

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

**Regular Meeting Minutes for
December 5, 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 Charles Chandler
Councilmembers: Herm Becker, Richard Dault, Jeffrey Murchison and Cassie Stewart (7:03PM)

Members Absent: None

Staff Present: City Manager/Clerk Lora Kalkofen, Sergeant Dan Evans and Deputy Clerk/Treasurer Hilary Davis

Public in Attendance: Carl Sprout, Orrie and Pat Ebenstein, Candice Dault, and Laura Priest

2. Approval of Agenda

Motion by Murchison, **Seconded** by Becker to approve the December 5, 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 November 21, 2016

Minutes of the City of White Cloud City Council meeting held on November 21, 2016 were presented to Council for consideration.

Motion by Chandler **Seconded** by Dault to approve the Regular Meeting Minutes for the White Cloud City Council meeting held on November 21, 2016 as presented.

Vote: Ayes- All Nays- None Motion Carried

D. Authorization to Pay Bills & Payroll Wages

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 \$60,129.88.

Roll Call Vote:

Ayes:	Becker, Dault, Murchison, Chandler, Priest, Stewart and Barnhard
Nays:	None
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 November 2016.

Motion by Becker, **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 November 2016.

Motion by Dault, **Seconded** by Becker 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:

- **2016 General Election Recount** – On November 30, 2016 Jill Stein from the Green Party requested a Presidential Recount in Michigan. In Michigan, the cost of a recount is \$125 per precinct. A statewide recount could cost Michigan counties over \$4 million. Newaygo County has decided to start our county recount on Monday December 5, 2016. The deadline to have the results to the State of Michigan is December 12, 2016.
- **City Server** – Riverside Internet came in to evaluate the City’s server for the addition of the cemetery program and found that the server storage capacity is about 97% full. The City does not have the ability to add an additional drive for more operating space. The operating system is Windows 2008 and that version is not supported for additional updates. The City has cleaned out all duplicate files to lighten the drive. The server was purchased in 2010 and the City’s has had a few issues in the last year due to file storage. Currently, the City is operating with two drives. The unit will need to be replaced within 4 to 6 months. Kalkofen has called the surrounding cities to see who they use for server upgrades. ELT came in to give the City a bid on replacement and Kalkofen will get bids from at least two additional companies. An estimate for replacement and installation would be in the range of \$5,000 to \$7,000 for a similar unit with at least double the capacity and expansion capabilities.
- **MEDC Community Development** – Mark Guzniczak from Right Place will be working with the community to be fully certified as a Redevelopment Ready Community (RRC). This is a bid undertaking that could have a very positive effect on the community’s development.
- **Employee Health Insurance** – Kalkofen has been monitoring the trends of employee health insurance costs and so far, it looks like the City might receive a 4% to 6% increase at renewal time.
- **Pension Plan** – Kalkofen presented to Council an article from MERS regarding the possible pension changes being considered during lame duck. She stated that she will keep Council updated on this issue. This could have devastating effects to municipalities.
- **Rural Task Force** – Kalkofen presented Council with a spreadsheet showing the State and Federal dollars being spent in the City’s region on roads.
- **DDA & Local Community Stabilization Fund** – The Downtown Development Authority received an \$11,573.50 payment for lost personal property tax.
- **DPW Truck** – The new DPW truck was delivered on Tuesday. The old truck will be cleaned and put up for sale.

- **Fireboard Agreement** – Kalkofen presented a semi-final draft of the Fireboard Agreement to Council. The townships have one more meeting to finalize the agreement before presenting the final agreement to each of the separate townships for approval.
- **2017 Council Meeting Dates** – Kalkofen asked the Council what meeting dates would work for them and gave them a calendar stating all of the committee meetings and holidays. She asked Council for direction on what to do about meeting in January due to the holidays taking the normal meeting dates. After some discussion Council decided that January 9, 2017 would work for a January meeting date. They also agreed to the first Monday of the month meeting be held at 7PM and the third Monday of the month being held at 6PM.

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. Police Department Equipment

Sergeant Evans presented Council with a quote from Pro Comm Inc. to up-fit the Police Department’s Chevy Tahoe so that it can be used for patrol. Currently, the Tahoe does not have a cage and all of the lighting is not installed. Evans brought it to the Council’s attention that during the day the lights were hard to see on the cruiser due to the limited amount installed. Also, it is a hazard to have any suspect in the back of the vehicle with no cage to protect the officers. The quote for all installs totaled \$4,465.50.

