



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
JULY 22, 2025
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the July 8, 2025 Work Session and Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications – Central Dispatch Meeting Minutes, Healthy Roots Rescind Street Closure Letter; Planning Commission Minutes; ZBA Meeting Minutes
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
7. New Business
 - Resolution 25-20 Livestreaming
 - Resolution 25-21 Truck Dump Body
 - Street Closure Request – N. Mears
 - City Manager Contract
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

July 8, 2025

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

ABSENT None

ALSO PRESENT Brenda Bourdon, Scott Huebler, Will Meier, Brandon Mahoney

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

DISCUSSION ITEMS

Deer Hunting

City Manager Huebler presented a draft of the amended deer hunting ordinance, which identified city-owned properties that meet the criteria for hunting. These include Funnell Field, Mill Pond, and the Industrial Park. Council Member Sikkenga had anticipated that more properties would qualify but acknowledged that the 150-foot setback requirement limited the available options. A nominal \$10 permit application fee was proposed and will be incorporated into the draft ordinance. There was consensus among the Council to move forward with the proposed changes.

West Colby Naming Rights

Council Member Jeff Holmstrom recommended naming the new West Colby Connector Park in honor of the Miller family, longtime owners of Big John's. No additional comments were offered by the Council.

Tree Tapping

Council Member Holmstrom expressed his desire to prohibit tree tapping on city-owned trees, noting concerns that the syrup collected is not shared with city residents and that the practice may cause harm to the trees. Other members agreed, also citing the potential risk of attracting invasive insects. There was consensus to move forward with prohibiting tree tapping on city trees.

Housing

Mayor Salter expressed interest in exploring options to limit the number of short-term rentals within the city. Council Member Cabala raised the topic of affordable housing, referencing the HUD definition and requesting a visit from the County Housing Director, along with the development of a city land inventory. City Manager Huebler provided an update on the potential development of the Fairlawn property. Ziemer shared an article on short-term rental regulations, and Attorney Meier noted that the City of Muskegon has implemented limits on short-term rentals. Further exploration of these topics is expected at the next work session.

New City Manager Onboarding

City attorney Meier stated that the contract is being developed, but Dan was agreeable to what was in the draft. Consensus was to have him start as soon as possible.

Expanding the Social District

City Attorney Meier explained that the social district can be expanded by resolution and suggested including North Mears Avenue, as the street is already closed during Monday Night Fan Club events and regularly occupied by attendees. The mayor expressed interest in discussing the potential expansion at the next work session.

INFORMATIONAL ITEMS

None

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the work session at 5:52 pm

Respectfully submitted,
Brenda Bourdon, City Clerk



**CITY COUNCIL
MEETING MINUTES**
Council Chambers
July 8, 2025

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

ABSENT None

ALSO PRESENT Brenda Bourdon, Scott Huebler, Will Meier, Brandon Mahoney

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

APPROVAL OF THE AGENDA

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

Voice Vote: All yeses

MOTION CARRIED

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the June 24, 2025 Council Meeting Minutes and June 27, 2025 Special Council Meeting Minutes
- B. Accounts Payable \$396,848.45
- C. Communications: MMRMA Letters

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

Voice Vote: All yeses

MOTION CARRIED

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

Messages were received from Council members.

PUBLIC COMMENT

Edd Whalen made a comment regarding taxes and Doug Boardwell provided information on the Cruz'in request.

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 25-18 Purchase of DPW Trucks

Motion by Holmstrom, seconded by Sikkenga to approve the purchase of one 2026 F350 4x2 and one 2026 F350 4x4 truck for the Department of Public Works as adopted in the 2025/2026 budget.

Discussion on having an additional 4x4 instead of a 4x2 led to an amendment of the motion: Motion by Holmstrom, seconded by Sikkenga to amend the resolution by changing the 4x2 to a 4x4 truck and approve the additional cost of \$3,690.

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

Resolution with Amendment

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

B. Resolution 25-19 International Plow Truck

Motion by Sikkenga, seconded by Brown to approve the purchase of a 2026 International HV507 SFA 4x2 cab chassis totaling \$236,072.28 which includes the dump box and plow as adopted in the 2025/2026 budget.

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

C. Cruz'in Committee – Road Closure Request

Motion by Brown, seconded by Sikkenga to approve the closure of Division Street in the North 100 block and Hanson Street from Division west to Thompson Street from 6 pm to 9 pm on Friday, July 25, 2025 for the Cruz'in burnout area at the bottom of the sledding hill.

Voice Vote: All yeses **MOTION CARRIED**

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:30 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
July 22, 2025

July 2025 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$57,177.96	Transfer
IRS	Payroll	\$18,327.16	EFT
Alerus Financial	Payroll	\$6,022.76	EFT
MISDU	Payroll	\$61.84	9397
FOP-CD Hammond #99	Payroll	\$50.97	9398
Teamsters Local 214	Payroll	\$375.00	9399
Merle Boes Inc	Marina Fuel	\$6,527.23	EFT
State of Michigan	Retail Marine Diesel Fuel Tax	\$1,074.15	EFT

Total Prepaids:

\$89,617.07

Accounts Payable:

\$149,853.98

TOTAL ACCOUNTS PAYABLE

\$239,471.05

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING JULY 22, 2025

Vendor Code	Vendor Name	Description	Amount
	Invoice		
MISC	ADAM KLINE		
	REIMBURSEMENT	TRAVEL & LODGING - CITY MGR INTERVIEW	439.31
TOTAL FOR: ADAM KLINE			<u>439.31</u>
UBMISC	ALLEN KATHLEEN		
	07/14/2025	UB refund for account: 004-01210-00	30.82
TOTAL FOR: ALLEN KATHLEEN			<u>30.82</u>
COLL	AMANDA COLLENE		
	CONTRACT	LIGHTING DESIGNER - BON APPETIT	600.00
TOTAL FOR: AMANDA COLLENE			<u>600.00</u>
ARCHI	ARCHITECTURAL HARDWARE CO		
	69442	INSTALL/SERVICE - ADA COMPARTMENT FUNNEL FIE	1,310.00
TOTAL FOR: ARCHITECTURAL HARDWARE CO			<u>1,310.00</u>
TWISS	ASHLEY TWISS		
	FLEX - JULY25	FLEX- JULY 2025	96.72
TOTAL FOR: ASHLEY TWISS			<u>96.72</u>
ASPHA	ASPHALT PAVING INC		
	API-0005519	ASPHALT - 4.06 TONS	324.80
TOTAL FOR: ASPHALT PAVING INC			<u>324.80</u>
AXON	AXON ENTERPRISE, INC.		
	INUS360221	TASER BATTERIES (2)	174.40
TOTAL FOR: AXON ENTERPRISE, INC.			<u>174.40</u>
PIERS	BETHIA FRIEDBERG PIERSON		
	CONTRACT	DIRECTOR - BON APPETIT!	800.00
TOTAL FOR: BETHIA FRIEDBERG PIERSON			<u>800.00</u>
BOU	BRENDA BOURDON		
	FLEX- JULY 2025	FLEX- JULY 2025	60.00
TOTAL FOR: BRENDA BOURDON			<u>60.00</u>
SCHILLER	BROOK SCHILLER		
	FLEX - JULY25	FLEX-JULY 2025	113.44
TOTAL FOR: BROOK SCHILLER			<u>113.44</u>
CATCHMARK	CATCHMARK TECHNOLOGIES		
	16520	LIVESTREAM COUNCIL - JULY - 2025	300.00
	16547	FLEX SWITCH - MARINA	120.44
TOTAL FOR: CATCHMARK TECHNOLOGIES			<u>420.44</u>
CHART	CHARTER COMMUNICATIONS		
	5038701071425	INTERNET - MARINA/DPW/PH	544.98
TOTAL FOR: CHARTER COMMUNICATIONS			<u>544.98</u>
MAHOC	CHRIS MAHONEY		
	FLEX - JULY-25	FLEX - JULY-2025	150.00
TOTAL FOR: CHRIS MAHONEY			<u>150.00</u>

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING JULY 22, 2025

Vendor Code	Vendor Name	Description	Amount
CITY	CITY OF WHITEHALL		
	WATER - Q4	WATER - Q4	10,432.40
TOTAL FOR: CITY OF WHITEHALL			10,432.40
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	6,364.72
TOTAL FOR: CONSUMER'S ENERGY			6,364.72
OLSEN	DANA OLSEN		
	CONTRACT	PERFORMER - BON APPETIT!	450.00
TOTAL FOR: DANA OLSEN			450.00
DOU	DOUBLE HAUL SOLUTIONS, LLC		
	2025-044	EXECUTIVE SEARCH DEPOSIT- CITY MANAGER POSITI	10,747.50
TOTAL FOR: DOUBLE HAUL SOLUTIONS, LLC			10,747.50
MISC	DUSTIN STAMBAUGH		
	REIMBURSEMENT	TRAVEL & LODGING - CITY MGR INTERVIEW	1,263.35
TOTAL FOR: DUSTIN STAMBAUGH			1,263.35
SCHOE	ELLEN SCHOEPF		
	CONTRACT	ACCOMPANIST - BON APPETIT!	600.00
TOTAL FOR: ELLEN SCHOEPF			600.00
ETNA	ETNA SUPPLY INC		
	S106280779.001	METER EXPANSION CONNECTIONS (24)	912.00
	S106357241.001	WATER METERS (57)	10,260.00
	S106357241.002	WATER METERS (57) 5/8'	9,690.00
TOTAL FOR: ETNA SUPPLY INC			20,862.00
HERNAN	FERNANDO HERNANDEZ		
	REIMBURSEMENT	REIMBURSE - LOAD BEARING VEST	250.00
TOTAL FOR: FERNANDO HERNANDEZ			250.00
FRONT	FRONTIER		
	STATEMENT	TELEPHONE 231-894-6937	107.71
	STATEMENT	TELEPHONE 231-893-1801	40.79
	STATEMENT	TELEPHONE 231-894-9689	107.98
TOTAL FOR: FRONTIER			256.48
POSK	GALE MARGARET POSKEY		
	CONTRACT	PERFORMER - BON APPETIT!	450.00
TOTAL FOR: GALE MARGARET POSKEY			450.00
GALLS	GALL'S, LLC		
	031882440	UNIFORM SHIRT	67.35
	031895574	UNIFORM HAT	17.26
TOTAL FOR: GALL'S, LLC			84.61
HAVIL	HAVILAND		
	543547/CR544097	QTY 16- 15 GAL DRUM BLEACH	1,063.27
TOTAL FOR: HAVILAND			1,063.27

