

City Council

Regular Meeting Agenda

Monday, January 21, 2013
7:00 p.m., Council Chambers



City of South Haven

1. Call to Order

2. Invocation

- Mike Dubbink, Youth Minister – Hope Reformed Church

3. Roll Call

4. Approval of Agenda

5. Consent Agenda: Items A thru E (Roll Call Vote Required)

(All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. Unless requested by a Council Member or a citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and considered separately.)

- A. Council will be requested to approve the City Council Minutes of January 7, 2013.
- B. Bills totaling \$1,311,906.83 for the period ending January 20, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to approve a 2013 employment agreement with the City Manager, Brian Dissette.
- D. Council will be asked to approve the following resolutions regarding MERS contributions:
 - 1) Resolution 2013-02: Resolution for Changing MERS Benefits for City Manager.
 - 2) Resolution 2013-03: Resolution for Changing MERS Benefits for Non-Union.
 - 3) Resolution 2013-04: Resolution for Changing MERS Benefits for Police.
 - 4) Resolution 2013-05: Resolution for Changing MERS Benefits for TPOAM.
- E. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) Local Development Finance Authority: Minutes, November 12, 2012.
 - 2) Liberty Hyde Bailey Museum Board: Minutes, November 20, 2012.
 - 3) South Haven Memorial Library Board: Minutes, December 11, 2012.
 - 4) Parks Commission: Minutes, December 11, 2012.

If a member of the public wishes to address any of the following items listed on the agenda they will be given a chance to speak prior to Council discussing the item. They will be given up to 5 minutes to address their concerns.

BOARD & COMMISSION APPOINTMENTS

6. City Council will be asked to consider the appointment of Patti Montgomery-Reinert to fill a vacant 3-year term on the Parks Commission expiring in 2014.

NEW BUSINESS

7. **City Council will be asked to consider Resolution 2013-06: A Resolution recognizing Waterfront Film Festival as a non-profit organization for a Charitable Gaming License.**
8. **City Council will be asked to introduce an ordinance to add Section 42-29 to the City of South Haven Code of Ordinance to provide City Council authorization for consumption of alcohol in and on City owned property and to amend Section 54-105 of the City of South Haven Code of Ordinances to prohibit the consumption of alcohol in public spaces.**
9. **City Council will be asked to consider scheduling workshop sessions to begin the annual priority setting process.**
10. **City Council will be asked to consider a offloading and transfer site agreement with DK Construction for the placement of dredge spoils.**
11. **City Council will be asked to set a public hearing date of February 4, 2013 for consideration of an application to the MSHDA Community Development Grant.**
12. **Interested Citizens in the Audience Will be Heard on Items Not on the Agenda**
(You will be given up to 5 minutes to address your concerns.)
13. **City Manager's Comments**
14. **Mayor and Councilperson's Comments**
15. **City Council will be asked to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(e) to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation.**

16. Adjourn

RESPECTFULLY SUBMITTED,



Brian Dissette
City Manager

DRAFT

City Council

Regular Meeting Minutes

Monday, January 7, 2013
7:00 p.m., Council Chambers



1. **Call to Order by Mayor Burr at 7:00 p.m.**
2. **Invocation Pastor Robert Linstrom, Peace Lutheran Church**
3. **Roll Call**

Present: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr
Absent: None

4. **Approval of Agenda**

Moved by Fitzgibbon to approve the agenda. Seconded by Patterson.

Voted Yes: All. Motion carried.

5. **Consent Agenda: Items A thru C (Roll Call Vote Required)**

Moved by Kozlik Wall, seconded by Fitzgibbon to approve the Consent Agenda as follows:

- A. Council will be requested to approve the City Council Minutes of December 17, 2012.
- B. Bills totaling \$1,354,997.75 for the period ending January 6, 2013 be approved and forwarded to the Clerk and Treasurer for payment.
- C. Council will be asked to receive the following administrative reports and approved minutes to be placed on file:
 - 1) South Haven Memorial Library Board: Minutes, November 13, 2012.
 - 2) Planning Commission: Annual Report

A Roll Call was taken:

Yeas: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr
Nays: None

Motion carried.

NEW BUSINESS

6. **City Council will be asked to consider approving a license agreement with IT-IL-DO Charters, LLC to operate a charter fishing boat out of the South Side Marina.**

Background Information: Chad Bard has requested that he be allowed to operate a charter fishing boat out of the South Side Marina.

The proposed license agreement provides for insurance requirements, operational requirements, and a provision for termination in case of breach of agreement.

The marina slip fee has been doubled for this commercial use and the boater will be charged \$5,830 for the season as a commercial rate.

The South Side Marina realized a drop in transient revenue from the previous year. The 2011 season transient revenue at South Side Marina was \$139,930 and 2012 transient revenue was \$115,343. Our goal with this request is to increase South Side Marina revenue, and to encourage development of charter fishing business in South Haven Harbor. We are interested in attracting other charter fishing vessels to the South Side Marina.

Harbor Commission considered this request at their December 18, 2012 meeting, and recommended approval of the license agreement.

Moved by Kozlik Wall to approve a license agreement with IT-IL-DO Charters, LLC to operate a charter fishing boat out of the South Side Marina. Seconded by Gruber.

Voted Yes: All. Motion carried.

7. City Council will be asked to consider Resolution 2013-01: A Resolution granting SHAES authority to conduct inspections of fireworks sales facilities located in the City of South Haven.

Background Information: Recently, the State of Michigan Department of Licensing and Regulatory Affairs Bureau of Fire Services announced interest in having local fire departments conduct inspection services for locally based CFRS. If approved, SHAES will be conducting the CFRS inspections on behalf of the City of South Haven, along with inspections for other SHAES community members. SHAES will then receive 80% of the application fee paid to the State of Michigan, for the consumer fireworks certificate (\$800 for permanent sites and \$480 for temporary sites.)

Moved by Patterson to approve Resolution 2013-01: A Resolution granting SHAES authority to conduct inspections of fireworks sales facilities located in the City of South Haven. Seconded by Fitzgibbon.

Voted Yes: All. Motion carried.

8. City Council will be asked to consider Special Event 2013-05: 2013 Bike Tour (August 17, 2013).

Background Information: This special event request is ready for City Council's approval. This is a new event being put on by the Friends of the Blue Star Trail. The event is scheduled for August 17th, 2013. The event consists of a bike tour that begins at Black River Park and riders will proceed to the Kal-Haven Trail, along the Kal Haven Trail extension, from there the rider will have a choice of which route they will take, from mini to longer distances. Along

these routes rest stops are arranged at several farm markets and art studios where lunch, snacks, and water will be provided for the riders. The route will eventually lead them back to Black River Park to end the ride. Friends of the Blue Star Trail will provide portable toilets and a dumpster at Black River Park for the riders. A map detailing the area of Black River Park that they will be using has been provided in the special event application.

Moved by Fitzgibbon to approve Special Event 2013-05: 2013 Bike Tour (August 17, 2013).
Seconded by Patterson.

Voted Yes: All. Motion carried.

9. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

(You will be given up to 5 minutes to address your concerns.)

Chuck Keebler, President of South Haven Steelheaders – Mayor Bob Burr has been selected as the 2012 Steelheader of the year.

10. City Manager's Comments

11. Mayor and Councilperson's Comments

Klavins: Go Irish!

Arnold: Happy New Year.

Patterson: Happy New Year. Encouraged everyone to volunteer.

Fitzgibbon: Thank you Mr. Keebler for comments.

Gruber: Happy New Year everyone.

Kozlik Wall: Congratulations to 2013 Miss South Haven. Elections coming up so think about putting a petition in.

Burr: Becoming a hub for bicycle events. Very encouraged about first bike event being held in the City.

12. City Council will be asked to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager.

Moved by Fitzgibbon to go into closed session pursuant to the Michigan Open Meetings Act; Public Act No. 267 of 1978; 15.268; Section 8(a) for annual personnel evaluation for the City Manager. Seconded by Arnold.

