE - APRIL-2024	28,036.56
TOTAL FOR: PRIORITY HEALTH			28,036.56
REPC	REPCOLITE PAINTS INC		
	K50643/D	PAINT - 6 GALLONS ART WALL	326.70
TOTAL FOR: REPCOLITE PAINTS INC			326.70
RIVERS	RIVERS RENTAL & EQUIPMENT		
	STATEMENT	BAR CHAIN OIL/SPARK PLUGS/AIR FILTER	83.57
TOTAL FOR: RIVERS RENTAL & EQUIPMENT			83.57
TUFT	ROBERT E TUFTS JR		
	MARCH-2024	BUILDING PERMITS -MARCH-2024	1,842.52
TOTAL FOR: ROBERT E TUFTS JR			1,842.52

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 9, 2024

Vendor Code	Vendor Name	Description	Amount
FARR	SAMANTHA FARRAR		
	CONTRACT	WLYT - CHOREOGRAPHER - MUSICAL THEATRE WKSHP	100.00
TOTAL FOR: SAMANTHA FARRAR			100.00
SCHEI	SCHEID PLUMBING HEATING & COOL		
	I-27090-2 /-3	SERVICE CALL - DPW HEATERS DRAFT INDUCER SWIT	2,172.63
TOTAL FOR: SCHEID PLUMBING HEATING & COOL			2,172.63
SHO	SHORELINE INSPECTION SERVICE LLC		
	MARCH-2024	MECHANICAL & PLUMBING PERMITS MARCH-2024	3,640.00
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			3,640.00
SOUTH	SOUTHSHORE DEVELOPMENT CORP		
	381	381 WORK PLAN - PAYMENT #5	650,000.00
TOTAL FOR: SOUTHSHORE DEVELOPMENT CORP			650,000.00
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7000169579	BATTERIES (AA/AAA)/COLOR CODE DOTS	28.12
	7000219443	PAID DATE STAMPER - CUSTOM	54.22
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			82.34
SYTS	SYTSEMA FUNERAL HOMES		
	STATEMENT	FLAGS FOR CEMETERY (575)	517.50
TOTAL FOR: SYTSEMA FUNERAL HOMES			517.50
TWIN	TWIN CITY SERVICE INC		
	STATEMENT	TIRE BALANCE/OIL PRESSURE UNIT-302 / BRAKE CH	634.76
TOTAL FOR: TWIN CITY SERVICE INC			634.76
QUINN	TYLER J QUINN		
	CONTRACT	SOUND ENGINEER - PUPPY PALS 3/8/24	250.00
TOTAL FOR: TYLER J QUINN			250.00
WEX	WEX BANK		
	96103737	FUEL PURCHASES - PD	74.45
TOTAL FOR: WEX BANK			74.45
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT	GLOVES/2.5 DEF/LIGHT KIT/AIR HOSE/FITTINGS/BR	324.55
TOTAL FOR: WHITE LAKE AUTOMOTIVE			324.55
WLCLI	WHITE LAKE COMMUNITY LIBRARY		
	PASS2023	TIFA/LDFA PASS THROUGH - LIBRARY	16,500.00
TOTAL FOR: WHITE LAKE COMMUNITY LIBRARY			16,500.00
WLFIR	WHITE LAKE FIRE AUTHORITY		
	MARCH-2024	MECHANICAL FIRE SUPPRESSION PERMITS - MARCH-2	673.80
	PASS2023	TIFA/LDFA PASS THROUGH - FIRE	75,300.00
TOTAL FOR: WHITE LAKE FIRE AUTHORITY			75,973.80
TOTAL - ALL VENDORS			1,498,977.94
FUND TOTALS:			
Fund 101 - GENERAL OPERATING FUND			38,477.73
Fund 202 - MAJOR STREET FUND			382.31

