



WORK SESSION
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
OCTOBER 8, 2024
5:00 p.m.

AGENDA

1. Meeting Called to Order
2. Discussion Items
 - Social District (Salter)
 - First Street Parking Lot Stairs (Sikkenga)
 - Tannery Bay Wetland (Cabala)
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
October 2024**

Social District (Salter)

Should the district and common area be expanded to include the new pocket park and the West Colby? Specific information was not found in regards to amending the boundaries of a social district or commons area. Absent this, it would appear the Council could establish a revised district and common area and submit this to the State Liquor Control Commission for approval in the same manner as establishing the original district and common area.

First Street Parking Lot Stairs (Sikkenga)

The construction of stairs from the First Street parking lot to Lake Street to provide additional access to the lake will be presented to the TIFA Board for inclusion into the FY 25/26 Budget.

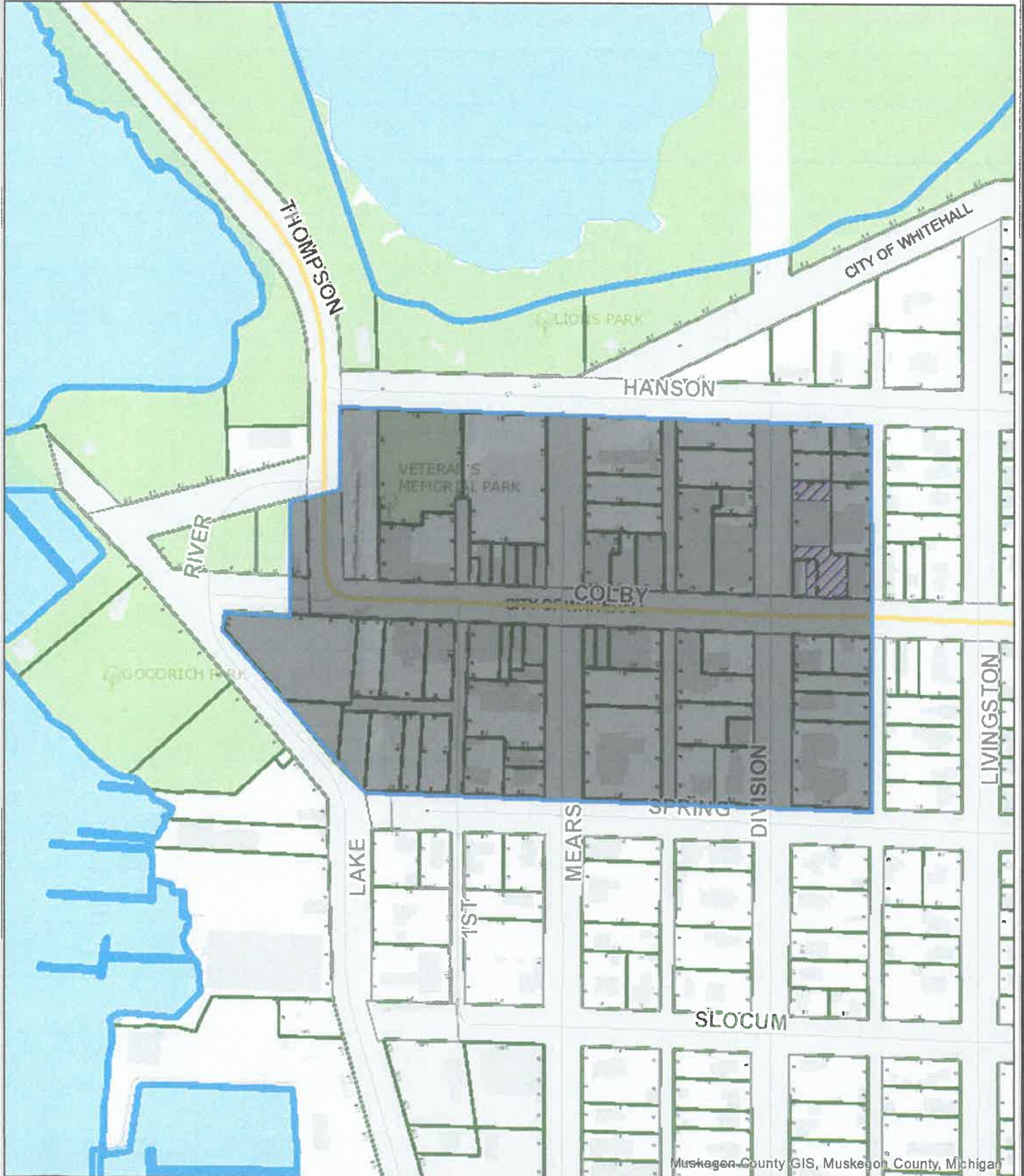
Tannery Bay Wetland (Cabala)

EGLE has issued a permit for work associated with the wetland at Tannery Bay.

Existing Social District

Report generated 10/4/2024 at 9:23:11 AM

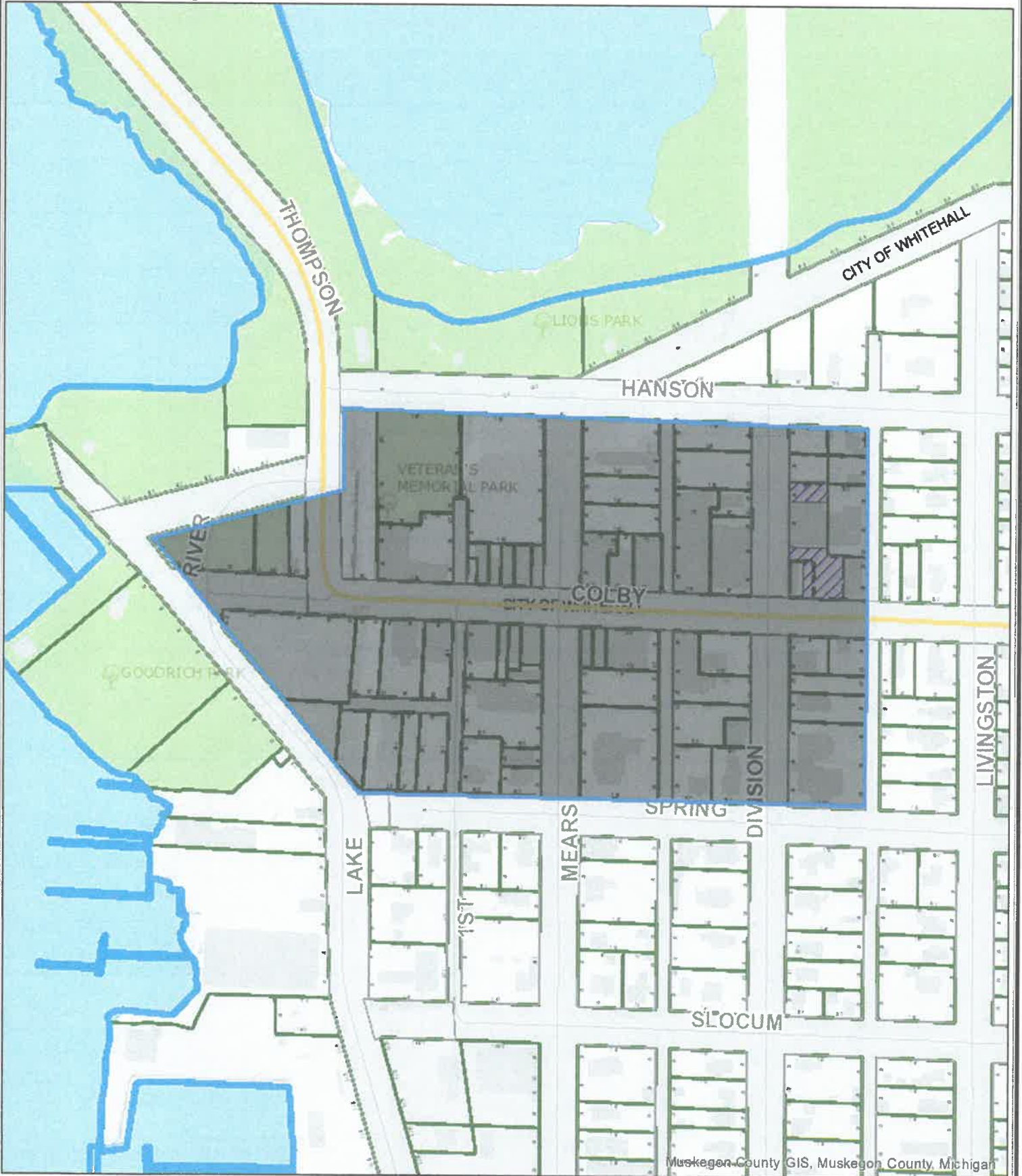
This report has been generated from the Muskegon County GIS Property Viewer. While every effort has been made to provide accurate information, Muskegon County and Muskegon County GIS shall not be held liable for the information presented herein. All data shall be verified by the municipal assessor.



Proposed Social District

Report generated 10/4/2024 at 9:27:28 AM

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NOTICE OF AUTHORIZATION

Permit Number: WRP042829 v. 1

Date Issued: September 25, 2024

Site Name: 61-850 South Lake Street-Whitehall: 13-61-0056-P

Expiration Date: September 25, 2029

The Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, P.O. Box 30458, Lansing, Michigan 48909-7958, under provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended; specifically:

- Part 31, Floodplain Regulatory Authority of the Water Resources Protection.
- Part 303, Wetlands Protection.

Authorized activity:

Authority granted by this permit does not waive any jurisdiction of the United States Army Corps of Engineers or the need for a federal permit, if required.

Place approximately 1,095 cubic yards of clean fill and approximately 198 linear feet of retaining wall within edge of wetland totaling 0.055 acres of impact. Install 12-inch storm water outlet within face of retaining wall with 3 cubic yards of riprap at outlet. Place approximately 297 (not to exceed 300 cubic yards) cubic yards of clean fill below 100-year floodplain.

All work shall be completed in accordance with the attached plans, conservation easement, and the terms and conditions of this permit.

To be conducted at property located in: Muskegon County, Waterbody: Wetland and Floodplain Section 28, Town 12N, Range 17W, City of Whitehall

Permittee:

Mick McGraw
1188 East Paris Avenue
Suite 100
Grand Rapids, MI 49546

Chad Hipshier
Grand Rapids District Office
Water Resources Division
616-260-7271

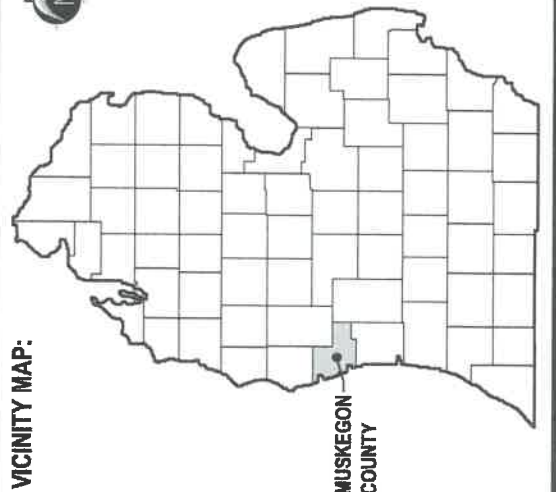
*This notice must be displayed at the site of work.
Laminating this notice or utilizing sheet protectors is recommended.
Please refer to the above permit number with any questions or concerns.*

EGLE
WRP042829 v1.0
Approved
Issued On:09/25/2024
Expires On:09/25/2029

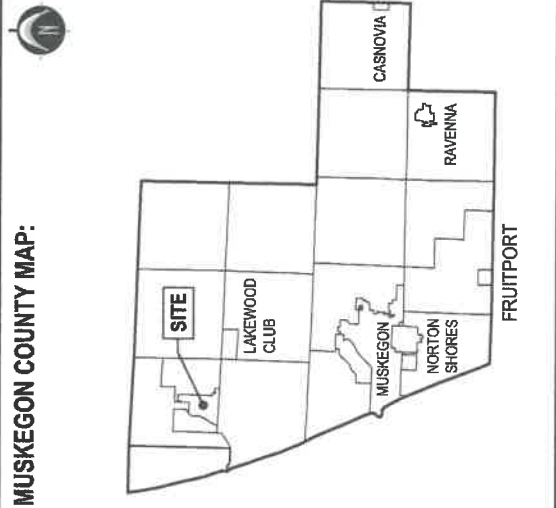
SITE LOCATION MAP:



VICINITY MAP:



MUSKEGON COUNTY MAP:



GRAND RAPIDS DISTRICT OFFICE:

350 Ottawa Ave NW, #10
Grand Rapids, MI 49503-2341

Head north on Michigan St. NW. Go for 39 ft.

Turn left onto Michigan St. NW. Go for 0.3 mi.

Continue on Bridge St. NW. Go for 0.5 mi.

Turn slightly right onto Stocking Ave. NW. Go for 0.6 mi.

Turn left onto Walker Ave. NW. Go for 3.9 mi.

Turn left and take ramp onto I-96 W toward Muskegon. Go for 28.0 mi.

Take exit 1B toward Muskegon/Ludington onto US-31 N. Go for 18.7 mi.

Take exit 128 toward Whitehall/Montague onto US-31-BR (Colby Rd). Go for 0.9 mi.

Continue on E Colby St (US-31-BR). Go for 1.1 mi.

Turn left onto S Mearns Ave. Go for 0.6 mi.

Turn right onto W Muskegon Ave. Go for 0.2 mi.

Turn right onto S Lake St. Go for 69 ft.