A Roll Call was taken:

Yeas: Arnold, Fitzgibbon, Gruber, Klavins, Kozlik Wall, Patterson, Burr

Nays: None

Motion carried. Council adjourned into closed session at 7:22 p.m.

Moved by Kozlik Wall return to open session. Seconded by Gruber.

Voted Yes: All. Motion carried. Council returned to open session at 8:04 p.m.

13. Adjourn

Moved by Arnold to adjourned. Seconded by Patterson.

Voted Yes: All. Motion carried. Meeting adjourned at 8:05 p.m.

RESPECTFULLY SUBMITTED,

A handwritten signature in cursive script that reads "Amanda Morgan".

Amanda Morgan, CMC
City Clerk

Approved by City Council: **DRAFT**

**CITY OF SOUTH HAVEN
JANUARY 21, 2013**

	PREPAID	CURRENT	TOTAL
101-GENERAL FUND	\$ 59,691.88	\$ 35,470.97	\$ 95,162.85
202-MAJOR STREET FUND	\$ -	\$ -	\$ -
203-LOCAL STREET FUND	\$ -	\$ -	\$ -
204-STREET FUND	\$ 31.21	\$ 5,855.26	\$ 5,886.47
226-GARBAGE/REFUSE FUND	\$ -	\$ 29,525.98	\$ 29,525.98
250-DOWNTOWN DEVELOPMENT	\$ -	\$ 3,350.38	\$ 3,350.38
251-LDFA #1	\$ -	\$ 3,914.25	\$ 3,914.25
253-LDFA #3	\$ -	\$ -	\$ -
260-BROWNFIELD AUTHORITY	\$ -	\$ -	\$ -
265-NARCOTICS UNIT	\$ -	\$ 99.97	\$ 99.97
266-POLICE TRAINING	\$ -	\$ -	\$ -
296-RIVER MAINTENANCE	\$ -	\$ -	\$ -
371-CAPITAL BOND DEBT SERV	\$ -	\$ -	\$ -
372-WATER PLANT FUND	\$ -	\$ -	\$ -
395-DDA DEBT SERVICE	\$ -	\$ -	\$ -
401-CAPITAL PROJECTS	\$ -	\$ 81,018.78	\$ 81,018.78
496-WATER PLANT CONSTRUCTION	\$ -	\$ 5,718.15	\$ 5,718.15
545-BLACK RIVER PARK	\$ -	\$ 132.00	\$ 132.00
577-BEACH FUND	\$ -	\$ -	\$ -
582-ELECTRIC FUND	\$ 2,809.72	\$ 7,897.47	\$ 10,707.19
591-WATER FUND	\$ 537.40	\$ 75,574.02	\$ 76,111.42
592-SEWER FUND	\$ 720.25	\$ 184,352.68	\$ 185,072.93
594-MUNICIPAL MARINA	\$ 10,394.52	\$ 2,848.11	\$ 13,242.63
636-INFORMATION SERVICES	\$ 42.39	\$ 2,753.57	\$ 2,795.96
661-MOTOR POOL	\$ 440.22	\$ 5,621.59	\$ 6,061.81
677-SELF INSURANCE	\$ -	\$ -	\$ -
703-TAX FUND	\$ 793,106.06	\$ -	\$ 793,106.06
718-TRUST & AGENCY	\$ -	\$ -	\$ -
750-EMPLOYEE WITHHOLDING	\$ -	\$ -	\$ -
TOTAL	\$ 867,773.65	\$ 444,133.18	\$ 1,311,906.83

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 1 FIFTH THIRD BANK						
01/04/2013	1	43348	003050	7TH DISTRICT COURT	CASH BOND-GARY HOLLIS SINGER	550.00
01/04/2013	1	43349	UB REFUND	AGUILAR, CALLIE N	UB refund for account: 10710021	330.84
01/04/2013	1	43350	000847	FUEL MANAGEMENT SYSTEM	FUEL	5,126.82
01/04/2013	1	43351	UB REFUND	JADE SUHR	UB refund for account: 10585007	81.77
01/04/2013	1	43352	UB REFUND	RIEDEL, CLIFFORD N & MISTY A	UB refund for account: 30112003	304.44
01/04/2013	1	43353	000470	CITY OF SOUTH HAVEN-UTILITY	SUNDRY TRANSFER	830.56
01/07/2013	1	43354	003044	36TH CIRCUIT COURT	CASH BOND MICHAEL WILKINS	968.00
01/09/2013	1	43355	001552	MERS	SUPPLEMENTAL VALUATION	500.00
01/11/2013	1	43356	000059	ALLEGAN COUNTY TREASURER	PROPERTY TAX COLLECTIONS	1,425.12
01/11/2013	1	43357	000339	BROUSSEAU APPRAISAL SERVICES I	ASSESSOR CONTRACT	3,617.00
01/11/2013	1	43358	003047	ERIC SMITH	TRAINING/MILEAGE & MEAL	76.27
01/11/2013	1	43359	000994	HAPA LLC	MARINA MANAGER	10,366.70
01/11/2013	1	43360	003076	KEVIN WILDEY	SUPPLIES	48.52
01/11/2013	1	43361	001329	LAKE MICHIGAN COLLEGE	PROPERTY TAX COLLECTIONS	1,175.21
01/11/2013	1	43362	000715	SHAUN EISNER	MS ACCESS BOOK	42.39
01/11/2013	1	43363	002396	SOUTH HAVEN COMMUNITY HOSPITAL	PROPERT TAX COLLECTION	29,134.19
01/11/2013	1	43364	002410	SOUTH HAVEN MEMORIAL LIBRARY	PROPERTY TAX COLLECTION	374.76
01/11/2013	1	43365	002415	SOUTH HAVEN PUBLIC SCHOOLS	PROPERTY TAX COLLECTION	9,124.89
01/11/2013	1	43366	002417	SOUTH HAVEN SENIOR SERVICES	PROPERTY TAX COLLECTION	22,037.69
01/11/2013	1	43367	003048	TODD BLOOMSTINE	TRAINING/MILEAGE & MEAL	78.80
01/11/2013	1	43368	002757	VAN BUREN COUNTY TREASURER	PROPERTY TAX COLLECTION	254,783.79
01/11/2013	1	43369	002758	VAN BUREN INTERMEDIATE	PROPERTY TAX COLLECTION	526,597.05
01/11/2013	1	43370	003075	WILLIAM CONKLIN	MILEAGE/AMR SYSTEM	33.85
01/11/2013	1	43371	UB REFUND	FIDELITY NATIONAL TITLE	UB REFUND FOR ACCOUNT: 15174902	95.27
01/11/2013	1	43372	UB REFUND	WILLIAMS, ANDRE L	UB refund for account: 20019809	69.72

1 TOTALS:

Total of 25 Checks:	867,773.65
Less 0 Void Checks:	0.00
Total of 25 Disbursements:	867,773.65