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF APRIL 9, 2024

Vendor Code	Vendor Name	Description	Amount
	Invoice		
Fund 243	-	BROWNFIELD REDEVELOPMENT AUTHORITY	650,000.00
Fund 247	-	TAX INCREMENT FINANCE AUTHORITY #1	232,196.68
Fund 249	-	BUILDING INSPECTION DEPARTMENT	7,774.72
Fund 250	-	LOCAL DEVELOPMENT FINANCE AUTHORITY FUND	89,100.00
Fund 401	-	CAPITAL PROJECTS FUND	5,544.35
Fund 580	-	PLAYHOUSE	3,549.71
Fund 590	-	SEWER FUND	69,373.70
Fund 591	-	WATER FUND	398,919.49
Fund 661	-	MOTOR POOL FUND	3,659.25

UNJOURNALIZED
OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF APRIL 9, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 101 CITY COUNCIL	MEMBERSHIPS & DUES-Q4 SALTER	MONTAGUE-WHITEHALL ROTAR	03/31/24	STATEMENTS	150.00
101-101-770.000	COLOR CODE DOTS - BLUE	STAPLES CONTRACT & COMME	03/22/24	7000169579	15.78
101-101-962.000		Total For Dept 101 CITY COUNCIL			165.78
Dept 172 ADMINISTRATION	AA BATTERIES (24 PK)	STAPLES CONTRACT & COMME	03/22/24	7000169579	12.34
101-172-727.000	MEMBERSHIPS & DUES-Q4 HUEBLER	MONTAGUE-WHITEHALL ROTAR	03/31/24	STATEMENTS	150.00
101-172-770.000		Total For Dept 172 ADMINISTRATION			162.34
Dept 215 CITY CLERK	PUBLISHING - PARK IMPROVEMENTS	LUDINGTON DAILY NEWS	03/31/24	99196718	134.80
101-215-905.000		Total For Dept 215 CITY CLERK			134.80
Dept 265 CITY HALL BLDG & GROUNDS	PAID DATE STAMPER - CUSTOM	STAPLES CONTRACT & COMME	03/27/24	7000219443	54.22
101-265-757.000	NUTS/BOLTS/DRILL BITS	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	23.30
101-265-775.000	PUBLIC UTILITIES/910021159454	DTE ENERGY	03/22/24	STATEMENT	724.49
101-265-920.000	FURNACE FILTERS (16)	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	136.66
101-265-931.000		Total For Dept 265 CITY HALL BLDG & GROUNDS			938.67
Dept 270 FRINGE BENEFITS	UNIFORMS -MARCH-2024	MODEL COVERALL SERVICE I	04/01/24	STATEMENT	232.60
101-270-719.450	RETIRE OPEB STIPEND - MORRIS -	DOUG MORRIS	04/01/24	APRIL - 2024	300.00
101-270-719.600	FRINGE-HEALTH INS	PRIORITY HEALTH	03/16/24	797242-S001	27,107.52
101-270-719.601	FRINGE BENEFITS-RETIREE HEALTH	PRIORITY HEALTH	03/16/24	797242-S001	929.04
101-270-719.680	FRINGE-LIFE INS APR-2024	MET LIFE	03/13/24	5399644 - APR-2024	265.98
101-270-719.690	FRINGE-DISABILITY INS APR-2024	MET LIFE	03/13/24	5399644 - APR-2024	597.19
		Total For Dept 270 FRINGE BENEFITS			29,432.33
Dept 301 POLICE	GASOLINE & MOTOR OIL	WEX BANK	03/31/24	96103737	74.45
101-301-751.000	BRUSH HEADS (2)	WHITE LAKE AUTOMOTIVE	03/31/24	STATEMENT	25.58
101-301-757.000	EMERGENCY SIREN/100000345551	CONSUMER'S ENERGY	04/02/24	STATEMENT	22.35
101-301-920.000	OIL CHANGE/FILTER - CAR 303	DAN FROST DBA DAN'S AUTO	03/29/24	12382	68.61
101-301-933.000	302 - TIRE BALANCE	TWIN CITY SERVICE INC	03/29/24	STATEMENT	197.05
101-301-933.000		Total For Dept 301 POLICE			388.04
Dept 448 STREET LIGHTING	PUBLIC UTILITIES/100000345759	CONSUMER'S ENERGY	04/02/24	STATEMENT	6,548.66
101-448-920.000		Total For Dept 448 STREET LIGHTING			6,548.66
Dept 567 CEMETERY	FLAGS FOR CEMETERY (575)	SYTSEMA FUNERAL HOMES	03/31/24	STATEMENT	517.50
101-567-757.000	PUBLIC UTILITIES/910021159306	DTE ENERGY	03/22/24	STATEMENT	63.70
101-567-920.000		Total For Dept 567 CEMETERY			581.20
Dept 751 PARKS DEPARTMENT	NUTS/BOLTS - BENCHES	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	3.64
101-751-775.000	BAR/CHAIN OIL	RIVERS RENTAL & EQUIPMEN	03/30/24	STATEMENT	26.99
101-751-933.000		Total For Dept 751 PARKS DEPARTMENT			30.63
Dept 756 119 S BALDWIN ST					