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING JULY 22, 2025

Vendor Code	Vendor Name	Description	Amount
	Invoice		
HOME	HOME SERVICES OF WHITE LAKE 26120	UPS CHARGES	13.93
TOTAL FOR: HOME SERVICES OF WHITE LAKE			13.93
NICK	IRELYN NICKLASCH CONTRACT	PERFORMER - BON APPETIT!	450.00
TOTAL FOR: IRELYN NICKLASCH			450.00
JAEK	JAEKEL CONSTRUCTION LLC 10381	CARLETON ST SIDEWALK	27,975.00
TOTAL FOR: JAEKEL CONSTRUCTION LLC			27,975.00
JJ'S ELEC	JJ'S ELECTRIC LLC JUNE-2025	ELECTRICAL PERMITS - JUNE-2025	2,834.40
TOTAL FOR: JJ'S ELECTRIC LLC			2,834.40
DULY	JOEL DULYEA CONTRACT	PERFORMER - BON APPETIT!	450.00
TOTAL FOR: JOEL DULYEA			450.00
LEWISJ	JULIANNE LEWIS CONTRACT	HAIR & MAKEUP ARTIST - BON APPETIT	400.00
TOTAL FOR: JULIANNE LEWIS			400.00
AVD	JUSTIN AVDEK CONTRACT	MUSICIAN/FAN CLUB - 5.10.25	1,145.00
TOTAL FOR: JUSTIN AVDEK			1,145.00
ROSEK	KARA ROSE CONTRACT	CABARET DIRECTOR - BON APPETIT!	1,200.00
TOTAL FOR: KARA ROSE			1,200.00
KERK	KERKSTRA PORTABLE RESTROOM SERV 274838/ 39 / 40	PORTABLE RESTROOMS - COVELL/BIKE PATH/SVENSSO	400.00
	275144	PORTABLE RESTROOMS - 4TH OF JULY GOODRICH PAR	640.00
TOTAL FOR: KERKSTRA PORTABLE RESTROOM SERV			1,040.00
KUER	KUERTH'S DISPOSAL INC. 66977	WASTE REMOVAL & RECYCLING - CH/DPW/PH - JUNE-	628.50
TOTAL FOR: KUERTH'S DISPOSAL INC.			628.50
WITT	LESLYE WITT CONTRACT	ASST DIRECTOR/PROP MANAGER - BON APPETIT!	1,100.00
TOTAL FOR: LESLYE WITT			1,100.00
WLBEA	LUDINGTON DAILY NEWS 99196718	PUBLISHING - NOMINATING PETITIONS/CITY TAX NO	278.03
TOTAL FOR: LUDINGTON DAILY NEWS			278.03
BERN	LYDIA BERNARD CONTRACT	STAGE HAND - BON APPETIT	200.00
TOTAL FOR: LYDIA BERNARD			200.00

Vendor Code	Vendor Name	Description	Amount
WIRTS	MEGAN WIRTS		
	CONTRACT	PERFORMER - BON APPETIT!	450.00
TOTAL FOR: MEGAN WIRTS			450.00
METL	MET LIFE		
	5399644- AUG-25	LIFE & DISABILITY INS - AUGUST-25	756.07
TOTAL FOR: MET LIFE			756.07
MDEQ	MI DEPT EGLE		
	761-11336832	WATER SAMPLE TESTING	112.00
TOTAL FOR: MI DEPT EGLE			112.00
MLIVE	MLIVE MEDIA GROUP		
	3284891	PUBLISHING - PUBLIC HEARING 6.22.25	133.16
TOTAL FOR: MLIVE MEDIA GROUP			133.16
MRWA	MRWA		
	2020-14548	MEMBERSHIP DUES - 25/26	850.00
TOTAL FOR: MRWA			850.00
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2500002619	CENTRAL DISPATCH FEES -AUGUST - 2025	4,016.92
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			4,016.92
MUCON	MUSKEGON CONSERVATION DISTRICT		
	18219	INVASIVE SPECIES TREATMENT-GOODRICH	497.50
TOTAL FOR: MUSKEGON CONSERVATION DISTRICT			497.50
PARM	PARMENTER LAW		
	291739	ATTORNEY FEES - GENERAL	5,681.00
	291740	ATTORNEY FEES - PROSECUTION	1,282.50
TOTAL FOR: PARMENTER LAW			6,963.50
PEKAD	PEKADILL'S		
	42242	BLT MEETING - LUNCH	217.50
TOTAL FOR: PEKADILL'S			217.50
PELL	PELL'S FARM SERVICE, INC		
	I199672	REAR WHEEL LUG NUTS - 81-01	78.72
TOTAL FOR: PELL'S FARM SERVICE, INC			78.72
PETRO	PETRO TANK & LINE TESTING LLC		
	225086 / 225087	FUEL TANK TESTING/SERVICE - DPW & MARINA	4,075.93
TOTAL FOR: PETRO TANK & LINE TESTING LLC			4,075.93
PREIN	PREIN & NEWHOF, PC		
	90171 / 90173	ENGINEERING SERVICES- WARNER/DWAM	3,673.75
TOTAL FOR: PREIN & NEWHOF, PC			3,673.75
SCHL	REGINA SCHLAFF		
	CONTRACT	MUSICAL DIRECTOR/ACTRESS - BON APPETIT!	1,500.00
TOTAL FOR: REGINA SCHLAFF			1,500.00

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING JULY 22, 2025

Vendor Code	Vendor Name	Description	Amount
ROTHB	RIVERS ACE		
	STATEMENT	PARTS & SUPPLIES	505.90
TOTAL FOR: RIVERS ACE			505.90
TUFT	ROBERT E TUFTS JR		
	JUNE-2025	BUILDING PERMITS - JUNE-2025	1,822.60
TOTAL FOR: ROBERT E TUFTS JR			1,822.60
ERD	ROBIN L ERDMAN		
	CONTRACT	PERFORMER - BON APPETIT	450.00
TOTAL FOR: ROBIN L ERDMAN			450.00
FARR	SAMANTHA FARRAR		
	CONTRACT	CHOREOGRAPHER - BON APPETIT!	500.00
TOTAL FOR: SAMANTHA FARRAR			500.00
SANIS	SANISWEEP INC		
	116199	STREET SWEEPING SPRING CLEAN-UP - LAKE/DIVISI	7,470.00
TOTAL FOR: SANISWEEP INC			7,470.00
SHO	SHORELINE INSPECTION SERVICE LLC		
	JUNE-2025	MECHANICAL & PLUMBING PERMITS -JUNE-2025	980.00
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			980.00
SILVER	SILVERSMITH DATA		
	419831	DATA/ANNUAL HOSTING FY25/26	2,100.00
TOTAL FOR: SILVERSMITH DATA			2,100.00
STAND	STANDARD SUPPLY & LUMBER		
	3231242-015	TREATED LUMBER - CH/SLOCUM PK BENCHES	225.54
	3244020-015	LUMBER PREMIUM 24X12	11.08
TOTAL FOR: STANDARD SUPPLY & LUMBER			236.62
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7006006110	COLORED PAPER/WINDEX/SPRAYBOTTLES/TRASH BAGS	295.26
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			295.26
STR8	STR8-4WARD TRAINING CONCEPTS LLC		
	25F-70A-013	ABANDONED VEHICLE LAW & TRAINING - PARSONS/MA	350.00
TOTAL FOR: STR8-4WARD TRAINING CONCEPTS LLC			350.00
EYLER	SUSAN EYLER		
	CONTRACT	COSTUMER - BON APPETIT	600.00
TOTAL FOR: SUSAN EYLER			600.00
LOOMIS	THE LOOMIS COMPANY		
	C014898900	WRAP PLAN- AUGUST	4,699.08
TOTAL FOR: THE LOOMIS COMPANY			4,699.08
NEELY	THOMAS NEELY		
	CONTRACT	PERFORMER - BON APPETIT	450.00
TOTAL FOR: THOMAS NEELY			450.00

OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING JULY 22, 2025

Vendor Code	Vendor Name	Description	Amount
TWIN	TWIN CITIES AUTO PARTS & SERVICE		
	145275	EXHAUST RESONATOR/GASKET/CLAMP - VAR 304	737.91
TOTAL FOR: TWIN CITIES AUTO PARTS & SERVICE			737.91
QUINN	TYLER J QUINN		
	CONTRACT	SOUND ENGINEER - BON APPETIT!	600.00
TOTAL FOR: TYLER J QUINN			600.00
VERIZ	VERIZON WIRELESS		
	6117198893	ON CALL PHONE/I-PAD PLAN	80.58
TOTAL FOR: VERIZON WIRELESS			80.58
MISC	WALK THE BEAT WHITE LAKE AREA		
	STATEMENT	DONATION - WALK THE BEAT	3,000.00
TOTAL FOR: WALK THE BEAT WHITE LAKE AREA			3,000.00
WLAUT	WHITE LAKE AUTOMOTIVE		
	STATEMENT	FUEL CAP/GAUGE/TIRE TREAD GAUGE/EXHAUST FLUID	62.25
TOTAL FOR: WHITE LAKE AUTOMOTIVE			62.25
WLEXC	WHITE LAKE EXCAVATING		
	98815	LAKE ST PUMP STATION - EMERGENCY SERVICE CALL	1,890.00
TOTAL FOR: WHITE LAKE EXCAVATING			1,890.00
WLFIR	WHITE LAKE FIRE AUTHORITY		
	JUNE-2025	MECHANICAL FIRE SUPPRESSION PERMITS -JUNE-202	127.80
TOTAL FOR: WHITE LAKE FIRE AUTHORITY			127.80
WHIVE	WHITEHALL VENTURES INC		
	LEASE - JULY-20	LEASE - JULY-2025 - DOWNTOWN RESTROOMS	145.00
TOTAL FOR: WHITEHALL VENTURES INC			145.00
ROSSW	WYNDHAM ROSS		
	CONTRACT	PERFORMER - BON APPETIT!	450.00
TOTAL FOR: WYNDHAM ROSS			450.00
PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			
MISC	AIRBNB		
	STATEMENT	WLYT - MISSOULA CHILDREN'S LODGING (SNOW WHIT	929.00
TOTAL FOR: AIRBNB			929.00
MISC	AMAZON.COM		
	113-1285280-628	DOG WASTE CAN LINERS - PARKS	82.99
	113-2867487	NAME TAGS/URINAL CAKES	35.98
	113-7234025-361	TONER	25.20
	113-8072829-475	FLAGS (2) - "OPEN"	21.76
	114-9452322-479	WATER FLOW METER - COMMUNITY GARDEN	26.99
TOTAL FOR: AMAZON.COM			192.92
MISC	CANVA.COM		
	04563-70058724	BANNERS - SUMMER THEATER	216.00
TOTAL FOR: CANVA.COM			216.00