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 000014 ABONMARCHE CONSULTANTS INC		
BANK CODE: 1		
105854	PUBLIC SAFETY BUILDING PROJECT	30,571.50
105836	SEWER SYSTEM EVALUATION	21,284.10
105821-R	WILLIAMS STREET PROJECT	316.50
105943-R	WILLIAMS STREET REDESIGN	2,658.00
105936	SEWER SYSTEM EVALUATION	12,231.75
TOTAL BANK CODE: 1		67,061.85
TOTAL VENDOR 000014 ABONMARCHE CONSULTANTS INC		67,061.85
VENDOR CODE: 000050 ALEXANDER CHEMICAL CORP		
BANK CODE: 1		
SLS 10000004	CHEMICALS	2,045.00
SLS 10000026	CONTAINER DEPOSIT	800.00
TOTAL BANK CODE: 1		2,845.00
TOTAL VENDOR 000050 ALEXANDER CHEMICAL CORP		2,845.00
VENDOR CODE: 000053 ALL AUTOMOTIVE EQUIPMENT INC		
BANK CODE: 1		
8086	PARTS	407.20
TOTAL BANK CODE: 1		407.20
TOTAL VENDOR 000053 ALL AUTOMOTIVE EQUIPMENT INC		407.20
VENDOR CODE: 000074 ALTEC INDUSTRIES INC		
BANK CODE: 1		
5010556	REPAIRS & SERVICE	349.50
5010663	PARTS & SERVICE	644.50
TOTAL BANK CODE: 1		994.00
TOTAL VENDOR 000074 ALTEC INDUSTRIES INC		994.00
VENDOR CODE: 000107 AMWAY GRAND PLAZA HOTEL		
BANK CODE: 1		
CONF#326P4W8X	LODGING/2/6-2/7 TOM MARTIN	323.76
TOTAL BANK CODE: 1		323.76
TOTAL VENDOR 000107 AMWAY GRAND PLAZA HOTEL		323.76
VENDOR CODE: 000177 AUTOWARES INC		
BANK CODE: 1		
233-751477	REPAIR/MAINTENANCE SUPPLIES	26.65
233-745891	REPAIR/MAINTENACE SUPPLIES	13.29
233-751818	REPAIR/MAINTENACE SUPPLIES	20.01
233-751953	REPAIR/MAINTENACE SUPPLIES	5.31
233-750403	REPAIR/MAINTENACE SUPPLIES	117.89
233-750449	RETURN	(50.00)
233-750470	REPAIR/MAINTENACE SUPPLIES	50.94
233-750967	REPAIR/MAINTENACE SUPPLIES	3.79
233-751262	REPAIR/MAINTENACE SUPPLIES	23.88
233-751263	REPAIR/MAINTENACE SUPPLIES	16.14
233-751315	REPAIR/MAINTENACE SUPPLIES	48.90
233-751351	REPAIR/MAINTENACE SUPPLIES	8.80
233-751629	REPAIR/MAINTENACE SUPPLIES	28.37
TOTAL BANK CODE: 1		313.97
TOTAL VENDOR 000177 AUTOWARES INC		313.97
VENDOR CODE: 000256 BERRYMAN EQUIPMENT COMPANY		
BANK CODE: 1		
12-1221	WWTP BLOWER #2 & #3 SERVICE	11,410.00
TOTAL BANK CODE: 1		11,410.00
TOTAL VENDOR 000256 BERRYMAN EQUIPMENT COMPANY		11,410.00

EXP CHECK RUN DATES 01/22/2013 - 01/22/2013
JOURNALIZED OPEN AND PAID
BANK CODE: 1 - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 000308 BOS CONCRETE LLC		
BANK CODE: 1		
17632	CONCRETE	215.00
17654	CONCRETE	151.00
TOTAL BANK CODE: 1		366.00
TOTAL VENDOR 000308 BOS CONCRETE LLC		366.00
VENDOR CODE: 000309 A.D. BOS OFFICE COFFEE SERVICE		
BANK CODE: 1		
43811	COFFEE	33.45
TOTAL BANK CODE: 1		33.45
TOTAL VENDOR 000309 A.D. BOS OFFICE COFFEE SERVICE		33.45
VENDOR CODE: 000346 BRUSH ENTERPRISES		
BANK CODE: 1		
4318	REPAIRS	485.42
TOTAL BANK CODE: 1		485.42
TOTAL VENDOR 000346 BRUSH ENTERPRISES		485.42
VENDOR CODE: 000351 BS&A SOFTWARE INC		
BANK CODE: 1		
87333	UTILITY BILLING CUSTOMIZATION	300.00
TOTAL BANK CODE: 1		300.00
TOTAL VENDOR 000351 BS&A SOFTWARE INC		300.00
VENDOR CODE: 000372 C.C. JOHNSON & MALHOTRA PC		
BANK CODE: 1		
N162.000 11/8-12/3 WWTP IPP PROGRAM		2,854.29
TOTAL BANK CODE: 1		2,854.29
TOTAL VENDOR 000372 C.C. JOHNSON & MALHOTRA PC		2,854.29
VENDOR CODE: 000418 CDW GOVERNMENT INC		
BANK CODE: 1		
V673606	TONER	141.69
W160607	MAINT KIT	273.07
TOTAL BANK CODE: 1		414.76
TOTAL VENDOR 000418 CDW GOVERNMENT INC		414.76
VENDOR CODE: 000430 CENTURY LINK		
BANK CODE: 1		
1243677021	TELEPHONE	55.01
TOTAL BANK CODE: 1		55.01
TOTAL VENDOR 000430 CENTURY LINK		55.01
VENDOR CODE: 000453 CHIEF SUPPLY CORP		
BANK CODE: 1		
168172	BATTERY	823.15
167398	HOLSTERS	71.79
170192	MAG HOLDER POUCH	49.98
133564	OUTER CARRIER	187.48
TOTAL BANK CODE: 1		1,132.40
TOTAL VENDOR 000453 CHIEF SUPPLY CORP		1,132.40
VENDOR CODE: 000463 CITY OF SOUTH HAVEN		
BANK CODE: 1		
OCT-DEC 2012	UTILITY REPLACEMENT ACCOUNTS TRANSFER	119,634.08

EXP CHECK RUN DATES 01/22/2013 - 01/22/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 000463 CITY OF SOUTH HAVEN		
BANK CODE: 1		
TOTAL BANK CODE: 1		119,634.08
TOTAL VENDOR 000463 CITY OF SOUTH HAVEN		119,634.08
VENDOR CODE: 000502 COMMUNITY ANSWERING SERVICE		
BANK CODE: 1		
475301072013	ANSWERING SERVICES	622.45
TOTAL BANK CODE: 1		622.45
TOTAL VENDOR 000502 COMMUNITY ANSWERING SERVICE		622.45
VENDOR CODE: 000505 COMPTON INC		
BANK CODE: 1		
121209	LOCATE WATER LINES & STREET REPAIR	1,930.00
TOTAL BANK CODE: 1		1,930.00
TOTAL VENDOR 000505 COMPTON INC		1,930.00
VENDOR CODE: 000514 CONSTRUCTION ASSOCIATES INC		
BANK CODE: 1		
010212-01 DEC	BUILDING INSPECTIONS	1,965.35
TOTAL BANK CODE: 1		1,965.35
TOTAL VENDOR 000514 CONSTRUCTION ASSOCIATES INC		1,965.35
VENDOR CODE: 000519 CONSUMERS ENERGY		
BANK CODE: 1		
99507543	MIJUNS MAINT FEE	611.11
TOTAL BANK CODE: 1		611.11
TOTAL VENDOR 000519 CONSUMERS ENERGY		611.11
VENDOR CODE: 000520 CONTINENTAL LINEN SERVICES		
BANK CODE: 1		
651081	RUG RENTALS	121.18
TOTAL BANK CODE: 1		121.18
TOTAL VENDOR 000520 CONTINENTAL LINEN SERVICES		121.18
VENDOR CODE: 000533 CORNELISSE DESIGN ASSOC INC		
BANK CODE: 1		
201214-02	NORTH BEACH PARK MASTER PLAN	2,250.00
201214-EXTRA	NORTH BEACH PARK MASTER PLAN	372.05
TOTAL BANK CODE: 1		2,622.05
TOTAL VENDOR 000533 CORNELISSE DESIGN ASSOC INC		2,622.05
VENDOR CODE: 000604 DE BEST INC		
BANK CODE: 1		
13068	TREE REPLACEMENT DUE TO PARK AVE SEWER	1,202.30
TOTAL BANK CODE: 1		1,202.30
TOTAL VENDOR 000604 DE BEST INC		1,202.30
VENDOR CODE: 000622 DELL MARKETING L P		
BANK CODE: 1		
XJ2DPJRM9	LATE FEE	16.00
XJ2DCC4P3	MEMORY MODULE	328.91
TOTAL BANK CODE: 1		344.91
TOTAL VENDOR 000622 DELL MARKETING L P		344.91
VENDOR CODE: 000660 DOMESTIC LINEN-KALAMAZOO		