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 756 119 S BALDWIN ST					
101-756-920.000	PUBLIC UTILITIES/910021159793	DTE ENERGY	03/22/24	STATEMENT	95.28
			Total For Dept	756 119 S BALDWIN ST	95.28
			Total For Fund	101 GENERAL OPERATING FUND	38,477.73
Fund 202 MAJOR STREET FUND					
Dept 498 TRUNKLINE MISCELLANEOUS					
202-498-757.000	PAINT TRAYS - ART WALL	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	55.61
202-498-757.000	PAINT - 6 GALLONS ART WALL	REPCOLITE PAINTS INC	03/13/24	K50643/D	326.70
			Total For Dept	498 TRUNKLINE MISCELLANEOUS	382.31
			Total For Fund	202 MAJOR STREET FUND	382.31
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY					
Dept 000 247					
243-000-830.000	DUE CARE REIMB - 381 WORKPLN PY	SOUTHSHORE DEVELOPMENT C	04/01/24	381	650,000.00
			Total For Dept	000 247	650,000.00
			Total For Fund	243 BROWNFIELD REDEVELOPMENT AUT	650,000.00
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247					
247-000-818.600-D22	ENGINEERING - W COLBY PROMENADE	PREIN & NEWHOF, PC	03/15/24	80626-33-34-36-37-38	8,532.40
247-000-820.000	ENGINEERING-MARINA	PREIN & NEWHOF, PC	03/15/24	80626-33-34-36-37-38	551.60
247-000-959.000	CONTRIBUTION-COUNTY	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	98,500.00
247-000-959.100	CONTRIBUTION-MUSEUM	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	5,600.00
247-000-959.200	CONTRIBUTION-VETS	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	1,300.00
247-000-959.400	CONTRIBUTION-FIRE AUTHORITY	WHITE LAKE FIRE AUTHORIT	04/01/24	PASS2023	53,800.00
247-000-959.500	CONTRIBUTION-MCC	MUSKEGON COMMUNITY COLLE	04/01/24	PASS2023	38,100.00
247-000-959.600	CONTRIBUTION-W.L. COMMUNITY LIB	WHITE LAKE COMMUNITY LIB	04/01/24	PASS2023	11,800.00
247-000-959.700	CONTRIBUTION PASS THRU-911 DISP	MUSKEGON CENTRAL DISPATC	04/01/24	PASS2023	5,200.00
247-000-959.800	CONTRIBUTION-SENIOR MILLAGE	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	8,600.00
			Total For Dept	000 247	231,984.00
Dept 525 DOWNTOWN STREETScape					
247-525-920.000	PUBLIC UTILITIES/920030385842	DTE ENERGY	03/22/24	STATEMENT	82.51
247-525-921.000	PED LIGHTS/10000242550	CONSUMER'S ENERGY	04/02/24	STATEMENT	130.17
			Total For Dept	525 DOWNTOWN STREETScape	212.68
			Total For Fund	247 TAX INCREMENT FINANCE AUTHOR	232,196.68
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247					
249-000-818.000	ELECTRICAL PERMITS - MARCH-2024	JJ'S ELECTRIC LLC	04/01/24	MARCH-2024	1,618.40
249-000-818.000	BUILDING PERMITS -MARCH-2024	ROBERT E TUFTS JR	04/01/24	MARCH-2024	1,842.52
249-000-818.000	MECHANICAL PERMITS -MARCH-2024	SHORELINE INSPECTION SER	04/01/24	MARCH-2024	3,640.00
249-000-818.000	MECH FIRE SUPPRESS PERMITS - MA	WHITE LAKE FIRE AUTHORIT	04/01/24	MARCH-2024	673.80
			Total For Dept	000 247	7,774.72
			Total For Fund	249 BUILDING INSPECTION DEPARTME	7,774.72