Vendor Code	Vendor Name	Description	Amount
MISC	COMFORT INN & SUITES 968173577	LODGING - SEPLA TRAINING	349.65
TOTAL FOR: COMFORT INN & SUITES			349.65
MISC	EMBASSY SUITES 96455232	LODGING - ACTIVE ASSILANT TRAINING - BOLLES	487.86
TOTAL FOR: EMBASSY SUITES			487.86
MISC	FACEBOOK STATEMENT	FACEBOOK TARGETED MARKETING - HUGHES MAGIC 6.	32.51
TOTAL FOR: FACEBOOK			32.51
GALLS	GALL'S, LLC 29410684-3 29410684-4	UNIFORM PANTS UNIFORM SHIRT/PD EMBROIDERY	68.79 50.71
TOTAL FOR: GALL'S, LLC			119.50
GRCIV	GRAND RAPIDS CIVIC THEATRE STATEMENT	TICKETS - WAITRESS - WLYT ATTENDING	60.00
TOTAL FOR: GRAND RAPIDS CIVIC THEATRE			60.00
MISC	MAC'S MEATS STATEMENT	FOOD - CITY MGR INTERVIEWS/TOUR	56.28
TOTAL FOR: MAC'S MEATS			56.28
MLIVE	MLIVE MEDIA GROUP 18935808	PUBLISHING - TREASURER POSTING	445.00
TOTAL FOR: MLIVE MEDIA GROUP			445.00
SAMS	SAM'S CLUB/GECF 10306708307 10309091133	CONCESSIONS SUPPLIES/CUPS DISINFECTANT SPRAY/COFFEE/CREAMER/TOILET BOWL	61.62 63.92
TOTAL FOR: SAM'S CLUB/GECF			125.54
MISC	SAN MARCOS STATEMENT	MEAL - ADMIN W/WHITEHALL SCHOOLS	70.16
TOTAL FOR: SAN MARCOS			70.16
MISC	SPOTIFY 249468848512610	SUBSCRIPTION - MONTHLY FEE- JUNE 2025	11.99
TOTAL FOR: SPOTIFY			11.99
MISC	TRUENORTH STATEMENT	ICE - CITY MGR INTERVIEWS/TOUR	3.19
TOTAL FOR: TRUENORTH			3.19
USPOS	UNITED STATES STATEMENT	POSTMASTER POSTAGE	6.10
	STATEMENT	POSTAGE W/TRACKING	13.92
	STATEMENT	POSTAGE	6.10
TOTAL FOR: UNITED STATES POSTMASTER			26.12

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING JULY 22, 2025

Vendor Code	Vendor Name	Description	Amount
	Invoice		
WALMART	WALMART		
	STATEMENT	HAND SOAP (14)	13.58
	STATEMENT	FOOD - CITY MANAGER INTERVIEWS/TOUR (6.25 & 6	125.97
	STATEMENT	BINDER/DIVIDERS - COUNCIL INTERVIEW PACKETS	78.11
TOTAL FOR: WALMART			217.66
WESCO	WESCO INC		
	STATEMENT	BOTTLED WATER - CITY MANAGERS INTERVIEWS	11.98
	STATEMENT	ICE (3) 20LB BAGS- MARINA	16.47
TOTAL FOR: WESCO INC			28.45
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			3,371.83

TOTAL - ALL VENDORS 149,853.98

FUND TOTALS:

Fund 101 - GENERAL OPERATING FUND	69,350.46
Fund 202 - MAJOR STREET FUND	7,632.40
Fund 203 - LOCAL STREET FUND	162.40
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY	1,289.70
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1	10,485.78
Fund 249 - BUILDING INSPECTION DEPARTMENT	5,764.80
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND	1,612.12
Fund 580 - PLAYHOUSE	14,890.67
Fund 590 - SEWER FUND	3,654.27
Fund 591 - WATER FUND	29,163.20
Fund 594 - MARINA FUND	2,721.81
Fund 661 - MOTOR POOL FUND	3,126.37

CITY OF WHITEHALL ACCOUNTS PAYABLE
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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 247					
101-000-082.000	WRAP PLAN CREDIT DUE - SEAVER	THE LOOMIS COMPANY	07/11/25	C014898900	305.67
101-000-231.017	FLEX- JULY 2025	ASHLEY TWISS	07/01/25	FLEX - JULY25	96.72
101-000-231.017	FLEX- JULY 2025	BRENDA BOURDON	07/01/25	FLEX- JULY 2025	60.00
101-000-231.017	FLEX- JULY 2025	BROOK SCHILLER	07/01/25	FLEX - JULY25	113.44
101-000-231.017	FLEX - JULY-2025	CHRIS MAHONEY	07/01/25	FLEX - JULY-25	150.00
			Total For Dept 000 247		725.83
Dept 101 CITY COUNCIL					
101-101-728.000	BINDERS/DIVIDERS - COUNCIL INTE	WALMART	06/25/25	STATEMENT	78.11
101-101-962.000	MILEAGE REIMBURSEMENT - 360MI -	ADAM KLINE	07/16/25	REIMBURSEMENT	439.31
101-101-962.000	LIVESTREAM COUNCIL - JULY - 202	CATCHMARK TECHNOLOGIES	07/01/25	16520	300.00
101-101-962.000	MILEAGE REIMBURSEMENT - 893MI -	DUSTIN STAMBAUGH	07/16/25	REIMBURSEMENT	1,263.35
101-101-962.000	FOOD - CITY MGR INTERVIEWS/TOUR	MAC'S MEATS	06/26/25	STATEMENT	56.28
101-101-962.000	ICE - CITY MGR INTERVIEWS/TOUR	TRUENORTH	06/26/25	STATEMENT	3.19
101-101-962.000	FOOD - CITY MGR INTERVIEWS/TOUR	WALMART	06/24/25	STATEMENT	125.97
101-101-962.000	BOTTLED WATER - CITY MANAGERS I	WESCO INC	06/26/25	STATEMENT	11.98
			Total For Dept 101 CITY COUNCIL		2,278.19
Dept 172 ADMINISTRATION					
101-172-880.000	MEAL - ADMIN W/WHITEHALL SCHOOL	SAN MARCOS	06/19/25	STATEMENT	70.16
			Total For Dept 172 ADMINISTRATION		70.16
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES - GENERAL	PARMENTER LAW	07/10/25	291739	5,681.00
			Total For Dept 203 ATTORNEY		5,681.00
Dept 215 CITY CLERK					
101-215-905.000	PUBLISHING - NOMINATING PETITIO	LUDINGTON DAILY NEWS	06/30/25	99196718	278.03
101-215-905.000	PUBLISHING - PUBLIC HEARING 6.2	MLIVE MEDIA GROUP	06/17/25	3284891	133.16
101-215-905.000	PUBLISHING - TREASURER POSTING	MLIVE MEDIA GROUP	06/17/25	18935808	445.00
			Total For Dept 215 CITY CLERK		856.19
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	CUPS	SAM'S CLUB/GEFCF	06/10/25	10306708307	15.38
101-265-757.000	COFFEE CREAMER	SAM'S CLUB/GEFCF	06/17/25	10309091133	43.94
101-265-757.000	WINDEX	STAPLES CONTRACT & COMME	07/10/25	7006006110	11.19
101-265-920.000	CITY HALL/014-05195-00	CITY OF WHITEHALL	07/10/25	WATER - Q4	152.29
			Total For Dept 265 CITY HALL BLDG & GROUNDS		222.80
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	07/10/25	291740	1,282.50
			Total For Dept 266 DISTRICT COURT		1,282.50
Dept 270 FRINGE BENEFITS					
101-270-719.603	WRAP PLAN - AUGUST	THE LOOMIS COMPANY	07/11/25	C014898900	4,393.41
101-270-719.680	FRINGE-LIFE INS - AUG	MET LIFE	07/14/25	5399644- AUG-25	267.48
101-270-719.690	FRINGE-DISABILITY INS-JULY-SQUI	MET LIFE	07/14/25	5399644- AUG-25	488.59
			Total For Dept 270 FRINGE BENEFITS		5,149.48
Dept 301 POLICE					
101-301-727.000	POSTAGE	UNITED STATES POSTMASTER	06/09/25	STATEMENT	6.10
101-301-727.000	POSTAGE W/TRACKING	UNITED STATES POSTMASTER	06/20/25	STATEMENT	13.92

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 301 POLICE					
101-301-727.000	POSTAGE	UNITED STATES POSTMASTER	06/09/25	STATEMENT	6.10
101-301-757.000	TASER BATTERIES (2)	AXON ENTERPRISE, INC.	07/09/25	INUS360221	174.40
101-301-759.000	REIMBURSE - LOAD BEARING VEST	FERNANDO HERNANDEZ	07/14/25	REIMBURSEMENT	250.00
101-301-759.000	UNIFORM SHIRT	GALL'S, LLC	06/11/25	031882440	67.35
101-301-759.000	UNIFORM HAT	GALL'S, LLC	07/11/25	031895574	17.26
101-301-759.000	UNIFORM SHIRT/PD EMBROIDERY	GALL'S, LLC	06/01/25	29410684-4	50.71
101-301-759.000	UNIFORM PANTS	GALL'S, LLC	06/03/25	29410684-3	68.79
101-301-760.100	LODGING - SEPLA TRAINING	COMFORT INN & SUITES	07/08/25	968173577	349.65
101-301-760.200	ABANDON VEHICLE TRNING -PARSONS	STR8-4WARD TRAINING CONC	07/01/25	25F-70A-013	350.00
101-301-760.300	LODGING- ACTIVE ASSILANT TRAIING	EMBASSY SUITES	06/08/25	96455232	487.86
101-301-850.000	DISPATCH FEES - AUGUST-2025	MUSKEGON CENTRAL DISPATCH	07/15/25	2500002619	4,016.92
101-301-933.000	EXHAUST RESONATOR/GASKET/CLAMP-	TWIN CITIES AUTO PARTS &	06/30/25	145275	737.91
		Total For Dept 301 POLICE			6,596.97
Dept 444 SIDEWALKS					
101-444-818.000	CARLETON ST SIDEWALK	JAEKEL CONSTRUCTION LLC	07/11/25	10381	27,975.00
		Total For Dept 444 SIDEWALKS			27,975.00
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES/103033655079	CONSUMER'S ENERGY	06/19/25	STATEMENT	6,223.73
		Total For Dept 448 STREET LIGHTING			6,223.73
Dept 521 SANITATION					
101-521-818.000	WASTE REMOVAL & RECYCLING	KUERTH'S DISPOSAL INC.	07/02/25	66977	38.00
		Total For Dept 521 SANITATION			38.00
Dept 567 CEMETERY					
101-567-920.000	CEMETERY/014-05250-05	CITY OF WHITEHALL	07/10/25	WATER - Q4	1,428.96
		Total For Dept 567 CEMETERY			1,428.96
Dept 701 PLANNING DEPARTMENT					
101-701-818.000	CONSULTANT SVC - CM POSITION	DOUBLE HAUL SOLUTIONS, L	06/25/25	2025-044	1,612.12
		Total For Dept 701 PLANNING DEPARTMENT			1,612.12
Dept 751 PARKS DEPARTMENT					
101-751-757.000	WATER FLOW METER - COMMUNITY GA	AMAZON.COM	06/18/25	114-9452322-4794660	26.99
101-751-757.000	DOG WASTE CAN LINERS - PARKS	AMAZON.COM	06/10/25	113-1285280-6282644	82.99
101-751-757.000	TOILET PAPER 12CT (2)	STAPLES CONTRACT & COMME	07/10/25	7006006110	163.00
101-751-757.000	HAND SOAP (14)	WALMART	06/11/25	STATEMENT	13.58
101-751-775.000	INSTALL/SVC - ADA COMPARTMENT	ARCHITECTURAL HARDWARE C	07/02/25	69442	1,310.00
101-751-775.000	COUPLING/START FLUID	RIVERS ACE	06/02/25	STATEMENT	8.80
101-751-775.000	TREATED LUMBER - CH/SLOCUM PK B	STANDARD SUPPLY & LUMBER	07/08/25	3231242-015	225.54
101-751-818.000	PORTABLE RESTROOM - COVELL	KERKSTRA PORTABLE RESTRO	07/08/25	274838/ 39 / 40	240.00
101-751-818.000	INVASIVE SPECIES TREATMENT-GOOD	MUSKEGON CONSERVATION DI	07/14/25	18219	497.50
101-751-920.000	FUNNEL FIELD/014-05205-00	CITY OF WHITEHALL	07/10/25	WATER - Q4	5,779.13
		Total For Dept 751 PARKS DEPARTMENT			8,347.53
Dept 753 PATHWAY					
101-753-818.000	PORTABLE RESTROOM - WL BIKE PAT	KERKSTRA PORTABLE RESTRO	07/08/25	274838/ 39 / 40	160.00
101-753-920.000	MAIN&MEARS/013-04530-00	CITY OF WHITEHALL	07/10/25	WATER - Q4	99.84
		Total For Dept 753 PATHWAY			259.84

