

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

**Regular Meeting Minutes for  
March 7, 2016**

**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 7:00 P.M.

**1. Roll Call**

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

**Members Absent:** Matt Priest

**Staff Present:** City Manager Lora Kalkofen and Deputy Clerk/Treasurer Hilary Davis

**Public in Attendance:** Carl & Ruth Sprout, Orrie & Pat Ebenstein, Dan Abid, and Candice & Richard Dault.

**2. Approval of Agenda**

**Motion** by Becker, **Seconded** by Chandler to approve the March 7, 2016 agenda with the addition of H. New Business 8. Resolution 2015-18 (amended).

**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:** - Received

**C. Approval of Minutes**

**1. Approval of the Regular Council Meeting Minutes of February 1, 2016**

Minutes of the City of White Cloud City Council meeting held on February 1, 2016 were presented to Council for consideration. Becker stated that the motion approving the White Cloud Area Fire Department Joint Building Authority's FY 2016/17 budget should instead read "accept" instead of "approve".

**Motion** by Murchison, **Seconded** by Becker to approve the Regular Meeting Minutes for the White Cloud City Council meeting held on February 1, 2016 as amended.

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

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

1. 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 \$96,932.11.

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

**Motion Carried**

**E. Department Reports**

**1. Treasurer’s Report**

City Manager/Clerk Lora Kalkofen submitted a Revenue/Expenditure Report on activities through the end of February 2016.

**Motion** by Becker, **Seconded** by Chandler to approve the Treasurer’s Report as presented.

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

**2. Police Department Report**

Chief Mendham submitted a Police Department Activity Report for the month of February 2016.

**Motion** by Chandler, **Seconded** by Murchison to approve the Police Department 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:

- **Airport Terminal** – The terminal building will be completed by the end of this week. The landscaping will be completed by April 16<sup>th</sup>.
- **Budget FY 2015/16** – Kalkofen has a preliminary budget to present to the Budget Committee for consideration and discussion. Members of the Budget Committee agreed to meet on Monday, March 14<sup>th</sup> at 1 P.M.
- **Statutory Revenue Sharing** – The Governor released his FY 2017 budget proposal and it does not include the 5.8 million that has been previously included for the per capita Statutory Revenue Sharing. Currently this only affects townships.
- **Fire Building Authority** – Wilcox Township has asked the Fire Department for additional information on the flashing lights project.
- **Industrial Park** – The City is still waiting for the permit from CSX Railroad for the permit to cross under the railway tracks to complete the water project.
- **Sprint Cell Phones** – The City has switched to a different cell phone plan with Sprint, who is our current provider. With the old plan the monthly bill was slowly increasing each month. With the switch to the new plan the City looks to save about \$80.00 per month.
- **Streetlights** – Kalkofen is waiting for a quote from Consumers Energy for the conversion of the City lights to LED. She also asked for an estimated cost of usage after the conversion.
- **West Michigan Watershed Collaborative** – Kalkofen wrote a letter in support for a grant opportunity to develop a Healthy Watershed Assessment Model that includes the White River.
- **2015 Tax Settlement** – Kalkofen and Deputy Clerk/Treasurer Davis balanced the 2015 tax year for settlement on March 7, 2016. Kalkofen stated that Davis has done an excellent job with collecting payments and the disbursement of the taxes this year.

- **Independent Bank** – Kalkofen met with Woody Bowman from Independent Bank to discuss purchasing CD’s to increase our interest revenue. Kalkofen would like to invest a portion of our general checking funds in CD’s, but the rates are still low on any CD purchase for two years and under.
- **Father’s Day Fly-In** – Kalkofen met with Coleen from the Chamber and they are not planning on hosting this event. Further discussion was had about who would Chair the event. Mayor Barnhard stated he would look into the situation a little further.

**Motion** by Murchison, **Seconded** by Chandler 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**

- i. Real Estate Purchase Agreement with Newaygo County – Old Fire Barn. No action.

**2. Project Funding**

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

**H. New Business**

**1. Council Member Resignation**

Christine Tiernan submitted her resignation from the White Cloud City Council on February 1, 2016.

**Motion** by Becker, **Seconded** by Stewart to accept Christine Tiernan’s resignation from City Council with great regret.

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

**a. Filling Vacancy**

Kalkofen asked the Council if she could start advertising for the open council position. She asked Council for the input on how to approach the process. After some discussion it was decided that at the first Regular Council Meeting in April qualified candidates for the position will be interviewed by the City Council.