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 247	CONTRIBUTION-COUNTY	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	39,400.00
250-000-959.000	CONTRIBUTION-MUSEUM	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	2,200.00
250-000-959.100	CONTRIBUTION-VETS	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	500.00
250-000-959.200	CONTRIBUTION-FIRE AUTHORITY	WHITE LAKE FIRE AUTHORIT	04/01/24	PASS2023	21,500.00
250-000-959.400	CONTRIBUTION-MCC	MUSKEGON COMMUNITY COLLE	04/01/24	PASS2023	15,200.00
250-000-959.500	CONTRIBUTION-W.L. COMMUNITY LIB	WHITE LAKE COMMUNITY LIB	04/01/24	PASS2023	4,700.00
250-000-959.600	CONTRIBUTION PASS THRU-911 DISP	MUSKEGON CENTRAL DISPATC	04/01/24	PASS2023	2,100.00
250-000-959.700	CONTRIBUTION-SENIOR MILLAGE	MUSKEGON COUNTY TREASURE	04/01/24	PASS2023	3,500.00
250-000-959.800					
		Total For Dept 000 247			89,100.00
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 247	ENGINEERING FEES - MEARS	PREIN & NEWHOF, PC	03/15/24	80626-33-34-36-37-38	4,034.75
401-000-820.000-B22	ENGINEERING FEES- WARNER	PREIN & NEWHOF, PC	03/15/24	80626-33-34-36-37-38	1,509.60
401-000-820.000-E22					
		Total For Dept 000 247			5,544.35
Fund 580 PLAYHOUSE					
Dept 000 247	SUM 24 - EXIT/80S REVIEW (580.0	CENTRAL MICHIGAN UNIVERS	03/15/24	CONTRACT	1,165.00
580-000-123.000	INSTRUCTOR - WLYT WORKSHOP-JANU	ANDREA HOLMES	03/18/24	CONTRACT	75.00
580-000-757.410	INSTRUCTOR - WLYT WORKSHOP - JA	CARINA WORKMAN	03/20/24	CONTRACT	75.00
580-000-757.410	COREOGRAPHY- MUSICAL THEATRE WK	SAMANTHA FARRAR	03/20/24	CONTRACT	100.00
580-000-770.000	MEMBERSHIPS & DUES-Q4 BEAMAN	MONTAGUE-WHITEHALL ROTAR	03/31/24	STATEMENTS	150.00
580-000-818.000	STAGE HAND - PUPPY PALS 3/8/24	DAVID ROUTLEY	04/02/24	CONTRACT	100.00
580-000-818.600	SOUND ENGINEER - FFRI 4/5 JEN S	IRA A BRIGGS	10/15/23	CONTRACT	350.00
580-000-818.600	SOUND ENGINEER - PUPPY PALS 3/8	TYLER J QUINN	04/02/24	CONTRACT	250.00
580-000-818.600	PUBLIC UTILITIES/910021159660	DTE ENERGY	03/22/24	STATEMENT	1,284.71
		Total For Dept 000 247			3,549.71
Fund 590 SEWER FUND					
Dept 554 SEWER PUMPING	HAULED WASTE - 530 GALLONS	MUSKEGON COUNTY TREASURE	03/31/24	202332	28.94
590-554-818.000	WASTEWATER DISCHARGE PERMIT	MUSKEGON COUNTY TREASURE	03/31/24	202395	75.00
590-554-818.000	PUBLIC UTILITIES/100094991039	CONSUMER'S ENERGY	04/02/24	STATEMENT	28.92
590-554-920.000	PUBLIC UTILITIES/910021159892	DTE ENERGY	03/22/24	STATEMENT	57.89
590-554-920.000					
		Total For Dept 554 SEWER PUMPING			190.75
Dept 556 WASTEWATER SYSTEM-GALLONAGE					
590-556-959.900	WASTEWATER SYSTEM-GALLONAGE	MUSKEGON COUNTY TREASURE	03/25/24	WWUB123500	44,268.26
590-556-959.950	WASTEWATER SYS-GALLONAGE - BOND	MUSKEGON COUNTY TREASURE	03/25/24	WWUB123500	24,831.74
		Total For Dept 556 WASTEWATER SYSTEM-GALLONAGE			69,100.00
Dept 558 SEWER T & D					
590-558-757.000	BATTERIES - LOCATOR	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	18.99
590-558-757.000	GLOVES	WHITE LAKE AUTOMOTIVE	03/31/24	STATEMENT	63.96
		Total For Dept 558 SEWER T & D			82.95

