

**City of White Cloud**  
12 N. Charles Street  
White Cloud, Michigan 49349

**Regular Meeting Minutes for  
February 6, 2017**

**A. Meeting Called to Order**

The Regular Meeting of the White Cloud City Council was held on the above date at the White Cloud City Offices. Mayor Donald Barnhard called the meeting to order at 7:01 P.M.

**1. Roll Call**

**Council Members Present:** Mayor Donald Barnhard and Mayor Pro-Tem Charles Chandler  
Councilmembers: Herm Becker, Matt Priest, Cassie Stewart and Jeffrey Murchison

**Members Absent:** Richard Dault

**Staff Present:** City Manager/Clerk Lora Kalkofen, Police Chief Dan Evans, and Deputy Clerk/Treasurer Hilary Davis

**Public in Attendance:** Laura Priest, Carl Sprout, and Matt Rickert

**2. Approval of Agenda**

**Motion** by Becker, **Seconded** by Murchison to approve the February 6, 2017 agenda with the addition of New Business #4 MDOT Aero Contract and #5 Resolution 2017-02.

**Vote:                  Ayes- All          Nays- None                  Motion Carried**

**3. Invocation and Pledge of Allegiance**

Pastor Jeffery Murchison gave the invocation and Mayor Barnhard led in the Pledge of Allegiance.

**B. Public Comment:** - None

**C. Approval of Minutes**

**1. Approval of the Regular Council Meeting Minutes of January 9, 2017**

Minutes of the City of White Cloud City Council meeting held on January 9, 2017 were presented to Council for consideration.

**Motion** by Murchison **Seconded** by Priest to approve the Regular Meeting Minutes for the White Cloud City Council meeting held on January 9, 2017 as presented.

**Vote:                  Ayes- All          Nays- None                  Motion Carried**

**D. Authorization to Pay Bills & Payroll Wages**

A listing of invoices and payroll was presented to Council for discussion and consideration.

**Motion** by Murchison, **Seconded** by Becker to approve the payment of invoices and payroll wages totaling \$72,024.23.

**Roll Call Vote:**

**Ayes:** Becker, Murchison, Chandler, Stewart, Priest, and Barnhard

**Nays:**                  None

**Absent:**                Dault

**Abstained:**         None

**Motion Carried**

**E. Department Reports**

**1. Zoning Administrator’s Report**

Zoning Administrator Robert Hall submitted a Planning and Zoning Report for Council’s review.

**Motion** by Chandler, **Seconded** by Murchison to accept the Zoning Report as presented.

**Vote:**            **Ayes- All**        **Nays- None**                            **Motion Carried**

**2. Police Department Report**

Chief Evans submitted a Police Department Activity Report for the month of January 2017.

**Motion** by Murchison, **Seconded** by Priest to accept the Police Department Report as presented.

**Vote:**            **Ayes- All**        **Nays- None**                            **Motion Carried**

**3. Treasurer’s Report**

Treasurer Becky Freeman submitted a Revenue/Expenditure Report on activities through the end of January 2016.

**Motion** by Becker, **Seconded** by Priest to accept the Treasurer’s Report as presented.

**Vote:**            **Ayes- All**        **Nays- None**                            **Motion Carried**

**F. City Manager Report**

The City Manager/Clerk Lora Kalkofen discussed the following items with Council:

- **MEDC** – Kalkofen and Council Member Chandler attended an informational meeting to discuss MEDC’s strategic direction for Community Development Platform. The presenters were Sarah Rainero, Regional CA Team Director and Karen Wieber, Redevelopment Ready Community Planner. Kalkofen has started the process for qualifying for future funding from MEDC.
- **NC RESA Election** – Newaygo County Regional Education Service Agency (NC RESA) has requested an election be held on May 2, 2017 to request a renewal of the 1 mill operational millage that is due to expire in 2017.
- **PA 505-510 Library Tax Capture** – Governor Rick Snyder signed into law SB 619-624 now PA 505-510 providing for specially dedicated library millages to be exempt from a number of tax captures. This will exempt the White Cloud District Library from the taxes collected for the White Cloud Downtown Development Authority. The DDA collected \$2,807.14 for the 2016 tax year. Kalkofen will watch for legislation that may reimburse for lost revenues.
- **NCEDO** – NCEDO board members are in the process of contacting local businesses, cities and townships for financial support for NCEDO. Funding for this program is essential for the continued growth and economic development of our community.
- **Newaygo County Road Commission** – Kalkofen and Council Member Chandler met with Kelly Smith to discuss the possibilities of having the NCRC assist the City in the evaluation of our major and local street conditions. This asset management plan will be a necessity in the next few years for continued funding for our streets.
- **Trail Town 2017** – Audrey Rynberg, the chairperson of the 2017 Trail Town Celebration, held the first organizational meeting to stating planning for the event.
- **Newaygo County Administrator** – Kalkofen met with County Administrator Chris Wren to discuss ways the County and the City could work together. Discussion items included road improvements and technology.
- **Rental Inspection Software** – Kalkofen and Zoning Administrator Bob Hall have been looking for a program to manage the paperwork for the Rental Unit Inspections. Kalkofen set

up an online presentation from COMCATE, a web-based company that offers Rental and Code Enforcement programs, the program appears to have the components the City is looking for, but will be continuing to look to find out what other vendors have available.