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Fund 101 GENERAL OPERATING FUND					
Dept 756 119 S BALDWIN ST	SCENE SHOP/014-05200-05	CITY OF WHITEHALL	07/10/25	WATER - Q4	602.16
101-756-920.000			Total For Dept 756 119 S BALDWIN ST		602.16
			Total For Fund 101 GENERAL OPERATING FUND		69,350.46
Fund 202 MAJOR STREET FUND					
Dept 463 ROUTINE MAINT	ASPHALT - 2.03 TONS	ASPHALT PAVING INC	07/01/25	API-0005519	162.40
202-463-757.000	STREET SWEEPING - LAKE/DIVISION	SANISWEEP INC	07/01/25	116199	7,470.00
202-463-818.000			Total For Dept 463 ROUTINE MAINT		7,632.40
			Total For Fund 202 MAJOR STREET FUND		7,632.40
Fund 203 LOCAL STREET FUND					
Dept 463 ROUTINE MAINT	ASPHALT - 2.03 TONS	ASPHALT PAVING INC	07/01/25	API-0005519	162.40
203-463-757.000			Total For Dept 463 ROUTINE MAINT		162.40
			Total For Fund 203 LOCAL STREET FUND		162.40
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY					
Dept 000 247	CONSULTANT SVC - CM POSITION	DOUBLE HAUL SOLUTIONS, L	06/25/25	2025-044	1,289.70
243-000-818.000			Total For Dept 000 247		1,289.70
			Total For Fund 243 BROWNFIELD REDEVELOPMENT AUT		1,289.70
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247	SPRAY BOTTLES - 3PK	STAPLES CONTRACT & COMME	07/10/25	7006006110	84.22
247-000-775.000	FLEX SWITCH - MARINA	CATCHMARK TECHNOLOGIES	06/30/25	16547	120.44
247-000-818.400	LEASE - JULY-2025 - DOWNTOWN RE	WHITEHALL VENTURES INC	07/01/25	LEASE - JULY-2025	145.00
247-000-818.750	CONSULTANT SVC - CM POSITION	DOUBLE HAUL SOLUTIONS, L	06/25/25	2025-044	3,009.30
247-000-820.300-D22	ENGINEERING- WARNER	PREIN & NEWHOF, PC	06/01/25	90171 / 90173	1,255.00
247-000-920.000	SPLASH PAD/014-05120-00	CITY OF WHITEHALL	07/10/25	WATER - Q4	1,591.84
247-000-962.000	BLT MEETING - LUNCH	PEKADILL'S	07/10/25	42242	217.50
247-000-962.000	DONATION - WALK THE BEAT	WALK THE BEAT WHITE LAKE	07/16/25	STATEMENT	3,000.00
			Total For Dept 000 247		9,423.30
Dept 525 DOWNTOWN STREETScape	PORTABLE RESTROOMS (4) - GOODRI	KERKSTRA PORTABLE RESTRO	07/10/25	275144	640.00
247-525-818.000	PUBLIC RESTROOMS/002-00290-00	CITY OF WHITEHALL	07/10/25	WATER - Q4	281.49
247-525-920.000	PED LIGHTS/100000242550	CONSUMER'S ENERGY	06/19/25	STATEMENT	140.99
247-525-921.000			Total For Dept 525 DOWNTOWN STREETScape		1,062.48
			Total For Fund 247 TAX INCREMENT FINANCE AUTHOR		10,485.78
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247	ELECTRICAL PERMITS - JUNE-2025	JJ'S ELECTRIC LLC	07/01/25	JUNE-2025	2,834.40
249-000-818.000	BUILDING PERMITS - JUNE-2025	ROBERT E TUFTS JR	07/01/25	JUNE-2025	1,822.60
249-000-818.000	MECHANICAL PERMITS -JUNE-2025	SHORELINE INSPECTION SER	07/01/25	JUNE-2025	980.00

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Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247					
249-000-818.000	MECH FIRE SUPPRESS PERMITS - JU	WHITE LAKE FIRE AUTHORIT	07/01/25	JUNE-2025	127.80
			Total For Dept 000 247		5,764.80
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 247					
250-000-818.000	CONSULTANT SVC - CM POSITION	DOUBLE HAUL SOLUTIONS, L	06/25/25	2025-044	1,612.12
			Total For Dept 000 247		1,612.12
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-708.100	LIGHTING DESIGN - BON APPETIT 7	AMANDA COLLENE	05/30/25	CONTRACT	600.00
580-000-708.100	DIRECTOR - BON APPETIT! 7/11-7/	BETHIA FRIEDBERG PIERSON	05/30/25	CONTRACT	800.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	DANA OLSEN	06/05/25	CONTRACT	450.00
580-000-708.100	ACCOMPANIST - BON APPETIT! 7/11	ELLEN SCHOEPF	06/05/25	CONTRACT	600.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	GALE MARGARET POSKEY	05/30/25	CONTRACT	450.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	IRELYN NICKLASCH	05/30/25	CONTRACT	450.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	JOEL DULYEA	05/30/25	CONTRACT	450.00
580-000-708.100	HAIR/MAKEUP ARTIST-BON APPETIT	JULIANNE LEWIS	07/08/25	CONTRACT	400.00
580-000-708.100	CABARET DIRECTOR - BON APPETIT!	KARA ROSE	06/01/25	CONTRACT	1,200.00
580-000-708.100	ASST DIRECTOR/PROP MGR-BON APP	LESLEYE WITT	05/30/25	CONTRACT	1,100.00
580-000-708.100	STAGE HAND - BON APPETIT 7/11-7	LYDIA BERNARD	07/09/25	CONTRACT	200.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	MEGAN WIRTS	05/30/25	CONTRACT	450.00
580-000-708.100	MUSICAL DIRECTOR-BON APPETIT -	REGINA SCHLAFF	05/30/25	CONTRACT	450.00
580-000-708.100	PERFORMER - BON APPETIT 7/11-7/	ROBIN L ERDMAN	05/30/25	CONTRACT	1,500.00
580-000-708.100	CHOREOGRAPHER - BON APPETIT! 7/	SAMANTHA FARRAR	05/30/25	CONTRACT	450.00
580-000-708.100	COSTUMER - BON APPETIT 7/11-7/1	SUSAN EYLER	06/09/25	CONTRACT	500.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	THOMAS NEELY	05/30/25	CONTRACT	600.00
580-000-708.100	SOUND ENGINEER - BON APPETIT! 7	TYLER J QUINN	05/30/25	CONTRACT	450.00
580-000-708.100	PERFORMER - BON APPETIT! 7/11-7	WYNDHAM ROSS	05/30/25	CONTRACT	600.00
580-000-727.000	OFFICE SUPPLIES	AMAZON.COM	06/17/25	CONTRACT	450.00
580-000-727.000	PAPER - SUMMER THEATRE PROGRAM	STAPLES CONTRACT & COMME	07/10/25	113-7234025-3610648	25.20
580-000-757.410	WLYT - MCT LODGING (SNOW WHITE	AIRBNB	06/07/25	7006006110	36.85
580-000-757.410	WLYT - NAME TAGS	AMAZON.COM	06/11/25	STATEMENT	929.00
580-000-757.410	TICKETS - WAITRESS- WLYT ATTEND	AMAZON.COM	06/11/25	113-2867487	8.99
580-000-757.500	SPARKLING ICE (24PK)	GRAND RAPIDS CIVIC THEAT	06/03/25	STATEMENT	60.00
580-000-805.000	BANNERS - SUMMER THEATER	SAM'S CLUB/SECF	06/10/25	10306708307	46.24
580-000-805.000	FB TARGETED MARKETING - HUGHES	CANVA.COM	06/30/25	04563-70058724	216.00
580-000-818.000	WASTE REMOVAL & RECYCLING	FACEBOOK	06/30/25	STATEMENT	32.51
580-000-818.400	MUSICIAN/FAN CLUB - 5.10.25	KUERTH'S DISPOSAL INC.	07/02/25	66977	54.00
580-000-818.600	SUBSCRIPTION - MONTHLY FEE- JUN	JUSTIN AVDEK	07/20/24	CONTRACT	1,145.00
580-000-850.000	INTERNET - PH	SPOTIFY	06/30/25	2494688485126107-1-1	11.99
580-000-920.000	PLAYHOUSE/005-01400-00	CHARTER COMMUNICATIONS	07/14/25	5038701071425	330.00
		CITY OF WHITEHALL	07/10/25	WATER - Q4	294.89
			Total For Dept 000 247		14,890.67
			Total For Fund 580 PLAYHOUSE		14,890.67

