

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

**Regular Meeting Minutes for  
May 15, 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 Pro-Tem Charles Chandler called the meeting to order at 6:00 P.M.

**1. Roll Call**

**Council Members Present:** Mayor Pro-Tem Charles Chandler

Councilmembers: Herm Becker, Richard Dault, and Jeffrey Murchison

**Members Absent:** Mayor Donald Barnhard, Matt Priest, and Cassie Stewart

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

**Public in Attendance:** Joe Fox, Jerry LeBlanc, Mary Tiernan, and Candice Dault

**2. Approval of Agenda**

**Motion** by Dault, **Seconded** by Murchison to approve the May 15, 2017 agenda with the addition of 12. Resolution 2017-08 Delinquent Water to Summer 2017 taxes under I. New Business.

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

**3. Invocation and Pledge of Allegiance**

Pastor Jeffery Murchison gave the invocation and Mayor Pro-Tem Charles Chandler led in the Pledge of Allegiance.

**B. Public Comment:** - Received

**Motion** by Becker, **Seconded** by Dault to close the Regular Meeting of the City Council to enter into Public Hearing.

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

**Motion Carried**

**C. Public Hearing**

**1. Open Public Hearing**

**Motion** by Murchison, **Seconded** by Dault to open the Public Hearing.

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

**Motion Carried**

**2. Receive Public Comments on the White Cloud Area Fire District FY 17/18 Special Assessment.**

City Manager Kalkofen answered the questions that the public had regarding the special assessment. Sandy Visger wanted it noted that she was not in favor of the special assessment.

**3. Close Public Hearing**

**Motion** by Dault, **Seconded** by Becker to close the Public Hearing.

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

**Motion Carried**

**Motion** by Becker, **Seconded** by Murchison to reenter the Regular Meeting of the City Council.

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

**Motion Carried**

**D. Approval of Minutes**

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

Minutes of the City of White Cloud City Council meeting held on May 1, 2017 were presented to Council for consideration.

**Motion** by Dault **Seconded** by Murchison to approve the Regular Meeting Minutes for the White Cloud City Council meeting held on May 1, 2017 with the corrections.

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

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

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

**Motion** by Dault, **Seconded** by Becker to approve the payment of invoices and payroll wages totaling \$169,051.42.

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

**Motion Carried**

**F. Department Reports**

**1. Police Department Report**

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

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

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

**G. City Manager Report**

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

- **City Wide Cleanup** – Kalkofen thanked Candice Dault and all of the volunteers for another successful City Wide Cleanup this year. Kalkofen presented Council with the report that stated that the City utilized eight (8) dumpsters with four (4) of the City’s residents listed on the Basic Violations Report utilizing the opportunity to clean up their property.
- **Street Assessment** – Kalkofen has started to work with Darren Laclaire from Newaygo County Road Commission to do an assessment of the City’s street conditions so that there is a better idea of current conditions of the City’s streets. Once this assessment has been

completed, the City can look at the available funding the City has for streets and better determine how to proceed with the City's very limited funding.

- **Cemetery Cleanup** – The Newaygo County Jail has provided the city with a Work Release crew to help with the annual clean up in the cemetery. To date, the crew has been there for two days with more hours to be scheduled to complete the project. The City used this option last year and the results were very good. Kalkofen has also been looking into the possibility of using a private company, but so far have not been able to get a quote.
- **Swim Program** – The Swim Program is set for June 19<sup>th</sup> through June 30<sup>th</sup> and this year there will be two different age group lessons offered. This program has been paid for from a donation from a memorial fund set in memory of Byron Fowler.
- **Father's Fly-In/Drive-In Breakfast** – The Fly-In Breakfast is going to be on June 18<sup>th</sup>, Father's Day, and the City is looking for volunteers to help with this event. The food and permission to use the hangar has been arranged. The informational flyers are being distributed and the River Country Chamber has agreed to post this event on their website.
- **Gerber Federal Credit Union** – Kalkofen renewed the \$61,903.79 Certificate of Deposit with GFCU for 24 months at 1.09%.
- **General Liability Insurance** – Kalkofen completed a detailed renewal exposure for all City owned property and equipment. The changes were minimal so the City should not see much of a change in the premium for the annual renewal.
- **May 2, 2017 Special Election** – The election went well with no problems in the polls. There was a small turnout with a total of 73 voters casting a ballot. The City has a total of 836 registered voters.
- **Additional Items** – Kalkofen attended the Newaygo County Commissioners meeting on May 10, 2017. She met with Colleen Lynema from River Country Chamber to discuss Trail Town. Kalkofen is currently working with OMM on putting together the Asset Management Plan and CIP as required by DEQ. These reports are due by December 31, 2017. The Water and Budget Committees met and their recommendations are reflected in the proposed FY 2017/18 Budget. The Cupcake Festival had a great turnout this past weekend. Kalkofen asked Council for their thoughts on hiring a part-time individual as an event coordinator for the City. The coordinator would be in charge of helping planning and marketing events and creating a City Facebook page. Council thought this would be a good idea and gave Kalkofen their recommendations for this position.

**Motion** by Dault, **Seconded** by Becker to accept the Manager's Report as presented.

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

#### **H. 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.

#### **I. New Business**

##### **1. Special Events Application – Kids Free Fishing**

Council was presented with a Special Events Application for Kids' Free Fishing Day for consideration and approval.

