

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

CITY COUNCIL  
Regular Meeting Minutes for  
April 2, 2019 at 6:00 P.M.

**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 Office. Mayor Jamie Denslow called the meeting to order at 6:00 P.M.

**1. Roll Call**

**Council Members Present:** Mayor Jamie Denslow, Charles Chandler, Jeffrey Murchison, Kay Scott, Cassie Rickert, Ashley Zatalokin

**Members Absent:** None

**Staff Present:** City Manager Lora Kalkofen, Police Chief Dan Evans, Clerk Kelli Arnold, Zoning Administrator, Pete Morgan

**Public in Attendance:** Dan Abid, Chuck Trapp, Marva Shears, Susie Rodriguez, Lori Shears, Ed Canning, Danette Gibson, Judy Maike, Julie Burgess, Herm Becker

**2. Approval of Agenda**

**Motion** by Murchison, **Seconded** by Chandler to approve the Agenda with the addition of State Representative, Scott VanSingel and County Commissioner, Chuck Trapp under reserved time.

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

**3. Invocation and Pledge of Allegiance**

Jeffrey Murchison gave the invocation and led in the Pledge of Allegiance.

**B. Public Comment:**

Judy Maike, local realtor, there are three homes on M-37 south of Pine Hill that are currently zoned commercial, buyers are not able to get a mortgage for these homes, requesting that area become a mixed type of zoning.

Katie Cox, WISE representative, Newaygo outreach, would like Council and public to be aware April is Sexual Assault Awareness Month. There will be teal ribbons placed in town.

**C. Reserved Time:**

- Scott VanSingel, 100<sup>th</sup> District State Representative. Mr. VanSingel updated the Council with information regarding the state budget. The number one job of state representative is the budget. This process usually begins January/February and is finished by June. This year is different due to prior governor and new governor. The new governor came out with the proposal of \$0.45 gas tax proposal, the budget was built around that proposal. Working on a compromise and working through the process.
- Chuck Trapp, County Commissioner for District 3. Recycling is being funded by Newaygo County at about \$75,000.00 and the Fremont Area Foundation covers the other half. People are misusing the recycle. Costs continue to go up due to the misuse. County would like to work with the City utilizing fenced in area on City property behind the Police Department

garage for the White Cloud area recycling. Council members Rickert, Zatalokin and Scott agreed they would like to see the City work toward this.

**D. Accounts Payable/Cleaning**

1. Motion for Council member Scott to abstain from approval of payment for cleaning.

**Motion** by Murchison, **Seconded** by Rickert to allow Council member Scott to abstain approval of payment for cleaning City office building.

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

2. Motion to approve invoices for office cleaning totaling \$82.50.

**Motion** by Zatalokin, **Seconded** by Chandler to approve the office cleaning invoices to Council member Scott totaling \$82.50.

**Roll Call Vote:**

**Ayes-** Chandler, Denslow, Murchison, Rickert, Zatalokin

**Nays-** None **Abstained-** Scott **Absent** – None **Motion Carried**

**E. Approval of Consent Agenda**

1. Approval of the minutes from the March Regular City Council Meeting
2. Police Department Report
3. DPW Report
4. Zoning Report
5. Treasurer Report
6. Approval of Bills and Wages less office cleaning: \$131,766.44
7. Correspondence

**Motion** by Chandler, **Seconded** by Murchison to approve Consent Agenda for the April 2, 2019 Council Meeting.

**Roll Call Vote:**

**Ayes-** Chandler, Scott, Denslow, Murchison, Rickert, Zatalokin

**Nays-** None **Absent** – None

**Abstained:** None **Motion Carried**

**F. City Manager Report**

- Sweeper truck. Currently shopping for used sweeper/vac truck. Newaygo County Road Commission will fulfill the sweeping contract for 2019 until we purchase a street sweeper. City will retain the contract when our equipment has been replaced.
- Flowing Well Park. Working on updating the White Cloud Area Recreational Plan.
- MDOT Street Grants. The City has received letters of support from multiple sources, working with City Engineer, OM&M and Rick Chapla, grant writer on the application for the MDOT Category Broad-funding grant. Grant will be submitted by April 5, 2019.
- Rotary Park sign is complete and installed.
- White Cloud City Council election packets are available for anyone interested in running for a position.
- MSHDA Neighborhood Enhancement Program – City of White Cloud has received official notice of being granted \$50,000.00 through the Neighborhood Enhancement Grant.
- MDOT-Aero Airport Consultant Services. We have received one request for Professional Airport Consulting Services. Committee will meet, interview and recommend to Council at the May meeting.

