



**City of White Cloud
12 N. Charles Street
White Cloud, Michigan 49349 & via Zoom
CITY COUNCIL REGULAR MEETING
Minutes for March 1, 2022, at 6:00 P.M.**

A. Meeting Called to Order

The Regular Meeting of the White Cloud City Council was held on the above date. Mayor Miller called the meeting to order at 6:00 p.m.

1. Roll Call

Council Members Present: Brian Miller, Lori Shears, Candice Dault, Herm Becker, Jeff Murchison

Members Absent: Ashley Zatalokin

Staff Present: Clerk-Kelli Arnold, Police Chief-Dan Evans, Interim City Manager-April Storms and Utility Billing Clerk-Makayla Brandt

Guest sign-in: Annie Schneider, Kasey Hershberger, John Schneider, James LaBelle, William Sessler, Eric Richards, Marce Hansen, Steve Smith, Michael Ross, Leroy & Hope Stratton, Vicki Friar, Roger Smith, Dennis and Cheryl Hult, Judy Maike, Marva Shears, Damon Anuci, Mark Bergakker, Chuck Christenson, Bill VanAndel

Zoom: Donna Schotanus, LW, Rich Dault, Jill McKay, Joanne Chandler, Charles, Mark's iPhone, Dale

2. Approval of Agenda

Approval of Agenda for the regular City Council meeting of March 1, 2022.

Motion by Dault, Supported by Shears to approve the agenda for March 1, 2022, as presented.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**

3. Invocation & Pledge of Allegiance

Led by Murchison.

B. Reserved Time

Jake Lemon of Trout Unlimited presented the [White Cloud Dam Removal Preliminary Analysis](#) as an informational resource for the Council. The analysis included an overview and history of the Dam and Mill Pond, current status of Dam and Mill Pond, overview of Dam removal process, special considerations for White Cloud Dam, artistic renderings of potential outcomes of removal of White Cloud Dam, funding and support for dam removal, acknowledgements, references and additional resources.

C. Public Comment

Eric Richards, Roger Smith, John Graves, Michael Cook, Dennis Hult, Steve Smith, Susan Schneider, Judy Maike, Cheryl Hult, David Myers, Leroy Stratton, Marce Hansen, Marva Shears, Mike Ross
Received

D. Approval of Minutes

1. Approval of the Regular meeting minutes of February 1, 2022.

Minutes were presented for the regular meeting held February 1, 2022.

Motion by Becker **Supported** by Dault to approve the Regular Meeting Minutes of February 1, 2022 as presented.

Vote-Ayes-All Nays-None Absent-Zatalokin Abstained-None Motion Carried

E. Unfinished Business

1. Vacant Council Seat (term expiration 11/10/2025)

Damon Anuci submitted letter of interest and application for the vacant Council Seat.

Motion by Dault **Supported** by Becker to appoint Damon Anuci to the vacant Council seat for the remainder of the term through 11/10/2025.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None Motion Carried

2. Campground Lease

Council was presented with a 25-year lease agreement between City of White Cloud and Newaygo County Park and Recreation Commission for 60.19 acres, Parcel Number 62-15-06-200-008 to be operated as a public recreational park/campground. The term of the Lease shall be 25 years from March 24, 2022.

Motion by Miller, **Supported** by Shears to approve the 25-year park lease between City of White Cloud and Newaygo County.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None Motion Carried

F. New Business

1. Fire Department Expenditure

White Cloud Area Fire Department is requesting City Council to approve an expenditure up to \$63,000.00 from their own (WCAFD) Capital Acquisition fund for an extractor.

Motion by Dault, **Supported** by Murchison to approve WCAFD expenditure from their capital acquisition fund for extractor equipment.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None Motion Carried

2. Newaygo County Parks sign request

City Council received a formal request from Newaygo County Park and Recreation Commission to change the formerly displayed "White Cloud State Park" sign to display "White Cloud County Park" to be marketed as part of the Newaygo County Park brand.