**2. Resolution 2016-02 Recognize Service of Christine Tiernan**

Council was presented with Resolution 2016-02 to recognize the dedicated service of Christine Tiernan.

**Motion** by Becker, **Seconded** by Stewart to approve Resolution 2016-02 as presented.

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

**3. Resolution 2016-04 Bank Signatures**

Council was presented with Resolution 2016-04 to approve Lora Kalkofen City Manager/Clerk, Donald Barnhard Mayor, Charles Chandler Mayor Pro-Tem, and Becky Freeman Part Time Treasurer upon the authority of Council, as authorized signatures on contracts and or documents for the City of White Cloud.

**Motion** by Becker, **Seconded** by Chandler to approve Resolution 2016-04 as presented.

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

**4. Copier Lease Agreement**

Council was presented with information and purchase agreement for a new copier/printer for the City Hall Offices. The current lease agreement that the City holds for the current machine is over April 1, 2016. Kalkofen presented Council with information on a printer/copier that would meet the needs of the office better than the current machine. The City would still be using the same vendor as the last machine. The City is happy with the vendor and the brand name of the copier/printer and would like to remain with them.

**Motion** by Chandler, **Seconded** by Murchison to authorize the City Manager to proceed with the purchase agreement for a new copier/printer for the City Hall Office.

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

**Motion Carried**

**5. New Appointments to Committees**

With the resignation of Christine Tiernan from the City Council there are now open positions on the Water Committee and Personnel Committee.

**a. Water Committee**

There are two open positions on the Water Committee. Mayor Barnhard asked for volunteers from Council. Council member Murchison volunteered to be on the Water Committee. Mayor Barnhard recommended Council Member Priest for the committee.

**Motion** by Becker, **Seconded** by Chandler to appoint Council members Murchison and Priest to the Water Committee.

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

**b. Personnel Committee**

There is one open position on the Personnel Committee. Mayor Barnhard asked for volunteers from Council. Mayor Pro-Tem Chandler volunteered to be on the Personnel Committee.

**Motion** by Becker, **Seconded** by Murchison to appoint Mayor Pro-Tem Chandler to the Personnel Committee.

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

**6. Restrictive and Protective Covenants Amendments**

The Planning Commission submitted to Council amendments to the Restrictive and Protective Covenants for the Industrial Park.

**Motion** by Murchison, **Seconded** by Chandler to approve the amendments to the Restrictive and Protective Covenants for the Industrial Park.

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

**7. Resolution 2016-03**

City Manager Kalkofen presented Resolution 2016-03 giving the City Manager the authority to enter into negotiations for the sale of property as a representative of Council.

After some discussion Council decided that this issue was better addressed by including the language of the resolution presented into the City Manager’s contract.

**Motion** by Becker, **Seconded** by Murchison to include the language into City Manager Kalkofen’s contract.

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

**8. Resolution 2015-18 (amended)**

Council was presented with the corrected Resolution 2015-18 that stated the guidelines for Poverty Exemption for the 2016 tax year. The correction was that the graph heading in the resolution was still reading 2015. It was corrected to 2016.

**Motion** by Becker, **Seconded** by Stewart to approve the amended Resolution 2015-18.

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

**I. Public Comment:** - Received

**J. Council Member Comments** – Received

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

- 1. Planning Commission
- 2. Election Commission
- 3. Parks & Recreation Committee
- 4. White Cloud Area Fire Department Joint Building Authority

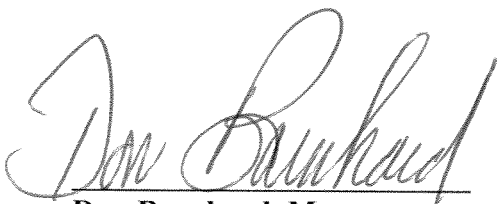
**L. Correspondence**

- 1. The Recycling Center Updates
- 2. White Cloud Lions Club 2/8/16 Board Meeting Minutes
- 3. Newaygo County Open Position Mental Health Board
- 4. WMSRDC 2015 Annual Report

**M. Adjournment**

**Motion** by Becker, **Seconded** by Murchison to adjourn the meeting at 8:45 P.M.

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



**Don Barnhard, Mayor**



**Hilary Davis Deputy Clerk/Treasurer**

**Approved on March 21, 2016**