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 9, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 558 SEWER T & D					
	Total For Dept 558 SEWER T & D				82.95
Fund 591 WATER FUND					
Dept 000 247					
591-000-082.000	DUE FROM - 206 E COLBY - ZUNIGA	ETNA SUPPLY INC	04/01/24	STATEMENTS	1,324.90
591-000-123.000	PIPES- WARNER 591.549.976.000,E	MICHIGAN PIPE & VALVE GR	03/21/24	CUSTOMER-1287	389,162.20
	Total For Dept 000 247				390,487.10
Dept 540 WATER ADMINISTRATION					
591-540-820.000	ENGINEERING FEES - DWAM	PREIN & NEWHOF, PC	03/15/24	80626-33-34-36-37-38	522.00
	Total For Dept 540 WATER ADMINISTRATION				522.00
Dept 546 WATER SOURCE PLANT					
591-546-920.000	PUBLIC UTILITIES/920017788919	DTE ENERGY	03/22/24	STATEMENT	202.20
	Total For Dept 546 WATER SOURCE PLANT				202.20
Dept 548 WATER T & D					
591-548-757.000	BATTERIES - LOCATOR	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	18.99
591-548-818.000	BI-ANNUAL SERVICE PROGRAM - MA	HYDROCORP METER SALES	03/29/24	77264 - IN	970.00
	Total For Dept 548 WATER T & D				988.99
Dept 549 WATER CONSTRUCTION					
591-549-757.000	COIL (500FT)/BALL CORP(12)/YOKE	ETNA SUPPLY INC	04/01/24	STATEMENTS	5,694.20
591-549-976.000-E22	METER TRANSIEVER UNITS (5)	ETNA SUPPLY INC	03/26/24	S105511141.002	1,025.00
	Total For Dept 549 WATER CONSTRUCTION				6,719.20
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-757.000	AIR COMPRESSOR HOSE/CONNECTORS	WHITE LAKE AUTOMOTIVE	03/31/24	STATEMENT	111.15
661-000-781.000	DOOR KNOBS - DPW CLOSET	GILL-ROY'S HARDWARE	03/31/24	STATEMENT	8.99
661-000-781.000	SPARK PLUGS - CHAIN SAW	RIVERS RENTAL & EQUIPMEN	03/30/24	STATEMENT	56.58
661-000-818.000	SHOP TOWELS	MODEL COVERALL SERVICE I	04/01/24	STATEMENT	30.48
661-000-920.000	PUBLIC UTILITIES/910021159181	DTE ENERGY	03/22/24	STATEMENT	717.85
661-000-931.000	SERVICE CALL - DPW HEATER DRAFT	SCHEID PLUMBING HEATING	04/01/24	I-27090-2 /-3	2,172.63
661-000-933.000	TRUCK 12-15 - BRAKE CHAMBER/CLE	TWIN CITY SERVICE INC	03/29/24	STATEMENT	437.71
661-000-933.000	2.5 DEF	WHITE LAKE AUTOMOTIVE	03/31/24	STATEMENT	123.86
	Total For Dept 000 247				3,659.25
	Total For Fund 661 MOTOR POOL FUND				3,659.25