**Motion** by Becker, **Seconded** by Dault to approve the Special Events Application for Kids Free Fishing Day and waive the application fee.

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

**2. Special Events Application- White River Longbeards B.B. Gun Shoot**

Council was presented with a Special Events Application for the BB Gun Shoot that is held during Kids Free Fishing Day for consideration and approval.

**Motion** by Dault, **Seconded** by Murchison to approve the Special Events Application for the White River Longbeards B.B. Gun Shoot and waive the application fee.

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

**3. Special Events Application – Fireworks Sale**

Council was presented with a Special Events Application for the Fireworks Tent Sales for consideration and approval.

**Motion** by Becker, **Seconded** by Murchison to approve the Special Events Application for the Firework Tent Sales.

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

**4. Special Events Application – Memorial Day Parade**

Council was presented with a Special Events Application for the Memorial Day Parade for consideration and approval.

**Motion** by Murchison, **Seconded** by Dault to approve the Special Events Application for the Memorial Day Parade and waive the application fee.

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

**5. First Presentation of FY 2017/18 Budget**

A copy of the proposed FY 2017/18 City of White Cloud Budget was presented to Council. This proposed budget included a recommendation from the Water Committee of a 30 cent water rate increase. The Personnel Committee also recommended a 25 cent COLA increase for all employees that Council has previously approved. The Budget Committee has reviewed the budget and recommended the proposed budget to Council.

There will be a Public Hearing held on June 5, 2017 Council meeting to receive public input. After that hearing, Council will be presented with a final budget for adoption.

**6. Committee Appointments**

With the current Mayor taking over the DPW Supervisor position there are vacancies that will need to be filled on the committees that he is sits on. These positions need to be filled by a councilmember. City Manager Kalkofen submitted the list of these committees to Council and asked for their consideration to fill these vacancies.

**7. Purchase of Used Salt/Sander Truck**

The City has been in desperate need of a new salt/sander truck. City Manager Kalkofen and Mayor Barnhard found a used one that would meet the City’s needs for \$12,500. This amount was not in the Manager’s capacity to approve on her own so she contacted each Council member and asked them for their vote. With a unanimous vote of “yes” Kalkofen purchased the truck. She asked Council to do another vote on the vehicle for approval.

**Motion** by Becker, **Seconded** by Dault to approve the purchase of the used salt/sand truck for the total amount of \$12,500.

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

**Motion Carried**

**8. Driving Record Policy**

The City of White Cloud was instructed by the Michigan Township Participating Plan Risk Control Department, the City’s liability insurance holder, to adopt a Driving Record Policy.

**Motion** by Dault, **Seconded** by Murchison to approve Driving Record Policy and include it in the DPW Policy Manual.

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

**9. Resolution 2017-07 Confirming Special Assessment Roll**

Council was presented with Resolution 2017-07 determining assessments are in proportion to benefits received, confirming special assessment roll, establishing lien, and providing for the payment and collection of special assessments.

**Motion** by Dault, **Seconded** by Murchison to approve Resolution 2017-07 as presented.

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

**10. Mayor Resignation**

Mayor Donald Barnhard submitted his formal resignation from the Mayor position effective May 28, 2017 to Council.

**Motion** by Dault, **Seconded** by Murchison to accept the resignation of Mayor Donald Barnhard effective May 28, 2017.

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

With this resignation Mayor Pro-Tem Charles Chandler will be taking the Mayor’s position until the end of the term. This still leaves one Councilmember vacancy to fill until the November General Election. Kalkofen asked Council how they would like to proceed with filing the vacancy. Council stated that they would like an advertisement of the vacancy in the paper. It was also mentioned that once candidates are selected for interview by Council that it should not be a secret ballot when voting on a candidate. A new Mayor Pro-Tem will be selected after the Councilmember vacancy is filled.

**11. City Manager Contract**

Council was presented with the new City Manager Contract for 2 years. Mayor Pro-Tem Chandler recommended that the Council extend the contract to 3 years. There was also a typo noticed in the contract that Council recommended be fixed.

**Motion** by Becker, **Seconded** by Dault to approve the City Manger’s Contract with the noted changes.

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

**Motion Carried**

**12. Resolution 2017-08 Delinquent Water to 2017 Summer Taxes**

Council was presented with Resolution 2017-08 delinquent water to be placed on 2017 Summer taxes.

**Motion** by Dault, **Seconded** by Murchison to approve Resolution 2017-07 as presented.

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

**J. Public Comment: - Received**

**K. Council Member Comments** – Received

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

1. Planning Commission Minutes
2. WCSUA Minutes
3. Parks & Recreation Minutes

**M. Correspondence**

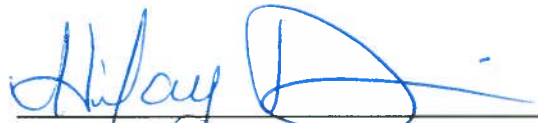
1. Michigan Unemployment Rank (March)
2. Fuel Savings
3. MI Road & Bridges 2016 Annual Report
4. MI Public Policy Survey

**N. Adjournment**

**Motion** by Dault, **Seconded** by Murchison to adjourn the meeting at 7:14 P.M.

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

  
\_\_\_\_\_  
Charles Chandler, Mayor

  
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Hilary Davis Deputy Clerk/Treasurer  
Approved on June 5, 2017