



MICHIGAN

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

## CITY COUNCIL

### Regular Meeting Minutes for January 7, 2020 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 Denslow called the meeting to order at 6:00 P.M.

##### **1. Roll Call**

**Council Members Present:** Mayor Denslow, Ashley Zatalokin, Jeff Murchison, Herm Becker, Lori Shears, Kay Scott, Candice Dault

**Members Absent:** None

**Staff Present:** Police Chief - Dan Evans, Clerk - Kelli Arnold, Treasurer – April Storms, City Manager – Lora Kalkofen

**Public in Attendance:** Bryan Kolk, Rich Dault, Chris Tiernan, Stu Sanders, Ronald Shirely, Russ Moulton, Dakota Ross, Chuck Trapp, Donna Schotanus, John Peterson, Virgie Ammerman, Joanne Chandler, Dan Abid, Jason Vanderstelt, Marva Shears, Brittani Barkley, Glen Sparks, Corinne Purchase

##### **2. Approval of Agenda**

Approval of Agenda with addition of Reserved time # 3 Stu Sanders, #4 Jason Vanderstelt and New Business item #8, Mayor Pro-Tem, for Tuesday, January 7, 2020

**Motion** by Becker, **Seconded** by Murchison to approve the Agenda for January 7, 2020.

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

##### **3. Invocation and Pledge of Allegiance**

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

#### **B. Public Comment**

Glen Sparks of Newaygo County Republicans, informed Council of Newaygo County GOP meetings on first Thursday of the month at Lakes 23 Restaurant, Fremont.

#### **C. Reserved Time:**

1. Joe Verlin of Gabridge & Company. Presented City Audit for fiscal year 2018/2019.

Financial highlights:

Page 4: City assets exceed liabilities

Government Funds had a decrease

General Fund Increase of Fund balance

Unassigned fund balance – almost 6 full months of reserves

Page 7: Cash in investments decrease

Total fixed assets increase (infrastructure of the City)

Net pension liability increase (poor market performance)

Unrestricted net position had an increase  
 Page 15: Funds  
     General fund has unassigned balance; No deficit fund balances  
 Page 17: Revenue/Expenses  
     Cash in/Cash out  
     Increase in General fund balance  
     Decrease in Fund balance  
 Page 20: Increase in net position  
 Page 47: 5-year comparison  
     Treasury likes to see 60% or higher. City of White Cloud is 60.2%.

2. Virgie Ammerman of Hope Network & John Peterson, Independent Consultant of Affordable & Supportive Housing; Updated Council regarding White Cloud Riverbank Apartments. Planning a three story, 57-unit affordable/workforce and supportive housing development. Includes a mix of 32 one-bedroom apartments, 20 two-bedroom apartments, and 5 three-bedroom apartments – measuring approximately 700 sq. ft., 950 sq. ft., and 1,600 sq. ft. respectively.

3. Stu Sanders of Newaygo County Register of Deeds  
 Register of Deeds is a public office, has new office staff and a new management system, changes the end of day cashing out system. Records at ROD date back to 1840. ROD is a 1 stop Passport agency, no appointment necessary. Electronic & remote notarization are new items coming this year, benefit for service members out of country.

4. Jason Vanderstelt, Newaygo County Clerk  
 County Clerk's office has a new fireproof vital records room. Currently preparation for the 2020 elections is underway. The state is implementing a new birth registry program, Newaygo County is on the ground floor of implementing, no official date set yet.

**D. Accounts Payable/Cleaning**

1. Motion for Council member Scott to abstain from approval of payment for cleaning.  
**Motion** by Becker, **Seconded** by Dault to allow Council member Scott to abstain approval of payment for cleaning City office building.  
**Vote:** Ayes- All Nays- None Absent- None Abstain - Scott **Motion Carried**

2. Motion to approve invoices for office cleaning totaling \$105.00.  
**Motion** by Murchison, **Seconded** by Dault to approve the office cleaning invoices to Council member Scott totaling \$105.00.  
**Roll Call Vote:**  
 Ayes- Murchison, Zatalokin, Shears, Becker, Denslow, Dault  
 Nays- None Abstained- Scott Absent- None **Motion Carried**

**E. Approval of Consent Agenda**

1. Approval of the minutes from December 3, 2019 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: \$128,112.03
7. Correspondence

**Motion** by Dault, **Seconded** by Zatalokin to approve Consent Agenda for the January 7, 2020 Council Meeting.

**Roll Call Vote:**

**Ayes-** Dault, Zatalokin, Murchison, Shears, Denslow, Scott, Becker

**Nays-** None

**Absent -** None

**Abstained:** None

**Motion Carried**

**F. City Manager Report**

- White River Wellness – Working with White River Wellness toward a recreational (adult-use marihuana) facility license.
- White Cloud Water System Asset Management Plan has been submitted to EGLE for review & approval.
- Michigan Department of Treasury Audit Review was accepted by MI Department of Treasury.
- Fremont Area Community Foundation – City Endowment Fund for the 2020 year is \$1,600.
- Water tower communicating system is back online & operational. The generator has been installed at well #1.