User: sonofrio

DB: South Haven

EXP CHECK RUN DATES 01/22/2013 - 01/22/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 000660 DOMESTIC LINEN-KALAMAZOO		
BANK CODE: 1		
DEC 2012	RENTALS	2,047.74
TOTAL BANK CODE: 1		2,047.74
TOTAL VENDOR 000660 DOMESTIC LINEN-KALAMAZOO		2,047.74
VENDOR CODE: 000679 DRIESENKA & ASSOCIATES INC		
BANK CODE: 1		
74295	MAPLE STREET CORING & SOIL BORINGS TEST	595.00
TOTAL BANK CODE: 1		595.00
TOTAL VENDOR 000679 DRIESENKA & ASSOCIATES INC		595.00
VENDOR CODE: 000728 THE EMBLEM AUTHORITY		
BANK CODE: 1		
12965	BADGES	258.00
TOTAL BANK CODE: 1		258.00
TOTAL VENDOR 000728 THE EMBLEM AUTHORITY		258.00
VENDOR CODE: 000807 FLEMING BROS OIL CO INC		
BANK CODE: 1		
502376	FUEL OIL	514.67
TOTAL BANK CODE: 1		514.67
TOTAL VENDOR 000807 FLEMING BROS OIL CO INC		514.67
VENDOR CODE: 000843 FRONTIER		
BANK CODE: 1		
7220 2/4/13	TELEPHONE 269-637-5084-060311-5	244.53
9269 2/4/13	TELEPHONE 269-639-8034-092904-5	36.97
0995 1/31/13	TELEPHONE 269-637-5493-070711-5	123.38
5403 1/31/13	TELEPHONE 269-637-3251-010165-5	123.73
6021 1/31/13	TELEPHONE 616-040-1864-120202-5	29.00
TOTAL BANK CODE: 1		557.61
TOTAL VENDOR 000843 FRONTIER		557.61
VENDOR CODE: 000846 FTC & H, INC		
BANK CODE: 1		
277879	SOUTH BEACH PROJECT	50,447.28
277738	WATER FILTRATION PLANT PROJECT	5,718.15
TOTAL BANK CODE: 1		56,165.43
TOTAL VENDOR 000846 FTC & H, INC		56,165.43
VENDOR CODE: 000872 GEMPLER'S		
BANK CODE: 1		
1019261196	VEST	60.00
1019238956	MAINTENANCE SUPPLIES	108.45
1019244735	JACKET	72.60
1019254681	GLOVES	123.60
TOTAL BANK CODE: 1		364.65
TOTAL VENDOR 000872 GEMPLER'S		364.65
VENDOR CODE: 000913 GRAINGER		
BANK CODE: 1		
9031856009	BATTERIES	138.45
TOTAL BANK CODE: 1		138.45
TOTAL VENDOR 000913 GRAINGER		138.45
VENDOR CODE: 000994 HAPA LLC		

EXP CHECK RUN DATES 01/22/2013 - 01/22/2013

JOURNALIZED OPEN AND PAID

BANK CODE: 1 - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 000994 HAPA LLC		
BANK CODE: 1		
15	MARINA MAINTENANCE WORK - 12/31/12	2,342.00
12	MARINA MAINTENANCE WORK - SEPT & OCT	506.11
TOTAL BANK CODE: 1		2,848.11
TOTAL VENDOR 000994 HAPA LLC		2,848.11
VENDOR CODE: 001036 HD SUPPLY UTILITIES LTD		
BANK CODE: 1		
2173744-00	BUSHING MOUNTS	263.22
2173793-00	SOCKET	299.95
TOTAL BANK CODE: 1		563.17
TOTAL VENDOR 001036 HD SUPPLY UTILITIES LTD		563.17
VENDOR CODE: 001122 I-2000 INC		
BANK CODE: 1		
31950-16037	INTERNET SERVICES	59.90
TOTAL BANK CODE: 1		59.90
TOTAL VENDOR 001122 I-2000 INC		59.90
VENDOR CODE: 001159 INTERNATIONAL INSTITUTE OF		
BANK CODE: 1		
3/31/2014	MEMBERSHIP AMANDA MORGAN	145.00
TOTAL BANK CODE: 1		145.00
TOTAL VENDOR 001159 INTERNATIONAL INSTITUTE OF		145.00
VENDOR CODE: 001162 INTERSTATE BATTERY SYSTEMS		
BANK CODE: 1		
10036167	BATTERIES	138.48
TOTAL BANK CODE: 1		138.48
TOTAL VENDOR 001162 INTERSTATE BATTERY SYSTEMS		138.48
VENDOR CODE: 001186 JENSEN'S EXCAVATING INC		
BANK CODE: 1		
28123	SEWER INSPECTION	145.00
TOTAL BANK CODE: 1		145.00
TOTAL VENDOR 001186 JENSEN'S EXCAVATING INC		145.00
VENDOR CODE: 001189 JIM & TONI'S DRYCLEANERS		
BANK CODE: 1		
DEC 2012	CLEANING SERVICES	234.25
TOTAL BANK CODE: 1		234.25
TOTAL VENDOR 001189 JIM & TONI'S DRYCLEANERS		234.25
VENDOR CODE: 001288 KONE INC		
BANK CODE: 1		
221089365	ELEVATOR MAINTENANCE	257.13
TOTAL BANK CODE: 1		257.13
TOTAL VENDOR 001288 KONE INC		257.13
VENDOR CODE: 001298 KREIS,ENDERLE,HUDGINS&BORSOS PC		
BANK CODE: 1		
215229	ATTORNEY SERVICES	140.00
TOTAL BANK CODE: 1		140.00
TOTAL VENDOR 001298 KREIS,ENDERLE,HUDGINS&BORSOS P		140.00

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BANK CODE: 1 - CHECK TYPE: PAPER CHECK