- Signs. DDA and City have purchased six (6) signs to be used for events in the City.
- White Cloud high school, Voice of Reason students will be volunteering their Day of Service to the City once again to clean up City property and trash along the streets.
- Community Clean up will be Saturday, May 18, 2019 from 8 a.m. to 1 p.m.
- Brand & Marketing Committee. Asking for Council help in creating a committee to promote our community image.
- Manager discussion. It is a good time for Council to decide what they are looking for in a candidate to replace City Manager. Job description has been given, Council may want to make changes to the document. City Manager is the Chief Operating Officer for the City, with overall authority in all administrative, personnel and financial matter of the City. Any personnel questions shall be directed to the City Manager.
- Joint DDA, Council & Planning Commission. At the January meeting it was agreed would meet quarterly. A date needs to be set for the next meeting, what items recommended for the agenda.
- Local Officers Compensation Commission is still in need of five members to serve on the board.

**G. Boards & Authorities**

1. White Cloud Sherman Utilities Board  
**Minutes Received**
2. Planning Commission  
**Minutes Received**
3. White Cloud Area Fire Board  
**Minutes Received**
4. Water Committee  
**Minutes Received**
5. Personnel Committee  
**Minutes Received**

**H. Unfinished Business**

**I. New Business**

1. **Appointments**
  - a. Council position: One position, three applications received. Mayor recommendation to appoint Shannon Fessenden to the vacant Council position.  
**Motion** by Rickert, **Seconded** by Zatalokin to appoint Shannon Fessenden to the vacant Council position for the term ending 12/31/2019.  
**Vote:**  
**Ayes-**, Rickert, Chandler, Scott, Denslow, Murchison, Zatalokin  
**Nays-** None **Absent** – None **Abstained:** None  
**Motion Carried**  
Council Member Fessenden sworn in and took seat.
  - b. DDA positions. Three positions available, four applications received. Mayor recommendation for Eric Rosenberg, Mike Kymes and Jamie Steffes to serve the open seats on the Downtown Development Association.

**Motion** to accept the Mayor recommendations to the open DDA positions failed.

c. Planning Commission. Two applications received; one position available. Mayor recommendation for Crystal Denslow to serve on the City Planning Commission.

**Motion** by Zatalokin, **Seconded** by Chandler to accept the Mayor recommendation to the open Planning Commission position.

**Vote:**

**Ayes-**, Rickert, Chandler, Scott, Denslow, Murchison, Zatalokin

**Nays-** None **Absent** – None **Abstained:** None

**Motion Carried**

## 2. Water Committee Recommendations

Recommendation from White Cloud Water Committee to City Council:

- a. Increase debt service charge \$0.30 per 1,000 gallons and increase water usage charge \$0.30 per 1,000 gallons totaling \$0.60 water rate increase per 1,000 gallons each quarter.
- b. Proposal to Bill payment late fee. Currently there is a 1 time 10% late fee charge, proposal includes the 1 time 10% fee for the first month and 5% additional added each month after.
- d. Recommend increasing the hydrant use charge during and after hours from \$4.00 per 1,000 gallons to \$5.00 per 1,000 gallons to the nearest 500 gallons.
- e. Recommend a Residential agreement between City and property owner for water services within and outside City limits.

**Motion** by Rickert, **Seconded** by Murchison to accept recommendations a, b, d & e, from the City Water Committee.

**Vote:**

**Ayes-**, Rickert, Chandler, Scott, Denslow, Murchison, Zatalokin

**Nays-** None **Absent** – None **Abstained:** None

**Motion Carried**

## 3. Personnel Committee Recommendations

Recommendations from White Cloud Personnel Committee to City Council:

- a. Clarification to bereavement leave (pg. 49). Should read: Employees are allowed up to four (4) hours of *unpaid* bereavement leave to attend the funeral of a friend, neighbor, and/or employee or retiree of the City of White Cloud.
- b. Clarification to Holiday pay (pg. 47). All full-time employees will be paid for the holiday. Any hours worked on a holiday will be paid at straight time in addition to the holiday pay. Part time employees who work the holiday are paid time plus half (time + ½) for hours worked.
- c. Clarification to minimum hours per week under Medical & Dental Insurance and Long-Term Disability Benefits (pg. 51). The committee recommends changing hours from 30 to 36 hours per week to meet the full-time status.
- d. COLA (Cost of living adjustment) in the amount of 2.5% request for all employees for Fiscal year 2019/20.
- e. Employee Insurance Reimbursement – Regarding Health insurance (pg. 51). Personnel committee recommendation to Council to increase employee reimbursement for opting out of City paid health insurance from \$3,500.04 per year/\$291.67 per month to \$4500.00 per year/\$350.00 to be paid once per month.

**Motion** by Rickert, **Seconded** by Chandler to accept a,b,c,d, and e per the recommendation of the personnel committee.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**4. Resolution 2019-04: Request for Funding, designate agent....**

A resolution to establish a request for funding, designate an agent, attest to the existence of funds and commit to implementing a maintenance program for the City of White Cloud, funded in part by MDOT, transportation economic development fund (TEDF) category B program grant funding.