**G. Boards & Authorities**

1. White Cloud Sherman Utilities Board

Question from Council member regarding the Sherman Utilities Resolution 2020-1, showing a Revenue bond in the maximum principal amount of \$5,500,000, curious if the maximum amount is going to be borrowed.

2. Downtown Development Authority (DDA)

Had discussed the Dragon Trail impact, need to get White Cloud ready for it. Discussed bringing a consultant in for the long-term vision of White Cloud.

3. Planning Commission

Review of the past year, beginning to look at sign ordinance and going back to working on the Master Plan.

4. White Cloud Area Fire Board – No information.

**H. Unfinished Business**

1. Open Seats on Boards/Commissions

a. Condense committees

In place of a budget committee, City Manager asks for consideration of budget committee be a working Council meeting workshop that allows entire Council a chance to have input and direction of the City Budget.

**Motion** by Dault, **Seconded** by Becker to consolidate Budget Committee into a Council workshop.

**Vote:** **Ayes-** Dault, Zatalokin, Murchison, Shears, Denslow, Scott, Becker

**Nays-** None

**Absent -** None

**Abstained:** None

**Motion Carried**

b. Marihuana Licensing Board

Mayor recommends Charles Chandler- former Council member, Cathleen Graham- former member of Medical Marihuana Board, also medical professional, Crystal Denslow- former Medical Marihuana Board, Chad Fetterley- grown in the area, well known, Jerry LeBlanc- former Medical Marihuana Board member, former Council &

Planning Commissioner member, Becci Reed- new to the Planning Commission, & Gary Anderson- member of the DDA & owner of Great Lakes Allied, to the Marihuana Licensing Board.

**Motion** by Zatalokin, **Seconded** by Shears to approve and appoint Mayor recommendations for Marihuana Licensing Board.

**Roll Call Vote:** Ayes- Dault, Zatalokin, Murchison, Shears, Denslow, Scott, Becker

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

c. Property Maintenance Board of Appeals

At this time there are no applications for Board of Appeals, Mayor will work to find board members. There are four members needed for the board.

**Discussion Received**

d. Planning Commission

Mayor Denslow has asked Council to accept his resignation from the Planning Commission.

**Motion** by Dault, **Seconded** by Zatalokin to approve Mayor Denslow's resignation from the Planning Commission.

**Vote:** Ayes- All Nays- None Absent- None Abstain- None

**Motion Carried**

Mayor recommendation for appointees to City Planning Commission are Council member Lori Shears and former Planning Commission member Jerry LeBlanc.

**Motion** by Dault, **Seconded** by Murchison to approve Mayor Denslow recommendation of Lori Shears & Jerry LeBlanc to the City Planning Commission.

**Vote:** Ayes- All Nays- None Absent- None Abstain- None

**Motion Carried**

e. Tax Board of Review

Mayor recommendation for Tax Board of Review for two of three open seats are Charles Twing and Marva Shears, leaving one open position to be filled.

**Motion** by Dault, **Seconded** by Murchison to approve Mayor Denslow recommendation of Charles Twing & Marva Shears to the Tax Board of Review.

**Vote:** Ayes- All Nays- None Absent- None Abstain- None

**Motion Carried**

f. Zoning Board of Appeals

Mayor recommendation for Zoning Board of Appeals, there are four open positions, currently three recommendations of Mayor Denslow, Becci Reed and Marva Shears and himself to serve on the Zoning Board of Appeals, looking for one more person to fill the board.

**Motion** by Shears, **Seconded** by Zatalokin to approve Mayor Denslow recommendation of himself, Becci Reed and Marva Shears to the Zoning Board of Appeals.

**Vote:** Ayes- All Nays- None Absent- None Abstain- None

**Motion Carried**

g. City Council Budget

City Council Budget Committee will be a Council work session moving forward, not a separate board.