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION					
590-550-818.000	CONSULTANT SVC - CM POSITION	DOUBLE HAUL SOLUTIONS, L	06/25/25	2025-044	1,612.12
			Total For Dept 550 SEWER ADMINISTRATION		1,612.12
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	07/14/25	5038701071425	59.99
590-552-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	06/28/25	6117198893	38.01
			Total For Dept 552 SEWER CUSTOMER ACCOUNTS		98.00
Dept 554 SEWER PUMPING					
590-554-818.000	LAKE ST PUMP STATION - EMERGENC	WHITE LAKE EXCAVATING	07/12/25	98815	1,890.00
590-554-920.000	TELEPHONE - 231.893.1801	FRONTIER	07/01/25	STATEMENT	40.79
			Total For Dept 554 SEWER PUMPING		1,930.79
Dept 558 SEWER T & D					
590-558-775.000	LUMBER PREMIUM 24X12	STANDARD SUPPLY & LUMBER	07/15/25	3244020-015	11.08
590-558-850.000	ON CALL CELL	VERIZON WIRELESS	06/28/25	6117198893	2.28
			Total For Dept 558 SEWER T & D		13.36
Fund 591 WATER FUND					
Dept 000 247					
591-000-202.100	Water	ALLEN KATHLEEN	07/14/25	07/14/2025	30.82
			Total For Dept 000 247		30.82
Dept 540 WATER ADMINISTRATION					
591-540-770.000	MEMBERSHIP DUES - 25/26	MRWA	07/01/25	2020-14548	850.00
591-540-818.000	CONSULTANT SVC - CM POSITION	DOUBLE HAUL SOLUTIONS, L	06/25/25	2025-044	1,612.14
591-540-820.000	ENGINEERING- DWAM	PREIN & NEWHOF, PC	06/01/25	90171 / 90173	2,418.75
			Total For Dept 540 WATER ADMINISTRATION		4,880.89
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	07/14/25	5038701071425	60.00
591-542-850.000	IPAD SERVICE PLAN	VERIZON WIRELESS	06/28/25	6117198893	38.01
			Total For Dept 542 WATER CUSTOMER ACCOUNTS		98.01
Dept 546 WATER SOURCE PLANT					
591-546-757.000	QTY 16 - 15 GAL DRUM	HAVILAND	07/09/25	543547/CR544097	1,063.27
591-546-818.100	UPS CHARGES	HOME SERVICES OF WHITE L	07/09/25	26120	13.93
			Total For Dept 546 WATER SOURCE PLANT		1,077.20
Dept 548 WATER T & D					
591-548-818.000	WATER SAMPLE TESTING	MI DEPT EGLE	06/30/25	761-11336832	112.00
591-548-818.000	DATA/ANNUAL HOSTING FY25/26	SILVERSMITH DATA	07/15/25	419831	2,100.00
591-548-850.000	ON CALL CELL	VERIZON WIRELESS	06/28/25	6117198893	2.28
			Total For Dept 548 WATER T & D		2,214.28
Dept 549 WATER CONSTRUCTION					
591-549-976.000	WATER METERS (57) 5/8'	ETNA SUPPLY INC	07/15/25	S106357241.002	9,690.00
591-549-976.000	METERS (57)	ETNA SUPPLY INC	07/03/25	S106357241.001	10,260.00
591-549-976.000	METER EXPANSION CONNECTIONS (24	ETNA SUPPLY INC	07/03/25	S106280779.001	912.00
			Total For Dept 549 WATER CONSTRUCTION		20,862.00

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Fund 591 WATER FUND					
Total For Fund 591 WATER FUND					29,163.20
Fund 594 MARINA FUND					
Dept 000 247					
594-000-757.000	URINAL CAKES	AMAZON.COM	06/11/25	113-2867487	26.99
594-000-757.000	FLAGS (2) - "OPEN"	AMAZON.COM	05/28/25	113-8072829-4751437	21.76
594-000-757.000	ICE (3) 20LB BAGS	WESCO INC	06/26/25	STATEMENT	16.47
594-000-757.800	TANK TESTING/SERVICE - MARINA	PETRO TANK & LINE TESTIN	07/01/25	225086 / 225087	2,300.18
594-000-850.000	INTERNET - MARINA	CHARTER COMMUNICATIONS	07/14/25	5038701071425	94.99
594-000-850.000	TELEPHONE 231-894-9689	FRONTIER	07/10/25	STATEMENT	107.98
594-000-920.000	MARINA/014-05115-00	CITY OF WHITEHALL	07/10/25	WATER - Q4	153.44
Total For Dept 000 247					2,721.81
Total For Fund 594 MARINA FUND					2,721.81
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-751.000	FUEL TANK TESTING/SERVICE - DPW	PETRO TANK & LINE TESTIN	07/01/25	225086 / 225087	1,775.75
661-000-757.000	COFFEE	SAM'S CLUB/GEFC	06/17/25	10309091133	19.98
661-000-777.000	4.5X7/8 CUT/FUEL GRINER	RIVERS ACE	06/02/25	STATEMENT	219.57
661-000-781.000	FUEL IMP DRVR	RIVERS ACE	06/02/25	STATEMENT	129.00
661-000-781.000	FUEL CAP/GAUGE/TIRE TREAD GAUGE	WHITE LAKE AUTOMOTIVE	06/30/25	STATEMENT	62.25
661-000-818.000	WASTE REMOVAL	KUERTH'S DISPOSAL INC.	07/02/25	66977	536.50
661-000-850.000	TELEPHONE - 231.894.6937	FRONTIER	07/04/25	STATEMENT	107.71
661-000-920.000	CPW/661-000-920	CITY OF WHITEHALL	07/10/25	WATER - Q4	48.36
661-000-931.000	LED BULB	RIVERS ACE	06/02/25	STATEMENT	148.53
661-000-933.000	REAR WHEEL LUG NUTS - 81-01	PELL'S FARM SERVICE, INC	06/30/25	I199672	78.72
Total For Dept 000 247					3,126.37
Total For Fund 661 MOTOR POOL FUND					3,126.37

Muskegon Central Dispatch 9-1-1
BOARD OF DIRECTORS
May 14, 2025

The May 14, 2025 Muskegon Central Dispatch 9-1-1 Board of Directors meeting held at the Muskegon Central Fire Community Room was called to order at 1:31 pm by Chairman Chandler.

Members present: Anthony Chandler, Administrator, City of Norton Shores
Ed Viverette, Chief of Police, City of North Muskegon
Renee Gavin, Emergency Manager, Muskegon County
Shawn Roberson, Fire Chief, City of Muskegon Heights
Jeff Auch, City Manager, City of Montague
Jared Olson, City Manager, City of Roosevelt Park
Nicole McGhee, Post Commander, Michigan State Police

Absent: Scott Huebler, City Manager, City of Whitehall
Todd Dunham, Supervisor, Fruitport Charter Township
Tim Kozal, Public Safety Director, City of Muskegon
Tim Thielbar, Chief of Police, Muskegon Charter Township

Staff present: Jason Wolford, Executive Director, Muskegon Central Dispatch 9-1-1
Nick Martin, Deputy Director, Muskegon Central Dispatch 9-1-1
Drew Roesler, Operations Manager, Muskegon Central Dispatch 9-1-1
MiSu Peltoniemi-Kozal, QI, Muskegon Central Dispatch 9-1-1
Rebecca Injerd, Office Administrator, Muskegon Central Dispatch 9-1-1

Others present: None

APPROVAL OF THE AGENDA

Moved by Mr. Olson, seconded by Mr. Auch, to approve the May 14, 2025 agenda, as presented. Motion carried.

MINUTES OF APRIL 9, 2025 MEETING

Moved by Mr. Roberson, seconded by Mr. Auch, to approve the April 9, 2025 meeting minutes. Motion carried.

REPORTS

COORDINATING COMMITTEE MINUTES – MAY 5, 2025

Informational.

DIRECTOR'S REPORT

As presented. Chief Bride added to Coordinating Committee. New hire overview. Annual SNC audit completed. RSAT meeting attended. Discussed IT infrastructure evaluation.

800 MHz IMPLEMENTATION COMMITTEE

Go Live last Tuesday. Working through clean-up and fine tuning. Engage Conference meetings held about product direction and training.

CAD / RMS / JMS COMMITTEE

Implementation ongoing. Working through report delivery correction.

FIRE RMS / MCT COMMITTEE

Deputy Director Martin provided update on First Due RMS. New CAD has alleviated several issues. Remaining items slated for updates, currently with development, anticipated in June.

OLD BUSINESS

None.

NEW BUSINESS

MUSKEGON CO SCHOOLS EMERGENCY RADIO NTWK POLICY (61SERN)

As presented. John Gale working with schools to train, schools will adopt policy.

Moved by Mr. Viverette, seconded by Mr. Roberson, to approve the CC recommendation to approve the Muskegon County Emergency Radio Network Policy (61SERN), as presented. Motion carried.

COMMENTS

ADMINISTRATIVE

Director Wolford thanks the Board for support returning to CAD.

PUBLIC

None.

NEXT MEETING

The next meeting will be held on June 11, 2025 at 1:30pm in the Muskegon Central Fire Community Room.

ADJOURNMENT

Moved by Mr. Olson, seconded by Mr. Roberson, to adjourn. Meeting adjourned at 1:53 p.m.

Respectfully submitted,

Rebecca Injerd, Office Administrator

Date

Anthony Chandler, Chairman

Date

Brenda J. Bourdon

From: Meredith Kuiper <kuiperfarm@gmail.com>
Sent: Thursday, July 17, 2025 11:00 AM
To: Brenda J. Bourdon
Subject: Request to Reevaluate Street Closure Adjacent to Healthy Roots

[EXTERNAL EMAIL] Please exercise caution with links and attachments.

Dear Members of the City Council,

I am writing as the owner of Healthy Roots, located at 117 W Colby Rd, to respectfully raise a concern about the continued closure of First Street, adjacent to my store. This public street has been blocked off to provide outdoor dining space for Pub 111, and while I support local business development, this closure is having a serious, harmful impact on my store.

It is my understanding that this street closure was implemented during the height of the COVID-19 pandemic to support outdoor social distancing—a need that has since passed. Despite that, the closure continues and has restricted customer access to my store's parking, resulting in a sharp decline in both traffic and sales.

The situation has become so difficult that my business is currently struggling to pay its bills, despite every effort to adapt and remain afloat. This loss of access is putting me in a financially unsustainable position.