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 001331 LAKE MICHIGAN MAILERS		
BANK CODE: 1		
2013 #8	MAILING FEES C-378	10,000.00
TOTAL BANK CODE: 1		10,000.00
TOTAL VENDOR 001331 LAKE MICHIGAN MAILERS		10,000.00
VENDOR CODE: 001373 LAWN BOYS INC		
BANK CODE: 1		
CLIP27023	CLEAN UP STORM DAMAGE	328.00
TOTAL BANK CODE: 1		328.00
TOTAL VENDOR 001373 LAWN BOYS INC		328.00
VENDOR CODE: 001460 MAINTENANCE CONNECTION INC		
BANK CODE: 1		
19977	ASP SERVICE	398.00
TOTAL BANK CODE: 1		398.00
TOTAL VENDOR 001460 MAINTENANCE CONNECTION INC		398.00
VENDOR CODE: 001467 MANNING, MARK A		
BANK CODE: 1		
36711	ATTORNEY SERVICES	2,265.00
TOTAL BANK CODE: 1		2,265.00
TOTAL VENDOR 001467 MANNING, MARK A		2,265.00
VENDOR CODE: 001544 MENARDS		
BANK CODE: 1		
9468	MAINTENANCE SUPPLIES	26.45
9357	MAINTENANCE SUPPLIES	32.21
9062	MAINTENANCE SUPPLIES	43.86
9081	MAINTENANCE SUPPLIES	5.99
8665	MAINTENANCE SUPPLIES	57.80
9790	MAINTENANCE SUPPLIES	66.68
9456	MAINTENANCE SUPPLIES	106.93
9809	MAINTENANCE SUPPLIES	197.59
9604	MAINTENANCE SUPPLIES	53.94
9251	MAINTENANCE SUPPLIES	79.56
9353	MAINTENANCE SUPPLIES	238.00
TOTAL BANK CODE: 1		909.01
TOTAL VENDOR 001544 MENARDS		909.01
VENDOR CODE: 001582 MICHIGAN ASSOC OF CHIEFS OF POLICE		
BANK CODE: 1		
2/6-9/2013	2013 MID WINTER TRAINING CONFERENCE	255.00
TOTAL BANK CODE: 1		255.00
TOTAL VENDOR 001582 MICHIGAN ASSOC OF CHIEFS OF PO		255.00
VENDOR CODE: 001657 MICHIGAN TOWNSHIP SERVICES		
BANK CODE: 1		
2547	ELECTRICAL INSPECTIONS	924.75
TOTAL BANK CODE: 1		924.75
TOTAL VENDOR 001657 MICHIGAN TOWNSHIP SERVICES		924.75
VENDOR CODE: 001690 MIKE'S TOWING		
BANK CODE: 1		
4102	MOVE ZAMBONI GARAGE	100.00
TOTAL BANK CODE: 1		100.00
TOTAL VENDOR 001690 MIKE'S TOWING		100.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 001766 MUZZALL GRAPHICS		
BANK CODE: 1		
69264	PAYROLL CHECKS	316.64
69277	W-2'S & 1099'S	130.02
TOTAL BANK CODE: 1		446.66
TOTAL VENDOR 001766 MUZZALL GRAPHICS		446.66
VENDOR CODE: 001893 OLSON BROTHERS CONTRACTORS		
BANK CODE: 1		
10483	PUMP REPAIR	1,125.00
TOTAL BANK CODE: 1		1,125.00
TOTAL VENDOR 001893 OLSON BROTHERS CONTRACTORS		1,125.00
VENDOR CODE: 001898 ON DUTY GEAR LLC		
BANK CODE: 1		
9928	VESTS	4,855.00
TOTAL BANK CODE: 1		4,855.00
TOTAL VENDOR 001898 ON DUTY GEAR LLC		4,855.00
VENDOR CODE: 001917 OVERISEL LUMBER COMPANY		
BANK CODE: 1		
S36354	LUMBER	9.95
TOTAL BANK CODE: 1		9.95
TOTAL VENDOR 001917 OVERISEL LUMBER COMPANY		9.95
VENDOR CODE: 002002 PLUMBER'S PORTABLE TOILETS		
BANK CODE: 1		
243655	RENTALS	132.00
TOTAL BANK CODE: 1		132.00
TOTAL VENDOR 002002 PLUMBER'S PORTABLE TOILETS		132.00
VENDOR CODE: 002020 POWER LINE SUPPLY CO		
BANK CODE: 1		
5699339	ELECTRICAL SUPPLIES	1,785.98
5697854	ELECTRICAL SUPPLIES	303.57
5691426	GLOVES	540.00
5689574	ELECTRICAL SUPPLIES	496.70
5690299	MAINTENANCE SUPPLIES	414.80
5692072	ELECTRICAL SUPPLIES	496.70
5697194	ELECTRICAL SUPPLIES	672.84
TOTAL BANK CODE: 1		4,710.59
TOTAL VENDOR 002020 POWER LINE SUPPLY CO		4,710.59
VENDOR CODE: 002033 PRI MAR PETROLEUM INC		
BANK CODE: 1		
41554	CARS WASHED	20.00
TOTAL BANK CODE: 1		20.00
TOTAL VENDOR 002033 PRI MAR PETROLEUM INC		20.00
VENDOR CODE: 002114 RATHCO SAFETY SUPPLY INC		
BANK CODE: 1		
140927	TAPE & BARRICADE LIGHTS	835.00
TOTAL BANK CODE: 1		835.00
TOTAL VENDOR 002114 RATHCO SAFETY SUPPLY INC		835.00
VENDOR CODE: 002132 RELIABLE DISPOSAL INC #646		
BANK CODE: 1		

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 002132 RELIABLE DISPOSAL INC #646		
BANK CODE: 1		
680465	DISPOSAL SERVICES 3-0646-1033150	475.00
691332	DISPOSAL SERVICES 3-0646-9646005	26,858.89
691124	DISPOSAL SERVICES 3-0646-1079813	3,215.02
TOTAL BANK CODE: 1		30,548.91
TOTAL VENDOR 002132 RELIABLE DISPOSAL INC #646		30,548.91
VENDOR CODE: 002155 RIDGE AND KRAMER AUTO PARTS		
BANK CODE: 1		
490-005840	MAINTENANCE SUPPLIES	1.78
490-005806	MAINTENANCE SUPPLIES	3.58
490-005808	MAINTENANCE SUPPLIES	129.12
490-005743	MAINTENANCE SUPPLIES	34.78
TOTAL BANK CODE: 1		169.26
TOTAL VENDOR 002155 RIDGE AND KRAMER AUTO PARTS		169.26
VENDOR CODE: 002186 ROK SYSTEMS, INC		
BANK CODE: 1		
7206	SUPPORT SERVICES	140.00
TOTAL BANK CODE: 1		140.00
TOTAL VENDOR 002186 ROK SYSTEMS, INC		140.00
VENDOR CODE: 002188 ROME'S STANDARD SERVICE INC		
BANK CODE: 1		
5392	TIRE SERVICE	94.64
5322	TIRE REPAIR	15.00
TOTAL BANK CODE: 1		109.64
TOTAL VENDOR 002188 ROME'S STANDARD SERVICE INC		109.64
VENDOR CODE: 002267 SECANT TECHNOLOGIES		
BANK CODE: 1		
INV050447	INTERNET SERVICE & NETPRO SERVICE	1,214.00
TOTAL BANK CODE: 1		1,214.00
TOTAL VENDOR 002267 SECANT TECHNOLOGIES		1,214.00
VENDOR CODE: 002268 SECURALARM SYSTEMS INC		
BANK CODE: 1		
77328	SOFTWARE PROTECTION AGREEMENT	720.00
TOTAL BANK CODE: 1		720.00
TOTAL VENDOR 002268 SECURALARM SYSTEMS INC		720.00
VENDOR CODE: 002372 SOCIETY FOR HUMAN RESOURCE MGMNT		
BANK CODE: 1		
9005122427	MEMBERHIP- D LULL 01029101	180.00
TOTAL BANK CODE: 1		180.00
TOTAL VENDOR 002372 SOCIETY FOR HUMAN RESOURCE MGM		180.00
VENDOR CODE: 002373 SOIL & MATERIALS ENGINEERS INC		
BANK CODE: 1		
39696	KALAMAZOO STREET RECONSTRUCTION	3,466.75
TOTAL BANK CODE: 1		3,466.75
TOTAL VENDOR 002373 SOIL & MATERIALS ENGINEERS INC		3,466.75
VENDOR CODE: 002395 SOUTH HAVEN COMMUNITY HOSPITAL		
BANK CODE: 1		
10543184-10	ER SERVICES	33.00

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 002395 SOUTH HAVEN COMMUNITY HOSPITAL		
BANK CODE: 1		
TOTAL BANK CODE: 1		33.00
TOTAL VENDOR 002395 SOUTH HAVEN COMMUNITY HOSPITAL		33.00
VENDOR CODE: 002413 SOUTH HAVEN OFFICE SUPPLY		
BANK CODE: 1		
30110001	SUPPLIES	35.98
30100013	SUPPLIES	15.98
TOTAL BANK CODE: 1		51.96
TOTAL VENDOR 002413 SOUTH HAVEN OFFICE SUPPLY		51.96
VENDOR CODE: 002418 SOUTH HAVEN SMALL ENGINES		
BANK CODE: 1		
1813	PARTS	67.70
01813	PARTS	77.12
010813	PARTS	25.78
10813	REPAIRS	15.00
TOTAL BANK CODE: 1		185.60
TOTAL VENDOR 002418 SOUTH HAVEN SMALL ENGINES		185.60
VENDOR CODE: 002424 SOUTH HAVEN/CASCO		
BANK CODE: 1		
DEC 2012	REU CHARGES	76,374.09
TOTAL BANK CODE: 1		76,374.09
TOTAL VENDOR 002424 SOUTH HAVEN/CASCO		76,374.09
VENDOR CODE: 002447 LINDA SPEARS		
BANK CODE: 1		
13068	ALTERATIONS	16.00
13074	ALTERATIONS	12.00
13067	ALTERATIONS	16.00
13080	ALTERATIONS	8.00
13085	ALTERATIONS	8.00
TOTAL BANK CODE: 1		60.00
TOTAL VENDOR 002447 LINDA SPEARS		60.00
VENDOR CODE: 002478 STAPLES ADVANTAGE		
BANK CODE: 1		
8024197945	SUPPLIES	262.51
8024118466	SUPPLIES	645.62
TOTAL BANK CODE: 1		908.13
TOTAL VENDOR 002478 STAPLES ADVANTAGE		908.13
VENDOR CODE: 002495 STATE OF MICHIGAN		
BANK CODE: 1		
MIDEAL-549	2013 MIDEAL PURCHASING PROGRAM	180.00
TOTAL BANK CODE: 1		180.00
TOTAL VENDOR 002495 STATE OF MICHIGAN		180.00
VENDOR CODE: 002507 STATE OF MICHIGAN-MDOT		
BANK CODE: 1		
AP 349141	73RD STREET PROJECT	1,000.00
TOTAL BANK CODE: 1		1,000.00
TOTAL VENDOR 002507 STATE OF MICHIGAN-MDOT		1,000.00
VENDOR CODE: 002513 STEEL CENTER SUPPLY CO		
BANK CODE: 1		

