

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

**Regular Meeting Minutes for
September 19, 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 6:00 P.M.

1. Roll Call

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

Members Absent: None

Staff Present: City Manager Lora Kalkofen, Chief Bob Mendham and Deputy Clerk/Treasurer Hilary Davis

Public in Attendance: Orrie & Pat Ebenstein, Laura Priest, Candice Dault, Carl Sprout, Bob Van, Kay Scott, Chuck Trapp, Marianne Boerigter, Chadwick Walenga, Amy Walenga, and Julie Burgess.

2. Approval of Agenda

Motion by Murchison, **Seconded** by Dault to approve the September 19, 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 August 15, 2016

Minutes of the City of White Cloud City Council meeting held on August 15, 2016 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 August 15, 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 Priest to approve the payment of invoices and payroll wages totaling \$116,122.38.

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

Motion Carried

E. Department Reports

1. Police Department Report

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

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

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

2. Treasurer’s Report

Treasurer Becky Freeman submitted a Revenue/Expenditure Report on activities through the end of September 2016.

Motion by Becker, **Seconded** by Priest to accept the Treasurer’s 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:

- **City Hall Renovations** – Two bids were received for power washing/staining the City Office Building, Crawford Construction’s bid came in at \$3,750 and Wainwrights Painting’s bid came in at \$4,370. Crawford Construction was awarded the contract on September 6, 2016. The project will be completed by July 1, 2017 with the front of the building as a priority and possibly completed this fall.
- **North Central Co-Op** – The Planning Commission has scheduled a special meeting for October 4th at 7:00 PM to review the Site Plan for North Central Co-Op. Mark G., Martin Hall and Kalkofen are working together to complete the IFT for North Central Co-Op. The application will be brought the Council in October for consideration. This tax abatement of 50% of the real property is proposed for 12 years. The City currently has one active IFT, Tooley Creek & Lumber.
- **MDOT AERO** – A Community Benefits Survey was completed and submitted to MDOT AERO Lnn Smith, the Planning and Support Specialist for MDOT AERO. Lnn sent an example of the program they use to show the value and importance of a community airport. Kalkofen requested a copy of this report based on the City’s airport.
- **Airport** – MDOT AERO has recommended that the City conduct a new consultant selection for our future projects. The City is required to repeat this process every five years after the completion of a large project.
- **Well #2 Pump Repair** – Well #2 has been cleaned and the pump is in for maintenance. During the cleaning of well #2 it was noticed that well #1 had a “ping” sound (possibly a bearing) coming from the pump. Pump #1 will have a replacement pump installed and the pump will go back in for additional maintenance.
- **Street and Street Light Committee** – Kalkofen has a venue that may give the committee a start on developing a Street Maintenance Plan. Kalkofen is putting together maps and information to have a base for the committee to work with.
- **Police Chief Position** – The City Manager of Grant and Kalkofen have met to discuss the Chief position and to determine if Grant wishes to continue the current contract for sharing that position. A second meeting will be scheduled with the Mayors and Managers of both Cities.
- **Liability Insurance Review** – Kalkofen met with Melissa from Berends Hendricks Stuit to make corrections and adjustments to the City’s general insurance policy.