In addition, customers frequently express frustration over the street closure, telling me directly that it has made visiting my store more difficult. Many have shared that they've stopped coming as often because of the parking and access issues. Comments on our Facebook page have let us know that some have stopped coming all together. This isn't just affecting me—it's also negatively impacting the local shopping experience for our community. This feedback only reflects my local regulars—it does not account for the tourists and first-time visitors who, unfamiliar with the area, are much more likely to get confused or discouraged by the blocked street and simply give up trying to reach the store at all. I believe this represents a substantial hidden loss in business.

While I understand the restaurant owner claims the outdoor seating is used after 7:00 PM, I want to be clear that during our business hours, neither I nor my employees—nor any of

the customers who have voiced concerns—have ever seen it in use. There has been no visible use of the tables at all during the day. The only thing we have seen, consistently, is uncollected trash left behind for days, which further detracts from the area's appearance and usability.

My store closes at 7:00 PM, and any activity after that time does not justify a day-long closure of a public road—especially when it benefits one business at the expense of another.

The restaurant has ample indoor space, and it seems entirely reasonable that any need for outdoor seating could be accommodated through a temporary, removable setup in the evening, rather than a permanent daytime street closure.

I respectfully ask that the city reevaluate this decision and consider the real, measurable harm it is causing to my business. I look forward to the opportunity to discuss this further at the next city council meeting.

Thank you for your time and your consideration.

Sincerely,

Meredith Kuiper

Healthy Roots

**Whitehall Planning Commission
Meeting Minutes
July 1, 2025**

Present

J. Dillivan, S. Salter, J. Holmstrom, L. Abramson, D. Bowyer

Absent

A. Church, B. Armstrong, R. Blankstrom

Call to Order

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

Agenda

Motion by Holmstrom, second by Bowyer, CARRIED, to approve the agenda as submitted. All voted yes.

Approval of Minutes

Motion by Salter, second by Abramson, CARRIED, to approve the April 2025 meeting minutes as submitted. All voted yes.

Communications

None

Public Comment

None

Unfinished Business

None

New Business

Motion by Salter, second by Abramson to send 15-22-6 Recreational Vehicle Parking and storage to council for their input prior to having a public hearing on it.

Discussion:

Holmstrom is concerned for properties that don't have the ability to put it in the back or side yards.

Abramson is supportive of it.

Bowyer clarified that this does not affect the boat storage on Lake Street as it only applied to residentially zoned property.

Salter feels it is important to bring back to council to get their input as residents have had concerns.

Chair Dillivan requested roll-call vote, 5 yes 0 no, 3 absent.

Motion CARRIED. All voted yes.

Motion by Salter, second by Bowyer to send the 15-22-6 Camping to council for their input prior to having a public hearing on it.

Chair Dillivan requested roll-call vote, 5 yes 0 no, 3 absent.

Motion CARRIED. All voted yes

Adjournment

There being no further business, Chair Dillivan adjourned the meeting at 6:15 p.m.

Chris Mahoney
Zoning Administrator

DRAFT

**Whitehall Zoning Board of Appeals
Meeting Minutes
July 10, 2025**

Present

T. DeMumbrum, G. Hillebrand, D. Krainer, S. Brown

Absent

E. Dennis, J. Cole, B. Mann

Call to Order

Chair DeMumbrum called the meeting to order at 6:30 p.m.

Agenda

Motion by Hillebrand, second by Brown, CARRIED, to approve the agenda as submitted. All voted yes.

Approval of Minutes

Motion by Krainer, second by Brown, CARRIED, to approve the July 2024 meeting minutes as submitted. All voted yes.

Public Hearing

*Use Variance - Keillor

Chair DeMumbrum opened the public hearing at 6:32 p.m.

William Scott Miller 1421 S. Mears, spoke on support for variance.

Keillor 1418 Nelson, spoke about his variance request and why he felt it should be allowed.

Michael Burgess, 1516 S. Mears, spoke on support for variance.

Joni Christensen, 1516 S. Mears, spoke on support for variance.

Michelle Schuitema, 1608 S. Mears, spoke on support for Variance.

Mark Hanna, 204 Country Club, spoke on all the points for the variance and felt it met them all and should be granted.

Bruce Dempsey, 211 Country Club, spoke on support for the variance.

Chair DeMumbrum closed the public hearing at 6:53 p.m. as there were no further public comments.

Communications

Letter from 203 Country Club residents, Kesteloot. Place on file.

Unfinished Business

None

New Business

Motion by Krainer, second by Hillebrand to approve Resolution 25-01 Keillor Use Variance.

Discussion

Board members discussed the use Variance, DeMumbrum felt as it could be setting a precedent as they are not touching property and are separated by the 6-foot public owned trail.

All board members felt the city should reconsider vacating the public owned trail from Gee St. to Mears. They were advised the city manager would bring their suggestion to council.

Chair DeMumbrum called the roll call vote.

4 Yes, 0 No, 3 Absent, Motion carried all voted yes.

Motion by Brown, seconded by Hillebrand to send the side yard setback suggested language to planning to see if they wish change it. All voted yes.

Public Comments

There was no public comment.

Adjournment

There being no further business, Chair DeMumbrum adjourned the meeting at 7:35 p.m.

Chris Mahoney
Zoning Administrator

CITY OF WHITEHALL
RESOLUTION 25-20
Livestreaming

WHEREAS, Catchmark Technologies has been providing livestreaming services for City Council meetings and other events as requested.

WHEREAS, the contract for these services expires July 31.

WHEREAS, Catchmark has provided a three-year renewal contract with no rate increase.

WHEREAS the contract has been reviewed by city staff and City Attorney Meier.

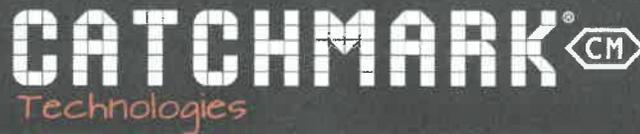
NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby authorize City Clerk Brenda Bourdon to execute the Livestreaming Contract with Catchmark Technologies, attached to and consider a part of this Resolution.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held July 22, 2025 at 6:00 p.m. (___ yes, ___ no, _____ absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk



SERVICES PROPOSAL

Prepared For
Scott Hubler
City of Whitehall

Proposal Date
7/1/2025

Proposal Number
COW Livestream

OVERVIEW

CatchMark Technologies is pleased to submit this proposal for services to provide livestreaming services for the City of Whitehall. This proposal aims to provide a clear understanding of the project's scope, objectives, resources, timeline, and deliverables.

Resources

NAME: Kara Raeth
TITLE: Digital Marketing and Media Service Lead
PHONE: 616.384.4616
EMAIL: kraeth@catchmarkit.com

NAME: Owen Raeth
TITLE: Digital Content Creator
PHONE: 616.384.4912
EMAIL: oraeth@catchmarkit.com

Period of Performance

The services shall commence on the date of acceptance.

Project Status Updates

Upon proposal acceptance, the Contractor will reach out to the Customer to schedule a project kickoff meeting. The purpose of this meeting is to create clarity, establish communication channels, communication frequency, and verify project timeline, scope, and budget.

DETAILS

Work Breakdown

- Planning
- Creating
- Production

Deliverable Materials

- Two City Council Meeting livestreams and One City Council Work Session livestream per month for public viewing.

Assumptions

- Each livestream will take no longer than 1.5 hours.
- Each livestream will be posted to CatchMark Community YouTube channel
- The City of Whitehall will have an internet connection for CatchMark to use at each livestream date
- Access to streaming location will be granted both during and outside of meeting hours for setup, teardown, and testing.

Risks

The Contractor has identified the below items as potential project risks. Contractor will update and communicate risk to the Client as the project progresses:

- Data, information, and access are all controlled by the Client. The contractor will need access to these items but will rely solely on the Clients' availability to complete tasks.
- If the Client fails to empower the Contractor in their roles, then there is a risk that the contractor will not be able to execute items as quickly or efficiently
- If the Client fails to invest the needed time and effort needed there is a risk that the service will not be completed as quickly or efficiently
- If the Client lags in responding or making needed decisions, there is a risk that the project will not be completed as quickly or efficiently.

Change Orders

A Project Change Order (CO) will be the vehicle for communicating change. The CO must describe the change, the rationale for the change, and the effect the change will have on the project. The CatchMark Technologies Project Manager will submit the CO to the Customer. The Customer will review the proposed change and approve it. Once approved, a Change Order will be executed.

PRICING

A detailed breakdown of the estimated time and materials to successfully execute this contract are located at the end of this document.

- Billing terms:
 - Monthly Fixed cost will be invoiced each month on the first day of the month for the upcoming month for the duration of the contract.
 - The contract will be for the duration of 36 months (August 1, 2025- July 31, 2028)
 - The contract can be ended with 90 days' written notice
 - Upon early termination 50% of the contract is due

LEGAL

All services are provided pursuant to CatchMark Technologies terms and conditions which are available online at <https://catchmarkit.com/wp-content/uploads/2023/12/terms.pdf>

With a digital signature, the customer acknowledges terms and conditions have been read and accepted.

CONCLUSION

We look forward to working with you to provide the community with a livestream of the meetings to allow for more transparency within the city and the council.

If you have questions about this proposal, feel free to contact me at your convenience.
Thank you for your consideration,

Kara Raeth
Digital Marketing and Media Service Lead



o. 616.384.4616
e. kraeth@catchmarkit.com
w. www.catchmarkit.com

Catchmark Technologies
 112 E. Colby St
 Whitehall, MI 49461
 +16163944616
 it@catchmarkit.com
 www.catchmarkit.com



ADDRESS

Scott Huebler
 City of Whitehall
 405 E. Colby St
 Whitehall, Michigan 49461
 United States

Estimate COW Livestream

DATE 07/01/2025

EXPIRATION DATE 08/01/2025

DATE	DESCRIPTION	QTY	RATE	AMOUNT
07/01/2025	Media Services Provide livestreaming services in support of the City of Whitehall City Council Meeting. This includes: - Production planning - Video production equipment needed. - Creation of livestreaming graphics and thumbnails. - Configuration of stream online. - Setup and teardown of streaming equipment. - Onsite production of the video.	1	300.00	300.00

- Details:**
- The amount above is a monthly rate for livestreaming services.
 - The duration of contract is three years.
 - Contract auto renews.
 - Contract can be ended with 90 days written notice.
 - Upon early termination (50% of the contract balance is due.)
 - see details on attached proposal
- Assumptions:**
- The council meeting lasts on average 1.5 hours.
 - Internet service will be provided by the City of Whitehall.
 - The meeting will be streamed to the CatchMark Community YouTube Channel.
 - Access to streaming location will be granted both during and outside of meeting hours for setup, teardown, and testing.