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 002513 STEEL CENTER SUPPLY CO		
BANK CODE: 1		
13272	MAINTENANCE SUPPLIES	57.34
13302	MAINTENANCE SUPPLIES	21.12
13312	MAINTENANCE SUPPLIES	199.58
13252	MAINTENANCE SUPPLIES	18.41
13305	MAINTENANCE SUPPLIES	140.16
TOTAL BANK CODE: 1		436.61
TOTAL VENDOR 002513 STEEL CENTER SUPPLY CO		436.61
VENDOR CODE: 002589 TERMINIX PROCESSING CENTER		
BANK CODE: 1		
321071492	EXTERMINATING SERVICE	39.00
TOTAL BANK CODE: 1		39.00
TOTAL VENDOR 002589 TERMINIX PROCESSING CENTER		39.00
VENDOR CODE: 002628 TOMLINSON VALUATIONS &		
BANK CODE: 1		
RETAINER	APPRIASAL OF 1421 KALAMAZOO STREET	2,500.00
TOTAL BANK CODE: 1		2,500.00
TOTAL VENDOR 002628 TOMLINSON VALUATIONS &		2,500.00
VENDOR CODE: 002634 TOTAL ENERGY SYSTEMS LLC		
BANK CODE: 1		
229094	MAINTENANCE INSPECTION	571.00
TOTAL BANK CODE: 1		571.00
TOTAL VENDOR 002634 TOTAL ENERGY SYSTEMS LLC		571.00
VENDOR CODE: 002644 TRACE		
BANK CODE: 1		
119894	CHEMICAL ANALYSIS	93.00
TOTAL BANK CODE: 1		93.00
TOTAL VENDOR 002644 TRACE		93.00
VENDOR CODE: 002645 TRACTOR SUPPLY CREDIT PLAN		
BANK CODE: 1		
100138793	SUPPLIES ACCT#6035 3012 0321 1402	275.88
200112385	SUPPLIES	99.97
144126	SUPPLIES ACCT#6035 3012 0321 1402	9.99
TOTAL BANK CODE: 1		385.84
TOTAL VENDOR 002645 TRACTOR SUPPLY CREDIT PLAN		385.84
VENDOR CODE: 002728 USA BLUE BOOK		
BANK CODE: 1		
833476	LAB SUPPLIES	352.94
849937	MAINTENANCE PARTS	197.05
851369	VALVE REPAIR KIT	142.54
TOTAL BANK CODE: 1		692.53
TOTAL VENDOR 002728 USA BLUE BOOK		692.53
VENDOR CODE: 002750 VAN BUREN COUNTY ASSOC OF		
BANK CODE: 1		
2013	MEMBERHIP - T MARTIN	45.00
TOTAL BANK CODE: 1		45.00
TOTAL VENDOR 002750 VAN BUREN COUNTY ASSOC OF		45.00
VENDOR CODE: 002822 WAGNER'S PLUMBING & HEATING		

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 002822 WAGNER'S PLUMBING & HEATING		
BANK CODE: 1		
15965	SERVICE CALL-132 DUNKLEY	95.00
TOTAL BANK CODE: 1		95.00
TOTAL VENDOR 002822 WAGNER'S PLUMBING & HEATING		95.00
VENDOR CODE: 002843 WASHEGESIC, RON		
BANK CODE: 1		
738333	CAMERA CONDUIT LINE	100.00
TOTAL BANK CODE: 1		100.00
TOTAL VENDOR 002843 WASHEGESIC, RON		100.00
VENDOR CODE: 002882 WEST MICHIGAN CRIMINAL JUSTICE		
BANK CODE: 1		
10/25/2012	OFFICER DOWN COURSE FEE	25.00
TOTAL BANK CODE: 1		25.00
TOTAL VENDOR 002882 WEST MICHIGAN CRIMINAL JUSTICE		25.00
VENDOR CODE: 002883 WEST MICHIGAN DOCUMENT		
BANK CODE: 1		
34196	SHREDDING SERVICE	45.00
TOTAL BANK CODE: 1		45.00
TOTAL VENDOR 002883 WEST MICHIGAN DOCUMENT		45.00
VENDOR CODE: 002935 WINGFOOT COMMERCIAL TIRE		
BANK CODE: 1		
159-1044624	TIRES	243.06
TOTAL BANK CODE: 1		243.06
TOTAL VENDOR 002935 WINGFOOT COMMERCIAL TIRE		243.06
VENDOR CODE: 002936 WINKEL'S COMMUNICATION INC		
BANK CODE: 1		
3140	RADIO SYSTEM MAINTENANCE NOV-DEC	390.00
TOTAL BANK CODE: 1		390.00
TOTAL VENDOR 002936 WINKEL'S COMMUNICATION INC		390.00
VENDOR CODE: 002949 WOLVERINE HARDWARE		
BANK CODE: 1		
D53941	MAINTENANCE SUPPLIES	52.17
D53963	MAINTENANCE SUPPLIES	(3.50)
D53928	MAINTENANCE SUPPLIES	23.24
D54064	MAINTENANCE SUPPLIES	30.41
C153824	MAINTENANCE SUPPLIES	17.94
D54153	MAINTENANCE SUPPLIES	17.26
C153900	MAINTENANCE SUPPLIES	37.77
D54344	MAINTENANCE SUPPLIES	16.59
D54540	MAINTENANCE SUPPLIES	6.10
D53986	MAINTENANCE SUPPLIES	25.76
D54685	MAINTENANCE SUPPLIES	1.29
C153816	MAINTENANCE SUPPLIES	10.89
C154351	MAINTENANCE SUPPLIES	13.99
C153948	MAINTENANCE SUPPLIES	14.99
C155472	MAINTENANCE SUPPLIES	23.61
D54950	MAINTENANCE SUPPLIES	17.48
C154461	MAINTENANCE SUPPLIES	27.99
C154315	MAINTENANCE SUPPLIES	28.57
D54189	MAINTENANCE SUPPLIES	35.88
1940 DEC 2012	DISCOUNT	(39.86)
TOTAL BANK CODE: 1		358.57
TOTAL VENDOR 002949 WOLVERINE HARDWARE		358.57