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF APRIL 9, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund Totals:					
	Fund 101 GENERAL OPERATING FUND				38,477.73
	Fund 202 MAJOR STREET FUND				382.31
	Fund 243 BROWNFIELD REDEVELOPME				650,000.00
	Fund 247 TAX INCREMENT FINANCE				232,196.68
	Fund 249 BUILDING INSPECTION DE				7,774.72
	Fund 250 LOCAL DEVELOPMENT FINA				89,100.00
	Fund 401 CAPITAL PROJECTS FUND				5,544.35
	Fund 580 PLAYHOUSE				3,549.71
	Fund 590 SEWER FUND				69,373.70
	Fund 591 WATER FUND				398,919.49
	Fund 661 MOTOR POOL FUND				3,659.25
Total For All Funds:					1,498,977.94



Muskegon County
Public Works Board Meeting

Darrell Paige, Chairman
Kim Cyr, Vice Chairman

March 7, 2024 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 Jessica Cook
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 Kim Cyr

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
Matt Kelliher, IT Director
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Charles Nash

VOICE VOTE: **Passed**

4. Approval of Minutes

A. Move to approve the Minutes of Feb 1, 2024

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Jessica Cook

VOICE VOTE: **Passed**

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

6. Items for Consideration

BPW24/03-013 **(Public Works/Wade VandenBosch)** Motion to authorize solicitation of construction bids for potholing services to verify water service lead materials for both the Northside and Eastside Water systems and to authorize the Administrator to accept the low bid from firms who can meet the required schedule and adjust the Water Fund budget if necessary.

Wade VandenBosch stated the contractor would locate the water service lines and record them. Wade VandenBosch stated there are approximately 6,000 water service lines, and we will be required to do 350 for the Northside System and 350 for the Eastside System. Jennifer Hodges stated the Water System Policy Board supported this motion. Wade VandenBosch stated the CDSMI must be submitted to EGLE by October 2024.

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

YES: Jessica Cook, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Kim Cyr

NO: None

Passed 6:0

BPW24/03-014 **(Public Works/Wade VandenBosch)** Move to adopt the attached resolution to move forward with the Materials Management Planning process.

Wade VandenBosch stated the resolution designates WMSRDC as the Designated Planning Agency. Wade VandenBosch stated the resolution leaves open the possibility of partnering with other counties that choose to use WMSRDC.

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

VOICE VOTE: **Passed**

BPW24/03-015 **(Public Works/Wade VandenBosch)** Move to award Phase 4 Final Cover Construction to D&R Earthmoving, Inc., at the bid price of \$8,606,930, to include a ten percent contingency, and to authorize the Administrator to sign the Agreement.

Wade VandenBosch clarified the cost does include the soil.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Jessica Cook
YES: Jessica Cook, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright
EXCUSED: Kim Cyr
NO: None
Passed 6:0

BPW24/03-016 **(Public Works/Wade VandenBosch)** Move to extend the Professional Engineering Services Agreement with WSP, Inc. according to the extension agreement and to authorize the Chair to sign the Agreement.

Wade VandenBosch stated this would be the final extension which goes through 2026.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Water Resources Commissioner Brenda Moore
YES: Jessica Cook, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright
EXCUSED: Kim Cyr
NO: None
Passed 6:0

BPW24/03-017 **(Resource Recovery Center/David Johnson)** Move to waive the Procurement Policy and approve the Resource Recovery Center to obtain Department-level quotes for fungicide aerial application if needed in the 2024 crop season and to order the service based on the lowest quote meeting specifications, at a cost not to exceed the budgeted amount of \$78,000.

