

WHITEHALL
WORK SESSION MINUTES

Council Chambers
October 13, 2026

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

ABSENT None

ALSO PRESENT Brenda Bourdon, Dan Tavernier, Will Meier

Mayor Ziemer called the meeting to order at 5:00 pm.

Sign Ordinance

City Manager Tavernier reviewed the illuminated sign provisions of the Zoning Ordinance. Council members discussed potential distractions and features that should be considered when updating the ordinance. Tavernier will bring back a revised ordinance incorporating Council's comments and applicable highway LED sign guidelines.

Councilmember Brown requested that term limits for boards, commissions, and City Council be reviewed for consistency at a future work session. Brown also requested a discussion regarding a potential Colby Road diet. Tavernier and Bond updated Council on discussions with MDOT regarding Colby Road. The first step is underway, which involves obtaining permitting database access for D. Bond.

INFORMATIONAL ITEMS

None

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Ziemer adjourned the work session at 5:26 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk



WHITEHALL

CITY COUNCIL MEETING MINUTES

Council Chambers
October 13, 2026

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

ABSENT None

ALSO PRESENT Brenda Bourdon, Dan Tavernier, Will Meier

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

APPROVAL OF THE AGENDA

Motion by Squiers, seconded by Mahan to approve the agenda as submitted.

Voice Vote: All yeses

MOTION CARRIED

APPROVAL OF THE CONSENT AGENDA

A. Approval of the Council Meeting Minutes: September 22, 2026; Closed Session Minutes: September 8, 2026 & September 22, 2026; Special Meeting Minutes: October 8, 2026

B. Accounts Payable: \$539,695.42

C. Communications: Planning Commission Meeting Minutes

Motion by Holmstrom, seconded by Brown to approve the Consent Agenda as submitted.

Voice Vote: All yeses

MOTION CARRIED

MESSAGES FROM THE MAYOR, COUNCIL, AND CITY MANAGER

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

PUBLIC COMMENT

Kim Cyr provided comment on the County's Strategic Planning process with outcome-based budgeting.

OLD BUSINESS

None

NEW BUSINESS

A. Resolution 26-47 West Michigan Health Insurance Pool

Motion by Brown, seconded by Hillebrand, to approve the West Michigan Health Insurance Pool (WMHIP) Amended Trust Agreement and Bylaws; accept self-funded, pooled health insurance coverage under the WMHIP Public Entity Pooling Program (PEPP) for a minimum of three years; appoint the City Manager and Treasurer as Trustee and Alternate Trustee, respectively; and authorize them to execute all necessary documents for the City's participation in the WMHIP PEPP plan.

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

MOTION CARRIED

B. Resolution 26-48 Muskegon Ave & Livingston Street Improvement Project

Motion by Holmstrom, seconded by Hillebrand, to award the Muskegon Avenue and Livingston Street Improvements Project contract to Jackson-Merkey Contractors as the lowest qualified bidder in the amount of \$3,843,933.00; authorize an additional \$384,393.30 for construction contingency and approved additional work, establishing a maximum construction expenditure of \$4,228,326.30; and authorize the City Manager, in consultation with the project engineer, to approve change orders within the approved maximum expenditure.

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

MOTION CARRIED

C. Resolution 26-49 Police Admin Car

Motion by Squiers, seconded by Mahan, to approve the purchase of one (1) 2027 Chevrolet Equinox in the amount of \$31,969.00, with funds allocated from the Police Department's FY 2026–2027 budget, and authorize the Police Chief to execute all necessary purchase documents.

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

MOTION CARRIED

D. Gee Park Equipment

Motion by Holmstrom, seconded by Cabala, to approve the proposal from MidStates Recreation Project for the purchase and installation of playground equipment at Gee Park.

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

MOTION CARRIED

E. MERS Plan Amendments

Motion by Mahan, seconded by Brown, to approve amendments to the City of Whitehall's MERS 457 Deferred Compensation Plan, Defined Contribution Plan, and Health Care Savings Program agreements to freeze City contributions associated with the City Manager position and incorporate the corresponding amount into the City Manager's salary, and to reflect the consolidation of the City's sick leave and paid time off (PTO) banks into a single PTO bank.

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

MOTION CARRIED

PUBLIC COMMENT

None

ADJOURNMENT

Mayor Ziemer adjourned the Council Meeting at 6:42 pm.

Respectfully submitted,
Brenda Bourdon, City Clerk