850 S Lake St

Whitehall, MI 49461-1544

SHEET INDEX

- 1 SITE LOCATION MAP
- 2 WETLAND/FLOODPLAIN IMPACT DATA TABLE
- 3 OVERALL SITE MAP - PHASE 3
- 4 EXISTING CONDITIONS MAP
- 5 OVERALL LAYOUT PLAN
- 6 DETAIL AREA NO.1
- 7 PROFILE A-A
- 8 PROFILE B-B
- 9 PROFILE C-C

Permit Application Sketches For:

TANNERY BAY
850 E. Lake Street, Whitehall, MI 49461

APPLICANT: **MAPLE STREET INVESTMENTS**

SITE LOCATION MAP

PART OF SECTION 28 & 33, T12N, R17W,
CITY OF WHITEHALL, MUSKEGON COUNTY, MI

DRAWN BY: WDS DATE: 2024.08.24 PRJ NO: 22200178

CHECKED BY: RP

1 OF 9



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730 Chicago Dr
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Phone: 616.393.0449
Grand Rapids, MI 49503

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Expires On: 09/25/2029

WETLAND IMPACT SUMMARY - EGLE APP SECTION 10A & 12

WETLAND FILL						AREA	
LOCATION	TYPE:	APPROX. MAX LENGTH (FEET)	APPROX. MAX WIDTH (FEET)	APPROX. MAX DEPTH (FEET)	APPROX. AVE DEPTH (FEET)	VOLUME (CUBIC YARDS)	ACRES
AREA 'W-1'	DETAIL AREA NO.1	161.6	13.8	13.5	12.2	1,095	0.055
TOTALS						1,095	0.055

FLOODPLAIN IMPACT SUMMARY

FLOODPLAIN FILL	AREA / VOLUME		
	LOCATION	SQUARE FEET	VOLUME (cyd)
FILL AREA '1'	15,774	0.362	297
TOTALS	15,774	0.362	297

TANNERY BAY PHASE 3

WETLAND/FLOODPLAIN IMPACT DATA TABLE

PART OF SECTION 28 & 33, T12N, R17W,
CITY OF WHITEHALL, MUSKEGON COUNTY, MI

DRAWN BY: WDS DATE: 2024.08.24 PRJ NO: 22200178

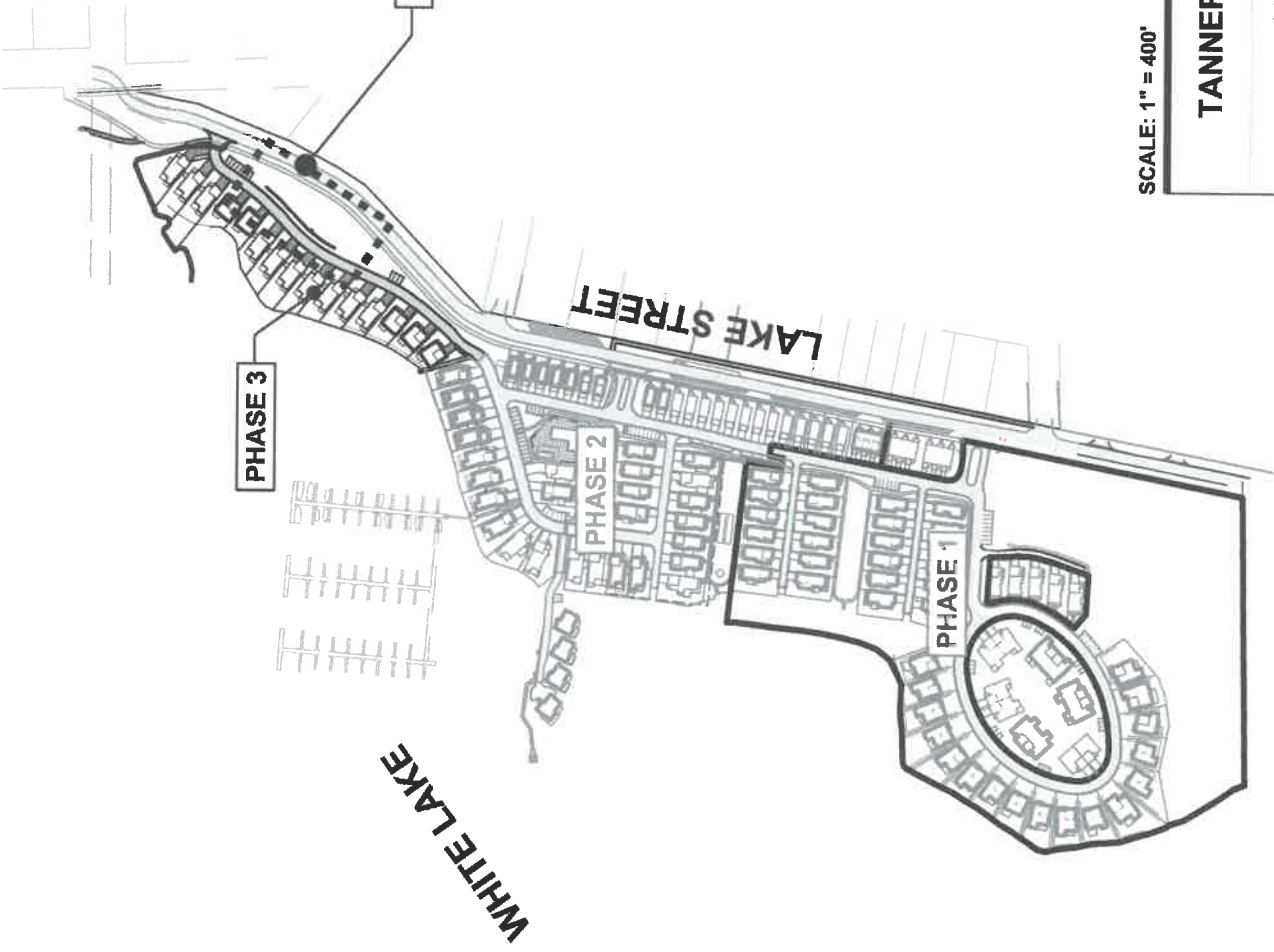
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SCALE: 1" = 400' 0' 200' 400'



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1.0

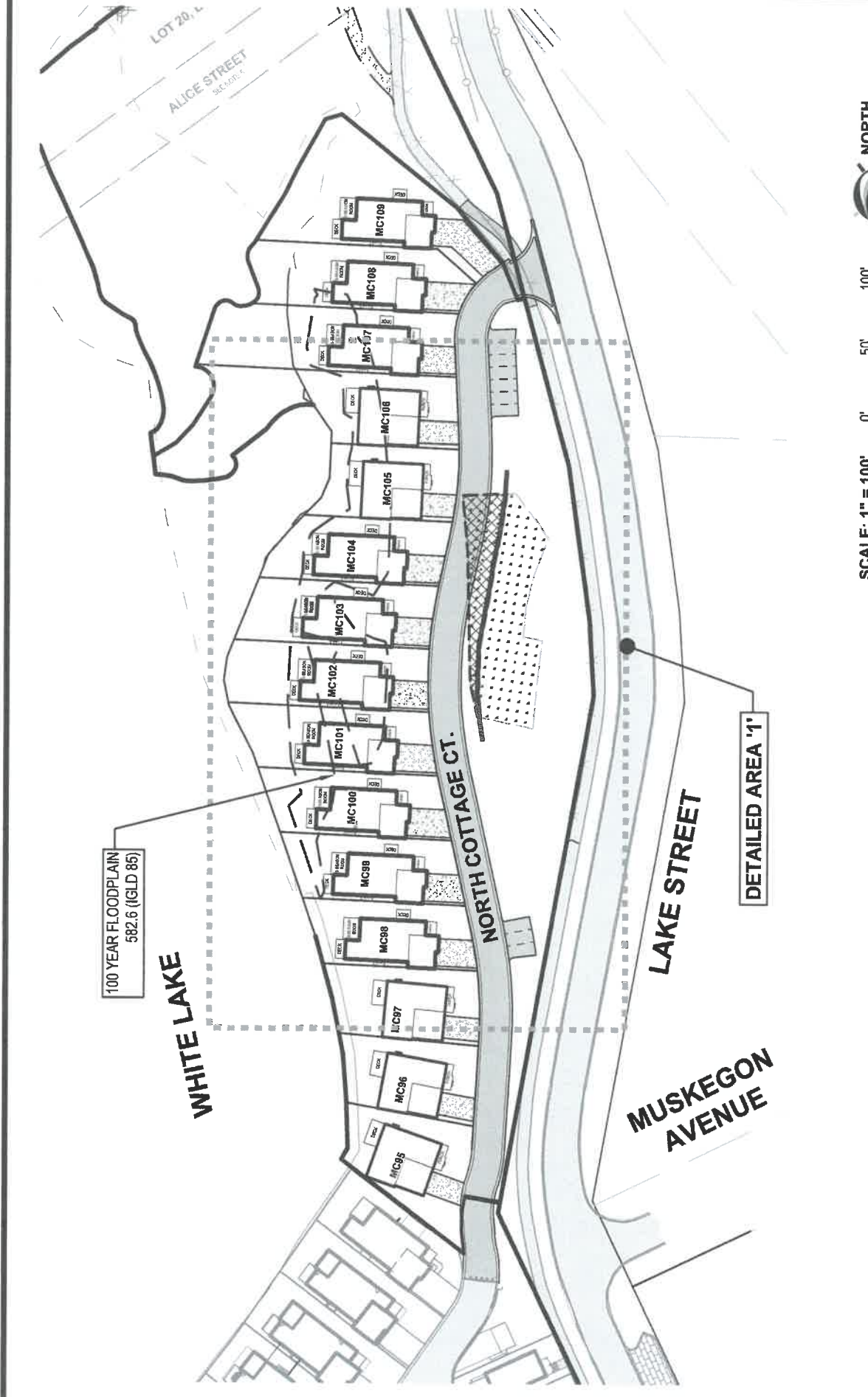
TANNERY BAY PHASE 3

OVERALL SITE MAP

PART OF SECTION 28 & 33, T12N, R17W,
CITY OF WHITEHALL, MUSKEGON COUNTY, MI

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100 YEAR FLOODPLAIN
582.6 (IGLD 85)

WHITE LAKE

NORTH COTTAGE CT.

LAKE STREET

MUSKEGON AVENUE

DETAILED AREA '1'



SCALE: 1" = 100' 0" 50' 100'

LEGEND

- EXISTING CONTOURS
- EXISTING WETLANDS



NEDERVELD

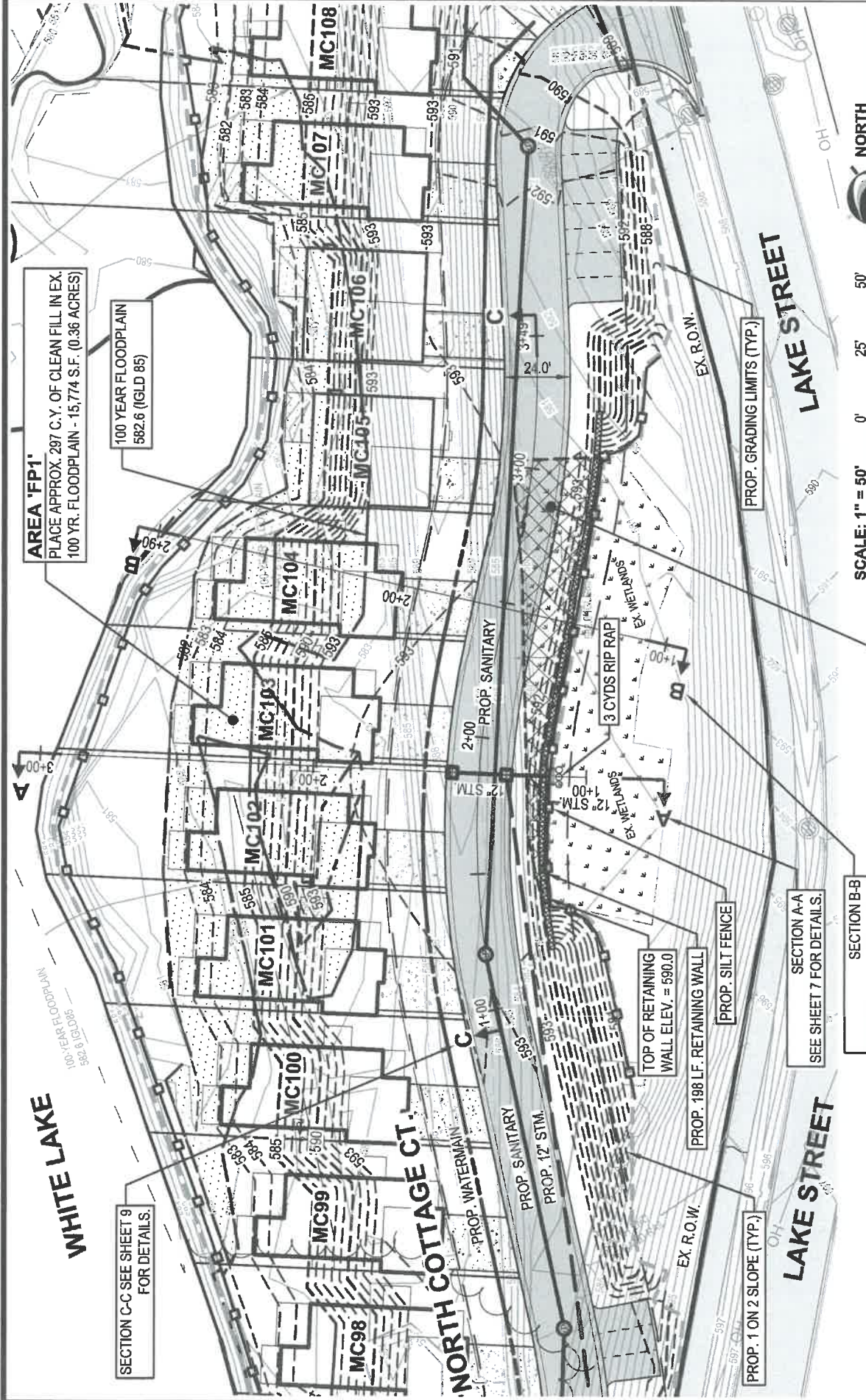
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 Holland
 730 Chicago Dr.
 Holland, MI 49423
 Phone: 616.393.0449

TANNERY BAY PHASE 3

OVERALL SITE LAYOUT - PHASE 3

PART OF SECTION 28 & 33, T12N, R17W,
 CITY OF WHITEHALL, MUSKEGON COUNTY, MI

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NORTH

SCALE: 1" = 50'

0' 25' 50'

TANNERY BAY PHASE 3

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Fax: 616.393.0449
Grand Rapids, MI 49508

