

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

**Regular Meeting Minutes for
January 9, 2017**

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, and Jeffrey Murchison

Members Absent: Cassie Stewart

Staff Present: City Manager/Clerk Lora Kalkofen, Police Chief Dan Evans, Zoning Administrator Robert Hall and Deputy Clerk/Treasurer Hilary Davis

Public in Attendance: Orrie and Pat Ebenstein, Candice Dault, Laura Priest, and Mr. & Mrs. Ritz-White.

2. Approval of Agenda

Motion by Chandler, **Seconded** by Murchison to approve the January 9, 2017 agenda with the addition under New Business #6 MML Conference.

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: - None

C. Approval of Minutes

1. Approval of the Regular Council Meeting Minutes of December 19, 2016

Minutes of the City of White Cloud City Council meeting held on December 19, 2016 were presented to Council for consideration.

Motion by Becker **Seconded** by Dault to approve the Regular Meeting Minutes for the White Cloud City Council meeting held on December 19, 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 \$77,674.40.

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

Motion Carried

E. Department Reports

1. Police Department Report

Chief Evans submitted a Police Department Activity Report for the month of December 2016.

Motion by Becker, **Seconded** by Chandler 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 December 2016.

Motion by Murchison, **Seconded** by Dault 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:

- **Consumers Energy-Streetlights** – The City has finally received a letter of confirmation for the refund from Consumers Energy for overpayment of street lighting.
- **White Cloud Water System** – On December 20, 2016 DPW Supervisor Zatalokin, Leon May from OMM Engineering, Mayor Barnhard and City Manager Kalkofen met with Ernie Sarkipato from DEQ Water Division to evaluate the water system and discuss recommendations and requirements for the water system. Items discussed included:
 - Update to the General Plan/Reliability study (required by survey letter) – OMM Engineering and staff have begun this process and the City has until December 31, 2017 to complete.
 - Update to Cross Connection Control Program (required by survey letter) – This requirement has been completed.
 - Recommendation to perform unaccounted water calculations – The calculations have been completed for billing gallons vs. the pumped gallons. Supervisor Zatalokin is now estimating the unaccountable gallons for completion of this requirement. The factors include water used for flushing lines, leaks and separately metered water.
 - Asset Management Program – OMM Engineering has already begun updating the City’s Asset Management Plan. This very detailed and lengthy process will document the City’s current water system assets and deficiencies along with future improvements/repairs needed to the water system. It also contains a component that addresses water rates and sustainability. The City has until December 31, 2017 to complete this requirement.
 - Water Complaint – Every complaint received by the DEQ must be addressed and investigated. The complaint was discussed and found unsubstantiated.
- **Computer Server** – Kalkofen is waiting for two quotes for the update or replacement of the City’s server. If possible, she would prefer to increase the GB storage and operate under the current system for the next few years.
- **Council FY 2017/18 Budget Goals** – Kalkofen would like to set up a working roundtable meeting in February to have a general discussion on Council’s direction and goals for next year’s budget. Kalkofen suggested meeting at 6:00 PM before the next Council Meeting. After some discussion Council agreed to meet at 6:30 PM before the next Council meeting being held on February 6, 2017.

Motion by Dault, **Seconded** by Murchison 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.

3. Joint Fire Board Ordinance

At the last meeting of the City Council the Council was presented with the final draft of the Joint Fire Board Ordinance.

Motion by Dault, **Seconded** by Chanlder to approve the Joint Fire Board Ordinance as presented.

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

H. New Business

1. Contract for Michigan Construction Code Inspection and Enforcement Services

Council was presented with a new contract between the City and North Country Inspection. North Country inspection is the company the City contracts out for building, mechanical, plumbing, and electrical permits and inspections. Staff has checked current prices with Newaygo County vs. North Country Inspection and recommends that the City stay with North Country Inspection.

Motion by Priest, **Seconded** by Dault to re-enter into contract with North Country Inspection Services.

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

2. Resolution 2017-01 Amending 2016/17 FY Budget

Kalkofen presented Council with an amendment to the 2016/17 FY budget. These amendments are due to personnel changes.

Motion by Becker, **Seconded** by Chandler to approve Resolution 2017-01 Amending the City of White Cloud’s 2016/17 FY Budget.

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

Motion Carried

3. Recycling for Newaygo County

Linda Ritz-White presented Council with monetary figures for running Recycling of Newaygo County. She also presented the membership dues that are being paid to them. Linda’s concern is that the membership dues are not balancing with the expenses to run the recycling center. She is meeting with local municipalities to discuss options of how to increase revenue for Recycling of Newaygo County.

4. Rental Unit Regulation Ordinance

Council approved the Rental Unit Regulation Ordinance in December of 2015. Due to time constraints the Ordinance was not published in the local paper as required before implementation. Council was presented the Rental Unit regulation once again in order to be compliant with the regulations before enforcement of this ordinance.

5. White Cloud Sherman Utilities Authority FY 15/16 Audit Presentation

Council was presented with White Cloud Sherman Utilities Authority FY 2015/16 Audit. The audit came back good with no issues.

6. MML Conference

Mayor Pro-Tem Chandler recommended that the Council approve City Manager Kalkofen to attend the MML Conference in February. This conference is a great learning opportunity for the City Manager and can be very beneficial to the City.

Motion by Chandler, **Seconded** by Dault to approve the City Manager attending the MML Conference and for expenses not to exceed \$450.

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

Motion Carried

I. Public Comment: - Received

J. Council Member Comments – Received

K. Committee, Board and Authority Minutes

1. Park & Recreation Committee Minutes
2. White Cloud Sherman Utilities Authority Minutes


L. Correspondence

1. Michigan Counties Unemployment Ranking (November)


M. Adjournment

Motion by Becker, **Seconded** by Dault to adjourn the meeting at 8:10 P.M.

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



Don Barnhard, Mayor



Hilary Davis Deputy Clerk/Treasurer
Approved on February 6, 2017