Motion by Chandler, **Seconded** by Becker to approve the up-fit of the Chevy Tahoe for the Police Department.

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

Motion Carried

2. Resolution 2016-20 Allowing Export of Solid Waste to Wayne County

Council was presented with Resolution 2016-20 allowing Newaygo County to export solid waste to Wayne County.

Motion by Dault, **Seconded** by Chandler to approve Resolution 2016-20 allowing the export of solid waste to Wayne County.

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

3. Open Appointments

Council was presented with a listing of appointments that were available on the City’s boards and committees. The list also showed members whose terms were due to end December 31st of this year. Those people will be contacted to see if they would like to serve another term. Kalkofen asked Council for recommendations to fill the open positions.

4. Personnel Change Recommendations

a. Contract for Chief Position

The contract with the City of Grant for Police Chief requests a 90-day cancellation. The City has received a letter of cancellation from the City of Grant with a request to waive the cancellation clause in the contract.

Motion by Becker, **Seconded** by Dault to accept the cancellation of contract with the City of Grant and to waive the 90-day clause.

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

b. Chief of Police Position

Due to Chief Mendham’s promotion to Sherriff the Chief of Police position will be open in the Police Department. The Personnel Committee made the recommendation for Sergeant Evans to take over the Chief of Police position. Sergeant Evans has worked with the Police Department full-time since 2014. He has had great reviews from the community. The same recommendation has come from Chief Mendham and City Manager Kalkofen.

Motion by Becker, **Seconded** by Stewart to appoint Sergeant Evans to Chief of Police starting December 31, 2016.

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

c. Police Department Staffing

With the Chief of Police position change and the contract with the City of Grant ending the Police Department is having staffing issues. Most of the part-time staff have jobs in other precincts and scheduling has become difficult. Kalkofen presented Council with two options to help with the staffing issues in the Police Department.

The first option is to have a full-time Chief of Police with part-time officers filling the remaining hours. The second option is to have a full-time Chief of Police with a full-time officer and using a lesser amount of part-time officers.

The Personnel Committees recommendation is to have a Chief of Police, full-time officer and use a lesser amount of part-time officers.

Motion by Priest, **Seconded** by Dault to approve the hire of a full-time police officer.

Roll Call Vote: **Ayes:** Becker, Dault, Murchison, Chandler, Priest, Stewart and Barnhard

Nays: None

Absent: None

Abstained None

Motion Carried

d. School Liaison Officer

City Manager Kalkofen was presented with a request for a wage increase for consideration for the School Liaison. Kalkofen was able to work out a 20-cent increase within the budget. This increase would solely be on the City’s cost since it was not worked into the contract with White Cloud Public Schools. The Personnel Committee recommended doing the increase.

Motion by Becker, **Seconded** by Priest to approve a 20-cent wage increase for the School Liaison.

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

Motion Carried

e. Zoning Administrator

Kalkofen did some research in the surrounding areas to find out how much the pay their Zoning Administrator. The City is in the middle of the range of wages. The current Zoning Administrator, Robert Hall, has been with the City since 2007. With the new Rental Ordinance about to come into play, the Zoning Administrator will have an increased work load. The recommendation from the Personnel Committee and the City Manager is to raise the Zoning Administrator’s pay \$1.57 an hour.

Motion by Dault, **Seconded** by Chandler to approve a \$1.57 wage increase for the Zoning Administrator.

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

Motion Carried

I. Public Comment: - Received

J. Council Member Comments – Received

K. Committee, Board and Authority Minutes

1. Parks and Recreation Committee Minutes

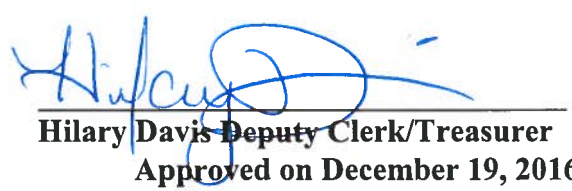
L. Correspondence

M. Adjournment

Motion by Murchison, **Seconded** by Priest to adjourn the meeting at 8:22 P.M.

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


Don Barnhard, Mayor


Hilary Davis Deputy Clerk/Treasurer
Approved on December 19, 2016