DETAILED AREA NO. 1

PART OF SECTION 28 & 33, T12N, R17W,
CITY OF WHITEHALL, MUSKOGON COUNTY, MI

DRAWN BY: WDS **DATE: 2024.08.24** **PRJ NO: 22200178**

CHECKED BY: RP **6 OF 9**

LEGEND

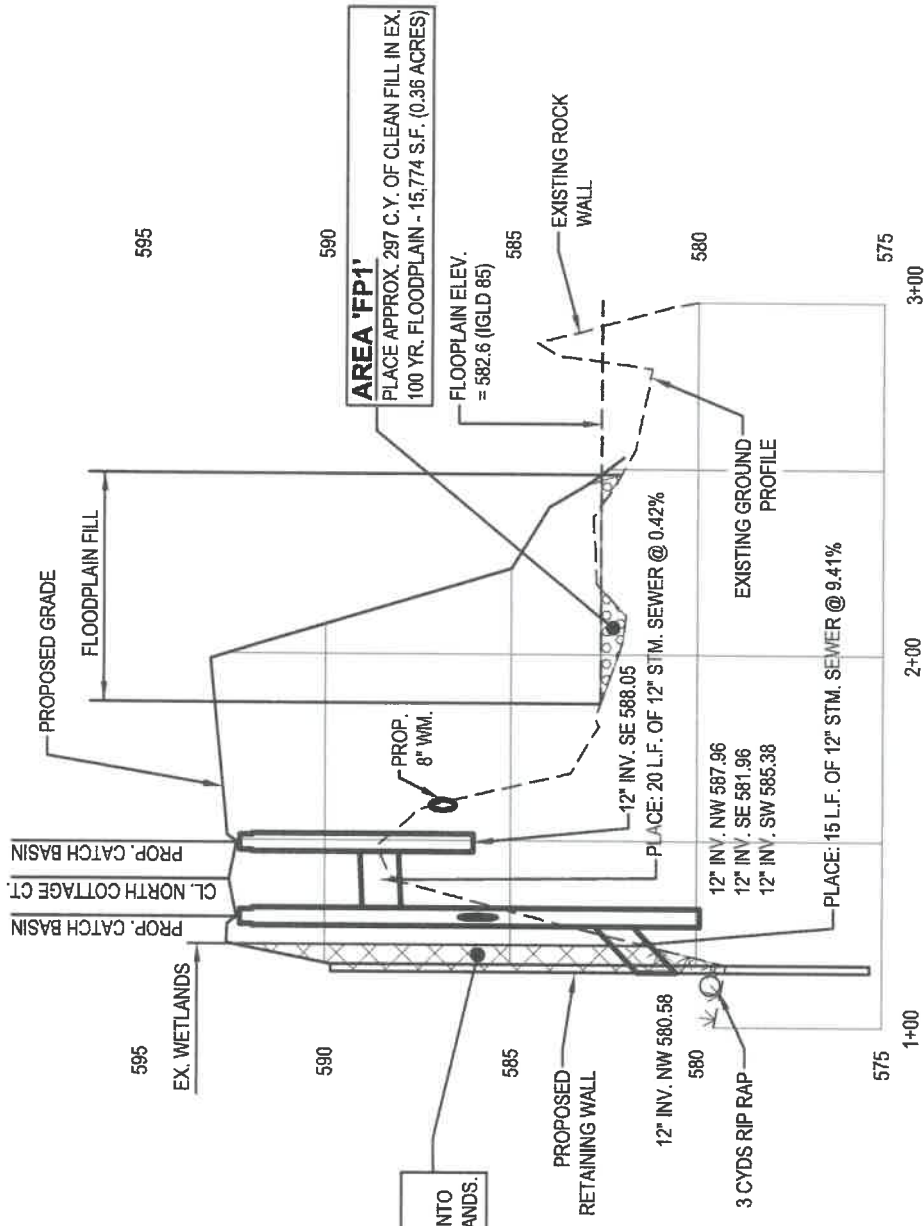
- EXISTING CONTOURS
- EXISTING WETLANDS
- WETLAND FILL
- FLOODPLAIN FILL

AREA 'W-1'
PLACE APPROX. 1,095 C.Y. OF CLEAN FILL INTO 2,414 S.F. (0.08 ACRES) OF EXISTING WETLANDS.

SECTION C-C SEE SHEET 9 FOR DETAILS.

SECTION A-A SEE SHEET 7 FOR DETAILS.

SECTION B-B SEE SHEET 8 FOR DETAILS.



PROFILE A-A

SCALE: HORZ. 1" = 50'
VERT. 1" = 5'

SEE SHEET 6 FOR REFERENCE

LEGEND

-  WETLAND FILL
-  FLOODPLAIN FILL

TANNERY BAY PHASE 3

PROFILE A-A

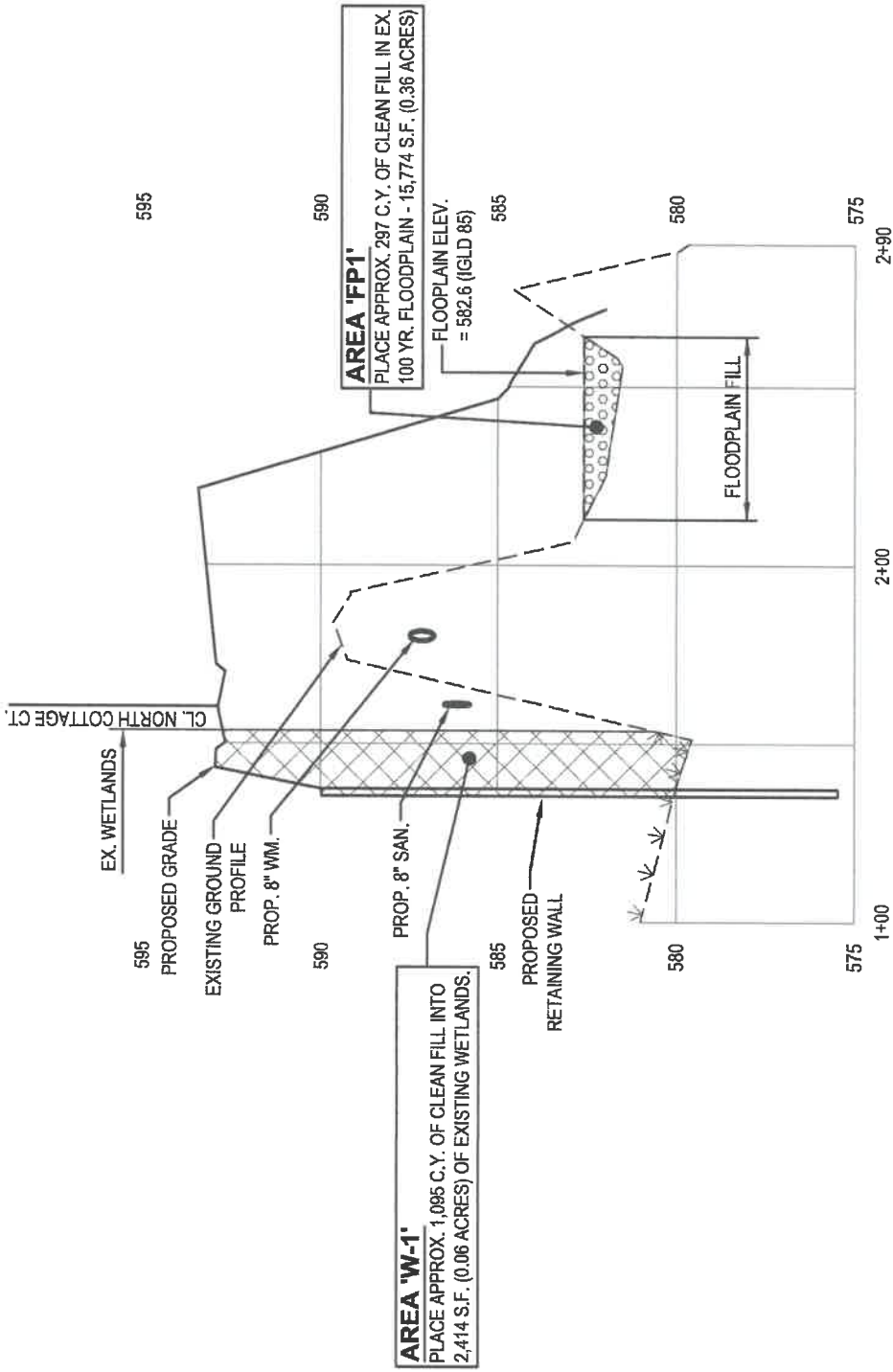
PART OF SECTION 28 & 33, T12N, R17W,
CITY OF WHITEHALL, MUSKEGON COUNTY, MI

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Expires On: 09/25/2029



AREA 'FP1'
 PLACE APPROX. 297 C.Y. OF CLEAN FILL IN EX.
 100 YR. FLOODPLAIN - 15,774 S.F. (0.36 ACRES)

AREA 'W-1'
 PLACE APPROX. 1,095 C.Y. OF CLEAN FILL INTO
 2,414 S.F. (0.06 ACRES) OF EXISTING WETLANDS.

PROFILE B-B

SCALE: HORIZ. 1" = 50'
 VERT. 1" = 5'

SEE SHEET 6 FOR REFERENCE

LEGEND

-  WETLAND FILL
-  FLOODPLAIN FILL

TANNERY BAY PHASE 3

PROFILE B-B

PART OF SECTION 28 & 33, T12N, R17W,
 CITY OF WHITEHALL, MUSKOGON COUNTY, MI

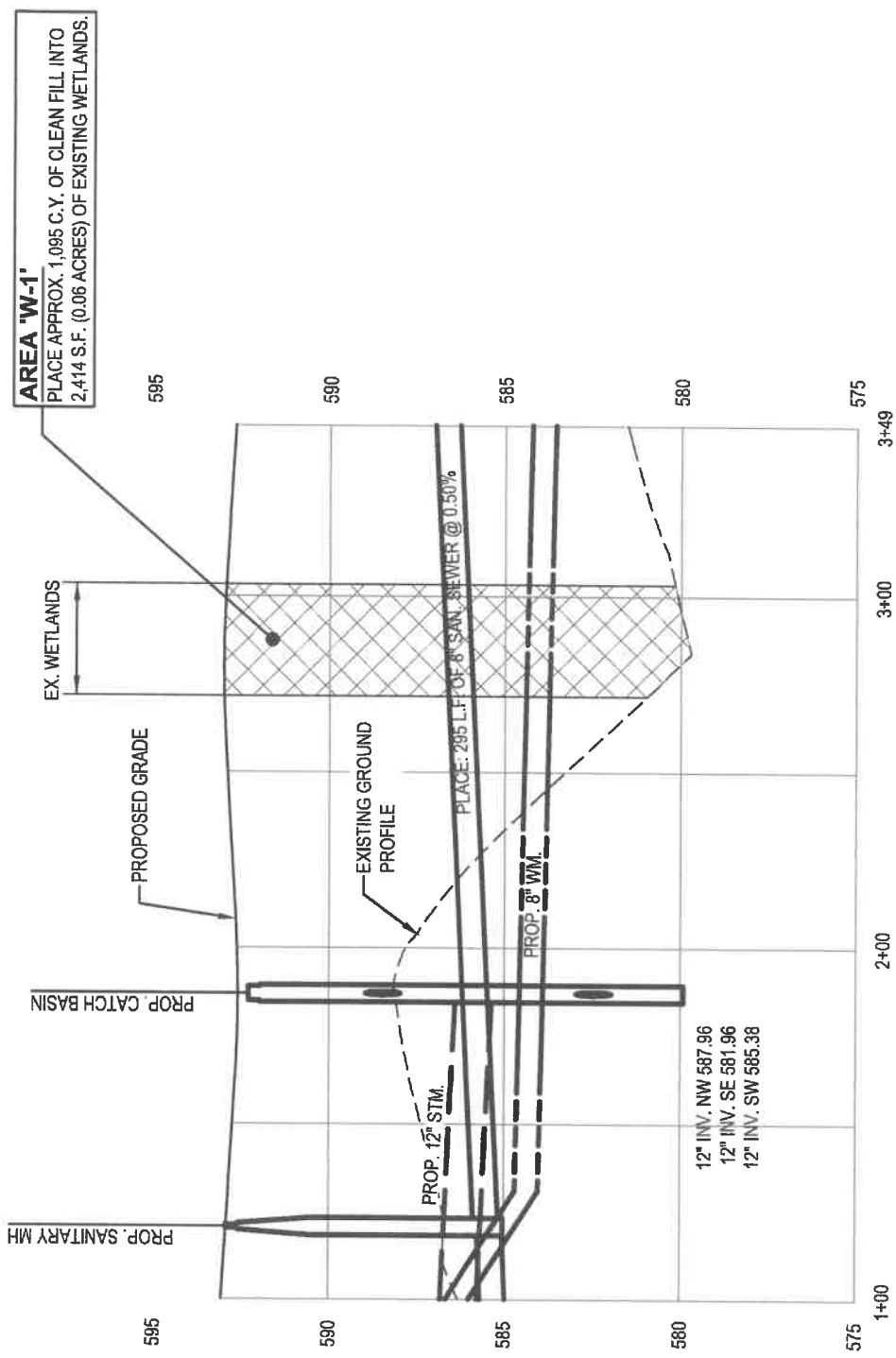
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 Expires On: 09/25/2029



PROFILE C-C

SCALE: HORZ. 1" = 50'
VERT. 1" = 5'

SEE SHEET 6 FOR REFERENCE

LEGEND



WETLAND FILL

TANNERY BAY PHASE 3

PROFILE C-C

PART OF SECTION 28 & 33, T12N, R17W,
CITY OF WHITEHALL, MUSKOGON COUNTY, MI

DRAWN BY: WDS DATE: 2024.08.24 PRJ NO: 22200178

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Expires On: 09/25/2029



**MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
WATER RESOURCES DIVISION
PERMIT**

Issued To:

**Mick McGraw
1188 East Paris Avenue
Suite 100
Grand Rapids, MI 49546**

**Permit No: WRP042829 v.1
Submission No.: HQ6-195J-Z5RE7
Site Name: 61-850 South Lake Street-Whitehall: 13-61-0056-P
Issued: September 25, 2024
Revised:
Expires: September 25, 2029**

This permit is being issued by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), Water Resources Division, under the provisions of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA); specifically:

- Part 303, Wetlands Protection**
- Part 31, Water Resources Protection (Floodplain Regulatory Authority)**

EGLE certifies that the activities authorized under this permit are in compliance with the State Coastal Zone Management Program and certifies without conditions under the Federal Clean Water Act, Section 401 that the discharge from the activities authorized under this permit will comply with Michigan's water quality requirements in Part 31, Water Resources Protection, of the NREPA and associated administrative rules, where applicable.