Motion by Dault, **Supported** by Murchison to approve the formal name change on the sign to "White Cloud County Park".

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None Motion Carried

3. Resolution 2022-01 Attorney of Record

A resolution to formally approve and appoint Murphy, Caris & Miller PC as the Attorney of Record for the City of White Cloud.

Motion by Dault **Supported** by Becker to approve Resolution 2022-01.

Vote: Ayes- All Nays- None Absent-Zatalokin Abstained-None Motion Carried

4. Resolution 2022-13 February 1-23, 2022, expenditures

A resolution to approve City expenditures for the period of February 1-23, 2022.

Motion by Dault, **Supported** by Murchison to approve Resolution 2022-13.

Roll Call Vote: Ayes- Dault, Murchison, Shears, Becker, Miller

Nays-None Absent-Zatalokin Abstained-None

Motion Carried

5. Resolution 2022-14 Great Lakes Energy Grant

A resolution to approve submitting a grant to Great Lakes Energy for picnic tables at Smith Park; city portion to not exceed \$1,000.00.

Motion by Dault, **Supported** by Becker to approve Resolution 2022-14.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**

6. Resolution 2022-15 USDA Grant Application

A resolution to approve submitting a grant to USDA Grant Program for a new City Electronic Sign; quote received is \$18,480.00, city portion to not exceed \$5,000.00

Motion by Dault, **Supported** by Shears to approve Resolution 2022-15.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**

7. Special Events Application: River Country Chamber

A special events application has been received from River Country Chamber to host "Rockin' Rotary Park" at Rotary Park on June 8, July 13, August 10 and September 14 with live music by local bands to play in the pavilion. Event will be free to the public.

Motion by Dault, **Supported** by Shears to approve the Special Events Application submitted by River Country Chamber for Rockin' the Park and waive the application fee.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**

8. Personnel Committee Recommendations

a. DPW On-call pay be added to the Personnel Manual. On-call pay is paid to an eligible employee who is scheduled to be available to return to duty, work-ready, to snowplow on any weekend or holiday observed by the City. On-call employees shall receive four (4) hours of "on-call" pay at straight time for each day they are designated to be "on-call". If the designated employee is unable to come in when needed, they forfeit their "on-call" pay for that weekend. When an "on-call" employee reports to work to snowplow, they are paid their hours worked at the one + half (1.5) times their hourly rate.

b. Chain of Command under Workplace Expectations be added to the Personnel Manual. Respect for chain-of-command is essential for smooth growth, prosperity, and effective management of an organization. If a problem arises, the City Manager should have the opportunity to handle it however he/she sees fit. If the problem cannot be resolved at that stratum, it is forwarded up the chain-of-command to the Personnel Committee or City Council as a whole. This is done by request of the City Manager or any employee following attempted resolution following the "chain of command". In other words, issues are most effectively dealt with at the lowest possible level, elevating only if the City Manager cannot provide a satisfactory resolution.

c. Annual ETO Cash-out be added to the Personnel Manual under "Time off/Leaves of Absence". The City is offering an ETO (Earned Time Off) Cash-out option for eligible employees. The policy is intended to provide employees with more flexibility in utilizing their time-off benefits. The policy applies to all City of White Cloud Full-Time Employees.

Guidelines:

1. At the time of the Cash-out, a minimum of forty (40) hours MUST be retained in the ETO bank.
2. Employees should allow enough ETO hours in their bank to cover vacation, sick days and emergencies.
3. ETO Cash-out will be based on current base pay at the time of the payout.
4. ETO Cash-out is subject to all applicable taxes and deductions taken on earnings.
5. ETO Cash-out will be exempt from deferred compensation, MERS contributions, including defined benefit plan deductions or city contributions (plan 457).
6. Eligible employees are limited to two ETO Cash-out per calendar year but not to exceed 80 hours per calendar year.

