

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

**Regular Meeting Minutes for
August 1, 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 Mayor Pro-Tem Chandler
Councilmembers: Herm Becker, Richard Dault, Matt Priest, Cassie Stewart and Jeffrey Murchison

Members Absent: None

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

Public in Attendance: Orrie & Pat Ebenstein, Laura Priest, Candice Dault, Kay Scott, Carl & Ruth Sprout and Mary Tiernan

2. Approval of Agenda

Motion by Chandler, **Seconded** by Becker to approve the August 1, 2016 agenda as presented.

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 July 18, 2016

Minutes of the City of White Cloud City Council meeting held on July 18, 2016 were presented to Council for consideration.

Motion by Dault, **Seconded** by Becker to approve the Regular Meeting Minutes for the White Cloud City Council meeting held on July 18, 2016 as presented.

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 Becker, **Seconded** by Chandler to approve the payment of invoices and payroll wages totaling \$56,375.52.

Roll Call Vote:

Ayes:	Becker, Dault, Murchison, Chandler, Priest, Stewart and Barnhard
Nays:	None
Absent:	None
Abstained	None

Motion Carried

E. Department Reports – None Presented

F. City Manager Report

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

- **Streetlights** – The contract for the conversion of 33 of the City’s streetlights to LED has been sent in and the City is waiting to be notified of when the changes will take place. The City has not received the refund check for the over payment. Great Lakes Energy will be turning the streetlights on in the Industrial Park in the next week. The cost for operation will be \$13.15 per light and the City has nine (9) lights in the Industrial Park. The monthly billing will run \$118.35 and with the additional money allotted for the budget by Council, the City will be able to stay within the budget for this service. These lights have never been turned on and they may need some repairs.
- **City Hall Renovations** – The doors are still on back order, but the install should still be completed in the next few weeks. The staff is working on putting together the bid forms and request for bids for the power washing and staining of the City Hall Building.
- **David Bailey WZZM 13** – The extensive second FOIA request from WZZM 13’s David Bailey has been completed. Kalkofen continues to respond to additional emails requesting clarification on the items.
- **North Central Co-Op** – Martin Hall held five meetings to meet with consultants, engineers and staff at the City Office on July 26th. He also attended the Planning Commission meetings for a pre-Site Plan discussion and to request the clearing of trees on the site to determine the property’s elevations because our zoning regulations do not allow for the clearing of trees before a Site Plan is presented to the Planning Commission.
- **Skate Park Restitution** – The City received notice of judgment in regards to the juvenile case in the amount of \$1,000, the amount of our insurance deductible for the skate ramp. The City submitted a quote for \$6,500. Council determined that the City was not going to submit this claim to our insurance to replace this equipment.
- **MDOT AERO** – The City’s annual MAP meeting is scheduled for September 29, 2016 in Lansing. Kalkofen has been working with Jared from Mead Hunt to get ready for this meeting to outline the City’s airport project for the next five years.
- **Newaygo County Fuel Savings** – The City received the annual savings report from the Newaygo County Road Commission and the fuel savings is \$809.70 over the pump price.
- **FY 2016/17 Budget and Audit for FY 2015/16** – The FY 2016/17 Budget has been transferred over to Fund Balance along with annual transfers. Staff is preparing for the City’s audit scheduled for October 11-13, 2016.
- **Newaygo County Administrator** – Kalkofen met with Newaygo County Administrator Chris Wren and Commission Chuck Trapp to start discussions on possible benefits of collaborating with the County on projects, grants, and developments. Kalkofen will be meeting with Chris again on August 8, 2016 to talk about opportunities for both the County and the City.
- **White Cloud Dam** – The City received the Inspection Report and it was distributed at the last meeting. Since then, Kalkofen has met with Abby Watkins, N.C. Emergency Services, to work together to update the City’s Emergency Plan for the dam. Kalkofen also sent the report to the City’s engineers, OM&M Engineering, to discuss setting up a plan of action to do the required repairs.
- **Airport Fuel Tank Inspection** – The City may have had the inspection. There was sighted an MDOT vehicle at the airport with someone looking over the fuel tank. Kalkofen is still

searching for documents to satisfy the requirements of the inspection. Kaklofen requested an inspection of the fire extinguisher and is looking for the Emergency Safety Plan, and test and repair records. Kalkofen contacted Sparling Corporation to get an estimate for a tank inspection and the City received an estimate of \$1,526.40. Kalkofen contacted Todd from the City of Fremont to get their vendor information and ask about their maintenance program. The fuel levels are at 787 so Kalkofen ordered 800 to 1,000 gallons of fuel to be delivered this week.

- **Well #1 Pump Repair** – The pump from Well #1 inspection revealed that it required repair. The cost of the repair was \$1,600. Kalkofen approved this expenditure and the pump has been reinstalled.
- **Police Department** – The Police Department is hosting a “Community and Kids” appreciation event. The will have the White Cloud Police Officers and other rescue services there, along with raffles and give-a-ways.

Motion by Murchison, **Seconded** by Becker 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.

H. New Business

1. White Cloud Communication Policy

The Council was presented with the White Cloud Communication Policy for review and consideration. This policy is to reinforce how the City or City representatives respond to media releases, comments from the public and social media.

Motion by Becker, **Seconded** by Dault to approve the White Cloud Communication Policy as presented.

Vote: **Ayes-** 6 **Nays-** 1 Priest **Motion Carried**

2. Sewer Authority Board Alternate Position

There is an open alternate position on the Sewer Authority Board. Council was asked for volunteers or names of people who might be interested in this position. This position is as an alternate in circumstances where the appointed member cannot be present at a meeting. Council member Becker, who is the appointed board member for the Sewer Authority, recommended that the alternate be a member from Council. No action was taken on this item. Council will revisit this at the next Council meeting.

I. Public Comment: - Received

J. Council Member Comments – Received

K. Committee, Board and Authority Minutes – None Presented


L. Correspondence

1. Recycling of Newaygo County
2. White Cloud Area Fire District – Insurance Services Office, Inc.
3. Library Board Open Position
4. Center for Local, State, and Urban Policy (CLOSUP)


M. Adjournment

Motion by Becker, **Seconded** by Dault to adjourn the meeting at 7:30 P.M.

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



Don Barnhard, Mayor



Hilary Davis Deputy Clerk/Treasurer
Approved on August 15, 2016