Permission is hereby granted, based on permittee assurance of adherence to State of Michigan requirements and permit conditions, to:

Authorized Activity:

**Authority granted by this permit does not waive any jurisdiction of the United States Army Corps of Engineers or the need for a federal permit, if required.
Place approximately 1,095 cubic yards of clean fill and approximately 198 linear feet of retaining wall within edge of wetland totaling 0.055 acres of impact. Install 12-inch storm water outlet within face of retaining wall with 3 cubic yards of riprap at outlet. Place approximately 297 (not to exceed 300 cubic yards) cubic yards of clean fill below 100-year floodplain.
All work shall be completed in accordance with the attached plans, conservation easement, and the terms and conditions of this permit.**

Waterbody Affected: Wetland and Floodplain
Property Location: Muskegon County, City of Whitehall,
Town/Range/Section 12N/17W/28,
Property Tax No. 61-22-028-300-0009-00; 61-22-033-0075-00

Authority granted by this permit is subject to the following limitations:

- A. Initiation of any work on the permitted project confirms the permittee's acceptance and agreement to comply with all terms and conditions of this permit.
- B. The permittee, in exercising the authority granted by this permit, shall not cause unlawful pollution as defined by Part 31 of the NREPA.
- C. This permit shall be kept at the site of the work and available for inspection at all times during the duration of the project or until its date of expiration.
- D. All work shall be completed in accordance with the approved plans and specifications submitted with the application and/or plans and specifications attached to this permit.
- E. No attempt shall be made by the permittee to forbid the full and free use by the public of public waters at or adjacent to the structure or work approved.
- F. It is made a requirement of this permit that the permittee give notice to public utilities in accordance with 2013 PA 174 (Act 174) and comply with each of the requirements of Act 174.
- G. This permit does not convey property rights in either real estate or material, nor does it authorize any injury to private property or invasion of public or private rights, nor does it waive the necessity of seeking federal assent, all local permits, or complying with other state statutes.
- H. This permit does not prejudice or limit the right of a riparian owner or other person to institute proceedings in any circuit court of this state when necessary to protect his rights.
- I. Permittee shall notify EGLE within one week after the completion of the activity authorized by this permit.
- J. This permit shall not be assigned or transferred without the written approval of EGLE.
- K. Failure to comply with conditions of this permit may subject the permittee to revocation of permit and criminal and/or civil action as cited by the specific state act, federal act, and/or rule under which this permit is granted.
- L. All dredged or excavated materials shall be disposed of in an upland site (outside of floodplains, unless exempt under Part 31 of the NREPA, and wetlands).
- M. In issuing this permit, EGLE has relied on the information and data that the permittee has provided in connection with the submitted application for permit. If, subsequent to the issuance of a permit, such information and data prove to be false, incomplete, or inaccurate, EGLE may modify, revoke, or suspend the permit, in whole or in part, in accordance with the new information.
- N. The permittee shall indemnify and hold harmless the State of Michigan and its departments, agencies, officials, employees, agents, and representatives for any and all claims or causes of action arising from acts or omissions of the permittee, or employees, agents, or representative of the permittee, undertaken in connection with this permit. The permittee's obligation to indemnify the State of Michigan applies only if the state: (1) provides the permittee or its designated representative written notice of the claim or cause of action within 30 days after it is received by the state, and (2) consents to the permittee's participation in the proceeding on the claim or cause of action. It does not apply to contested case proceedings under the Administrative Procedures Act, 1969 PA 306, as amended, challenging the permit. This permit shall not be construed as an indemnity by the State of Michigan for the benefit of the permittee or any other person.

- O. Noncompliance with these terms and conditions and/or the initiation of other regulated activities not specifically authorized shall be cause for the modification, suspension, or revocation of this permit, in whole or in part. Further, EGLE may initiate criminal and/or civil proceedings as may be deemed necessary to correct project deficiencies, protect natural resource values, and secure compliance with statutes.
- P. If any change or deviation from the permitted activity becomes necessary, the permittee shall request, in writing, a revision of the permitted activity from EGLE. Such revision request shall include complete documentation supporting the modification and revised plans detailing the proposed modification. Proposed modifications must be approved, in writing, by EGLE prior to being implemented.
- Q. This permit may be transferred to another person upon written approval of EGLE. The permittee must submit a written request to EGLE to transfer the permit to the new owner. The new owner must also submit a written request to EGLE to accept transfer. The new owner must agree, in writing, to accept all conditions of the permit. A single letter signed by both parties that includes all the above information may be provided to EGLE. EGLE will review the request and, if approved, will provide written notification to the new owner.
- R. Prior to initiating permitted construction, the permittee is required to provide a copy of the permit to the contractor(s) for review. The property owner, contractor(s), and any agent involved in exercising the permit are held responsible to ensure that the project is constructed in accordance with all drawings and specifications. The contractor is required to provide a copy of the permit to all subcontractors doing work authorized by the permit.
- S. Construction must be undertaken and completed during the dry period of the wetland. If the area does not dry out, construction shall be done on equipment mats to prevent compaction of the soil.
- T. Authority granted by this permit does not waive permit requirements under Part 91, Soil Erosion and Sedimentation Control, of the NREPA, or the need to acquire applicable permits from the County Enforcing Agent (CEA).
- U. Authority granted by this permit does not waive permit requirements under the authority of Part 305, Natural Rivers, of the NREPA. A Natural Rivers Zoning Permit may be required for construction, land alteration, streambank stabilization, or vegetation removal along or near a natural river.
- V. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
- W. Unless specifically stated in this permit, construction pads, haul roads, temporary structures, or other structural appurtenances to be placed in a wetland or on bottomland of the water body are not authorized and shall not be constructed unless authorized by a separate permit or permit revision granted in accordance with the applicable law.
- X. For projects with potential impacts to fish spawning or migration, no work shall occur within fish spawning or migration timelines (i.e., windows) unless otherwise approved in writing by the Michigan Department of Natural Resources, Fisheries Division.
- Y. Work to be done under authority of this permit is further subject to the following special instructions and specifications:
1. Authority granted by this permit does not waive permit or program requirements under Part 91 of the NREPA or the need to acquire applicable permits from the CEA. To locate the Soil Erosion Program Administrator for your county, visit <https://www.michigan.gov/egle/about/organization/water-resources/soil-erosion/sesc-overview> and select "Soil Erosion and Sedimentation Control Agencies".

2. The authority to conduct the activity as authorized by this permit is granted solely under the provisions of the governing act as identified above. This permit does not convey, provide, or otherwise imply approval of any other governing act, ordinance, or regulation, nor does it waive the permittee's obligation to acquire any local, county, state, or federal approval or authorization necessary to conduct the activity.
3. No fill, excess soil, or other material shall be placed in any wetland, floodplain, or surface water area not specifically authorized by this permit, its plans, and specifications.
4. This permit does not authorize or sanction work that has been completed in violation of applicable federal, state, or local statutes.
5. The permit placard shall be kept posted at the work site in a prominent location at all times for the duration of the project or until permit expiration.
6. This permit is being issued for the maximum time allowed and no extensions of this permit will be granted. Initiation of the construction work authorized by this permit indicates the permittee's acceptance of this condition. The permit, when signed by EGLE, will be for a five-year period beginning on the date of issuance. If the project is not completed by the expiration date, a new permit must be sought.
7. The design flood or 1% annual chance (100-year) floodplain elevation at this location on White Lake is 583 feet NAVD88.
8. Any other filling, grading, or construction within the 100-year floodplain will require a separate EGLE permit before starting the work.
9. All fill/backfill shall consist of clean inert material that will not cause siltation nor contain soluble chemicals, organic matter, pollutants, or contaminants. All fill shall be contained in such a manner so as not to erode into any surface water, floodplain, or wetland. All raw areas associated with the permitted activity shall be stabilized with sod and/or seed and mulch, riprap, or other technically effective methods as necessary to prevent erosion.
10. The permittee is cautioned that grade changes resulting in increased runoff onto adjacent property is subject to civil damage litigation.
11. Fill shall not be placed to prevent surface water drainage across the site. Site runoff shall be directed to public or natural drainage ways and not unnaturally discharged onto adjacent properties.
12. All raw earth within 100 feet of a lake, stream, or wetland that is not brought to final stabilization by the end of the active growing season shall be temporarily stabilized with mulch blankets in accordance with the following dates: October 10th for the Lower Peninsula south of US-10.
13. The riprap shall consist of clean stone or rock, (free of paint, soil or other fines, asphalt, metal, soluble chemicals, or organic material) of appropriate weight and dimension necessary to achieve the intended erosion protection from storm water discharge. Broken concrete is not allowed.
14. The conservation easement boundary shall be demarcated by the placement of signs along the perimeter. The signs shall be placed at an adequate frequency, visibility, and height for viewing, made of a suitable material to withstand climatic conditions, and should be replaced as needed. The signs shall include the following language:

WETLAND CONSERVATION EASEMENT
NO CONSTRUCTION OR PLACEMENT OF STRUCTURES ALLOWED.
NO MOWING, CUTTING, FILLING, DREDGING OR
APPLICATION OF CHEMICALS ALLOWED.
MICHIGAN ENVIRONMENTAL GREAT LAKES AND ENERGY

15. Dredging is not authorized by this permit.


EGLE
WRP042829 v.1.0
Approved
Issued On: 09/25/2024
Expires On: 09/25/2029

16. All raw areas in uplands resulting from the permitted construction activity shall be effectively stabilized with sod and/or seed and mulch (or other technology specified by this permit or project plans) in a sufficient quantity and manner to prevent erosion and any potential siltation to surface waters or wetlands. Temporary stabilization measures shall be installed before or upon commencement of the permitted activity and shall be maintained until permanent measures are in place. Permanent measures shall be in place within five (5) days of achieving final grade.
17. Prior to the start of construction, all adjacent non-work wetland areas shall be protected by properly trenched sedimentation barrier to prevent sediment from entering the wetland. Orange construction fencing shall be installed as needed to prohibit construction personnel and equipment from entering or performing work in these areas. Fence shall be maintained daily throughout the construction process. Upon project completion, the accumulated materials shall be removed and disposed of at an upland site, the sedimentation barrier shall then be removed in its entirety and the area restored to its original configuration and cover.
18. If the project, or any portion of the project, is stopped and lies incomplete for any length of time (other than that encountered in a normal work week) every precaution shall be taken to protect the incomplete work from erosion, including the placement of temporary gravel bag riprap, temporary seed and mulch, or other acceptable temporary protection.
19. The permittee and contractors will take steps to minimize the risk of spreading terrestrial and aquatic invasive species during this project and will take measures to prevent spread, where feasible, including:
 - Visually inspecting and removing any plants or mud from footwear (boots, hip-boots, and waders).
 - Visually inspecting and removing and properly disposing of any plants and mud from field equipment (nets, shovels, rakes, etc.) and vehicles.
 - Draining all water from vehicles and equipment, prior to leaving the site and before entering a new waterbody.
 - Thoroughly drying equipment (5-7 days, if possible) between sites, when possible.
 - Disinfecting vehicles and equipment between sites (e.g. diluted bleach solution, heated pressure washer), when possible. Disinfection should be conducted away from surface waters, where the disinfecting solution will not enter any storm sewers and/or surface waters.
 - Typical diluted bleach solution treatment is ½ cup (4 fluid ounces) bleach to 5 gallons of water, applied by spraying or sponge so surface is thoroughly exposed to bleach solution for 10 minutes.
 - Typical heated pressure wash is 140° water temperature, sprayed for 5-10 seconds.
 - Thoroughly washing vehicles and boats between sites (e.g. drive-through car wash).
 - Using only native plants and seed for restorations and best management practices.

If invasive aquatic or terrestrial plants are removed from a site, the permittee will take steps to minimize the spread of these species. Dispose of invasive plant material by bagging and transporting to a landfill, composting, or burning, as appropriate and in compliance with local and state laws.

A "Watch List" of Michigan's high priority aquatic invasive species along with how to report sightings can be found at www.michigan.gov/aquaticinvasives.

20. Upon completion of your project, you must submit the photos to EGLE's Water Resources Division, 350 Ottawa Ave NW, Grand Rapids Michigan, 49503 or Chad Hipshier at Hipshierc@michigan.gov, within 30 days of completion of the project. Staff will use such pictures for monitoring compliance with your permit. Failure to submit these photos is an event of noncompliance.

Issued By: 
Chad Hipshier
Grand Rapids District Office
Water Resources Division
616-260-7271

THIS PERMIT MUST BE SIGNED BY THE PERMITTEE TO BE VALID.

I hereby assure that I have read, am familiar with, and agree to adhere to the terms and conditions of this permit.

Permittee Signature

Date

cc: City of Whitehall Clerk
Muskegon County Health Department
Muskegon County CEA
John Vigna, Agent
Nancy Cuncannan, EGLE



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
OCTOBER 8, 2024
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the September 10 Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications – Muskegon County Public Works Meeting Minutes, Planning Commission Meeting Minutes
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
7. New Business
 - Eagle Scout Project Request, Maggie Derby
 - Resolution 24-33 Lot Split Request
 - Resolution 24-34 Leaf Removal
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.



**CITY COUNCIL
MEETING MINUTES**
Council Chambers
September 24, 2024

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

ABSENT None

ALSO PRESENT Scott Huebler, Will Meier, Roger Squiers

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

APPROVAL OF THE AGENDA

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

Voice Vote: All yeses

MOTION CARRIED

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the September 10, 2024 Council Meeting Minutes
- B. Accounts Payable - \$695,106.64
- C. Communications: Globe Midwest Adjusters Thank You Note, Wastewater Meeting Minutes

Motion by Cabala, seconded by Brown, to approve the Consent Agenda.

Voice Vote: All yeses

MOTION CARRIED

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

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

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

A. Monday's Fan Club Request

Motion by Holmstrom, seconded by Cabala to approve the closure of the north Mears parking lot for Monday evenings from 7 pm – 10 pm starting Memorial Day through Labor Day for the Monday Night Fan Club events.

Voice Vote: 6 yeses, 1 No - Brown

MOTION CARRIED

B. Acutex IFT Public Hearing

Motion by Sikkenga, seconded by Brown, to set the public hearing for the Acutex application for Industrial Facilities Tax Exemption Certificate (IFT) for Tuesday, October 22, 2024 at 6 pm.

Voice Vote: All yeses

MOTION CARRIED

C. Resolution 24-30 Sick Leave Bank

Motion by Holmstrom, seconded by Sikkenga to authorize the use of the former sick leave bank until the balance has been exhausted without additional contributions, for employees with no available earned time off who have personally encountered a catastrophic illness or injury that requires significant time off from work.

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

MOTION CARRIED

D. Resolution 24-31 Marina Rates

Motion by Brown, seconded by Hillebrand to adopt the Waterways Commission Seasonal Schedule 6 and the Transient Schedule G for the 2025 boating season as recommended.

Seasonal 30'	\$2,244
Seasonal 45'	\$3,366
Transient 30'	\$53
Transient 45'	\$79

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

MOTION CARRIED

E. Resolution 24-32 Budget Amendment #1

Motion by Sikkenga, seconded by Holmstrom, to approve the budget amendments as presented.

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

MOTION CARRIED

PUBLIC COMMENT

Montague students introduced themselves for their government class assignment.

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:47 pm.