SUBTOTAL 300.00
TAX 0.00

TOTAL \$300.00

Accepted By

Accepted Date

CITY OF WHITEHALL
RESOLUTION 25-21
Truck Dump Body

WHEREAS, City Council approved the purchase of two F350 trucks as approved in the 2025/2026 budget.

WHEREAS, City Ordinance §32.26 allows for purchases through state purchasing programs. Truck & Trailer Specialties was awarded to install the following on each truck for \$17,321:

- Carbon steel E-Tipper dump body
- Lo-Boy hoist with subframe

WHEREAS, Public Works Crew Leader Don Bond has reviewed the specifications and recommends accepting the quote for both trucks.

WHEREAS, the City Council approved the budgeted amount of \$154,000 for both trucks with upfit equipment, leaving 52,552.40 after the purchase of the trucks.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council does hereby approve the purchase and installation of the dump body and hoist for both F350 trucks for \$34,642 as approved in the 2025/2026 budget.

Moved by _____, seconded by _____, and thereafter adopted by the City Council of the City of Whitehall, at a regular meeting held July 22, 2025 at 6:00 p.m. (yes, no, absent).

Steven Salter, Mayor

Brenda Bourdon, City Clerk

From: Scott Liskey <scott.liskey@shorelinecity.com>
Sent: Tuesday, July 15, 2025 3:07 PM
To: Brenda J. Bourdon
Subject: Request to utilize city property for a fundraiser

Hello, I'm Coach Scott Liskey. I am the head coach for the Girls JV soccer program and have been a coach/assistant coach for Montague High School/Middle School boys/girls soccer going on my 4th season. I am requesting permission from the City of Whitehall to utilize the roadway on N Mears Avenue, north of W Colby St to use as the venue for my 3rd annual cornhole fundraiser event. This event would be run on Sunday, August 17th from 1230-6pm. All proceeds of this event benefit the Montague Middle School and Montague High School Soccer programs for both boys and girls. I have run this event the last two years and it has been quite successful, with each year attracting more participants. I thought this location would make our event far more visible and enjoyable for the participants and I believe it would be a perfect venue as the ground is flat, there is ample parking, public facilities, a great view overlooking the river flats, as well as local establishments that people would undoubtedly utilize during the event. I have already contacted the owners of several of the surrounding eateries to ensure they would be supportive of such an event and I was met with positive support from all that I have spoken with. This event would include a cornhole tournament as well as raffles for prizes donated by local businesses and individuals. Playing in the cornhole tournament is open to any who wish to join. The raffles are open to anybody even if they do not wish to partake in the cornhole tournament. I look forward to being able to host this great event in such a great spot.

If there are any questions or concerns I can be contacted by cell phone 231-726-0208.

Employment Agreement

This Agreement (“Agreement”) made and entered into this [redacted] day of [redacted] 2025, by and between the City of Whitehall, State of Michigan, a municipal corporation (“Employer” or “City”), and Daniel Tavernier (“Employee”), both of whom agree as follows:

WHEREAS, the City desires to employ the services of Daniel Tavernier as the City Manager, as provided in the Home Rule City Act and the charter and ordinances of the City of Whitehall; and

WHEREAS, it is the desire of the City Council to provide certain benefits, establish certain conditions of employment, and set the working conditions of said City Manager; and

WHEREAS, Daniel Tavernier desires to be employed as the City Manager of the City of Whitehall.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

Section 1: Term

- A. The Employee agrees to remain in the exclusive employ of Employer commencing on [redacted], 2025 (“commencement date”) and shall remain in full force and effect until terminated by the Employer or Employee, neither to accept other employment nor to become employed by any other employer until the termination date, unless Employee’s employment is terminated as provided in this Agreement, or permitted by the City Council.
- B. Notwithstanding anything herein to the contrary, it is understood, agreed, and acknowledged by the parties that:
 1. Employee shall serve at the pleasure of the City Council.
 2. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the City Council to terminate the services of Employee at any time, with or without cause, and with or without notice, subject to Section 10 and Section 11 of this Agreement.
 3. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Employee to resign at any time from their position with the City, subject only to the requirement that they give the City thirty (30) days written notice in advance of their resignation.

Section 2: Duties and Authority

- A. Employer agrees to appoint and employ Daniel Tavernier as City Manager to perform the functions and duties specified in the Home Rule City Act and the charter and ordinances of the City of Whitehall, and to perform other legally permissible and proper duties and functions without interference.
- B. Employee is the Chief Administrative Officer of the Employer and shall faithfully perform the duties as prescribed in the job description as set forth in the Employer’s charter and/or ordinances and as may be lawfully assigned by the Employer.

- C. Employee shall comply with its charter and state and federal law, Employer policies, and rules and ordinances as they exist or may hereafter be amended.
- D. Specifically, it shall be the duty of the Employee to employ, on behalf of the Employer, all other employees of the City consistent with the policies of the City Council and the ordinances and charter of the Employer.
- E. It shall also be the duty of the Employee to direct, assign, reassign and evaluate all employees of the Employer consistent with policies, ordinances, charter, and state and federal law.
- F. It shall also be the duty of the Employee to organize, reorganize, and arrange the staff of the Employer and to develop and establish internal operational regulations, rules policies, and procedures which the Employee deems necessary for the efficient and effective operation of the Employer consistent with lawful directives, policies, ordinances, state and federal law.
- G. It shall also be the duty of the Employee to accept all resignations of employees of the Employer consistent with the policies, ordinances, charter, and state and federal law, except the Employee's resignation or any other person appointed by the City Council, which must be accepted by the City Council.
- H. The Employee shall perform the duties of City Manager of the Employer with reasonable care, diligence, skill, and expertise.
- I. All duties assigned to the Employee by the City Council shall be appropriate to and consistent with the professional role and responsibility of the Employee.
- J. The Employee cannot be reassigned from the position of City Manager to another position without the Employee's express written consent.
- K. The Employee or designee shall attend, and shall be permitted to attend, all meetings of the governing body, both public and closed.

Section 3: Compensation

- A. Base Salary: Employer agrees to pay Employee for their services rendered pursuant hereto, an annual salary in the amount of \$ 115,000 payable in the same increments and on the same date as the other employees of Employer are paid. In addition, Employer agrees to increase Employee's base salary and/or other benefits of Employee in such amounts and to such extent as the City Council may determine that it is desirable to do so on the basis of the annual performance review.
- B. At any time during the term of the Agreement, Employer may, in its discretion, review and adjust the salary of the Employee, but in no event shall the Employee's salary be reduced except by mutual written agreement between Employee and Employer. Such adjustments, if any, shall be made pursuant to a lawful action by the City Council. In such event, Employer and Employee agree to provide their best efforts and reasonable cooperation to execute a new agreement incorporating the adjusted salary.

- C. This Agreement shall automatically be amended to reflect any cost of living, or other universally applied, salary adjustments that are provided or required by the Employer's compensation policies to include all salary adjustments on the same basis as applied to full-time non-union employees, including any one-time payments and/or bonuses.
- D. Except as otherwise provided in this Agreement, the Employee shall be entitled, at a minimum, to the highest level of benefits enjoyed by and/or available to other non-union employees of Employer as provided by the Employer's policies, charter, ordinances, or personnel rules and regulations or other practices.

Section 4: Health, Disability and Life Insurance Benefits

- A. In lieu of health, vision, and dental benefits, Employee shall accept a Payment in Lieu of Benefits in an amount equal to 50% of family premiums.
- B. The Employer agrees to put into force and to make required premium payments for short-term and long-term disability coverage for the Employee, at a minimum, on an equivalent basis to that which is provided to all other full-time non-union employees of the Employer.
- C. The Employer shall provide term life insurance equivalent to that offered to other full-time non-union employees. The Employee shall own the life insurance policy, and the life insurance policy shall be in the name of the Employee and the Employee shall have the right to name the beneficiary of the life insurance policy.
- D. Employee shall be provided access to all other benefits as outlined in the Employer's Personnel Policies as may be modified from time to time, unless specifically addressed in this Agreement.

Section 5: Paid Time Off

- A. The Employee shall be front-loaded 80 hours of PTO upon Employee's first day of employment, earning paid time off on an equivalent basis to that of other full-time non-union employees of Employer thereafter. Paid Time Off (PTO) may be used for the purposes of sick leave, vacation leave, or any other personal reason consistent with the City's policies and procedures addressing leave. Upon separation of employment, Employee shall be compensated for unused PTO and Sick Time as provided to other full-time non-union employees.
- B. Employee is entitled to carry over and accrue all unused PTO on an equivalent basis to that which is allowed to be accrued by all other full-time non-union employees of the Employer.
- C. Employee shall be front-loaded 24 hours of Sick Time upon Employee's first day of employment, earning sick time on an equivalent basis to that of other full-time non-union employees of Employer thereafter. Sick Time may be used consistent with City adopted policy.
- D. The Employee is entitled to carry over and accrue all unused Sick Time on an equivalent basis to that which is allowed to be accrued by all other full-time non-union employees of the Employer.

Section 6: Reimbursements & Allowances

- A. Recognizing the need to travel for City related business and attend regional or state-wide meetings on behalf of the City, Employee shall receive a vehicle allowance of \$350 per month. The vehicle allowance may be periodically reviewed and adjusted based on estimated costs, but in no event shall it be reduced except by mutual written agreement between Employee and Employer.
- B. Recognizing the importance of constant communication and maximum productivity, Employer shall provide Employee for business use a laptop/tablet computer and hardware accessories, and software, as required for the Employee to perform their duties and to maintain communication with Employer's staff and officials as well as other individuals who are doing business with Employer. Upon termination of Employee, the equipment described herein shall be returned to Employer.
- C. Recognizing the importance of constant communication and maximum productivity, Employer shall provide Employee for business use a cellular smartphone and unlimited mobile data plan, including hotspot, for the Employee to perform their duties and to maintain communication with Employer's staff and officials as well as other individuals who are doing business with Employer. Upon termination of Employee, the equipment described herein shall be returned to the Employer.

In lieu of an Employer issued cellular phone and data plan, Employee may elect to utilize Employee's personal cellular phone and data plan. Employer agrees to provide a monthly stipend for said use in the amount of \$100 per month. The Employee shall abide by and comply with any and all City policies and procedures as it relates to the use of a personal cellular phone for business conducted on behalf of the City.

- D. No other business expenses will be covered by Employer except expenses specifically referenced in Section 8, below.