**Discussion Received**

**h. Personnel/Policy Committee**

There are two openings on the City Council Personnel/Policies committee. Mayor recommendations upon request of Council Members Zatalokin and Dault to appoint Ashley Zatalokin and Candice Dault to the Personnel/Policies committee.

**Motion** by Becker, **Seconded** by Shears to approve Mayor Denslow recommendations of Zatalokin and Dault to the City Council Personnel/Policies committee.

**Vote:** Ayes- All Nays- None Absent- None Abstain- None

**Motion Carried**

**i. City Council Water Committee**

There are two openings on the City Council Water committee. Mayor recommendations to appoint Candice Dault and Herm Becker to the City Council Water committee.

**Motion** by Zatalokin, **Seconded** by Murchison to approve Mayor Denslow recommendations of Dault and Becker to the City Council Water committee.

**Vote:** Ayes- All Nays- None Absent- None Abstain- None

**Motion Carried**

**2. Solid Waste**

Does Council want to pursue the City-wide single hauler for solid waste/trash service?

**Motion** by Dault, **Seconded** by Scott to drop the City-wide solid waste service.

**Vote:** Ayes- Dault, Murchison, Scott Nays- Shears, Zatalokin, Becker, Denslow Absent- None Abstain- None **Motion Failed**

Instructed City Manager to verify no changes to pricing on bids given previously.

**3. PILOT (Payment in Lieu of Taxes) Ordinance**

No action required at this time; this is information for new Council members.

**Discussion Received**

**I. New Business**

**1. Property Bids/Sales**

**a. Portion of Permanent Parcel No. 62-11-32-400-052**

Sealed bids were instructed to be submitted by 3:00 p.m. local time on January 7, 2020. The City has received one (1) sealed bid for the sale of vacant land on East Pine Hill (adjacent to City Hall), known as Portion of Permanent Parcel No. 62-11-32-400-052. Tentative appraisal value is \$35,000.00. The bid received for vacant land is in the amount of \$60,000.00. If Council approves bid, it will go into Resolution form, number 2020-03.

**Motion** by Becker, **Seconded** by Zatalokin to accept and confirm the sale of vacant land on East Pine Hill (adjacent to City Hall) and known as Portion of Permanent Parcel No. 62-11-32-400-052 in the amount of \$60,000.00 including Resolution 2020-03.

**Roll Call Vote:**

**Ayes-** Becker, Zatalokin, Scott, Dault, Shears, Denslow, Murchison

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

**Motion Carried**

**b. Parcel No. 62-11-33-300-006**

Sealed bids were instructed to be submitted by 3:00 p.m. local time on January 7, 2020. The City has received two (2) sealed bids for the sale of vacant land Pine Hill (adjacent to the White River), known as Parcel No. 62-11-33-300-006. Tentative appraisal value is

\$65,000.00. The bids received for vacant land are in the amounts of \$13,333.33 and of \$70,000.00. If Council approves bid, it will go into Resolution form, number 2020-02.

**Motion** by Dault, **Seconded** by Becker to accept and confirm the sale of vacant land on Pine Hill (adjacent to the White River) and known as Parcel No. 62-11-33-300-006 in the amount of \$70,000.00 including Resolution 2020-02.

**Roll Call Vote:**

**Ayes-** Dault, Becker, Zatalokin, Shears, Scott, Murchison, Denslow

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

**Motion Carried**

**2. Attorney Opinion – Buffering Requirements**

This is regarding a marihuana facility. Manager was asked to verify the legality of the five hundred foot in our ordinances. The City newly adopted ordinances require a 500-foot (500') buffer zone from schools, public parks, public playgrounds, public swimming pool, youth activity establishment, library, childcare facility and churches. The City is legally allowed to set all buffer zone limits listed above; Buffer Zones of a school or library per the State of Michigan are 1,000 feet.

Council has options on how they wish to proceed.

Mayor recommends let the newly adopted ordinances stand and if perspective buyers so choose, they can request variance from Zoning Board of Appeals.

**Discussion Received**

**3. Appoint Committee for the Executive Manager Search**

Mayor recommendations for Executive Search Committee to work with Michigan Municipal League (MML) in finding a replacement for City Manager are Charles Chandler, Chad Fetterley, Charles Twing, Ryan Coffey, Mark Guzniczak, Julie Burrell and Ed Canning.

**Motion** by Becker, **Seconded** by Murchison to approve Mayor recommendations for the Executive Search Committee consisting of Charles Chandler, Chad Fetterley, Charles Twing, Ryan Coffey, Mark Guzniczak, Julie Burrell and Ed Canning.