Respectfully submitted,
Scott Huebler, City Manager

DRAFT

CITY OF WHITEHALL
ACCOUNTS PAYABLE
October 8, 2024

October 2024 Prepays

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$48,428.54	Transfer
IRS	Payroll	\$17,255.28	EFT
Alerus Financial	Payroll	\$6,890.40	EFT
MISDU	Payroll	\$61.84	9310
FOP		\$60.18	9311
Teamsters Local		\$450.00	9312

Total Prepays:

\$73,146.24

Accounts Payable:

\$101,999.63

TOTAL ACCOUNTS PAYABLE

\$175,145.87

Vendor Code	Vendor Name	Description	Amount
HELLE	AMBER L HELLEWELL		
	REIMBURSEMENT	REIMBURSEMENT - COSTUMES - HOBBIT WLYT	179.12
TOTAL FOR: AMBER L HELLEWELL			<u>179.12</u>
TWISS	ASHLEY TWISS		
	REIMBURSEMENT	REIMBURSEMENT - IFT PUBLIC HEARING CERTIFIED	80.55
TOTAL FOR: ASHLEY TWISS			<u>80.55</u>
ASPHA	ASPHALT PAVING INC		
	API-0004324 /43	ASPHALT - 8.08 TONS	646.40
	API-0004360	ASPHALT - 7.76 TONS	620.80
TOTAL FOR: ASPHALT PAVING INC			<u>1,267.20</u>
SCHILLER	BROOK SCHILLER		
	OPTICAL	OPTICAL - BROOK	184.26
	REIMBURSEMENT	MILAGE REIMBURSEMENT - REGISTER OF DEEDS	25.46
	REIMBURSEMENT	MILAGE REIMBURSEMENT - MMTA FALL CONFERENCE	227.80
TOTAL FOR: BROOK SCHILLER			<u>437.52</u>
MAHOC	CHRIS MAHONEY		
	OPTICAL	OPTICAL - CHRIS	250.00
	REIMBURSEMENT	FOOTWEAR REIMBURSEMENT - MAHONEY C	127.20
TOTAL FOR: CHRIS MAHONEY			<u>377.20</u>
CONSU	CONSUMER'S ENERGY		
	STATEMENTS	PUBLIC UTILITIES	6,964.47
TOTAL FOR: CONSUMER'S ENERGY			<u>6,964.47</u>
DAVI	CYNTHIA DAVIS-DYKEMA		
	7654	REIMBURSE - "WRINKLE IN TIME" BOOK - WLYT CLA	10.00
TOTAL FOR: CYNTHIA DAVIS-DYKEMA			<u>10.00</u>
DELTA	DELTA DENTAL		
	R150005976537	DENTAL - OCT-2024	2,224.25
TOTAL FOR: DELTA DENTAL			<u>2,224.25</u>
BOND	DONALD BOND		
	REIMBURSEMENT	WORKWEAR REIMBURSEMENT	150.00
TOTAL FOR: DONALD BOND			<u>150.00</u>
DTE	DTE ENERGY		
	STATEMENT	PUBLIC UTILITIES	442.62
TOTAL FOR: DTE ENERGY			<u>442.62</u>
UBMISC	EGELER DUANE		
	10/03/2024	UB refund for account: 002-00420-00	41.29
TOTAL FOR: EGELER DUANE			<u>41.29</u>
ETNA	ETNA SUPPLY INC		
	S105882809/1058	WATER METERS - HARWOOD FLATS/INVENTORY	8,140.00
	S105884051.001	CLAMPS	338.00
TOTAL FOR: ETNA SUPPLY INC			<u>8,478.00</u>

Vendor Code	Vendor Name	Description	Amount
FRONT	FRONTIER		
	STATEMENT	TELEPHONE 231-893-4708	113.93
TOTAL FOR: FRONTIER			113.93
GILLROY	GILL-ROY'S HARDWARE		
	STATEMENT	HARDWARE PARTS/SUPPLIES/TOOLS	386.75
TOTAL FOR: GILL-ROY'S HARDWARE			386.75
HAVIL	HAVILAND		
	518696/CR516485	QTY 16 - 15 GAL DRUM CHLORINE	1,099.18
TOTAL FOR: HAVILAND			1,099.18
MISC	HEATHER NUMMERDOR		
	REFUND	REFUND - PARKS TENT DEPOSIT 5/18/24 EVENT	50.00
TOTAL FOR: HEATHER NUMMERDOR			50.00
HOME	HOME SERVICES OF WHITE LAKE		
	35133	UPS CHARGES	13.25
TOTAL FOR: HOME SERVICES OF WHITE LAKE			13.25
HYDCO	HYDROCORP METER SALES		
	CI-02697	BI-ANNUAL SERVICE PROGRAM -SEPT-2024- CROSS	970.00
TOTAL FOR: HYDROCORP METER SALES			970.00
KENT EQUIP	KENT EQUIPMENT, INC.		
	P57998	GLASS DOOR - KUBOTA TRACTOR 70-01	954.04
TOTAL FOR: KENT EQUIPMENT, INC.			954.04
KERK	KERKSTRA PORTABLE RESTROOM SERV		
	256823/824/825	PORTABLE RESTROOMS - COVELL/BIKE PATH/SVENSSO	385.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOM SERV			385.00
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS		
	295861647	DIGITAL SUPPORT SERVICE - #368/CITY HALL	23.33
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			23.33
WLBEA	LUDINGTON DAILY NEWS		
	304123206	PUBLISHING - BLT/PUBLIC HEARING	151.65
TOTAL FOR: LUDINGTON DAILY NEWS			151.65
MODEL	MODEL COVERALL SERVICE INC		
	STATEMENT	UNIFORMS - SEPTEMBER-2024	263.08
TOTAL FOR: MODEL COVERALL SERVICE INC			263.08
MOWHI	MONTAGUE-WHITEHALL ROTARY CLUB		
	STATEMENTS	2ND QTR DUES - HUEBLER/BEAMAN	300.00
TOTAL FOR: MONTAGUE-WHITEHALL ROTARY CLUB			300.00
MISC	MOTOROLA SOLUTIONS INC		
	8281974454	BODY CAMERAS (6)	440.00
TOTAL FOR: MOTOROLA SOLUTIONS INC			440.00

Vendor Code	Vendor Name	Description	Amount
MAISD	MUSKEGON AREA STATEMENT	INTERMEDIATE SCHOOLS POSTER PRINTING - WLYT HOBBIT	7.38
TOTAL FOR: MUSKEGON AREA INTERMEDIATE SCHOOLS			7.38
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2400002189	VIRTUAL SERVER & SUPPORT - SEPTEMBER 2024	527.37
	2400002229	VIRTUAL SERVER & SUPPORT - OCTOBER 2024	527.37
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			1,054.74
MUSTWP	MUSKEGON CHARTER TOWNSHIP		
	2400016115	CODE ENFORCEMENT SVCS - OCT-DEC 2024	1,500.00
TOTAL FOR: MUSKEGON CHARTER TOWNSHIP			1,500.00
MUTRE	MUSKEGON COUNTY TREASURER'S		
	205318	HAULED WASTE - 635 GALLONS	37.47
	205660	DOG TAGS - AUGUST-2024	382.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			419.47
PARS	PARSONS SMALL ENGINE SERVICE		
	STATEMENT	TIRE REPAIR/TUBE	69.97
TOTAL FOR: PARSONS SMALL ENGINE SERVICE			69.97
YOUNG	PAUL YOUNG		
	REIMBURSEMENT	REIMBURSEMENT - CDL LICENSE RENEWAL FEE	25.00
TOTAL FOR: PAUL YOUNG			25.00
PELL	PELL'S FARM SERVICE, INC		
	I195848	TIRE - KUBOTA 81-01	255.80
TOTAL FOR: PELL'S FARM SERVICE, INC			255.80
PREIN	PREIN & NEWHOF, PC		
	84328/40/43/44/	ENGINEERING SERVICES-ESA 104 W THOMPSON/W COL	39,169.27
TOTAL FOR: PREIN & NEWHOF, PC			39,169.27
PRHLTH	PRIORITY HEALTH		
	242610094486	HEALTH INSURANCE - OCT-2024	27,828.47
TOTAL FOR: PRIORITY HEALTH			27,828.47
REPC	REPCOLITE PAINTS INC		
	974052/D	LINELAZER SPRAY TIP (2)	102.70
TOTAL FOR: REPCOLITE PAINTS INC			102.70
MISC	ST JUDE'S CHILDREN'S HOSPITAL		
	CONTRACT	TICKET PASS THRU - BANDS FOR THE BRAVE FUNDRA	945.00
TOTAL FOR: ST JUDE'S CHILDREN'S HOSPITAL			945.00
STAND	STANDARD SUPPLY & LUMBER		
	2748538-015	LUMBER - DOWNTOWN SIDEWALKS	7.36
TOTAL FOR: STANDARD SUPPLY & LUMBER			7.36
HELTAY	TAYLOR HELLEWELL		
	09262024	POSTER DESIGN/T-SHIRT DESIGN - WLYT	100.00
	09282024	CLEANING SERVICE - PH 9.28.24	100.00
TOTAL FOR: TAYLOR HELLEWELL			200.00

Vendor Code	Vendor Name	Description	Amount
TRICO	TRI-COUNTY FEED SERVICE INC		
	67693/2	STRAW BALE (1) - CITY HALL FALL DECOR	8.49
TOTAL FOR: TRI-COUNTY FEED SERVICE INC			8.49
QUINN	TYLER J QUINN		
	CONTRACT	WLYT - PROGRAM LEADER	50.00
TOTAL FOR: TYLER J QUINN			50.00
USABL	USA BLUE BOOK/HD SUPPLY		
	INV00486892	SWIVEL ADAPTER W/SCREEN - HOWMET PLANT #10	276.16
TOTAL FOR: USA BLUE BOOK/HD SUPPLY			276.16
WMBUR	WEST MICHIGAN BURIAL VAULT CO		
	014656	FOUNDATIONS	242.00
TOTAL FOR: WEST MICHIGAN BURIAL VAULT CO			242.00
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT		45.16
TOTAL FOR: WHITE LAKE AUTOMOTIVE			45.16
WLEXC	WHITE LAKE EXCAVATING		
	98253	ROAD GRAVEL - 8.77 TONS	175.40
TOTAL FOR: WHITE LAKE EXCAVATING			175.40
WORK	WORKPLACE HEALTH WHITEHALL		
	300208	PHYSICAL/DRUG SCREEN- DITTBERNER / DOT PHYSIC	357.50
TOTAL FOR: WORKPLACE HEALTH WHITEHALL			357.50
PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			
MISC	AMAZON.COM		
	113-0351869-034	DOG WASTE STATIONS (2) - FUNNELL	372.38
	113-3424995-291	PAINT - DIRECT TO METAL	46.45
	113-5543289-640	METAL PREP CLEANER/WINDOW PRIVACY FILM	43.72
	113-5610824-086	DOG WASTE DISPENSER	87.99
TOTAL FOR: AMAZON.COM			550.54
MISC	BOYNE MOUNTAIN RESORT		
	14C516	LODGING - MMTA CONFERENCE - SEAVER/SCHILLER	274.80
TOTAL FOR: BOYNE MOUNTAIN RESORT			274.80
MISC	CADDILAC NUTRITION		
	7740	MEALS - SEAVER/SCHILLER -MMTA CONFERENCE	22.56
TOTAL FOR: CADDILAC NUTRITION			22.56
MISC	LAKEVIEW HOTEL MACKINAC		
	55842011-1	LODGING - MML CONFERENCE - CABALA	441.45
TOTAL FOR: LAKEVIEW HOTEL MACKINAC			441.45
LIFELOC	LIFELOC TECHNOLOGIES INC		
	25187 / ERP 266	MOUTHPIECES (250)	74.00
TOTAL FOR: LIFELOC TECHNOLOGIES INC			74.00

Vendor Code	Vendor Name	Description	Amount
MRWA	MRWA		
	2020-12387	WATER CLASS REGISTRATION - CHURCH/ARKEMA	720.00
TOTAL FOR: MRWA			720.00
MISC	QUEENSBORO INDUSTRIES		
	2205178	UNIFORM SHIRTS	78.61
TOTAL FOR: QUEENSBORO INDUSTRIES			78.61
ORKIN	ROLLINS, INC		
	264816408	PEST TREATMENT	120.99
TOTAL FOR: ROLLINS, INC			120.99
SAMS	SAM'S CLUB/GECF		
	10208835841	MULTIFOLD TOWELS/TOILET CLEANER/DUSTING SPRAY	51.69
	675094614458400	CONCESSIONS SUPPLIES/TP/PTOWELS	181.54
TOTAL FOR: SAM'S CLUB/GECF			233.23
MISC	SPOTIFY		
	249468848512610	SUBSCRIPTION - MONTHLY FEE- OCTOBER 2024	11.99
TOTAL FOR: SPOTIFY			11.99
MISC	TROUT TAVERN & EATERY		
	25639G	MEALS - SEAVER/SCHILLER MMTA CONFERENCE	55.02
TOTAL FOR: TROUT TAVERN & EATERY			55.02
USPOS	UNITED STATES POSTMASTER		
	830	CERTIFIED POSTAGE - TAX COMMISSION	8.95
	856	STAMPS (11/100 ROLLS) - ELECTIONS	786.00
TOTAL FOR: UNITED STATES POSTMASTER			794.95
WALMART	WALMART		
	988773087761684	HOSPITALITY - AUDITORS	37.13
	STATEMENTS	PUMPKINS - FALL DECOR	18.24
TOTAL FOR: WALMART			55.37
W MI	WEST MICHIGAN LOCK & DOOR		
	803846	KEYS (6)	23.82
TOTAL FOR: WEST MICHIGAN LOCK & DOOR			23.82
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			3,457.33

TOTAL - ALL VENDORS 101,999.63

FUND TOTALS:

Fund 101 - GENERAL OPERATING FUND	44,466.18
Fund 202 - MAJOR STREET FUND	653.10
Fund 203 - LOCAL STREET FUND	655.85
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1	2,398.32
Fund 249 - BUILDING INSPECTION DEPARTMENT	1,500.00
Fund 401 - CAPITAL PROJECTS FUND	33,570.25
Fund 580 - PLAYHOUSE	1,918.57
Fund 590 - SEWER FUND	3,112.26
Fund 591 - WATER FUND	12,150.97
Fund 594 - MARINA FUND	98.54
Fund 661 - MOTOR POOL FUND	1,475.59