Section 7: Retirement

- A. Employer agrees to execute and keep in force all necessary agreements to provide an acceptable 401(a) defined contribution plan for Employee's participation in said retirement plan. In addition to the base salary paid by the Employer to Employee, Employer agrees to match Employee's contributions up to eight percent (8%) of Employee's base salary, in an equal proportionate amount each pay period to Employee's contribution.
- B. Employer agrees to execute and keep in force all necessary agreements to provide Employee access to an acceptable 457 tax-advantaged deferred compensation retirement plan. Employee contributions to a 457 shall be matched at the same level as other full-time non-union employees.
- C. Employee agrees to execute and keep in force all necessary agreements to provide an acceptable Retiree Health Care Savings Account. Employee agrees to pay into the account on monthly at the same level as other full-time non-union employees.

- D. Employee shall be fully vested in all contributions, in all plans, as outlined above, upon Employee's date of hire.

Section 8: Membership, Professional Development, and Community Engagement Expenses

- A. Employer agrees to budget and pay for professional dues, including, but not limited to, the state city management association and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer.
- B. Employer agrees to budget and pay for registration/tuition and travel of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, including but not limited to the Michigan Municipal Executives, the Michigan Municipal League, the International City/County Managers Association, and such other national, regional, state, and local governmental groups and committees, and other national, regional, state and local organizations in which Employee serves as a member, or where participation advances City goals and priorities. Employer also agrees to budget and pay for registration/tuition and travel of Employee for short courses, institutes, and seminars that are necessary for the Employee's professional development and for the good of the Employer.

Section 9: STRONGSTART

Employee and Employer have been provided access to the following services provided by Double Haul Solutions through the execution of this Agreement and Employer's Executive Search Agreement. Both Employee and Employer recognize the value of the services outlined below and commit to full engagement in said services to support a strong Employee/Employer relationship.

- A. STRONGSTART Basic: Employee and Employer will be provided with an onboarding plan and executive coaching, as follows:
1. The onboarding plan will be structured to help the new Employee integrate smoothly into their role, their assigned team, and the organization as a whole. It encompasses a series of activities, resources, and support mechanisms aimed at orienting new hires, facilitating their adaptation to the organization's culture, and setting them up for success in their new positions.
 2. Executive Coaching will include three months of executive coaching by our Certified Executive Coach for every executive search Independent Contractor conducts. Our executive coach will engage with the new Employee monthly and review the progress being made with the onboarding plan and provide direct support to the Employee for any other coaching needs to ensure a successful placement.
- B. STRONGSTART Complete: In addition to the support outlined in Section 9A, Employee and Employer have agreed to execute the necessary agreements to provide the Employee and Employer access to the following support services:
1. Twelve months of executive coaching by our Certified Executive Coach.
 2. A relationship kick-off session for the Employer and Employee, including a facilitated goal-

- setting session and discussion of mutual expectations.
3. A six-month check-in with Employer with feedback provided to the Employee. Said feedback will be leveraged during remaining executive coaching sessions.
 4. After one year of employment, Double Haul Solutions shall facilitate an evaluation of Employee by Employer.

Section 10: Termination

For the purpose of this Agreement, termination shall occur when:

- A. The majority of City Council votes to terminate the Employee in accordance with the Home Rule City Act and City charter and ordinances at a properly posted and duly authorized public meeting.
- B. If the Employer, citizens, or legislature acts to amend any provisions of the Home Rule City Act pertaining to the role, powers, duties, authority, responsibilities of the Employee's position that substantially changes the form of government, the Employee shall have the right to declare that such amendments constitute termination, without cause.
- C. If the Employer reduces the base salary, compensation, or any other financial benefit of the Employee, unless (i) it is by mutual written agreement, (ii) it is due to a change in a state law or regulation, or (iii) it is due to a change in benefits offered by a provider, such action shall constitute a breach of this Agreement and will be regarded as a termination, without cause.
- D. A breach of contract may be declared by either party. Upon declaration, parties shall enter a 30-day cure period for either Employee or Employer, whichever is the nondeclaring party. Written notice of a breach of contract shall be provided in accordance with the provisions of Section 21. If the breach is not cured satisfactorily, the parties agree to enter arbitration subject to the Section 17.

Section 11: Severance

Severance shall be paid to the Employee when employment is terminated as defined in Section 10.

- A. If the Employee is terminated without cause, the Employer shall pay Employee a minimum severance equal to six (6) months of total compensation, including all payment in lieu of payments, retirement benefits and allowances represented herein, at the date of termination. This severance shall be paid as a lump sum and shall be conditioned upon execution of a Separation Agreement, approved by the City's legal counsel.
- B. Employer shall make a contribution to the Employee's defined contribution plan based on the value of this severance calculated using the rate ordinarily contributed on regular compensation.
- C. If the Employee is terminated with or without cause, the Employee shall be compensated for unused PTO and Sick Time as provided to other full-time non-union employees.

D. Notwithstanding the foregoing, the City shall have no obligation to pay the severance in the event of termination for one (1) or more of the following acts or events:

- Death;
- Physical or mental incapacity which renders Employee unable to perform his duties for 90 consecutive days or more;
- Charged with a felony;
- Charged with a misdemeanor which involves any drug, sex or alcohol offense, or any defense including theft or dishonesty;
- Any willful failure or repeated failure (after written notice from the City Council) to comply with the applicable laws, rules, and ordinances;
- Fraud, embezzlement or misuse of Employee's position for personal gain or benefit;
- Falsification of records or intentional misrepresentation of material facts to City Council;
- Working under the influence of intoxicants or controlled narcotic substances not legally prescribed;
- Any material breach of this Agreement;
- Willfully damaging City property or causing injury to another employee; and/or
- A determination by a third-party investigator appointed by the City that Employee committed sexual harassment of another City employee.

Section 12: Resignation

In the event that the Employee voluntarily resigns their position with the Employer, the Employee shall provide a minimum of sixty (60) days' notice, unless Employer and Employee agree otherwise.

Section 13: Performance Evaluation

- A. Employer shall review and evaluate the performance of Employee not earlier than six (6) months after the commencement date of this Agreement, and thereafter at least once annually in advance of the adoption of the annual operating budget. Except for the initial six-month review, the review and evaluation shall be in accordance with specific criteria developed jointly by Employer and Employee, however, the first annual evaluation in Fall 2026 shall be facilitated by a professional facilitator with experience conducting municipal performance evaluations as outlined in Section 9B. The criteria may be modified from time to time as the Council may determine in consultation with the Employee. Further, Employer shall provide Employee with a summary written statement of the findings of the Employer and provide an adequate opportunity for the Employee to discuss their evaluation with the Council.
- B. Annually, Employer, following collaboration with Employee, shall define goals and performance objectives for the Employee that Employer determines reasonable and necessary for the proper operation of the City and in the attainment of the City's strategic priorities and policy objectives. Employer, following collaboration with Employee, shall also establish the relative priority among those various goals and objectives and shall clearly reduce the goals and objectives to a writing that is delivered to Employee in a timely manner. The goals and objectives for the Employee shall be as objectively verifiable as reasonably possible, shall generally be attainable within the time limitations specified and

agreed to by Employer and Employee and within the annual operating and capital budgets, or other appropriations as provided.

- C. In effecting the provisions of this Section, the Committee and Employee shall mutually agree to abide by the provisions of applicable law.

Section 14: Hours of Work

Section 14: Hours of Work

The Employee is expected to dedicate their full professional attention to the business of the Employer during normal business hours and as needed to fulfill the responsibilities of the position. Regular workplace presence is important, except when official City business requires the Employee to be elsewhere. The Employer understands that the nature of the position necessitates work outside standard hours, and supports reasonable flexibility in work schedules, including the use of flextime, to accommodate the needs of the Employer and the Employee's professional and personal obligations.

Section 15: Ethical Commitments

Employee will, at all times, strive to uphold the tenets of the ICMA Code of Ethics, as amended from time to time.

Employer shall support Employee in keeping these commitments by refraining from any order, direction or request that would require Employee to violate the ICMA Code of Ethics. Specifically, neither the City Council nor any individual member thereof shall request Employee to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fund-raising activity for individuals seeking or holding elected office, handle any matter of personnel on a basis other than fairness, impartiality and merit, nor encourage any other act in violation of the ICMA Code of Ethics. In the event Employee reasonably believes that Employer or a representative of Employer violates this Section, Employee shall have the right to request a mediation session with an appropriate representative of the City and the Employee. In the event that mediation does not resolve the issue and Employee continues to assert that Employer has violated the terms of this Section, Employee may resign for "good reason" and be entitled to the Severance benefits set forth in Section 11. Employer shall retain all its legal rights under this Agreement to object to Employee's claim for resignation for "good reason".

Section 16: Outside Activities

The employment provided for by this Agreement shall be the Employee's primary employment.

Section 17: Public Liability Insurance

Employer shall put in force, maintain, and make required premium payments for public liability insurance coverage, including personal injury liability coverage, with limits determined by the City for any and all insurable liabilities incurred by the Employee in their employment with the Village.

Section 18: Bonding

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

Section 19: Other Terms and Conditions of Employment

The Employer shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with, or in conflict with the provisions of this Agreement, the Home Rule City Act, local ordinances, or any other law.

Section 20: Notices

Notice pursuant to this Agreement shall be in writing, and shall be deemed given when delivered, or one day after deposited with a nationally recognized commercial courier for next day delivery, or one day after deposited in the United States Mail, Certified Mail, Return Receipt Requested, with all postage prepaid, addressed as follows:

EMPLOYER: City of Whitehall
Attn: Mayor
405 E. Colby Street
Whitehall, MI 49461

EMPLOYEE: Daniel Tavernier
322 N. Second Street
Grand Haven, MI 49417

Section 21: General Provisions

- A. **Integration.** This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior discussions or representations by or between the Employer and Employee are merged into and rendered null and void by this Agreement. The Employer and Employee by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- B. **Binding Effect.** This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives, and successors in interest.
- C. **Effective Date.** This Agreement is effective as of _____, 2025.
- D. **Severability.** The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both Employer and Employee subsequent to the expungement or judicial modification of the invalid provision.

E. **Precedence.** In the event of any conflict between the terms, conditions and provisions of this Agreement and the provisions of City Council's policies, or Employer's ordinances, charter or other rules and regulations, or any permissive state or federal law, then, unless otherwise prohibited by law, the charter, City policies and ordinances, and state law shall take precedence over this Agreement.

F. **Attorney Review.** Each party acknowledges that they have had an opportunity to have counsel of their choice review the terms of this Agreement before its execution, that they have read and understand its terms, and that their signatures hereon were voluntarily and knowingly given.

IN WITNESS WHEREOF, the City of Whitehall has caused this Employment Agreement to be signed and executed on its behalf by its Mayor and attested by its City Clerk, pursuant to authorization of the City Council at the regular meeting of _____, 2025, and the Employee has signed and executed this Agreement, both in duplicate, on the day and year first above written.

Employer, City of Whitehall:

Employee:

By: _____
Its: Mayor

Daniel Tavernier

By: _____
Its: City Clerk