**Vote:** Ayes- All Nays- None **Absent** - None

**Abstained:** None

**Motion Carried**

**4. City Fees: Planning/Zoning**

Council has been presented with an updated Planning/Zoning Fees & Charges.

**Motion** by Dault **Seconded** by Murchison to approve the Planning & Zoning Fees schedule as presented.

**Vote:** Ayes- All Nays- None **Absent** - None

**Abstained:** None

**Motion Carried**

**5. Resolution 2020-01 Attorney of Record**

Law firm of Bloom Slugget Morgan, PC is our attorney. We do not anticipate any change. Mayor recommendation to approve Resolution 2020-01 to make Bloom Slugget Morgan, PC our Attorney of Record.

**Motion** by Dault, **Seconded** by Zatalokin to approve Resolution 2020-01, Bloom Slugget Morgan, PC Attorney of Record for City of White Cloud.

**Vote:** Ayes- All Nays- None **Absent** - None

**Abstained:** None

**Motion Carried**

**6. DNR Property by Flowing Well**

Michigan Department of Natural Resources (DNR) contacted City Manager about quick claiming to City of White Cloud a portion of property along the White River at the Flowing Well

Park. City Manager is requesting a motion from Council to accept the property offered by the DNR to the City of White Cloud and give City Manager permission to file the Quick Claim Deed on behalf of the City.

**Motion** by Dault, **Seconded** by Becker to allow City Manager to accept the property and file the Quick Claim Deed.

**Vote:** Ayes- All Nays- None **Absent** - None **Abstained:** None

**Motion Carried**

#### **7. Fiscal Year 18/19 Audit Approval**

Council was presented earlier in evening with the Fiscal year 2018/19 Audit by Joe Verlin of Gabridge & Company.

**Motion** by Murchison, **Seconded** by Shears to approve the Fiscal Year 18/19 Audit as presented by Joe Verlin of Gabridge & Company.

**Vote:** Ayes- All Nays- None **Absent** – None **Abstained:** None

**Motion Carried**

#### **8. Mayor Pro-Tem**

Mayor Denslow has asked Herm Becker to serve as Mayor Pro-Tem for the City Council.

**Motion** by Dault, **Seconded** by Murchison to appoint Herm Becker as Mayor Pro-Tem in the absence of Mayor.

**Vote:** Ayes- All Nays- None **Absent** – None **Abstained:** None

**Motion Carried**

#### **J. Public Comment**

D. Abid – Chamber representative for City of White Cloud advising Council of the Chamber general membership meeting scheduled for January 16<sup>th</sup> at Sally's/Whatta Pizza from 6:00-7:00 pm. Ryan Coffey and Vicki Friar are also White Cloud representatives.

#### **K. Council Member Comments:**

C. Dault: Would like to see work done on the City website to keep people more informed and would like to see City implement rental registrations.

K. Scott: Welcome to the new Council members and would like to entertain the possibility of a city income tax.

J. Murchison: None

A. Zatalokin: None

L. Shears: Why do we use all the paper for packets, possibly go to tablets/iPad.

H. Becker: Glad to be back on Council with a little trepidation because we do have a lot of challenges ahead.

J. Denslow: Welcome new members to the Council. This will be a huge challenging year for Council with change of City Manager. Are we prepared to have an ice rink, this is community driven. Would like to recognize Orrie Ebenstein in some way as a City,

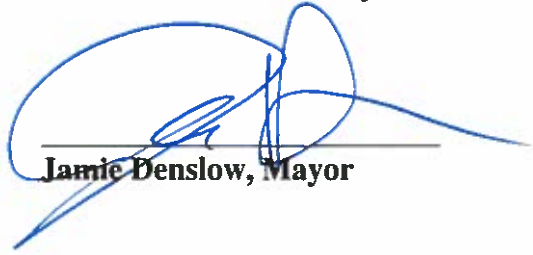
**L. Adjournment**

**Motion** by Becker, **Seconded** by Shears to adjourn the meeting at 8:25 P.M.

**Vote:** Ayes- All

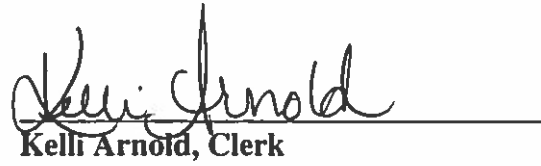
Nays- None

**Motion Carried**



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Jamie Denslow, Mayor



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Kelli Arnold, Clerk

Approved on 2-4-20