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 POST DATES 10/04/2024 - 10/04/2024
 UNJOURNALIZED
 OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE
 CITY COUNCIL MEETING OF OCTOBER 8, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 247					
101-000-222.100	DOG TAGS - AUGUST-2024	MUSKEGON COUNTY TREASURE	09/30/24	205660	382.00
101-000-238.000	REFUND - PARKS TENT DEPOSIT 5/1	HEATHER NUMMERDOR	01/11/24	REFUND	50.00
		Total For Dept 000 247			432.00
Dept 101 CITY COUNCIL					
101-101-760.000	LODGING - MML CONFERENCE - CABA	LAKEVIEW HOTEL MACKINAC	09/13/24	55842011-1	441.45
		Total For Dept 101 CITY COUNCIL			441.45
Dept 172 ADMINISTRATION					
101-172-728.000	REIMBURSE - CERTIFIED MAIL IFT	ASHLEY TWISS	09/25/24	REIMBURSEMENT	80.55
101-172-770.000	MEMBERSHIPS & DUES-Q2 HUEBLER	MONTAGUE-WHITEHALL ROTAR	03/31/24	STATEMENTS	150.00
101-172-818.000	VIRTUAL SERVER & SUPPORT -OCT 2	MUSKEGON CENTRAL DISPATC	10/01/24	2400002229	527.37
101-172-818.000	VIRTUAL SERVER & SUPPORT - SEPT	MUSKEGON CENTRAL DISPATC	09/01/24	2400002189	527.37
101-172-850.000	TELEPHONE - 231.893.4708	FRONTIER	09/20/24	STATEMENT	56.97
101-172-880.000	MILAGE REIMBURSEMENT - REGISTER	BROOK SCHILLER	10/04/24	REIMBURSEMENT	25.46
101-172-880.000	MILAGE REIMBURSE - MMTA FALL CO	BROOK SCHILLER	09/26/24	REIMBURSEMENT	227.80
101-172-935.000	DIGITAL SUPPORT SERVICE - #368/	KONICA MINOLTA BUSINESS	09/16/24	295861647	23.33
101-172-962.000	HOSPITALITY - AUDITORS	WALMART	09/29/24	98877308776168496806	12.38
		Total For Dept 172 ADMINISTRATION			1,631.23
Dept 215 CITY CLERK					
101-215-905.000	PUBLISHING - BLT/PUBLIC HEARING	LUDINGTON DAILY NEWS	09/30/24	304123206	151.65
		Total For Dept 215 CITY CLERK			151.65
Dept 253 TREASURER					
101-253-760.000	LODGING - MMTA CONFERENCE - SEA	BOYNE MOUNTAIN RESORT	09/25/24	14C516	274.80
101-253-760.000	MEALS - SEAVER/SCHILLER -MMTA C	CADDILAC NUTRITION	09/25/24	7740	22.56
101-253-760.000	CONFERENCES & WORKSHOPS	TROUT TAVERN & EATERY	09/22/24	25639G	55.02
		Total For Dept 253 TREASURER			352.38
Dept 262 ELECTIONS					
101-262-728.000	STAMPS (11/100 ROLLS) - ELECTIO	UNITED STATES POSTMASTER	09/23/24	856	786.00
		Total For Dept 262 ELECTIONS			786.00
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	WINDOW PRIVACY FILM	AMAZON.COM	09/19/24	113-5543289-6402622	15.72
101-265-757.000	FLORESCENT TUBE BULB (2)	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	9.44
101-265-757.000	MULTIFOLD TOWELS BOX	SAM'S CLUB/GEFC	09/10/24	10208835841	51.69
101-265-757.000	STRAW BALE (1) - CITY HALL FALL	TRI-COUNTY FEED SERVICE	10/01/24	67693/2	8.49
101-265-757.000	PUMPKINS - FALL DECOR	WALMART	09/30/24	STATEMENTS	18.24
101-265-757.000	KEYS (6)	WEST MICHIGAN LOCK & DOO	09/06/24	803846	23.82
101-265-775.000	TOILET FLUSH LEVER	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	13.93
101-265-920.000	PUBLIC UTILITIES/910021159454	DTE ENERGY	09/23/24	STATEMENT	60.85
		Total For Dept 265 CITY HALL BLDG & GROUNDS			202.18
Dept 270 FRINGE BENEFITS					
101-270-719.450	WORKWEAR REIMBURSEMENT - BOND	DONALD BOND	09/25/23	REIMBURSEMENT	150.00
101-270-719.450	UNIFORMS - SEPTEMBER-2024	MODEL COVERALL SERVICE I	09/03/24	STATEMENT	232.60
101-270-719.600	FRINGE-HEALTH INS	PRIORITY HEALTH	09/16/24	242610094486	26,899.43
101-270-719.601	FRINGE BENEFITS-RETIREE HEALTH	PRIORITY HEALTH	09/16/24	242610094486	929.04
101-270-719.605	DENTAL INSURANCE - OCT-2024	DELTA DENTAL	10/01/24	R150005976537	2,224.25
101-270-719.650	OPTICAL - BROOK	BROOK SCHILLER	10/04/24	OPTICAL	184.26

CITY OF WHITEHALL ACCOUNTS PAYABLE
 CITY COUNCIL MEETING OF OCTOBER 8, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 270 FRINGE BENEFITS					
101-270-719.650	OPTICAL - CHRIS	CHRIS MAHONEY	09/24/24	OPTICAL	250.00
101-270-719.685	REIMBURSEMENT - CDL LICENSE REN	PAUL YOUNG	09/13/24	REIMBURSEMENT	25.00
101-270-719.685	DOT PHYSICAL - YOUNG	WORKPLACE HEALTH WHITEHA	09/24/24	300208	100.00
		Total For Dept 270 FRINGE BENEFITS			30,994.58
Dept 301 POLICE					
101-301-757.000	MOUTHPIECES (250)	LIFELOC TECHNOLOGIES INC	09/09/23	25187 / ERP 266702	74.00
101-301-759.000	FOOTWEAR REIMBURSEMENT - MAHONEY	CHRIS MAHONEY	09/23/23	REIMBURSEMENT	127.20
101-301-759.000	UNIFORM SHIRTS	QUEENSBORO INDUSTRIES	09/24/24	2205178	78.61
101-301-835.000	PHYSICAL/DRUG SCREEN - DITTBERN	WORKPLACE HEALTH WHITEHA	09/24/24	300208	257.50
101-301-850.000	TELEPHONE - 231.893.4708	FRONTIER	09/20/24	STATEMENT	56.96
101-301-976.000	BODY CAMERAS (6)	MOTOROLA SOLUTIONS INC	09/06/24	8281974454	440.00
		Total For Dept 301 POLICE			1,034.27
Dept 444 SIDEWALKS					
101-444-775.000	RENTAL - BULL FLOAT	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	11.00
		Total For Dept 444 SIDEWALKS			11.00
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES/103033655079	CONSUMER'S ENERGY	09/23/24	STATEMENTS	6,906.79
		Total For Dept 448 STREET LIGHTING			6,906.79
Dept 567 CEMETERY					
101-567-920.000	PUBLIC UTILITIES/910021159306	DTE ENERGY	09/23/24	STATEMENT	44.83
101-567-932.000	FOUNDATIONS	WEST MICHIGAN BURIAL VAU	09/01/24	014656	242.00
		Total For Dept 567 CEMETERY			286.83
Dept 701 PLANNING DEPARTMENT					
101-701-728.000	CERTIFIED POSTAGE - TAX COMMISS	UNITED STATES POSTMASTER	09/05/24	830	8.95
		Total For Dept 701 PLANNING DEPARTMENT			8.95
Dept 751 PARKS DEPARTMENT					
101-751-757.000	DOG WASTE STATIONS (2) - FUNNEL	AMAZON.COM	09/12/24	113-0351869-0341861	372.38
101-751-775.000	GOODRICH - IRRIGATION PARTS	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	0.71
101-751-818.000	PORTABLE RESTROOM - SVENSSON	KERKSTRA PORTABLE RESTRO	10/01/24	256823/824/825	230.00
		Total For Dept 751 PARKS DEPARTMENT			603.09
Dept 753 PATHWAY					
101-753-757.000	DOG WASTE DISPENSER	AMAZON.COM	09/12/24	113-5610824-0867419	87.99
101-753-757.000	ASPHALT - 2.02 TONS	ASPHALT PAVING INC	09/12/24	API-0004324 /4320	323.20
101-753-775.000	EXTERIOR HARDWARE	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	15.29
101-753-818.000	PORTABLE RESTROOM - WL BIKE PAT	KERKSTRA PORTABLE RESTRO	10/01/24	256823/824/825	155.00
		Total For Dept 753 PATHWAY			581.48
Dept 756 119 S BALDWIN ST					
101-756-920.000	PUBLIC UTILITIES/910021159793	DTE ENERGY	09/23/24	STATEMENT	42.30
		Total For Dept 756 119 S BALDWIN ST			42.30
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
		Total For Fund 101 GENERAL OPERATING FUND			44,466.18

CITY OF WHITEHALL ACCOUNTS PAYABLE
 CITY COUNCIL MEETING OF OCTOBER 8, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT					
202-463-757.000	ASPHALT - 1 TON	ASPHALT PAVING INC	09/12/24	API-0004324 /4320	80.40
202-463-757.000	ASPHALT - 3.88 TONS	ASPHALT PAVING INC	09/16/24	API-0004360	310.40
202-463-757.000	INDUSTRIAL SPRAYER	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	35.55
202-463-757.000	LINELAZER SPRAY TIP (2)	REPCOLITE PAINTS INC	09/06/24	974052/D	51.35
202-463-757.000	GRAVEL - BALDWIN ST - FOOT BRID	WHITE LAKE EXCAVATING	09/30/24	98253	175.40
		Total For Dept 463 ROUTINE MAINT			653.10
		Total For Fund 202 MAJOR STREET FUND			653.10
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINT					
203-463-757.000	ASPHALT - 1 TON	ASPHALT PAVING INC	09/12/24	API-0004324 /4320	242.80
203-463-757.000	ASPHALT - 3.88 TONS	ASPHALT PAVING INC	09/16/24	API-0004360	310.40
203-463-757.000	INDUSTRIAL SPRAYER	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	51.30
203-463-757.000	LINELAZER SPRAY TIP (2)	REPCOLITE PAINTS INC	09/06/24	974052/D	51.35
		Total For Dept 463 ROUTINE MAINT			655.85
		Total For Fund 203 LOCAL STREET FUND			655.85
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247					
247-000-818.600-D22	ENVIRONMENTAL ASSESSMENT--104 W PREIN & NEWHOF, PC		08/08/24	84328/40/43/44/45	2,295.92
		Total For Dept 000 247			2,295.92
Dept 525 DOWNTOWN STREETScape					
247-525-757.000	LUMBER - DOWNTOWN SIDEWALKS	STANDARD SUPPLY & LUMBER	09/16/24	2748538-015	7.36
247-525-920.000	PUBLIC UTILITIES/100102691894	CONSUMER'S ENERGY	09/23/24	STATEMENTS	28.76
247-525-920.000	PUBLIC UTILITIES/920030385842	DTE ENERGY	09/23/24	STATEMENT	66.28
		Total For Dept 525 DOWNTOWN STREETScape			102.40
		Total For Fund 247 TAX INCREMENT FINANCE AUTHOR			2,398.32
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247					
249-000-818.200	CODE ENFORCEMENT SVCS - OCT-DEC MUSKEGON CHARTER TOWNSHI		10/01/24	2400016115	1,500.00
		Total For Dept 000 247			1,500.00
		Total For Fund 249 BUILDING INSPECTION DEPARTME			1,500.00
Fund 401 CAPITAL PROJECTS FUND					
Dept 000 247					
401-000-820.000-E22	ENGINEERING FEES - WARNER	PREIN & NEWHOF, PC	08/08/24	84328/40/43/44/45	33,570.25
		Total For Dept 000 247			33,570.25
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-757.000	TOILET PAPER/PAPER TOWEL	SAM'S CLUB/GEFC	09/13/24	67509461445840031036	56.96
580-000-757.410	REIMBURSEMENT - COSTUMES - HOB	AMBER L HELLEWELL	09/24/24	REIMBURSEMENT	179.12
580-000-757.410	REIMB- WRINKLE IN TIME BOOK - C	CYNTHIA DAVIS-DYKEMA	09/21/24	7654	10.00
580-000-757.410	POSTER PRINTING - WLYT HOBBIT	MUSKEGON AREA INTERMEDIA	09/26/24	STATEMENT	7.38
		Total For Fund 401 CAPITAL PROJECTS FUND			33,570.25

UNJOURNALIZED
 OPEN

CITY OF WHITEHALL ACCOUNTS PAYABLE
 CITY COUNCIL MEETING OF OCTOBER 8, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-757.410	POSTER DESIGN/T-SHIRT DESIGN	TAYLOR HELLEWELL	09/26/24	09262024	100.00
580-000-757.410	WLYT - PROGRAM LEADER	TYLER J QUINN	09/20/24	CONTRACT	50.00
580-000-757.500	CONCESSIONS - SODAS	SAM'S CLUB/GEFC	09/13/24	67509461445840031036	124.58
580-000-770.000	MEMBERSHIPS & DUES-Q2 BRAMAN	MONTAGUE-WHITEHALL ROTAR	03/31/24	STATEMENTS	150.00
580-000-775.000	PLUG - GAS LINE	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	1.70
580-000-818.500	TICKET PASS THRU - BANDS FOR TH	ST JUDE'S CHILDREN'S HOS	12/21/23	CONTRACT	945.00
580-000-818.600	SUBSCRIPTION - MONTHLY FEE- OCT	SPOTIFY	09/30/24	249468848512610713	11.99
580-000-818.800	CLEANING SERVICE - PH 9.28.24	TAYLOR HELLEWELL	09/28/24	09282024	100.00
580-000-920.000	PUBLIC UTILITIES/910021159660	DTE ENERGY	09/23/24	STATEMENT	60.85
580-000-931.000	PEST TREATMENT	ROLLINS, INC	09/09/24	264816408	120.99
	Total For Dept 000 247				1,918.57
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION					
590-550-962.000	HOSPITALITY - AUDITORS	WALMART	09/29/24	98877308776168496806	12.37
	Total For Fund 580 PLAYHOUSE				1,918.57
Dept 554 SEWER PUMPING					
590-554-757.000	NOTEBOOKS	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	9.96
590-554-775.000	LS #1 - NUTS/BOLTS/CABLE	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	9.51
590-554-818.000	HAULED WASTE - 635 GALLONS	MUSKOGON COUNTY TREASURE	09/15/24	205318	37.47
590-554-920.000	PUBLIC UTILITIES/100094991039	CONSUMER'S ENERGY	09/23/24	STATEMENTS	28.92
590-554-920.000	PUBLIC UTILITIES/910021159892	DTE ENERGY	09/23/24	STATEMENT	38.93
	Total For Dept 554 SEWER PUMPING				124.79
Dept 559 SEWER CONSTRUCTION					
590-559-820.000-E23	ENGINEERING FEES - COLBY SEWER	PREIN & NEWHOF, PC	08/08/24	84328/40/43/44/45	2,975.10
	Total For Dept 559 SEWER CONSTRUCTION				2,975.10
Fund 591 WATER FUND					
Dept 000 247					
591-000-082.000	SWIVEL ADAPTER- HWMT#10 (DUE FR	USA BLUE BOOK/HD SUPPLY	09/17/24	INV00486892	276.16
591-000-202.100	Water	EGELER DUANE	10/03/24	10/03/2024	41.29
	Total For Dept 000 247				317.45
Dept 540 WATER ADMINISTRATION					
591-540-760.000	WATER CLASS REGISTRATION - CHUR	MRWA	09/30/24	2020-12387	720.00
591-540-820.000	ENGINEERING FEES - DWAM	PREIN & NEWHOF, PC	08/08/24	84328/40/43/44/45	328.00
	Total For Dept 540 WATER ADMINISTRATION				1,048.00
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-962.000	HOSPITALITY - AUDITORS	WALMART	09/29/24	98877308776168496806	12.38
	Total For Dept 542 WATER CUSTOMER ACCOUNTS				12.38
Dept 546 WATER SOURCE PLANT					
591-546-757.000	QTY 16 - 15 GAL DRUM	HAVILAND	09/24/24	518696/CR516485	1,099.18
591-546-775.000	GROUND CLOTH/CAULK	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	104.15
591-546-818.100	UPS CHARGES	HOME SERVICES OF WHITE L	10/01/24	35133	13.25