- **North Central Cooperative** – North Central Cooperative and Ceres Solution, LLP have announced a merger of the two Indiana based companies. The name will be changed to Ceres Solutions Cooperative and the merger will be effective September 1, 2017. The Department of Treasury has asked for additional information regarding the IFT Personal Property for North Central Cooperative. Kalkofen has been working with Martin Hall to fulfill the request. The main building foundation is complete and the internal support structure is being installed. Work on the project will continue until completion.
- **Preconstruction Meeting-Water Extension Project** – The water extension project estimated state date has been extended to March 1 with the project being completed within a month.
- **Fire Building Authority Meeting** – The White Cloud Area Joint Building Authority has changed auditors. The Fire Building Authority will now be a component of the White Cloud Area Fire Board’s audit beginning the 2016 year. This change will save the authority on auditing costs.
- **Independent Bank** – Kalkofen is working with Independent Bank to find a more cost effective company to handle the credit card fee for the automated airport fuel farm.
- **Personnel Retirements** – Gary Zatalokin, the City’s DPW Supervisor will be retiring in June of this year. Gary began his employment with the City on May 5, 1975. John Kosla will be retiring on March 31, 2017. John began working for the City on January 30, 1995.
- **NCRC Fuel Savings** – The City saved a total of \$1,241.63 using the NCRC fuel depot for 2016.

**Motion** by Becker, **Seconded** by Murchison to approve the Manager’s Report as presented.

**Vote:**            **Ayes- All**            **Nays- None**            **Motion Carried**

**G. Unfinished Business**

**1. City Projects**

a. City Owned Property, Solid Waste Recycling and Road Repairs – No action

**2. Project Funding**

a. City Income Tax, Millage Proposal, Special Assessment - No action.

**3. Rental Unit Inspection Ordinance 2015-24**

At the last meeting of the City Council, Council was presented with the Rental Unit Inspection Ordinance 2015-24. The Council is now being asked for approval of the Ordinance.

**Motion** by Priest, **Seconded** by Murchison to approve the Rental Unit Ordinance 2015-24 as presented.

**Vote:**            **Ayes- All**            **Nays- None**            **Motion Carried**

**H. New Business**

**1. City Computer Server**

The City has had three companies come in to look at the City’s computer server to expand the storage space. Dave Hetler gave the City a quote for a full change out of the server for \$8752.39. Henden & Slate gave two quotes for replacing the server, one for \$4275 for a smaller unit with less memory, and one for \$5475 which has more memory space. They also submitted a quote for adding additional space to the current server which came to \$1800. White Cloud Computer

Service submitted a quote of \$1898 for adding extra space to the server. He also gave the City a quote for about \$900 to delete some of the redundant files on the server and to install an external hard drive to the server to save some space and in order for this to work they would have to clean up each individual computers hard drives. Kalkofen's recommendation to Council is to go with White Cloud Computer Service. This option is about a three year fix for the server and after those three years the City will have to look into purchasing a new server or check other options for this service.

**Motion** by Becker, **Seconded** by Murchison to approve the quote from White Cloud Computer Service to clean-up the server and individual hard drives.

**Roll Call Vote:**                    **Ayes:** Becker, Murchison, Chandler, Stewart, Priest, and Barnhard  
**Nays:**                                None  
**Absent:**                              Dault  
**Abstained**                          None

**Motion Carried**

## 2. Appointment to Boards

### a. Planning Commission

#### i. Dale McConnaughay

The City received an application to be a member of the Planning Commission from Dale McConnaughay.

**Motion** by Becker, **Seconded** by Chandler to appoint Dale McConnaughay to the Planning Commission.

**ii. Vote:**                            **Ayes-** All            **Nays-** None                                    **Motion Carried**

#### b. DDA

c. Dan Abid, Norm Ochs, Ron Sanders, Bob Scarlavai, and Gary Anderson all had terms on the Downtown Development Authority that were expiring. All members volunteered to continue with a new term.

**Motion** by Murchison, **Seconded** by Chandler to reappoint these members to the Downtown Development Authority for another 3 year term.

**Vote:**                                **Ayes-** All            **Nays-** None                                    **Motion Carried**

## 3. CD Purchase

Kalkofen is requesting to Purchase CDs for the City. The CDs are 7 month CDs and are currently drawing .25% interest. Independent Bank has a special offer for these 7 month CDs that will bring them to .77% interest.

**Motion** by Murchison, **Seconded** by Priest approve the City Manager to move forward with the purchase of the 7 month CDs.

**Vote:**                                **Ayes-** All            **Nays-** None                                    **Motion Carried**

## 4. MDOT AERO Contract

Kalkofen presented Council with a contract from Mead & Hunt for the airport runway rehab project for 2017.

**Motion** by Priest, **Seconded** by Murchison to approve the execution of the contract from Mead & Hunt.

**Roll Call Vote:**                    **Ayes:** Murchison, Chandler, Stewart, Priest, and Barnhard  
**Nays:**                                Becker  
**Absent:**                              Dault  
**Abstained**                          None

**Motion Carried**

**5. Resolution 2017-02**

The Stage Door Players submitted a gaming license for a non-profit poker tournament for fundraising. This needs to be submitted to Council for approval before sending to the State.

**Motion** by Becker, **Seconded** by Priest approve Resolution 2017-02.

**Vote:**            **Ayes- All**        **Nays- None**                            **Motion Carried**

**I. Public Comment:** - Received

**J. Council Member Comments** – Received

**K. Committee, Board and Authority Minutes**

1. Park & Recreation Committee Minutes
2. Downtown Development Authority Minutes

**L. Correspondence**

1. Michigan Counties Unemployment Ranking (December)
2. Muskegon River Watershed Assembly
3. White Cloud Police Department Chief

**M. Adjournment**

**Motion** by Becker, **Seconded** by Murchison to adjourn the meeting at 8:37 P.M.

**Vote:**            **Ayes- All**        **Nays- None**                            **Motion Carried**



**Don Barnhard, Mayor**



**Hilary Davis Deputy Clerk/Treasurer**  
**Approved on March 6, 2017**