Dave Johnson stated the decision to spray would depend on the disease. The Resource Recovery Center staff looks to Michigan State University for guidance.

Dave Johnson informed the board that the Farm Manager, Ted Costigan, has submitted his resignation. Dave Johnson stated this will be a great loss to the county.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright
YES: Jessica Cook, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright
EXCUSED: Kim Cyr
NO: None
Passed 6:0

BPW24/03-018 **(Resource Recovery Center/David Johnson)** Move to approve the Agreement with Tesla Owners Club of Michigan – West, which allows the Club to host a fundraiser for Noah Project and Heaven Can Wait on Resource Recovery Center property (contingent upon the Club’s showing proof of the required insurance), and authorize the County Administrator to sign the same.

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

VOICE VOTE: **Passed**

BPW24/03-019 **(Resource Recovery Center/David Johnson)** Authorize solicitation of bids for Whitehall Township water extension project.

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

VOICE VOTE: **Passed**

BPW24/03-020 **(Administration/Matt Farrar)** Move to apply \$17,948, for the purchase of the two attached easements, to the balance owed to the County from Brightmark, and further authorize the Administrator to sign all appropriate and necessary documents to complete this transaction.

Matthew Farrar stated at one point Brightmark was going to pay for and construct the pipeline to the RRC treatment plant because they were going to be the only user. Brightmark had to secure two (2) easements on Moorland Road. The County is now going to construct the pipeline from Coopersville to the RRC treatment plant and needs those two (2) easements. Matthew Farrar stated they are requesting permission to apply the cost of the two (2) easements to Brightmark’s balance owed to the County.

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

YES: Jessica Cook, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Kim Cyr

NO: None

Passed 6:0

BPW24/03-021 **(Resource Recovery Center/David Johnson)** Move to approve the 1st Amendment to the Timber Sale Agreement with Roger Bazuin & Sons, which adds an additional 13 acres to the timber harvest area, and authorize the Board Chair to sign same.

Dave Johnson stated this would be a shelterwood cut, leaving the best trees.

ACTION: Moved by Commissioner Jessica Cook, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

7. Informational Items

A. Public Works Monthly Report, February 2024

B. Resource Recovery Center Monthly Report, February 2024

8. Unfinished Business

BPW24/02-010 **(Public Works/Wade VandenBosch)** Move to adopt the attached resolution to participate in a Regional Material Management Process and authorize the Administrator to sign the resolution.

ACTION: Moved by Commissioner Jessica Cook, supported by Water Resources Commissioner Brenda Moore

YES: None

EXCUSED: Kim Cyr

NO: Jessica Cook, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

Failed 0:6

9. New Business - None

10. Public Comment - None

11. Final Board Comments - None

12. Adjournment

There being no further business to come before the Board of Public Works, the meeting was adjourned at 4:35 p.m.

Darrell Paige, Chair

**Whitehall Planning Commission
Meeting Minutes
March 2, 2024**

Present

L. Abramson, B. Armstrong, R. Blankstrom, D. Bowyer, A. Church, C. Mahoney, S. Salter

Absent

J. Dillivan J. Holmstrom

Call to Order

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

Agenda

Motion by Salter, second by Blankstrom, CARRIED, to approve the agenda as submitted. All voted yes.

Approval of Minutes

Motion by Salter, second by Church, CARRIED, to approve the February 2024 meeting minutes as submitted. All voted yes.

Communications

- The Master Plan Update was accepted by the Chair to be placed on file.

Public Comment

Unfinished Business


New Business

- 2024 Capital Improvement Plan
Motion by Salter, second by Armstrong, CARRIED, to adopt the 2024 Capital Improvement Plan as submitted. All voted yes.

There was some discussion about the Plan's flexibility dependent on funding and the potential need to borrow for street improvements.