CITY OF WHITEHALL ACCOUNTS PAYABLE
 CITY COUNCIL MEETING OF OCTOBER 8, 2024

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 591 WATER FUND					
Dept 546 WATER SOURCE PLANT					
591-546-920.000	PUBLIC UTILITIES/920017788919	DTE ENERGY	09/23/24	STATEMENT	83.75
			Total For Dept 546 WATER SOURCE PLANT		1,300.33
Dept 548 WATER T & D					
591-548-775.000	CLAMPS	ETNA SUPPLY INC	10/02/24	S105884051.001	338.00
591-548-775.000	SAND CLOTH	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	24.81
591-548-818.000	BI-ANNUAL SERVICE PROGRAM - SE	HYDROCORP METER SALES	08/29/24	CI-02697	970.00
			Total For Dept 548 WATER T & D		1,332.81
Dept 549 WATER CONSTRUCTION					
591-549-976.000	METER (HARWOOD)	ETNA SUPPLY INC	09/20/24	S105882809/105844004	8,140.00
			Total For Dept 549 WATER CONSTRUCTION		8,140.00
			Total For Fund 591 WATER FUND		12,150.97
Fund 594 MARINA FUND					
Dept 000 247					
594-000-757.000	METAL PREP CLEANER	AMAZON.COM	09/19/24	113-5543289-6402622	28.00
594-000-757.000	PAINT - DIRECT TO METAL	AMAZON.COM	09/19/24	113-3424995-2917814	46.45
594-000-757.000	GORRILLA TAPE - BIRD SPIKE MOUN	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	24.09
			Total For Dept 000 247		98.54
			Total For Fund 594 MARINA FUND		98.54
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-751.000	OIL (2 QT) - TRUCK 12-01	WHITE LAKE AUTOMOTIVE	10/01/24	STATEMENT	9.58
661-000-757.000	CLAMP	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	74.05
661-000-757.000	PB PENETRATING OIL	WHITE LAKE AUTOMOTIVE	10/01/24	STATEMENT	9.29
661-000-818.000	SHOP TOWELS	MODEL COVERALL SERVICE I	09/03/24	STATEMENT	30.48
661-000-920.000	PUBLIC UTILITIES/910021159181	DTE ENERGY	09/23/24	STATEMENT	44.83
661-000-933.000	70-01 - NUTS & BOLTS	GILL-ROY'S HARDWARE	10/01/24	STATEMENT	1.26
661-000-933.000	GLASS DOOR - KUBOTA TRACTOR 70-	KENT EQUIPMENT, INC.	09/17/24	P57998	954.04
661-000-933.000	TIRE REPAIR/TUBE	PARSONS SMALL ENGINE SER	09/20/24	STATEMENT	69.97
661-000-933.000	TIRE - KUBOTA 81-01	PELL'S FARM SERVICE, INC	09/19/24	I195848	255.80
661-000-933.000	SERPANTINE BELT - 2012 EXPLORER	WHITE LAKE AUTOMOTIVE	10/01/24	STATEMENT	26.29
			Total For Dept 000 247		1,475.59
			Total For Fund 661 MOTOR POOL FUND		1,475.59



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

September 5, 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 Kim Cyr
Commissioner Michelle Hazekamp
Commissioner Marcia Hovey-Wright
Water Resources Commissioner Brenda Moore
Chairman Charles Nash
Commissioner Darrell Paige
Ex-Officio Jennifer Hodges

EXCUSED: Commissioner Jessica Cook
Ex-Officio Scott Huebler

ALSO PRESENT: Mark Eisenbarth, 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, I.T. Director
Matt Wolff, I.T. Web Developer
Michael Homier, Corporate Counsel

3. Approval of Agenda

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Kim Cyr

VOICE VOTE: Passed

4. Approval of Minutes

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

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Charles Nash

VOICE VOTE: Passed

5. Presentation

- A. Wade VandenBosch - Solid Waste and Regional Water System Budgets (attached)
- B. Dave Johnson - Resource Recovery Center Budget (attached)

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

7. Items for Consideration

BPW24/09-087 **(Public Works/Wade VandenBosch)** Move to award Procurement Level Quote 24 – 2557 to EDAC for their bid amount of \$36,136.00 with a 10 percent contingency, for a total of \$39,749.60.

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

YES: Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Jessica Cook

NO: None

Passed 6:0

BPW24/09-088 **(Public Works/Wade VandenBosch)** Move to approve a general 10 percent landfill rate increase according to the Proposed 2025 Landfill Disposal Rate Sheet effective January 1, 2025.

ACTION: Moved by Commissioner Michelle Hazekamp, supported by Commissioner Marcia Hovey-Wright

VOICE VOTE: **Passed**

BPW24/09-089 **(Public Works/Wade VandenBosch)** Move to authorize the chair to sign the Gas System Decommissioning Agreement with Eagle Alloy, Inc.

Wade VandenBosch stated that staff is in communication with a firm that is interested in using 100% of the gas, if an agreement can be reached. Wade VandenBosch stated this is only preliminary and we should know more in the upcoming months.

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

VOICE VOTE: **Passed**

BPW24/09-090 **(Public Works/Wade VandenBosch)** Move to authorize staff to enter

negotiations with Resource Recovery Corporation to relocate their foundry sand recycling operation to Muskegon County property.

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

VOICE VOTE: **Passed**

BPW24/09-091 **(Resource Recovery Center/David Johnson)** Move to accept the low bid of \$165,342.00 from Pell's Farm Service for RFB 24-2556, *Grain Cart*, for the purchase of a new grain cart for the RRC Farm, with trade-in of the old grain cart.

Dave Johnson stated we need to order now for an approximate delivery date of August 2025.

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

YES: Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Jessica Cook

NO: None

Passed 6:0

BPW24/09-092 **(Resource Recovery Center/David Johnson)** Move to accept the low bid of \$2,455,180.00 from Kamminga & Roodvoets for RFB 24-2549, *2024 Irrigation Main Replacement*, and authorize the County Administrator to sign the contract.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

YES: Kim Cyr, Michelle Hazekamp, Brenda Moore, Darrell Paige

EXCUSED: Jessica Cook

NO: Charles Nash, Marcia Hovey-Wright

Passed 4:2

BPW24/09-093 **(Resource Recovery Center/David Johnson)** Move to accept the low bid of \$1,709,850.50 from Jackson-Merkey Contractors for RFB 24-2548, *Pump Station L & Force Main Replacement*, and authorize the County Administrator to sign the contract.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

YES: Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Jessica Cook

NO: None

Passed 6:0

BPW24/09-094 **(Resource Recovery Center/David Johnson)** Move to accept the proposal from Tailored Building Systems for RFP 24-2558, *MCRRC Farm Fertilizer & Salt Building*, to construct a pole barn structure for the RRC Farm's fertilizer/salt bay for \$74,556.00, along with a 15% contingency, for a total cost of \$85,739.40, and authorize the County Administrator to sign the contract, and amend the budget accordingly.

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

YES: Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Jessica Cook

NO: None

Passed 6:0

BPW24/09-095 **(Resource Recovery Center/David Johnson)** Move to approve the *Addendum to the Service Agreement between CLS and Muskegon County Resource Recovery Center* and authorize the County Administrator to sign the Addendum.

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

VOICE VOTE: **Passed**

BPW24/09-096 **(Resource Recovery Center/David Johnson)** Move to approve the *Performance and Indemnification Resolution* from Muskegon County Road Commission and authorize the County Administrator to sign same.

ACTION: Moved by Commissioner Charles Nash, supported by Commissioner Michelle Hazekamp

VOICE VOTE: **Passed**

BPW24/09-097 **(Resource Recovery Center/David Johnson)** Move to approve the services of Prein&Newhof to obtain the easements needed for the Q to C Force Main Replacement project, with an initial budget of \$125,000.00.

Dave Johnson stated they do expect some easement costs. A formula is used to calculate the fair value to pay. Dave Johnson stated there is an urgency for this project and once the easements are known they can begin to design the force main. Dave Johnson stated funds are available to cover the costs of the easements.

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

YES: Kim Cyr, Michelle Hazekamp, Brenda Moore, Charles Nash, Darrell Paige, Marcia Hovey-Wright

EXCUSED: Jessica Cook
NO: None
Passed 6:0

BPW24/09-098 **(Administration/Matt Farrar)** Move to approve the attached First Amended Development Agreement between the County and fairlife and authorize the Chair to sign the Amendment and amend the budget accordingly.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

8. Informational Items

A. Public Works Monthly Report, August 2024

B. Resource Recovery Center Monthly Report, August 2024

9. Unfinished Business

BPW24/08-074 **(Public Works/Wade VandenBosch)** Move to approve submitting the required annual Muskegon County Road Commission Right-of-Way Permit Application, to approve the Performance and Indemnification Resolution to the Muskegon County Road Commission, and to have the Administrator sign the Resolution.

ACTION: Moved by Commissioner Marcia Hovey-Wright, supported by Commissioner Michelle Hazekamp

VOICE VOTE: Passed

10. New Business - None

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

12. Final Board Comments

Commissioner Charles Nash referenced the Southeast Regional Force Main and questioned if we were building for future expansion. Dave Johnson stated the force main was designed based on each industry's build-out flows that were provided by each industry. Dave Johnson stated there is additional capacity available for others to join; however, that additional capacity available is limited by the size of the pipeline. Administrator Eisenbarth stated there is room for growth. Administrator Eisenbarth stated if we size a pipe too large, that can also cause problems. You want to keep the suspension in the pipe and keep the velocity moving in the force main.

13. Adjournment

There being no further business to come before the Board of Public Works, the meeting was adjourned at 5:20 p.m.

Darrell Paige, Chair

**Whitehall Planning Commission
Meeting Minutes
October 1, 2024**

Present

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

Absent

R. Blankstrom, 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 Church, CARRIED, to approve the agenda as submitted. All voted yes.

Approval of Minutes

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

Communications

Public Comment

Unfinished Business

New Business

- Resolution 4 - Lot Split Request
Moved by Salter, second by Abramson, CARRIED to approve Resolution 24-04 recommending that the City Council approve the lot split as requested by the TIFA Board. 5 yes, 1 no (Church), and 3 absent.

Adjournment

There being no further business, motion by Abramson, second by Armstrong, CARRIED, to adjourn the meeting at 6:07 p.m. All voted yes.

City Council Members,

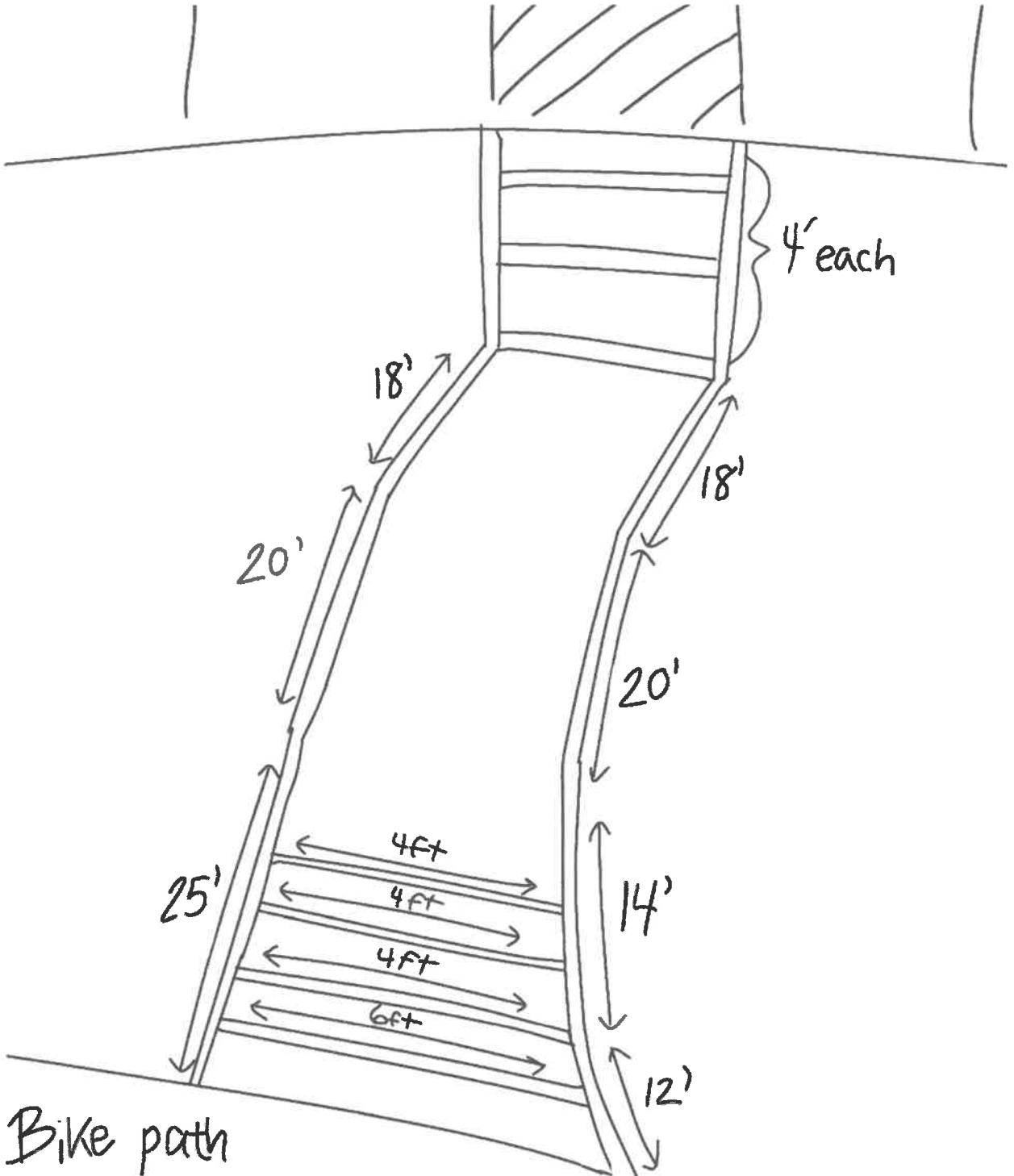
I'm presenting to you tonight as a member of the local Scouts BSA troop located here in Whitehall. I have been working on my Eagle Scout project since the beginning of September, and wanted to inform you of my project and its benefits to the community.