Procedure:

1. An ETO Cash-out request form must be submitted to the City Clerk.
2. The City Clerk will ensure the employee has sufficient hours in their ETO bank. Upon verification, the Clerk will sign and give to the City Manager for approval.
3. The City Manager will review the request and approve or deny based on all the factors considered in this policy.
4. The Cash-out pay date will be made on the following payroll if this request is made at least five (5) days in advance. Requests not received five (5) days prior to the next payroll process date will be subject to wait until the following payroll is processed. (This will be up to the discretion of the City Clerk/Payroll administrator).

d. ETO donation be added to the Personnel Manual under "Time off/Leaves of Absence". The purpose of the policy is to allow employees to donate ETO (Earned Time Off) to a co-worker to use for a serious illness or personal emergency.

Guidelines:

1. Employees may donate hours from their ETO bank to a coworker's ETO bank for use in the case of a serious illness or personal emergency. Employees who donate time must leave at least a forty (40) hour balance in their ETO bank after the donation.
2. The City Manager will consider what is a serious illness or personal emergency, on an individual basis.
3. Solicitation or pressuring of others to donate ETO hours is prohibited.
4. Once ETO is donated, it cannot be reinstated.

Procedure:

1. Donor completes the "ETO Donation Request Form". The form is given to the City Clerk for processing purposes.
2. The City Clerk will ensure that the donating employee has sufficient hours in their ETO bank. Upon verification, the Clerk will sign and give to City Manager for approval.
3. The City Manager will review the request and approve or deny based on all the factors considered in the policy.
4. If approved, the City Manager will give to the City Clerk to process the next payroll cycle. If denied, employee request will be given back to the employee requesting the donation with an explanation for the denial.

Donor may choose to keep their contribution to recipient anonymous.

e. FY (Fiscal Year) 2022/2023 wage consideration due to Chained Consumer Price Index, inflation rate and Federal cost of living.

Department Heads with employees proposed increase of ten percent (10%), Department Head with additional responsibilities and no employees a proposed increase of eight percent (8%) and support staff/road patrol a proposed six percent (6%) increase.

f. Completed job descriptions

Council members were given completed job description for Chief of Police, City Clerk, Department of Public Works Supervisor and City Treasurer.

Motion by Dault, **Supported** by Shears to approve the recommendations submitted by the Personnel Committee.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**

9. Marihuana Board Application & Zoning Board of Appeals Application

Council received an application from James LaBelle applying for Zoning Board of Appeals and the City Marihuana Licensing Board. Zoning Board of Appeals (ZBA) term is through 12/31/2024.

Motion by Dault, **Supported** by Murchison to appoint James LaBelle to the Marihuana License Board and Zoning Board of Appeals.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**

G. Correspondence

1. Police Department Report
2. Code Enforcement Report
3. DPW Report
4. Zoning Administrator Report
5. City Manager Report/Treasurer Report
6. Capital Improvement Plan (CIP)
7. WC Planning Commission Bylaws

Received

H. Public Comment

Roger Smith, Vicki Friar, Cheryl Hult, Dennis Hult, Marce Hansen, Chuck Christensen and Mike Ross

Received

I. Council Member Comments

Dault, Becker, Murchison, Shears and Miller

Received

J. Adjournment

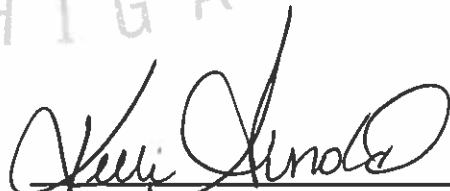
Meeting adjourned by Mayor Miller.

Motion by Becker, **Supported** by Dault to adjourn City Council meeting at 8:09 p.m.

Vote: Ayes-All Nays-None Absent-Zatalokin Abstained-None **Motion Carried**



Brian J. Miller, Mayor



Keli Arnold, Clerk/
Approved on 4-5-2022