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INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 002953 WOODHAMS, INC , DON		
BANK CODE: 1		
T62734	PARTS	35.90
C131535	REPAIRS	1,530.40
C131221	REPAIRS	474.73
C131410	REPAIRS	448.02
C131246	REPAIRS	30.95
TOTAL BANK CODE: 1		2,520.00
TOTAL VENDOR 002953 WOODHAMS, INC , DON		2,520.00
VENDOR CODE: 003042 OMM ENGINEERING INC		
BANK CODE: 1		
3958-4	ENGINEERING SERVICES	2,147.00
TOTAL BANK CODE: 1		2,147.00
TOTAL VENDOR 003042 OMM ENGINEERING INC		2,147.00
VENDOR CODE: 003043 ENVIROLOGIC		
BANK CODE: 1		
28534	ENVIRONMENTAL CONSULTING-220 AYLWORTH	3,914.25
TOTAL BANK CODE: 1		3,914.25
TOTAL VENDOR 003043 ENVIROLOGIC		3,914.25
VENDOR CODE: 003065 FOSTER SWIFT COLLINS & SMITH PC		
BANK CODE: 1		
618626	ATTORNEY SERVICES	750.00
618625	ATTORNEY SERVICES	120.00
618624	ATTORNEY SERVICES	80.00
618623	ATTORNEY SERVICES	220.00
TOTAL BANK CODE: 1		1,170.00
TOTAL VENDOR 003065 FOSTER SWIFT COLLINS & SMITH P		1,170.00
VENDOR CODE: 003074 APX INC		
BANK CODE: 1		
2015	LOAD-BASED FEE	467.62
TOTAL BANK CODE: 1		467.62
TOTAL VENDOR 003074 APX INC		467.62
VENDOR CODE: 003078 STATE OF MICHIGAN-MDEQ		
BANK CODE: 1		
797917	STORAGE TANK RENEWAL FEE	61.50
TOTAL BANK CODE: 1		61.50
TOTAL VENDOR 003078 STATE OF MICHIGAN-MDEQ		61.50
VENDOR CODE: 003079 STATE OF MICHIGAN-MDEQ		
BANK CODE: 1		
796150	BIOSOLIDS FEE	1,797.30
TOTAL BANK CODE: 1		1,797.30
TOTAL VENDOR 003079 STATE OF MICHIGAN-MDEQ		1,797.30
VENDOR CODE: 003080 TRUEX EMBROIDERY		
BANK CODE: 1		
1000-686	NAME TAGS	120.00
TOTAL BANK CODE: 1		120.00
TOTAL VENDOR 003080 TRUEX EMBROIDERY		120.00
VENDOR CODE: 003081 CANON SOLUTIONS AMERICA, INC		
BANK CODE: 1		

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR CODE: 003081 CANON SOLUTIONS AMERICA, INC		
BANK CODE: 1		
4008487374	COPIER USAGE MAINTENANCE	37.47
TOTAL BANK CODE: 1		37.47
TOTAL VENDOR 003081 CANON SOLUTIONS AMERICA, INC		37.47
		444,133.18

**EMPLOYMENT AGREEMENT
(City Manager)**

This Employment Agreement is made between the City of South Haven, a Michigan municipal corporation (the "City"), and Brian C. Dissette, an individual ("Employee").

IN CONSIDERATION OF the following terms conditions and covenants, the parties agree:

1. EMPLOYMENT. The City employs Employee as the City Manager of the City. Employee accepts such employment/appointment and agrees to work with and be responsible to the City Council. Employee understands and acknowledges that under the City Charter, Employee shall serve in the office at the pleasure of the majority of the City Council.
2. TERM. Pursuant to the City Charter, Employee's period for employment shall be for an indefinite term. The parties anticipate that Employee's tenure as City Manager will be for a period of five (5) years or longer. However, there is no agreement or commitment for any definite minimum term of employment in that Employee is an at-will employee and can be terminated at any time under the terms of Items 13 and 14 in this agreement.
3. DUTIES. Employee shall perform all duties specified in Section 4.7 of the City Charter, all duties specified by ordinances, and all such other proper duties as assigned by the City Council from time to time. Employee agrees to devote full time to his duties as City Manager. Employee shall not directly engage in or carry on any other business activity for compensation for his own benefit or for the benefit of any other person, entity, firm or corporation without the prior consent of the City Council. Employee agrees to carry out his duties in an efficient and conscientious manner, and to exercise his discretion and judgment in the best interests of the City at all times.
4. SALARY. The City shall pay Employee as compensation for services rendered, an annual salary of \$94,734.15 payable in accordance with the payroll schedule applicable to other employees of the City. A performance bonus of three thousand dollars (\$3,000) will be paid with the first pay period following the execution of this agreement. Subsequent adjustments in Employee's salary shall be made in conjunction with the annual performance review/evaluation of Employee conducted by the City Council. If, due to general budget cutbacks, a reduction is made to Employee's and City department directors' salaries, Employee's salary shall not be reduced by a larger percentage than the average percentage reduction for department directors. Salary adjustments during Employee's employment will be based upon relevant factors including without limitation, Employee's formal performance review, City Charter requirements, budget limits, availability of funds, provisions of state law, and compensation adjustments for other City employees under any plan/policy adopted by the City Council. Any such future adjustments of Employee's annual salary shall take effect as of the employee's anniversary date in current position.
5. PERFORMANCE REVIEW/EVALUATION.
 - A. The City Council shall conduct an annual performance review/evaluation of Employee, which shall be completed prior to the City Council's approval of the City's budget for the next fiscal year. The method of evaluation shall be formulated by the City Council in consultation with Employee.

- B. Promptly after the annual performance review, the City Council and Employee shall establish performance goals and objectives for the following fiscal year.
6. RESIDENCY. It is the express desire of the City Council that Employee shall reside within the City limits during Employee's employment, although the Council recognizes that residency cannot be required according to State Statute.
7. VACATION. For the purpose of determining the vacation benefit, Employee shall be credited with ten years of employment and thus shall receive twenty (20) work days of vacation leave credits. Such vacation leave credits will accrue for each year in the manner provided in the Personnel Policy and Procedures adopted, and as may be modified from time to time, by the City, applicable to all full-time management employees. Vacation leave credits not used during the calendar year in which they accrue may not be carried over into the following calendar year(s), except as provided by the City's Personnel Policy. Employee shall obtain prior approval of the City Council for use of vacation leave credits. Upon resignation, Employee is not entitled to use the balance of his accrued vacation to fulfill the 30 day notice requirement. Employee is entitled to be paid for any accrued but unused vacation in the event of resignation, retirement, termination, or vacancy in the office under 13D.
8. PAID TIME OFF. Employee shall receive 60 hours of paid time off (PTO) days at the commencement of each year of employment and shall accumulate paid time off according to the provisions of the Personnel Policy and Procedures as adopted, and as may be amended from time to time, by the City applicable to all full-time management employees. Use of such PTO days shall be subject to and governed by the City's Personnel Policy and Procedures.
9. COMPUTER AND CELL PHONE. Employee's duties require that Employee may find it necessary to work at home after normal working hours, so the City shall provide Employee with a reasonably up-to-date laptop computer and software to be maintained and repaired by City. Employee shall use that computer in accordance with City policies and shall adhere to generally accepted standards for the care of such equipment. The City shall provide and pay operating charges for a cell phone for Employee for business and personal use.
10. HOLIDAYS. Employee shall receive paid holidays in accordance with those uniformly provided to the City's full-time management employees.
11. BENEFITS – INSURANCE.
- A. Term Life Insurance. The City shall pay the full costs for a term life insurance policy on Employee in the amount of \$50,000.00, provided by an insurance company approved by the City. Employee shall designate the beneficiary of such life insurance. Such insurance shall continue during Employee's service under this Agreement.
- B. Health Insurance. The City shall provide Employee with family coverage for health insurance benefits in the types and amounts and under the terms provided for other full-time non-represented employees of the City. If employee chooses to opt out of the City provided health insurance, an annual payment in lieu of insurance in the amount of \$4,000 shall be paid.
- C. Disability Insurance. Employee shall receive short-term disability and long-term disability benefits as provided to other full-time management employees of the City.

- D. Other Insurance. Commencing on the date Employee commences service as City Manager, Employee shall receive the protection and benefits under the requirements of Michigan law for workers' compensation and for unemployment compensation and coverage under all liability and errors and omissions insurance maintained by the City as applicable to its full-time management employees.

12. BENEFITS - OTHER.

- A. Membership Dues. The City shall pay the dues for Employee's membership in the International City Council Management Association and the Michigan Local Government Management Association upon presentation of dues statements/invoices for such organizations. Employee may request the City Council to approve payment of membership dues for other professional or service organizations. If in its discretion the City Council determines that membership in such a professional or service organization is beneficial to the interests of the City and beneficial to Employee's performance of Employee's duties, and that payment of such membership dues is otherwise customary and appropriate under the circumstances, the City may approve payment of such membership dues upon Employee presenting a proper invoice or statement of the dues. Except for the two organizations specified above, approval of payment of dues for membership in a professional organization for one (1) year membership period shall not be deemed a commitment for dues payments for succeeding year's membership periods: a new/separate request and approval must be made and obtained.
- B. Professional Development. Employee may recommend and the City Council may approve in the City's annual budget, an amount to be budgeted to pay/reimburse Employee for tuition registration, fees, materials, meals, lodging and travel involving educational courses to be taken and/or seminars, workshops or conferences to be attended by Employee that are directly related to Employee's duties as City Manager. Employee shall obtain advance approval from the City Council prior to including any professional development expenses for which Employee will seek to use the budgeted funds. Which approval may be either as a specified item in the approved budget or as a separate request for approval if not a specific budget item.
- C. Automobile. Employee's duties require that Employee shall have an automobile available at all times during employment. The City shall pay Employee a car allowance of \$6,000 per year. The Car Allowance shall not be considered part of the gross salary when calculating retirement account contributions described in Section 12D of this Agreement. Employee shall be responsible for the automobile, its maintenance, repair, replacement, fuel and all necessary insurance required under Michigan law. When Employee is required to travel a distance greater than forty (40) miles from the city limits on City related business, Employee shall be reimbursed at the then current Internal Revenue Service business mileage reimbursement rate.