Adjournment

There being no further business, motion by Armstrong, second by Salter, CARRIED, to adjourn the meeting at 6:10 p.m. All voted yes.

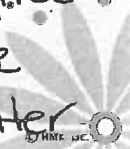


Dear City Council Members.

Thank you for allowing me to present at your meeting in March. We appreciate your continued support to our Senior Center. We are very fortunate to have such an active Senior Center in the White Lake Area. With contributions like yours all things are possible!

Thanks,

Christi Marsh
Executive Director
White Lake
Senior Center



CITY OF WHITEHALL
RESOLUTION 24-13
Warner Street Engineering

- WHEREAS, the City Council previously approved a Professional Service Agreement with Prein & Newhof for Warner Street design engineering.
- WHEREAS, the Project has been awarded and construction has commenced.
- WHEREAS, Prein & Newhof has submitted an amendment to the Professional Service Agreement to cover costs associated with construction management and grant administration in an amount not to exceed \$158,200.
- WHEREAS, the City budgeted \$1.7M for engineering, contractual, and material costs.
- WHEREAS with all costs now known, the project stands at \$1.8M including a contingency of \$44,000.
- WHEREAS, staff is recommending that the \$100,000 shortfall be covered with a budget amendment/transfer from the Major Street Fund which had a FYE23 fund balance of \$670,000 in excess of the target fund balance.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall City Council hereby authorizes the City Manager to sign the amended Professional Service Agreement for Warner Street in an amount not to exceed \$158,200.

BE IT FURTHER RESOLVED

That the Whitehall City Council hereby authorizes a budget amendment by transferring \$100,000 from the Major Street Fund to the Capital Fund.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held Tuesday, April 9, 2024 at 6:00 p.m.
(__ Yes, __ No, __ Absent)

Steven Salter, Mayor

Brenda Bourdon, City Clerk

Memorandum

Date:	April 3, 2024
To:	Scott Huebler Brian Armstrong
Company:	City of Whitehall
From:	Dan Sorek, PE
Project #:	2220852
Re:	Warner Street Construction Engineering

Now that the construction is underway on Warner Street and we have a better picture of the schedule from Terra Contracting, we are providing a cost estimate for the construction phase for the Warner Street Improvement project.

We are estimating an 18-week construction schedule based on the contractor's schedule and plan to have a full time construction observer on site at least 45 hours a day. In addition, this is an MDOT Local Agency Project which requires additional time and resources for tracking hourly wages and a lot of the additional paperwork for project auditing from MDOT.

Our design estimate from April 2022 was \$79,700. We accomplished the design engineering for approximately \$75,700.

The attached Professional Services Agreement Amendment would be for \$158,200 for construction engineering, observation and contract administration. This would be in addition to our existing service agreement of \$79,700. We would like to propose the enclosed amendment to the Engineering Fee of a new amount not to exceed of \$237,900.

Professional Services Agreement Amendment

Amendment Number : 1

Project Name: Warner Street Improvements

P&N Representative: Dan Sorek, PE

Client: City of Whitehall

Client Representative: Scott Huebler

AGREEMENT: The Agreement Amendment modifies the original agreement for professional services dated: April 26, 2022

Client hereby requests and authorizes a change in services in accordance with the following:

SCOPE OF SERVICES MODIFICATION:

Construction engineering and construction administration for Warner Street Improvements from Benston to Slocum.

SCHEDULE OF SERVICES MODIFICATION:

None

BUDGET MODIFICATION:

Construction Engineering - \$158,200
Original Contract for Design Engineering = \$79,700
New Total = \$237,900

METHOD OF COMPENSATION:

- Lump Sum for Defined Scope of Services
- Hourly Billing Rates plus Reimbursable Expenses
- Other:

ADDITIONAL PROVISIONS (IF ANY):

None

Prepared by:

Prein&Newhof, Inc.

Accepted for:

Client _____

By: _____

Print Name: _____

Title: _____

Date: _____

By: _____

Print Name: _____

Title: _____

Date: _____