- **Truck Purchase** – The order has been placed for the new Ford F-150 and can expect delivery in about 12 weeks. It took three weeks to renew the City’s Ford Fleet Number.
- **CD Purchase** – Kalkofen met with Colleen Michels from Independent Bank West Michigan about purchasing a series of CDs ranging from 2 to 12 months to try to increase the City’s interest revenues.
- **Smith Park** – Kalkofen asked to meet with Gene Reed regarding the small pavilion in Smith Park. The Pow Wow built the structure for the events that were held in the park before they owned their own property. Gene appreciated that the City contacted him and it was decided that they would be moving the structure and placing it on their property.
- **AT&T** – The City discontinued two phone lines that were previously used by DPW and no longer needed and renewed the AT&T contract for one year.
- **Office Security** – The City has increased the security in the office by putting a lock on the cash drawer and moved the petty cash box.
- **White Cloud District Agreement** – A second committee meeting was held on September 8, 2016 to review additional changes to the Fire District Agreement. There will be one more meeting to review the changes/suggestions and then the document will be submitted to the participating municipalities for comments and direction.
- **White Cloud Public Schools Police Liaison Officer** – The White Cloud Public Schools has approved the School Liaison Contract for FY 2016/17. This contract will provide a cost share of \$17,940 from the school and \$1,600 from the City.
- **MERS Retirement** – The investment rates which affect the City’s long-term liability have been at a standard 8% projected return. They have lowered the rate to 7.5%. What that means to the City is that the liability in regards to the pension plan is going to see a dip in percentages invested. The City is currently making additional payments to try to make up some of the liability on it.
- **Streetlights** – The City is looking at quotes to switch the decorative streetlights to LED. Kalkofen asked Council if they would like to do all 39 lights done at once or if they wanted to break up the amount that is done at each time.
- **Charlie’s Pub** – Charlie’s Pub has sold at auction with a purchase of \$2,400. This property is in horrible disrepair and the County has had a difficult time selling this property.
- **New Representative for Consumer** – Erik Lathers is no longer the City’s representative at Consumer’s Energy. Has taken a different position within the company. The new representative assigned to the City is Megan Cogswell. Kalkofen is trying to work with the new representative on the accountability of the refund that Consumer’s sent to the City. Kalkofen is not comfortable with refund that was received due to the lack of documentation that was provided and would like to get reassurance that what we received was actually what was due to the City. Kalkofen is still trying to reach out to Megan with no response as of yet.

Motion by Murchison, **Seconded** by Dault 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 Area Fire Department FY 15/16 Audit

The Council was presented with the White Cloud Area Fire Department FY 15/16 Audit.

2. Peddler, Vendor, Solicitor Permit Application

The Planning Commission worked to update and revise the City's Peddler, Vendor, Solicitor Permit Application. With this form there are more checks and has more detailed questions to the person or company filling out the form.

Motion by Priest, **Seconded** by Stewart to approve the new Peddler, Vendor, Solicitor Permit Application as presented.

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

3. Ordinance 2016-25 Amending the City of White Cloud Zoning Ordinance

Council was presented with Ordinance 2016-25 amending the City of White Cloud Zoning Ordinance. This Ordinance was recommended to Council by the Planning Commission. This Ordinance is allowing Tattoo Parlors as a permitted use in the C-1 District of the City.

Motion by Chandler, **Seconded** by Dault to approve Ordinance 2016-25 Amending the City of White Cloud Zoning Ordinance.

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

4. Yellow Salt Truck

Kalkofen presented to Council the total amount of repairs and maintenance that the City has done to the Yellow Salt Truck over the course of time that the City has had ownership. She also presented Council with a new invoice from Up North Fabrication for another \$3,155.72 repair to the truck. She asked Council for direction on if they thought that continuing to do repairs on this truck or if they would like to do some research on purchasing a used salt truck to replace the one the City currently uses. Kalkofen brought an ad on a used truck for \$14,000. New salt trucks are out of the City's budget, they can run \$200,000 or more. After some discussion it was decided to table the invoice for the repairs until the next meeting and Kalkofen would look into other used salt truck purchase options.

5. Releaf Michigan – DTE Tree Grant

The City will be planting trees on October 8th. The City was granted 12-15 trees to plant. The locations that have been chosen are Smith Park, airport, and down by the electronic sign on M37. The City is also looking for volunteers to help plant the trees.

6. City Manager Kalkofen – TV13 Watchdog Report

City Manager Kalkofen reported on the WZZM13 newscast. The City has followed all State and Federal guidelines and obligations correctly.

I. Public Comment: - Received

J. Council Member Comments – Received

K. Committee, Board and Authority Minutes

1. Parks and Recreation Committee Minutes
2. White Cloud Sherman Utilities Authority Board Minutes
3. Downtown Development Authority Minutes
4. Planning Commission Minutes

L. Correspondence

1. Continuum of Care West Michigan Housing Network
2. Muskegon River Watershed Assembly (MRWA)
3. Empty Bowls
4. Michigan Counties Unemployment Rate
5. Recycling for Newaygo County


M. Adjournment

Motion by Becker, **Seconded** by Priest to adjourn the meeting at 8:00 P.M.

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



Don Barnhard, Mayor



Hilary Davis Deputy Clerk/Treasurer
Approved on October 3, 2016