My project is to build a staircase stretching from the White Lake Community Library parking lot to the bike path. This staircase follows a man-made shortcut that has previously been covered with roots, branches, and leaves, making it unsafe. My plan is to clear the trail, create a well-outlined path from railroad ties, and build eight steps within the path in order to make travel safer. Altogether, we're budgeting around 300\$ for all materials involved. Included in this document is a digital drawing of our plan, complete with measurements, as well as several pictures to show where this project is happening.

We are hoping to start the project later in October or early November before bad weather begins. I'm planning to invite my family, friends, and other scouts from the area to help me make my project the best it can be, and the invitation will be open to community members as well. I want to make this path usable and beautiful for many years to come, and with your support, this project will do just that.

Thank you for your time!

Margaret Derby





CITY OF WHITEHALL
RESOLUTION 24-33
Lot Split Request

WHEREAS, the City of Whitehall Tax Increment Finance Authority has submitted a lot split request for a parcel located in the 600 block of Lake Street.

WHEREAS, City Ordinances require approval by the City Council and allows the Council to refer requests to the Planning Commission for review and recommendation.

WHEREAS, standard operating practice has been to initiate the review process with the Planning Commission.

WHEREAS, the Planning Commission has reviewed the request and recommends approval as submitted by the City Council.

NOW, THEREFORE, LET IT BE RESOLVED

That the City Council does hereby approve the lot split as submitted.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council at a regular meeting held on Tuesday, November 8, 2024 at 6:00 p.m.

(__ yes; __ no; __ absent)

Steven Salter, Mayor

Brenda Bourdon, City Clerk

WHITEHALL PLANNING COMMISSION
RESOLUTION 24-04

WHEREAS, The City of Whitehall Tax Increment Finance Authority is seeking approval for a lot split for property on the north side of Bush Creek.

WHEREAS, the purpose of the split is to facilitate public access to White Lake on land donated by Eastbrook Homes.

WHEREAS, lot splits require approval by the City Council following review and recommendation from the Planning Commission.

WHEREAS, the Zoning Administrator has determined that the resulting lots will met minimum requirements for lot size and widths; will be adequately served by public utilities; and will be consistent with the intent and purpose of the zoning ordinances and comprehensive plan.

NOW, THEREFORE, BE IT RESOLVED

That the Whitehall Planning Commission concurs with the findings of the Zoning Administrator and recommends approval of the lot split by the City Council as submitted.

Motion by Salter, second by Abramson, and thereafter CARRIED by the City of Whitehall Planning Commission at a meeting held October 1, 2024.

Roll call vote: 5 yes, 1 no (Church), 3 absent

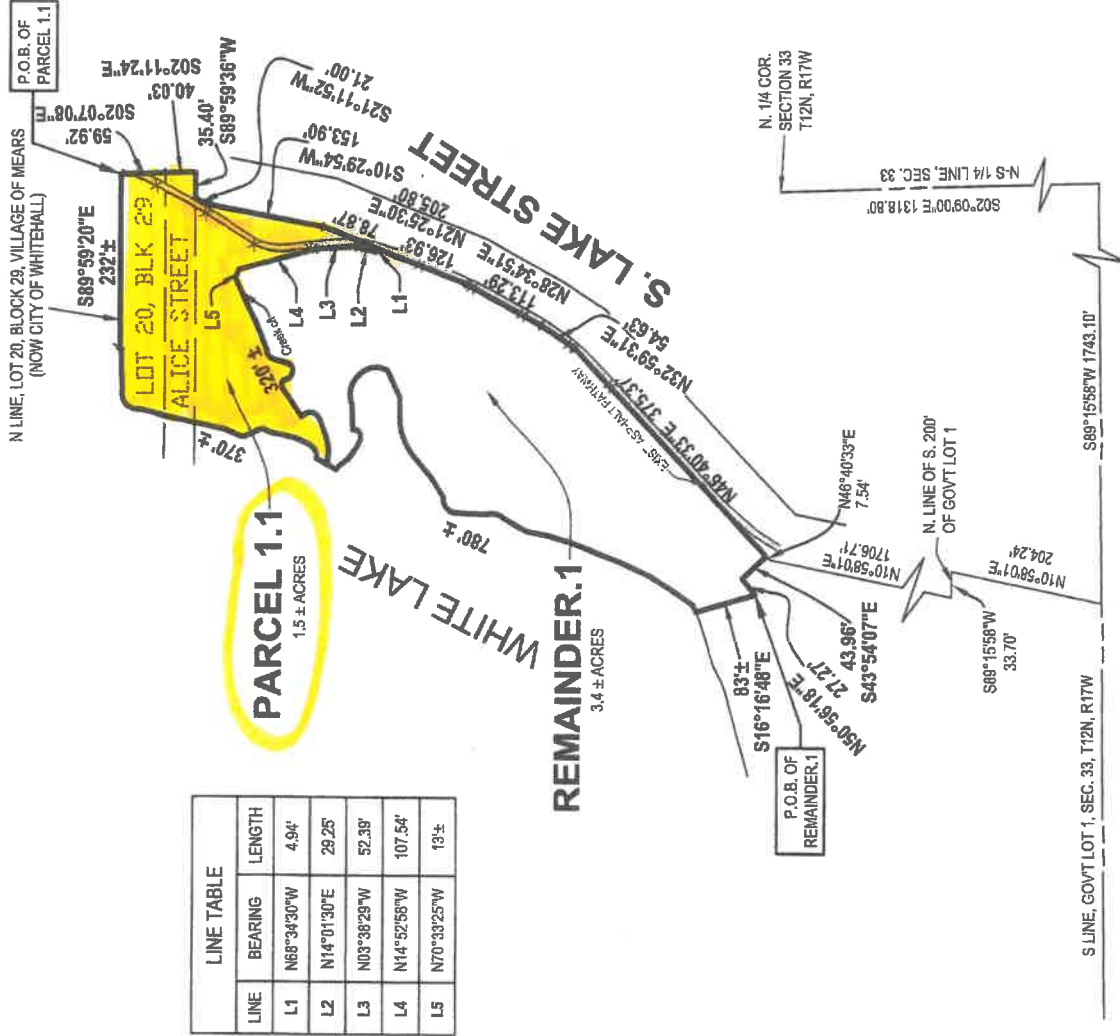


Scott K. Huebler, Zoning Administrator

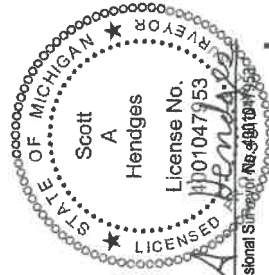
PARTIAL DESCRIPTION

Part of Government Lot 4, Section 28, Town 12 North, Range 17 West, City of Whitehall, Muskegon County, Michigan.
(See Page 2 of 2 for complete descriptions.)

This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.



LINE TABLE		
LINE	BEARING	LENGTH
L1	N68°34'30"W	4.94'
L2	N14°01'30"E	29.25'
L3	N03°38'29"W	52.39'
L4	N14°52'58"W	107.54'
L5	N70°33'25"W	13±'



By: *Scott A. Hendges*
Scott A. Hendges Licensed Professional Surveyor
No. 39810195

SCALE: 1" = 200' 0' 100' 200'



Eastbrook Homes
Michael McGraw
1188 East Paris Avenue SE, Suite 100
Grand Rapids, MI 49546
Tannery Bay Phase 3

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DRAWN BY: VB DATE: 03.16.23
REV. BY: VB REV. DATE: 11.30.23
REV.: Parcel configuration
PRJ #: 222001780SC1.1
1 OF 2

DESCRIPTIONS

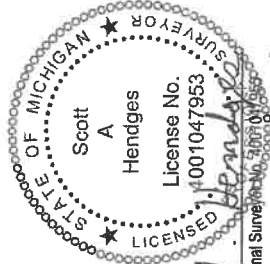
PARCEL 1.1 DESCRIPTION:

Part of Government Lot 4, Section 28, Town 12 North, Range 17 West, City of Whitehall, Muskegon County, Michigan, described as: Commencing at the North 1/4 corner of said Section 33; thence S02°09'00"E 1318.80 feet along the North-South 1/4 line of said section; thence S89°15'58"W 1743.10 feet along the South line of Government Lot 1, Section 33, Town 12 North, Range 17 West, City of Whitehall, Muskegon County, Michigan; thence N10°58'01"E 204.24 feet along the centerline of Lake Street; thence S89°15'58"W 33.70 feet along the North line of the South 200 feet of said Government Lot 1 to the Westerly right-of-way line of Lake Street; thence N10°58'01"E 1706.71 feet; thence N46°40'33"E 382.91 feet; thence N32°59'31"E 54.63 feet; thence N28°34'51"E 113.29 feet; thence N21°11'52"E 21.00 feet; thence N89°59'36"E 153.90 feet; thence N02°11'24"W 40.03 feet; thence N02°07'08"W 59.92 feet (the previous 10 courses being along the Westerly right-of-way line of said Lake Street) to the Point of Beginning; thence S02°07'08"E 59.92 feet; thence S02°11'24"E 40.03 feet; thence S89°59'36"W 35.40 feet; thence S21°11'52"W 21.00 feet; thence S10°29'54"W 153.90 feet; thence S21°25'30"W 78.87 feet; thence N68°34'30"W 4.94 feet; thence N14°01'30"E 29.25 feet; thence N70°33'25"W 13 feet, more or less, to centerline of creek; thence N14°52'58"W 107.54 feet; thence N70°33'25"W 13 feet, more or less, along said centerline to water's edge of White Lake; thence Southwesterly 320 feet, more or less, along said water's edge to a line bearing N16°16'48"W from the Point of Beginning; thence S16°16'48"E 83 feet, more or less, to the Point of Beginning. Contains 1.5 acres, more or less. Subject to easements, restrictions and rights-of-way of record.

REMAINDER, 1 DESCRIPTION:

Part of Government Lot 4, Section 28, Town 12 North, Range 17 West, City of Whitehall, Muskegon County, Michigan, described as: Commencing at the North 1/4 corner of said Section 33; thence S02°09'00"E 1318.80 feet along the North-South 1/4 line of said section; thence S89°15'58"W 1743.10 feet along the South line of Government Lot 1, Section 33, Town 12 North, Range 17 West, City of Whitehall, Muskegon County, Michigan; thence N10°58'01"E 204.24 feet along the centerline of Lake Street; thence S89°15'58"W 33.70 feet along the North line of the South 200 feet of said Government Lot 1 to the Westerly right-of-way line of Lake Street; thence N10°58'01"E 1706.71 feet; thence N46°40'33"E 7.54 feet along said Westerly right-of-way line; thence N43°54'07"W 43.96 feet; thence S50°56'18"W 27.27 feet to the Point of Beginning; thence N50°56'18"E 27.27 feet; thence S43°54'07"E 43.96 feet to said Westerly right-of-way line; thence N46°40'33"E 375.37 feet; thence N32°59'31"E 54.63 feet; thence N28°34'51"E 113.29 feet; thence N21°25'30"E 126.93 feet (the previous 4 courses being along said Westerly right-of-way line); thence N68°34'30"W 4.94 feet; thence N14°01'30"E 29.25 feet; thence N03°38'29"W 52.39 feet; thence N14°52'58"W 107.54 feet; thence N70°33'25"W 13 feet, more or less, to centerline of creek; thence Southwesterly 320 feet, more or less, along said centerline to water's edge of White Lake; thence Southwesterly, Easterly, Southerly and Southwesterly 780 feet, more or less, along said water's edge to a line bearing N16°16'48"W from the Point of Beginning; thence S16°16'48"E 83 feet, more or less, to the Point of Beginning. Contains 3.4 acres, more or less. Subject to easements, restrictions and rights-of-way of record.

By: *Scott A. Hendges*
Scott A. Hendges Licensed Professional Surveyor No. 3007 (01/05/05)



SCALE: 1" = 200' 0' 100' 200'

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Eastbrook Homes Michael McGraw 1188 East Paris Avenue SE, Suite 100 Grand Rapids, MI 49546	Tannery Bay Phase 3
DATE: 03.16.23 REV. BY: VB REV. DATE: 11.30.23	PRJ #: 2220017BDSCL1 2 OF 2

This sketch was made from the legal description shown above. The description should be compared with the Abstract of Title or Title Policy for accuracy, easements and exceptions.

CITY OF WHITEHALL
RESOLUTION 24-34
Leaf Removal

- WHEREAS, the City Council awarded a five-year contract to Lakeshore Leaf for curb side leaf removal and disposal.
- WHEREAS, with four years remaining on the contract, Lakeshore has notified the City that they do not intend to honor the balance of the contract
- WHEREAS, Lakeshore has provided similar notice to the City of North Muskegon and has offered to sell their five-truck fleet to the two cities for \$225,000.
- WHEREAS, the two city managers and two public works directors have agreed, subject to city council approvals, that we each purchase two trucks and split the cost of the fifth truck to serve as backup for both communities.
- WHEREAS, the North Muskegon City Council has authorized their city manager to negotiate for the purchase as noted above with amount not to exceed.
- WHEREAS, given that our fall leaf pickup is scheduled to begin in less than three weeks on October 28, the city manager is recommending that the City Council waive the routine purchasing policies under Ordinance 22.05(A) Emergency Purchase as "...time is of the immediate essence..."
- WHEREAS, the purchase of the vehicles will be done by budget amendment to the Motor Pool Fund with operations and maintenance covered by the \$69,700 budgeted for leaf removal, most of which was intended for contractual services with Lakeshore Leaf.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby authorize the city manager to negotiate the purchase of two leaf vacuum trucks and to split the cost of a third with North Muskegon for an amount not to exceed \$133,000 and further approves the necessary budget amendment.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held October 8, 2024 at 6:00 p.m. (_ yes; _ no, _ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk