



CITY COUNCIL MEETING
405 E. COLBY STREET, WHITEHALL, MI
COUNCIL CHAMBERS
NOVEMBER 25, 2025
6:00 p.m.

AGENDA

1. Meeting called to Order
 - Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - Approval of the November 11, 2025 Work Session and Council Meeting Minutes
 - Approval of Accounts Payable
 - Communications – None
4. Messages from the Mayor, Council, and City Manager
5. Public Comment *
6. Old Business
 - West Colby Promenade
7. New Business
 - Resolution 25-38 Signatures
 - Resolution 25-39 Leaf Truck
 - Ordinance 21-02 Traffic Code Violations/Fees
8. Public Comment *
9. Closed Session – to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g), pursuant to MCL Section 8(h) of the Open Meetings Act
10. Adjournment

City of Whitehall, 405 E. Colby Street, Whitehall, MI 49461; 231-894-4048

*** PUBLIC COMMENT:** Citizens wishing to speak on any subject matter or with regard to items on the agenda should use this opportunity. As a courtesy to the council, state your name, and direct your comments to the board. Please limit comments to three minutes. If you have questions or issues that need to be addressed, contact City Hall during regular business hours.



WHITEHALL
CITY COUNCIL
WORK SESSION MINUTES
Council Chambers
November 11, 2025

PRESENT Scott Brown, Tanya Cabala, Debi Hillebrand, Jeff Holmstrom, Bryan Mahan, and Tom Ziemer

ABSENT None

ALSO PRESENT Brenda Bourdon, Dan Tavernier, Will Meier

Clerk Bourdon called the meeting to order at 5:00 p.m.

DISCUSSION ITEMS

Oaths of Office

- A. Mayor Tom Ziemer
- B. Council Members: Scott Brown, Jeff Holmstrom, Bryan Mahan

Council Vacancy – Appointment Process

Mayor Ziemer explained that there are several ways to appoint someone to a Council vacancy; however, in the past, the City has appointed the highest vote-getter from the most recent election. Council Member Holmstrom added that it seems appropriate to follow the voters' lead and select the next highest vote-getter. This topic will be addressed during the Council meeting.

Celery Flats Update

City Manager Tavernier provided an update on the restoration of the celery flats with Ducks Unlimited, the Muskegon Conservation District and the Great Lakes Fishery Trust bringing the area back to a more natural state.

West Colby Promenade

Council reviewed the bid sheet from Clifford & Buck and discussed potential cost-saving measures. There was consensus to remove the shade sail and restroom from the project, as they were the most expensive components.

Informational Items

Council member Cabala provided an update on the senior advisory committee and volunteer/donation opportunities in the community.

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Ziemer adjourned the work session at 5:45 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk

DRAFT



WHITEHALL
CITY COUNCIL
MEETING MINUTES
Council Chambers
November 11, 2025

PRESENT Scott Brown, Tanya Cabala, Debra Hillebrand, Jeff Holmstrom, Bryan Mahan and Tom Ziemer

ABSENT None

ALSO PRESENT Brenda Bourdon, Dan Tavernier, Will Meier

Mayor Ziemer called the meeting to order at 6:00 pm.

COUNCIL VACANCY

Motion by Holmstrom, seconded by Cabala to appoint Roger Squiers to fill the council vacancy fulfilling Tom Ziemer's vacated seat.

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

MOTION CARRIED

Clerk Bourdon administered the oath of office to newly appointed council member Roger Squiers.

SELECTION OF MAYOR PRO TEM

Motion by Squiers, seconded by Brown to select Jeff Holmstrom as Mayor Pro Tem.

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

MOTION CARRIED

Clerk Bourdon administered the oath of office to re-appointed Mayor Pro Tem Jeff Holmstrom.

APPROVAL OF THE AMENDED AGENDA

Motion by Holmstrom, seconded by Hillebrand to approve the amended agenda adding the West Colby Promenade under new business.

Voice Vote: All yeses

MOTION CARRIED

APPROVAL OF THE CONSENT AGENDA

- A. Approval of the September 23, 2025 Council Meeting Minutes
- B. Accounts Payable \$517,865.36
- C. Communications: Marina Advisory Committee Minutes

Motion by Cabala, seconded by Squiers 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

Kim Cyr shared updates from the County. Edd Whalen and Norm Kittleson offered guidance and encouragement to the newly elected Council members. Frank Hollister addressed opportunities to enhance accessibility throughout the community.

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 25-36 Meeting Schedule

Motion by Squiers, seconded by Brown to approve the 25/26 City Council Meeting Schedule as presented.

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

MOTION CARRIED

B. Resolution 25-37 Marina Rates

Motion by Holmstrom, seconded by Hillebrand to approve the 2026 marina slip rates as presented for Schedule 6 and Transient Schedule G.

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

MOTION CARRIED

C. West Colby Promenade

Motion by Brown, seconded by Squiers to remove the shade sail/support and the bathroom from the West Colby Promenade project to reduce the cost of the overall project.

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

MOTION CARRIED

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Salter adjourned the Council Meeting at 6:59 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk

CITY OF WHITEHALL
ACCOUNTS PAYABLE
November 25, 2025

November 2025 Prepaids

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>Check No.</u>
City of Whitehall-Common Cash	Payroll	\$48,507.25	Transfer
IRS	Payroll	\$16,423.33	EFT
Alerus Financial	Payroll	\$7,709.24	EFT
MISDU - FOC	Payroll	\$61.84	9432
FOP-CD Hammond #99	Union Dues	\$50.97	9433
Teamsters Local 214	Union Dues	\$494.00	9434

Total Prepaids: \$73,246.63

Accounts Payable: \$130,231.68

TOTAL ACCOUNTS PAYABLE \$203,478.31

OPEN
CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING NOVEMBER 25, 2025

Vendor Code	Vendor Name	Description	Amount
AFLAC	AFLAC		
	989890	PREMIUM - NOV-2025	613.78
TOTAL FOR: AFLAC			613.78
PATTON	AMBER PATTON		
	001	CLEANING SERVICES - CH/DPW - NOV 2025	543.75
TOTAL FOR: AMBER PATTON			543.75
BARCO	BARCO PRODUCTS COMPANY		
	INVRCO35040	MEMORIAL BENCH - COCKERILL	1,490.74
TOTAL FOR: BARCO PRODUCTS COMPANY			1,490.74
PARSONS	BRANDON PARSONS		
	FLEX-NOV-25	FLEX-NOV-25	1,999.92
TOTAL FOR: BRANDON PARSONS			1,999.92
BOU	BRENDA BOURDON		
	FLEX-NOV-25	FLEX - NOV-2025	85.82
TOTAL FOR: BRENDA BOURDON			85.82
SCHILLER	BROOK SCHILLER		
	FLEX-NOV-2025	FLEX - NOV-2025	254.64
TOTAL FOR: BROOK SCHILLER			254.64
CATCHMARK	CATCHMARK TECHNOLOGIES		
	17095	LIVESTREAM COUNCIL - NOVEMBER-25	300.00
	17124	LIVESTREAM - 10.9.25 B/L/T MTG	150.00
TOTAL FOR: CATCHMARK TECHNOLOGIES			450.00
CDW	CDW GOVERNMENT INC		
	12203376	LAPTOP/TABLET - DPW	890.00
TOTAL FOR: CDW GOVERNMENT INC			890.00
CHART	CHARTER COMMUNICATIONS		
	38701111425	INTERNET - MARINA/DPW/PH	544.98
TOTAL FOR: CHARTER COMMUNICATIONS			544.98
SWI	CHASE SWITANOWSKI		
	REIMBURSEMENT	REIMBURSE - BOOTS	150.00
TOTAL FOR: CHASE SWITANOWSKI			150.00
MAHOC	CHRIS MAHONEY		
	FLEX - NOV-25	FLEX - NOV-2025	678.70
TOTAL FOR: CHRIS MAHONEY			678.70
CONSU	CONSUMER'S ENERGY		
	STATEMENT	PUBLIC UTILITIES	12,272.81
TOTAL FOR: CONSUMER'S ENERGY			12,272.81
CORR	CORRPRO COMPANIES, INC		
	808075	TOWER #5 & 6 - INSPECTION/MAINTENANCE	3,005.00
TOTAL FOR: CORRPRO COMPANIES, INC			3,005.00

Vendor Code	Vendor Name Invoice	Description	Amount
SILK	DAVID SILK REIMBURSEMENT	REIMBURSE - JACKET	150.00
TOTAL FOR: DAVID SILK			150.00
BOND	DONALD BOND NOV-2025	FLEX - NOV-25	102.83
TOTAL FOR: DONALD BOND			102.83
ETNA	ETNA SUPPLY INC S1064172926.004 METERS S106533049.002 METERS		5,466.30 3,514.05
TOTAL FOR: ETNA SUPPLY INC			8,980.35
FRONT	FRONTIER STATEMENT STATEMENT	TELEPHONE 231-893-0406 TELEPHONE 231-894-9689	41.05 84.03
TOTAL FOR: FRONTIER			125.08
CHURCH	JASON CHURCH REIMBURSEMENT	REIMBURSE - WORKWEAR	214.65
TOTAL FOR: JASON CHURCH			214.65
JJ'S ELEC	JJ'S ELECTRIC LLC OCTOBER-2025	ELECTRICAL PERMITS - OCTOBER-2025	899.20
TOTAL FOR: JJ'S ELECTRIC LLC			899.20
KONICA	KONICA MINOLTA BUSINESS SOLUTIONS 502003483 504592852	COPIER MAINT - #308 DPW COPIER MAINT - #308 DPW	12.18 7.81
TOTAL FOR: KONICA MINOLTA BUSINESS SOLUTIONS			19.99
KUER	KUERTH'S DISPOSAL INC. 72077	WASTE REMOVAL & RECYCLING - CH/DPW/PH - OCTOB	408.00
TOTAL FOR: KUERTH'S DISPOSAL INC.			408.00
WLBEA	LUDINGTON DAILY NEWS STATEMENT	PUBLISHING - ELECTION CHANGE/MARINA BIDS	151.65
TOTAL FOR: LUDINGTON DAILY NEWS			151.65
METL	MET LIFE 5399644-	DEC-25 LIFE & DISABILITY INS - DEC-25	936.43
TOTAL FOR: MET LIFE			936.43
MDEQ	MI DEPT EGLE 761-11376516	WATER SAMPLE TESTING	128.00
TOTAL FOR: MI DEPT EGLE			128.00
MAOF	MICHIGAN ASSOCIATION OF MAYORS STATEMENT	MEMBERSHIP DUES 2026 - ZIEMER	120.00
TOTAL FOR: MICHIGAN ASSOCIATION OF MAYORS			120.00

CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING NOVEMBER 25, 2025

Vendor Code	Vendor Name	Description	Amount
MUCTR	MUSKEGON CENTRAL DISPATCH		
	2500002935	IMPRAVATA USER FEE/2FA CARD	114.94
	2500002968	CENTRAL DISPATCH FEES -DECEMBER-2025	4,137.42
	250002575	IMPRAVATA USER FEE- CARDS - PD	154.76
TOTAL FOR: MUSKEGON CENTRAL DISPATCH			4,407.12
MUTRE	MUSKEGON COUNTY TREASURER'S		
	213933	DOG TAGS - OCTOBER 2025	272.00
TOTAL FOR: MUSKEGON COUNTY TREASURER'S			272.00
MISC	NEW BEGINNINGS CHURCH		
	CONTRACT	TICKET PASS THRU - MOVIE NIGHT 1.24.25	140.40
TOTAL FOR: NEW BEGINNINGS CHURCH			140.40
THRONE	NOLAN THRONE		
	REIMBURSEMENT	WELDING WIRE	37.99
TOTAL FOR: NOLAN THRONE			37.99
ED	OGBORN ENTERPRISES, INC.		
	WCH & WDPW-25-1	CLEANING SERVICES - CH & DPW OCT-2025	175.39
TOTAL FOR: OGBORN ENTERPRISES, INC.			175.39
PARM	PARMENTER LAW		
	294863 / 294864	ATTORNEY FEES - GENERAL/PROSECUTION	6,013.50
TOTAL FOR: PARMENTER LAW			6,013.50
PLANTE	PLANTE & MORAN, PLLC		
	10574408	SERVICES - TREASURERY 10.16.25-11.4.25	5,801.25
TOTAL FOR: PLANTE & MORAN, PLLC			5,801.25
PREIN	PREIN & NEWHOF, PC		
	91917	ENGINEERING SERVICES- TANNERY PH3	2,831.45
	92476 / 91991	ENGINEERING SERVICES- W COLBY/POCKET PARK	28,411.65
	92496 / 92495	ENGINEERING SERVICES- DWAM/WARNER	7,188.50
	92497	ENGINEERING SERVICES- TANNERY PH3	653.00
TOTAL FOR: PREIN & NEWHOF, PC			39,084.60
PBS	PROFESSIONAL BUILDING SERVICES LLC		
	9172	CLEANING - CH/DPW - OCT-25	552.46
	9173	CLEANING - CH/DPW - NOV-25	184.16
TOTAL FOR: PROFESSIONAL BUILDING SERVICES LLC			736.62
BLUEW	RICHARD H BERENDS		
	CONTRACT	PEFORMER - 11.15.25 EVENT - TICKET PASS THRU	2,243.50
TOTAL FOR: RICHARD H BERENDS			2,243.50
TUFT	ROBERT E TUFTS JR		
	OCTOBER-2025	BUILDING PERMITS - OCTOBER-2025	11,004.48
TOTAL FOR: ROBERT E TUFTS JR			11,004.48
SERVPRO	SERVPRO		
	21811	BIO REMEDIATION	800.00
TOTAL FOR: SERVPRO			800.00

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 OPEN
 CITY OF WHITEHALL ACCOUNTS PAYABLE
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Vendor Code	Vendor Name	Description	Amount
SHO	SHORELINE INSPECTION SERVICE LLC		
	OCTOBER-2025	MECHANICAL & PLUMBING PERMITS -OCTOBER-2025	2,482.40
TOTAL FOR: SHORELINE INSPECTION SERVICE LLC			2,482.40
HA	SKY HARSCH		
	REIMBURSEMENT	REIMBURSE - SET PAINTING/MAKEUP - DON'T SAY M	99.61
TOTAL FOR: SKY HARSCH			99.61
STAPLADV	STAPLES CONTRACT & COMMERCIAL LLC		
	7007583095	PAPER TOWELS/TOILET PAPER	109.49
TOTAL FOR: STAPLES CONTRACT & COMMERCIAL LLC			109.49
SUM	SUMMIT FIRE PROTECTION		
	STATEMENT	ANNUAL INSPECTION - FIRE EXTINGUISHERS	784.40
TOTAL FOR: SUMMIT FIRE PROTECTION			784.40
LOOMIS	THE LOOMIS COMPANY		
	C017420600	WRAP PLAN- DECEMBER-2025	5,242.29
TOTAL FOR: THE LOOMIS COMPANY			5,242.29
TWIN	TWIN CITIES AUTO PARTS & SERVICE		
	STATEMENT	OIL CHANGES/TIRES/	1,737.27
TOTAL FOR: TWIN CITIES AUTO PARTS & SERVICE			1,737.27
WEESB	WEESIES BROTHERS FARMS INC		
	26050	MULCH - CEDAR	79.20
TOTAL FOR: WEESIES BROTHERS FARMS INC			79.20
WLEXC	WHITE LAKE EXCAVATING		
	99097	WATER SVCS - BENSTON RD	12,400.00
	99108	ROAD GRAVEL RECYCLED - 7.5 TONS/ WASHED STONE	417.50
TOTAL FOR: WHITE LAKE EXCAVATING			12,817.50

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

MISC	AMAZON.COM		
	111-0540211-058	MONITOR DISPLAY PORT/WEBCAM - DAN'S COMPUTER	42.98
	111-7019881-531	PERSONNEL FOLDERS (25PK)	64.77
	114-4017188-677	PH - TONER	35.79
TOTAL FOR: AMAZON.COM			143.54
MISC	BIG JOHN'S PIZZA		
	STATEMENT	MEAL - BLT MTG 10.9.25	117.44
TOTAL FOR: BIG JOHN'S PIZZA			117.44
MISC	CANVA.COM		
	PAG2VNYEALS	BUSINESS CARDS	42.00
TOTAL FOR: CANVA.COM			42.00
MISC	DOUBLE TREE HOTELS		
	82429005	HOTEL - TRAINING T.BOLLES 10.20.25 - 10.22.2	231.28
TOTAL FOR: DOUBLE TREE HOTELS			231.28

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 CITY OF WHITEHALL ACCOUNTS PAYABLE
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Vendor Code	Vendor Name	Description	Amount
MISC	MUSKEGON COUNTY SOLID WASTE		
	300051	ROOF SHINGLES DISPOSAL - CEMETERY	90.49
TOTAL FOR: MUSKEGON COUNTY SOLID WASTE			90.49
SAMS	SAM'S CLUB/GECF		
	STATEMENT	PH CONCESSIONS	137.88
TOTAL FOR: SAM'S CLUB/GECF			137.88
MISC	SHELBY FLORAL		
	11143	WELCOME BREAKFAST - CRYSTAL	118.72
TOTAL FOR: SHELBY FLORAL			118.72
MISC	SPOTIFY		
	249468848512610	SUBSCRIPTION - MONTHLY FEE- SEPTEMBER 2025	11.99
	249468848512610	SUBSCRIPTION - MONTHLY FEE- OCTOBER 2025	11.99
TOTAL FOR: SPOTIFY			23.98
WALMART	WALMART		
	STATEMENT	PH - CONCESSIONS	28.75
TOTAL FOR: WALMART			28.75
WESCO	WESCO INC		
	STATEMENT	DRINKS - BLT MTG 10.9.25	12.27
TOTAL FOR: WESCO INC			12.27
TOTAL PURCHASE CARD VENDOR: CO-TCM TCM BANK. N.A			946.35

TOTAL - ALL VENDORS 130,231.68

FUND TOTALS:

Fund 101 - GENERAL OPERATING FUND	30,363.71
Fund 202 - MAJOR STREET FUND	580.12
Fund 203 - LOCAL STREET FUND	580.12
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY	3,484.45
Fund 247 - TAX INCREMENT FINANCE AUTHORITY #1	31,597.49
Fund 249 - BUILDING INSPECTION DEPARTMENT	14,386.08
Fund 250 - LOCAL DEVELOPMENT FINANCE AUTHORITY FUND	58.14
Fund 580 - PLAYHOUSE	6,046.18
Fund 590 - SEWER FUND	2,569.99
Fund 591 - WATER FUND	36,630.54
Fund 594 - MARINA FUND	1,428.46
Fund 661 - MOTOR POOL FUND	2,506.40

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 11/21/2025 - 11/21/2025

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CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 101 GENERAL OPERATING FUND					
Dept 000 247					
101-000-082.000	MEMORIAL BENCH - COCKERILL	BARCO PRODUCTS COMPANY	10/16/25	INVRCO35040	1,490.74
101-000-222.100	DOG TAGS - OCTOBER 2025	MUSKEGON COUNTY TREASURE	10/15/25	213933	272.00
101-000-231.017	FLEX-NOV-25	BRANDON PARSONS	11/01/25	FLEX-NOV-25	1,999.92
101-000-231.017	FLEX - NOV-2025	BRENDA BOURDON	11/01/25	FLEX-NOV-25	85.82
101-000-231.017	FLEX-NOV-2025	BROOK SCHILLER	11/01/25	FLEX-NOV-2025	254.64
101-000-231.017	FLEX - NOVEMBER-2025	CHRIS MAHONEY	11/01/25	FLEX - NOV-25	678.70
101-000-231.017	FLEX-NOV-25	DONALD BOND	11/01/25	NOV-2025	102.83
101-000-231.018	PREMIUM - NOV-2025	AFLAC	11/12/25	989890	613.78
Total For Dept 000 247					5,498.43
Dept 101 CITY COUNCIL					
101-101-770.000	MEMBERSHIP DUES 2026 - ZIEMER	MICHIGAN ASSOCIATION OF	11/11/25	STATEMENT	120.00
101-101-962.000	LIVESTREAM COUNCIL - NOVEMBER-2	CATCHMARK TECHNOLOGIES	11/01/25	17095	300.00
101-101-962.000	LIVESTREAM - 10.9.25 B/L/T MTG	CATCHMARK TECHNOLOGIES	10/31/25	17124	150.00
Total For Dept 101 CITY COUNCIL					570.00
Dept 172 ADMINISTRATION					
101-172-727.000	MONITOR DISPLAY PORT	AMAZON.COM	10/21/25	111-0540211-0585046	42.98
101-172-727.000	PERSONNEL FOLDERS (25PK)	AMAZON.COM	10/27/25	111-7019881-5319404	64.77
101-172-818.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	1,740.38
101-172-850.000	IMPRAVATA USER FEE/2FA CARD	MUSKEGON CENTRAL DISPATC	11/12/25	2500002935	49.26
Total For Dept 172 ADMINISTRATION					1,897.39
Dept 203 ATTORNEY					
101-203-826.100	ATTORNEY FEES - GENERAL	PARMENTER LAW	11/07/25	294863 / 294864	3,876.00
Total For Dept 203 ATTORNEY					3,876.00
Dept 215 CITY CLERK					
101-215-727.000	BUSINESS CARDS	CANVA.COM	10/24/25	PAG2VNYEALS	42.00
101-215-905.000	PUBLISHING - ELECTION CHANGE	LUDINGTON DAILY NEWS	10/31/25	STATEMENT	151.65
Total For Dept 215 CITY CLERK					193.65
Dept 265 CITY HALL BLDG & GROUNDS					
101-265-757.000	TOILET PAPER	STAPLES CONTRACT & COMME	11/07/25	7007583095	80.64
101-265-818.700	CLEANING SERVICES - CH - NOV 20	AMBER PATTON	11/21/25	001	360.00
101-265-818.700	CLEANING SERVICES OCT-25	OGBORN ENTERPRISES, INC.	11/01/25	WCH & WDPW-25-11	109.62
101-265-818.700	CLEANING - CH-NOV-25	PROFESSIONAL BUILDING SE	11/10/25	9173	115.10
101-265-818.700	CLEANING - CH-OCT-25	PROFESSIONAL BUILDING SE	11/01/25	9172	345.29
101-265-920.000	PUBLIC UTILITIES/100017760891	CONSUMER'S ENERGY	11/19/25	STATEMENT	901.60
Total For Dept 265 CITY HALL BLDG & GROUNDS					1,912.25
Dept 266 DISTRICT COURT					
101-266-826.000	ATTORNEY FEES - PROSECUTION	PARMENTER LAW	11/07/25	294863 / 294864	2,137.50
Total For Dept 266 DISTRICT COURT					2,137.50
Dept 270 FRINGE BENEFITS					
101-270-719.450	REIMBURSE - BOOTS	CHASE SWITANOWSKI	11/15/25	REIMBURSEMENT	150.00
101-270-719.450	JACKET	DAVID SILK	11/16/25	REIMBURSEMENT	150.00
101-270-719.450	REIMBURSE -WORKWEAR	JASON CHURCH	11/07/25	REIMBURSEMENT	214.65
101-270-719.603	WRAP PLAN -DEC-25	THE LOOMIS COMPANY	11/11/25	C017420600	5,242.29
101-270-719.680	FRINGE-LIFE INS - DEC-25	MET LIFE	11/13/25	5399644- DEC-25	308.72
101-270-719.685	WELCOME BREAKFAST - CRYSTAL	SHELBY FLORAL	10/17/25	11143	118.72

UNJOURNALIZED
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 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 270 FRINGE BENEFITS					
101-270-719.690	FRINGE-DISABILITY INS - DEC-25	MET LIFE	11/13/25	5399644- DEC-25	627.71
Total For Dept 270 FRINGE BENEFITS					6,812.09
Dept 301 POLICE					
101-301-760.100	HOTEL - TRAINING T.BOLLES 10.20	DOUBLE TREE HOTELS	10/15/25	82429005	231.28
101-301-850.000	CENTRAL DISPATCH FEES -DECEMBER	MUSKEGON CENTRAL DISPATCH	11/15/25	2500002968	4,137.42
101-301-850.000	IMPRAVATA USER FEE - CARDS (10)	MUSKEGON CENTRAL DISPATCH	06/13/25	250002575	154.76
101-301-933.000	BIO REMEDIATION	SERVPRO	10/29/25	21811	800.00
101-301-933.000	VEH# 301 - OIL CHANGE	TWIN CITIES AUTO PARTS &	11/03/25	STATEMENT	1,129.37
Total For Dept 301 POLICE					6,452.83
Dept 448 STREET LIGHTING					
101-448-920.000	PUBLIC UTILITIES/100017154418	CONSUMER'S ENERGY	11/19/25	STATEMENT	45.48
Total For Dept 448 STREET LIGHTING					45.48
Dept 521 SANITATION					
101-521-818.000	WASTE REMOVAL & RECYCLING	KUERTH'S DISPOSAL INC.	11/07/25	72077	38.00
Total For Dept 521 SANITATION					38.00
Dept 567 CEMETERY					
101-567-920.000	PUBLIC UTILITIES/100016180844	CONSUMER'S ENERGY	11/19/25	STATEMENT	59.94
101-567-932.000	ROOF SHINGLES DISPOSAL - CEMETE	MUSKEGON COUNTY SOLID WA	10/13/25	300051	90.49
Total For Dept 567 CEMETERY					150.43
Dept 751 PARKS DEPARTMENT					
101-751-920.000	PUBLIC UTILITIES/100017154418	CONSUMER'S ENERGY	11/19/25	STATEMENT	278.20
Total For Dept 751 PARKS DEPARTMENT					278.20
Dept 753 PATHWAY					
101-753-775.000	ROAD GRAVEL RECYCLED - 7.5 TONS	WHITE LAKE EXCAVATING	11/17/25	99108	417.50
Total For Dept 753 PATHWAY					417.50
Dept 756 119 S BALDWIN ST					
101-756-920.000	PUBLIC UTILITIES/103021521192	CONSUMER'S ENERGY	11/19/25	STATEMENT	83.96
Total For Dept 756 119 S BALDWIN ST					83.96
Total For Fund 101 GENERAL OPERATING FUND					30,363.71
Fund 202 MAJOR STREET FUND					
Dept 482 ADMINISTRATION					
202-482-962.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	580.12
Total For Dept 482 ADMINISTRATION					580.12
Total For Fund 202 MAJOR STREET FUND					580.12
Fund 203 LOCAL STREET FUND					
Dept 482 ADMINISTRATION					
203-482-962.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	580.12
Total For Dept 482 ADMINISTRATION					580.12
Total For Fund 203 LOCAL STREET FUND					580.12
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY					

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY					
Dept 000 247					
243-000-820.000	ENGINEERING FEES - TANNERY PH3	PREIN & NEWHOF, PC	10/06/25	91917	2,831.45
243-000-820.000	ENGINEERING FEES - TANNERY PH3	PREIN & NEWHOF, PC	11/11/25	92497	653.00
Total For Dept 000 247					3,484.45
Total For Fund 243 BROWNFIELD REDEVELOPMENT AUT					3,484.45
Fund 247 TAX INCREMENT FINANCE AUTHORITY #1					
Dept 000 247					
247-000-818.600-D22	ENGINEERING - POCKET PARK	PREIN & NEWHOF, PC	11/11/25	92476 / 91991	23,012.50
247-000-820.300-D22	ENGINEERING-2023 TIFA CAPITAL	PREIN & NEWHOF, PC	11/11/25	92496 / 92495	2,710.50
247-000-820.300-F24	ENGINEERING-W COLBY PROMENADE	PREIN & NEWHOF, PC	11/11/25	92476 / 91991	5,399.15
247-000-962.000	MEAL - BLT MTG 10.9.25	BIG JOHN'S PIZZA	10/08/25	STATEMENT	117.44
247-000-962.000	DRINKS - BLT MTG 10.9.25	WESCO INC	10/08/25	STATEMENT	12.27
Total For Dept 000 247					31,251.86
Dept 525 DOWNTOWN STREETScape					
247-525-921.000	PED LIGHTS/100015232430	CONSUMER'S ENERGY	11/19/25	STATEMENT	345.63
Total For Dept 525 DOWNTOWN STREETScape					345.63
Total For Fund 247 TAX INCREMENT FINANCE AUTHOR					31,597.49
Fund 249 BUILDING INSPECTION DEPARTMENT					
Dept 000 247					
249-000-818.000	ELECTRICAL PERMITS - OCTOBER-20	JJ'S ELECTRIC LLC	11/01/25	OCTOBER-2025	899.20
249-000-818.000	BUILDING PERMITS - OCTOBER-2025	ROBERT E TUFTS JR	11/01/25	OCTOBER-2025	11,004.48
249-000-818.000	MECHANICAL PERMITS -OCTOBER-202	SHORELINE INSPECTION SER	11/01/25	OCTOBER-2025	2,482.40
Total For Dept 000 247					14,386.08
Total For Fund 249 BUILDING INSPECTION DEPARTME					14,386.08
Fund 250 LOCAL DEVELOPMENT FINANCE AUTHORITY FUND					
Dept 000 247					
250-000-818.100	C/S-INDUSTRIAL PARK/1000164878	CONSUMER'S ENERGY	11/19/25	STATEMENT	58.14
Total For Dept 000 247					58.14
Total For Fund 250 LOCAL DEVELOPMENT FINANCE AU					58.14
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-727.000	PH - TONER	AMAZON.COM	10/06/25	114-4017188-6777035	35.79
580-000-757.410	WLYT - SET PAINT/MAKEUP - MACBE	SKY HARSCH	10/28/25	REIMBURSEMENT	99.61
580-000-757.500	PH CONCESSIONS	SAM'S CLUB/GECF	10/08/25	STATEMENT	137.88
580-000-757.500	PH - CONCESSIONS	WALMART	11/01/25	STATEMENT	28.75
580-000-775.000	MULCH - CEDAR	WEESIES BROTHERS FARMS I	11/05/25	26050	79.20
580-000-818.000	WASTE REMOVAL & RECYCLING	KUERTH'S DISPOSAL INC.	11/07/25	72077	54.00
580-000-818.000	ANNUAL INSPECTION - FIRE EXTING	SUMMIT FIRE PROTECTION	11/03/25	STATEMENT	784.40
580-000-818.100	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	1,160.25
580-000-818.500	TICKET PASS THRU - MOVIE NIGHT	NEW BEGINNINGS CHURCH	01/24/25	CONTRACT	140.40
580-000-818.500	TICKET PASS THRU - 11.15.25 EVE	RICHARD H BERENDS	10/09/25	CONTRACT	2,243.50
580-000-818.600	SUBSCRIPTION - MONTHLY FEE- SEP	SPOTIFY	09/30/25	2494688485126107-15	11.99
580-000-818.600	SUBSCRIPTION - MONTHLY FEE- OCT	SPOTIFY	10/30/25	2494688485126107-16	11.99
580-000-850.000	INTERNET - PH	CHARTER COMMUNICATIONS	11/14/25	38701111425	330.00

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GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 580 PLAYHOUSE					
Dept 000 247					
580-000-920.000	PUBLIC UTILITIES/100015238247	CONSUMER'S ENERGY	11/19/25	STATEMENT	928.42
Total For Dept 000 247					6,046.18
Total For Fund 580 PLAYHOUSE					6,046.18
Fund 590 SEWER FUND					
Dept 550 SEWER ADMINISTRATION					
590-550-818.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	290.06
Total For Dept 550 SEWER ADMINISTRATION					290.06
Dept 552 SEWER CUSTOMER ACCOUNTS					
590-552-727.000	LAPTOP/TABLET - DPW	CDW GOVERNMENT INC	11/14/25	12203376	445.00
590-552-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	11/14/25	38701111425	59.99
Total For Dept 552 SEWER CUSTOMER ACCOUNTS					504.99
Dept 554 SEWER PUMPING					
590-554-920.000	PUBLIC UTILITIES/100015288960	CONSUMER'S ENERGY	11/19/25	STATEMENT	1,774.94
Total For Dept 554 SEWER PUMPING					1,774.94
Total For Fund 590 SEWER FUND					2,569.99
Fund 591 WATER FUND					
Dept 540 WATER ADMINISTRATION					
591-540-818.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	290.06
591-540-820.000	ENGINEERING- DWAM	PREIN & NEWHOF, PC	11/11/25	92496 / 92495	4,478.00
Total For Dept 540 WATER ADMINISTRATION					4,768.06
Dept 542 WATER CUSTOMER ACCOUNTS					
591-542-850.000	INTERNET - DPW	CHARTER COMMUNICATIONS	11/14/25	38701111425	60.00
Total For Dept 542 WATER CUSTOMER ACCOUNTS					60.00
Dept 544 METER READING					
591-544-757.000	LAPTOP/TABLET - DPW	CDW GOVERNMENT INC	11/14/25	12203376	445.00
Total For Dept 544 METER READING					445.00
Dept 546 WATER SOURCE PLANT					
591-546-818.100	TOWER #5 & 6 - INSPECTION/MAINT	CORRPRO COMPANIES, INC	10/31/25	808075	3,005.00
591-546-920.000	PUBLIC UTILITIES/100016430884	CONSUMER'S ENERGY	11/19/25	STATEMENT	6,803.08
591-546-920.000	TELEPHONE - 231.893.0406	FRONTIER	11/16/25	STATEMENT	41.05
Total For Dept 546 WATER SOURCE PLANT					9,849.13
Dept 548 WATER T & D					
591-548-818.000	WATER SAMPLE TESTING	MI DEPT EGLE	10/31/25	761-11376516	128.00
Total For Dept 548 WATER T & D					128.00
Dept 549 WATER CONSTRUCTION					
591-549-818.000	WATER SVCS - BENSTON RD	WHITE LAKE EXCAVATING	11/13/25	99097	12,400.00
591-549-976.000	METERS	ETNA SUPPLY INC	11/17/25	S1064172926.004	5,466.30
591-549-976.000	METERS	ETNA SUPPLY INC	11/11/25	S106533049.002	3,514.05
Total For Dept 549 WATER CONSTRUCTION					21,380.35
Total For Fund 591 WATER FUND					36,630.54

INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
 EXP CHECK RUN DATES 11/21/2025 - 11/21/2025

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CITY OF WHITEHALL ACCOUNTS PAYABLE
 COUNCIL MEETING OF NOVEMBER 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
Fund 594 MARINA FUND					
Dept 000 247					
594-000-818.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	580.12
594-000-850.000	INTERNET - MARINA	CHARTER COMMUNICATIONS	11/14/25	38701111425	94.99
594-000-850.000	TELEPHONE 231-894-9689	FRONTIER	11/10/25	STATEMENT	84.03
594-000-920.000	PUBLIC UTILITIES/100000353241	CONSUMER'S ENERGY	11/19/25	STATEMENT	669.32
Total For Dept 000 247					1,428.46
Total For Fund 594 MARINA FUND					1,428.46
Fund 661 MOTOR POOL FUND					
Dept 000 247					
661-000-757.000	WELDING WIRE	NOLAN THRONE	11/15/25	REIMBURSEMENT	37.99
661-000-757.000	PAPER TOWELS	STAPLES CONTRACT & COMME	11/07/25	7007583095	28.85
661-000-818.000	WASTE REMOVAL	KUERTH'S DISPOSAL INC.	11/07/25	72077	316.00
661-000-818.000	CONTRACTUAL SERVICES- PM	PLANTE & MORAN, PLLC	11/06/25	10574408	580.14
661-000-818.700	CLEANING SERVICES - DPW - NOV 2	AMBER PATTON	11/21/25	001	183.75
661-000-818.700	CLEANING SERVICES JULY-25	OGBORN ENTERPRISES, INC.	11/01/25	WCH & WDPW-25-11	65.77
661-000-818.700	CLEANING - DPW-NOV-25	PROFESSIONAL BUILDING SE	11/10/25	9173	69.06
661-000-818.700	CLEANING - DPW-OCT-25	PROFESSIONAL BUILDING SE	11/01/25	9172	207.17
661-000-850.000	IMPRAVATA USER FEE/2FA CARD	MUSKEGON CENTRAL DISPATC	11/12/25	2500002935	65.68
661-000-920.000	PUBLIC UTILITIES/100016488254	CONSUMER'S ENERGY	11/19/25	STATEMENT	324.10
661-000-933.000	COPIER MAINT - #308 DPW	KONICA MINOLTA BUSINESS	06/02/25	502003483	12.18
661-000-933.000	COPIER MAINT - #308 DPW	KONICA MINOLTA BUSINESS	11/02/25	504592852	7.81
661-000-933.000	LEAF TRUCK - BELTS	TWIN CITIES AUTO PARTS &	11/03/25	STATEMENT	607.90
Total For Dept 000 247					2,506.40
Total For Fund 661 MOTOR POOL FUND					2,506.40

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF WHITEHALL
EXP CHECK RUN DATES 11/21/2025 - 11/21/2025

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CITY OF WHITEHALL ACCOUNTS PAYABLE
COUNCIL MEETING OF NOVEMBER 25, 2025

GL Number	Invoice Line Desc	Vendor	Invoice Date	Invoice	Amount
				Fund Totals:	
				Fund 101 GENERAL OPERATING FUND	30,363.71
				Fund 202 MAJOR STREET FUND	580.12
				Fund 203 LOCAL STREET FUND	580.12
				Fund 243 BROWNFIELD REDEVELOPME	3,484.45
				Fund 247 TAX INCREMENT FINANCE	31,597.49
				Fund 249 BUILDING INSPECTION DE	14,386.08
				Fund 250 LOCAL DEVELOPMENT FINA	58.14
				Fund 580 PLAYHOUSE	6,046.18
				Fund 590 SEWER FUND	2,569.99
				Fund 591 WATER FUND	36,630.54
				Fund 594 MARINA FUND	1,428.46
				Fund 661 MOTOR POOL FUND	2,506.40
				Total For All Funds:	130,231.68

CITY OF WHITEHALL
AUTHORIZED SIGNATURES
RESOLUTION 25-38

WHEREAS, the Whitehall City Council authorizes certain officials to make banking, financial transactions, on behalf of the City.

WHEREAS most banking transactions require two signatures from authorized representatives.

WHEREAS it has been the City's practice to designate the Mayor, Mayor Pro Tem, City Manager, and Finance Officer/Treasurer as authorized representatives for banking transactions.

WHEREAS, with Tom Ziemer being the newly elected Mayor Jeff Holmstrom as re-appointed Mayor Pro Tem, former Mayor Steve Salter will need to be removed from the accounts and Tom Ziemer added.

NOW, THEREFORE, LET IT BE RESOLVED

That the Whitehall City Council hereby authorizes Tom Ziemer as an authorized representative for banking/financial transactions on behalf of the City and authorizes the removal of Steve Salter.