**Motion** by Rickert, **Seconded** by Murchison to approve Resolution 2019-04 for the roads of James Street and North Street for the grant that has been brought to Council with the help of Rick Chapla.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

Request of City Manager to transfer funds for proposed project of James Street (crush, shape, install drain structures and pave with valley gutter) and North Street (overlay including existing shoulders). Estimated cost to the City for both proposed projects is \$114,630.25.

**Motion** by Murchison, **Seconded** by Rickert in support of the proposed MDOT TEDF Grant project the funding for this grant would be provided by the 202 Major Street fund in the amount of \$75,000.00 and 203 Local Street fund in the amount of \$39,630.25 with estimated costs. The funding from Fund 202 will require transferring the ownership of CD Gerber Federal Credit Union 002.600 \$41,998.39 to fund 247 Local DEV fund to increase cash in fund 202, Major Streets.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None    **Motion Carried**

**5. Special Events Application – Tail Twisters**

Special Events Application turned in by Jim Maike for Tail Twisters Fun-Fly on June 15, 2019 at the Airport. The event is an annual air show for model airplanes. Request to waive permit fee.

**Motion** by Chandler, **Seconded** by Murchison to approve Tail Twisters Special Event Application as presented and waive the permit fee.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**6. Bond Consultant Approval**

City Manager seeking Council approval to work with Rick Chapla, a consultant with an extensive and successful background in economic growth of West Michigan regarding the MDOT Transportation Economic Development Fund, Category B Program Funding.

**Consensus Approval**

**7. City manager Comp time payout**

City Manager currently has 806 hours of compensation hours accrued over the past three (3) years. Personnel Committee recommended Manager request pay out of 606 hours to follow State of Michigan Compensation Time Accrual.

**Motion** by Murchison, **Seconded** by Chandler to approve a one-time payment of 606 hours compensation time to be paid at current hourly rate to City Manager.

**Roll Call Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**8. Special Events Application – Trail Town/Rockin’ the Park**

River Country Chamber of Commerce has turned in a Special Events Application for Trail Town 2019/Rockin’ the Trails. Request to waive application fee. Date of event is June 13-15, 2019.

**Motion** by Rickert, **Seconded** by Chandler to approve Special Events Application for Trail Town 2019/Rockin the Trails as presented and waive the application fee.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**9. Special Events Application – Christmas in White Cloud**

River Country Chamber of Commerce has turned in a Special Events Application for Christmas in the Cloud. Request to waive application fee. Date of event is December 7, 2019.

**Motion** by Rickert, **Seconded** by Chandler to approve Special Events Application for Christmas in the Cloud. Request to waive application fee granted.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**10. Resolution 2019-05**

A resolution setting the date and time for a public hearing and directing that notice of the public hearing be given for the 2019/20 fire protection services special assessment roll.

**Motion** by Murchison, **Seconded** by Chandler to adopt Resolution 2019-05, setting the date and time for a public hearing and directing that notice of the public hearing be given for the 2019/20 Fire protection services special assessment roll.

**Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**11. Street Sweeper**

We have found a 2006 Elgin Dual Side Broom Whirlwind with 8” Rear Wandering Hose. Has an 8-yard hopper with in cab hopper dump, 115 HP John Deere aux engine, high pressure wash down system and Auto Lube system. Bell Equipment has given us a price of \$60,000.00.

Request Council permission to increase spending limit from \$35,000.00 up to \$65,000.00 for a sweeper. The money would be out of equipment fund and fund balance.

**Motion** by Chandler, **Seconded** by Murchison to approve increase spending from \$35,000.00 up to \$65,000.00 for a street sweeper.

**Roll Call Vote:**

**Ayes-**, Chandler, Scott, Rickert, Denslow, Murchison, Zatalokin

**Nays-** None    **Absent** – None    **Abstained:** None

**Motion Carried**

**J. Public Comment:**

Dan Abid – comments received

Julie Burgess – comments received

Chuck Trapp – comments received

**K. Council Member Comments**

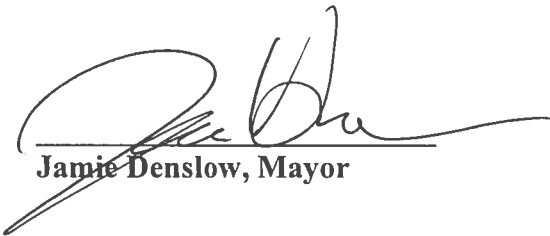
Chandler comments received.

Scott comments received.

**L. Adjournment**

**Motion** by Murchison, **Seconded** by Zatalokin to adjourn the meeting at 8:01 P.M.

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



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Jamie Denslow, Mayor



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Kelli Arnold, Clerk

Approved on 5-7-19