Moved by _____, seconded by _____, and thereafter adopted by the Whitehall City Council, at a regular meeting held November 25, 2025 at 6:00 p.m. (___ yes, ___ no, ___ absent).

Tom Ziemer, Mayor

Brenda Bourdon, City Clerk



MEMORANDUM

TO: City Council and Mayor

FROM: Chief Brandon Mahoney

DATE: November 21st of 2025

REF: Adoption of fines list/fee schedule for civil infraction traffic violations

While attending a past monthly meeting of the Muskegon County law enforcement executives, one of the police chiefs, Chief Shawn Bride from Roosevelt Park Police Department began discussing how their department was currently handling civil infraction traffic violations and how the recent change was a win/win situation for his city and the citizens.

Chief Bride explained that the City of Roosevelt Park, along with any City in Michigan who has created/adopted a Municipal Ordinance Violation Bureau (MOVB), can have their police officers' issue civil infraction traffic violation tickets with the court/payment location listed as their city hall/police department, rather than the district court, like many agencies do. Additionally, Chief Bride advised that the only added requirement is that the local city council or board adopts a fines list/fee schedule for the involved traffic civil infractions.

Enacting this change will create benefits for both the City of Whitehall and the citizens involved. Currently the City of Whitehall only sees one-third of the traffic fines assessed to a driver who admits or is found responsible on a civil infraction traffic violation. As an example, the current fine amount charged to a subject cited for running a stop sign by 60th District Court in Muskegon is \$140.00. Of that \$140.00 fine, the City of Whitehall would receive approximately \$46.20, with the remainder of the fees going to the County of Muskegon. The proposed local fine amount/fee schedule before council lists the fine amount for a subject cited for running a stop sign at \$80.00, of which the City of Whitehall would collect the full amount.

This approach not only increases the revenue returned to the City but also reduces the cost to the motorist. The average traffic civil-infraction fine issued through the 60th District Court is approximately \$145.00, whereas most fines in the proposed local schedule are set at \$80.00. This results in meaningful savings for motorists while still providing the City an effective mechanism for enforcement and fee collection. In addition, citations issued through the MOVV process do **not** result in points being assessed to a driver's license.

Moving forward with this process does not eliminate the officer's ability to use discretion with a repeat offender. If officers note that a subject has already been cited in the recent past under the local court/MOVV for traffic violations but continues to violate, the officer can cite them under state code and change the court jurisdiction back to the 60th District Court in Muskegon.

One last note, motorists will continue to have the ability to contest a ticket. The first step would be a meeting with the Chief of Police or the on-duty command officer to review their concerns. If the motorist wishes to proceed further, the citation will be reissued under state code with the court jurisdiction changed to the 60th District Court, allowing the motorist to request an informal hearing before a magistrate.

Thank you for reviewing this information and making an informed decision on the proposed fines list/fee schedule.

**CITY OF WHITEHALL
MUSKEGON COUNTY, MICHIGAN
ORDINANCE NO. 25-02**

THE CITY COUNCIL OF THE CITY OF WHITEHALL HEREBY ORDAINS:

1. Title 4: Traffic Code; Chapter 42 of the Code of Ordinances of the City of Whitehall, MI, Section 42.04 is amended with the addition of the second paragraph and fee table as follows:

§ 42.04 PENALTY

The penalties provided by the Michigan Vehicle Code are adopted by reference, provided, however, that the City may not enforce any provisions of the Michigan Vehicle Code for which the maximum period of imprisonment is greater than 93 days.

The following fee schedule shall apply to all civil infraction traffic violations for which the Municipal Ordinance Violations Bureau is designated as the court location.

Section	Description – Civil Infraction	Fee
§ 42.04	Speed 1-10 over posted limit	\$ 80.00
	Speed 11-15 over posted limit	\$ 100.00
	Speed 16+ over posted limit	\$ 120.00
	Speed 1-10 over posted limit in school/construction zone	\$ 100.00
	Speed 11-15 over posted limit in school/construction zone	\$ 120.00
	Speed 16+ over posted limit in school/construction zone	\$ 140.00
	Careless Driving	\$ 140.00
	Fail to Yield to Emergency Vehicles	\$ 140.00
	Fail to Stop for School Bus	\$ 140.00
	Seat Belt Violations	\$ 60.00
	Child Restraint Violation	\$ 80.00
	Defective Equipment (if the violation is not repaired/waived)	\$ 80.00
	Disobey Traffic Signal	\$ 80.00
	Disobey Stop Sign	\$ 80.00
	Disobey Traffic Control Device	\$ 80.00
	Drove Left of Center	\$ 80.00
	Drove Wrong Way	\$ 80.00
	Fail to Change Address on License	\$ 80.00
	Fail to Stop Within Assured Clear Distance	\$ 80.00
	Fail to Stop Exiting a Private Drive	\$ 80.00
	Fail to Signal Turn or Lane Change	\$ 80.00
	Fail to Yield	\$ 80.00
	Following too Closely	\$ 80.00
	Graduated License Violation	\$ 80.00
	Impeding Traffic	\$ 80.00
	Improper Passing	\$ 80.00
	Improper Turn	\$ 80.00
	Improper Use of Lights	\$ 80.00
	Helmet Law Violation	\$ 80.00
	No Proof of Insurance	\$ 80.00
Expired Registration	\$ 80.00	

2. This ordinance is to become effective January 1, 2026

Adopted: November 25, 2025

Published: December 7, 2025

Effective: January 1, 2026

CERTIFICATE

The undersigned, being the duly qualified Clerk of the City of Whitehall, Muskegon County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the City Council of the City of Whitehall, at a regular meeting of the City Council on the 25 day of November, 2025, at which meeting a quorum was present and remained throughout, and that the meeting was conducted and public notice was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Date: _____, 2025

Brenda Bourdon
City Clerk