D. Retirement.

The pension plan for the City Manager shall be administered by Municipal Employee Retirement System of Michigan (MERS). The benefits of the plan will be B-3 with the F50 (25) waiver. The City shall adopt a bridge benefit with a termination option to bridge down the benefit multiplier from 2.5% (B-4) to 2.25% (B-3) effective with first of the month following the adoption of the MERS resolution for the bridge benefit. Employee

will contribute to the retirement system the amount required of non-represented employees. The number of accumulated leave hours includable in the pension calculation will be capped at 240.

- E. Business Expenses. Employee may recommend and the City Council may approve in the annual budget an amount to be budgeted for routine business expenses directly related to the performance of Employee's official duties as City Manager. Employee shall be reimbursed for such routine business expenses upon presenting appropriate receipts or vouchers for such expenses to the City Finance Department and receiving appropriate payment approvals, subject to the budget limitations. Any use by Employee of City credit cards or other charge accounts shall be done in strict compliance with the policies and practices established by the City.

13. TERMINATION. This Agreement and Employee's employment as City Manager may be terminated as follows:

- A. Upon the agreement of the parties, which agreement shall be in writing and shall specify the effective date of termination.
- B. Immediately upon the decision of the City Council to terminate this Agreement at any time after January 7, 2013. As the City Manager serves at the pleasure of the City Council, the decision to terminate may be with or without just cause.
- C. By written resignation of Employee submitted to the City not less than thirty (30) days prior to the effective date of the resignation.
- D. Immediately upon the occurrence of any event which by law creates a vacancy in the office or otherwise terminates the employment and/or, upon entry of an order of a court of competent jurisdiction which effectively terminates the employment.

14. SEVERANCE BENEFITS. Employee shall receive severance benefits from the City if the City terminates this Agreement under Section 13B, and such termination is not for the reasons listed in Section 14B. Employee shall receive no severance benefits if the Agreement is terminated by the City for a reason in Section 14B, if the Employee resigns, or if this Agreement is terminated under Section 13D. If this Agreement is terminated by agreement of the parties according to Section 13A, Employee's severance benefits, if any, shall be specified in that agreement.

Prior to the effective date of termination of this Agreement for one or more of the reasons listed in Section 14 B, the City Council shall notify Employee in writing of the reasons for its determination about Employee, and provide a description of the information upon which the City Council's decision to terminate this Agreement is based. Employee may respond in writing and may request, within ten working days of his receipt of this notice, a meeting with the City Council. If a meeting is requested, it will be set at a time and place determined by the City Council. To the extent allowed by law, this meeting shall be a closed session if Employee so requests. Employee may be represented at this meeting by a person chosen and compensated by Employee. At this meeting, Employee and/or his representative may present any information Employee believes appropriate in response to this notice. If Employee does not respond or request a meeting within ten working days after Employee receives City Council's notice, the Agreement shall be terminated effective the eleventh working day after Employee's receipt of the City Council's notice.

A. Severance benefits shall be:

1. Payment of an amount equal to six months of Employee's current salary payable as a continuation of salary payroll for such period and subject to all withholdings required by law.
2. Continuation of the Employee's current coverage under the City's current health and dental insurance, if that is possible, or reimbursement of the Employee for the amounts he pays in COBRA premiums for six months. If, prior to the expiration of the six months, the Employee starts another position that provides comparable health and dental insurance, the City's obligation under this provision 2 shall cease.
3. Payment of the value of vacation leave credits accrued and unused by Employee as of the date of termination. It is acknowledged that, even if Employee is not otherwise entitled to severance benefits under this Section, Employee shall receive payment of such accrued and unused vacation leave credits. The City shall pay such amount within thirty (30) days from the date of termination.
4. Payment of the value of unused PTO calculated and paid in accordance with the provisions of the City's Personnel Policy and Procedures applicable to retirees.

B. For purposes of Section 13 and this Section, Employee shall not receive severance benefits if terminated for any of the following reasons:

1. Conviction or a plea of no contest to a Felony;
2. Misconduct, whether during or outside the course of employment, which substantially impairs Employee's ability to function effectively as City Manager or which brings disrepute to the office of City Manager;
3. Gross negligence in the performance of duties;
4. Fraud or embezzlement;
5. Dishonesty, intentional falsification of records or documents, financial improprieties, misuse of position of personal gain, or deliberate misrepresentation of material facts to the City Council;
6. Willful neglect or abandonment of Employee's duties;
7. Drug test confirming the use of illegal substances, or intoxication while working;
8. Violations of federal or state laws, the City Charter and the Code of Ordinances of the City which would expose the City to civil liability and/or affect the validity and enforceability of City actions;
9. Material breach of this Agreement.

C. For purposes of this Section and except as may otherwise be agreed by the parties, a resignation by Employee in lieu of termination, shall be treated as a termination of this

Agreement by the City under Section 13 B, for which Employee may receive severance benefits, if all of the following conditions are met:

1. The City informs Employee of its intent to bring the termination of Employee to the City Council for formal action and offers Employee the opportunity to resign and sign a release in lieu of such action, or alternatively, after being advised of such intention, Employee offers to resign and sign a release and the City agrees and accepts such resignation in lieu of formal final action for termination by the City Council; and
2. The City's termination would not have been for reasons of just cause, in whole or in part.

D. This Section shall not, and is not intended to, preclude the parties from negotiating other terms regarding severance benefits, upon mutual written agreement.

15. MISCELLANEOUS. This Agreement shall inure to the benefit of and be binding upon the parties and their respective heirs, personal representatives, officers, successors and assigns. This Agreement has been executed in Michigan and shall be governed by Michigan law. All parties to this Agreement submit to the jurisdiction of the state courts of Michigan. This Agreement may only be amended pursuant to a written document executed by both parties. The waiver by either party of a breach of any provision of this Agreement shall not be a waiver of any subsequent breach of same or any other provision of this Agreement. If any provision of this Agreement is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Agreement, which shall remain in full force and effect. It is contemplated that this Agreement shall be executed in multiple counterparts, all of which together shall be deemed to be one agreement. This Agreement represents the entire understanding and agreement between the parties and supersedes any prior oral or written understandings and agreements between the parties with regard to the matters addressed by this Agreement. The captions of this Agreement are for convenience only and shall not affect its interpretation. -

IN WITNESS WHEREOF, the parties have executed this Agreement to be effective as of January 21, 2013.

CITY OF SOUTH HAVEN

BRIAN C. DISSETTE

By: _____

Robert Burr, Mayor

Date signed: _____, 2013

By: _____

Amanda Morgan, City Clerk

Date signed: _____, 2013

Formatted: Indent: First line: 0"

Memorandum

To: Brian Dissette
From: Deborah Lull
Date: 1/16/2013
Re: Resolutions to Change Employee Contributions

The MERS actuarial valuation for the year ended December 31, 2011 has been received. The City's personnel policy and collective bargaining agreements require that employees contribute an additional one percent (1%) of their gross wages if the percent funded falls from the previous year percent funded and is below 120%.

The percent funded for the TPOAM division (01) fell from 102.3% funded as of December 31, 2010 to 98.1% funded as of December 31, 2011. Employee contributions to pension will increase from 10% to 11% effective February 1, 2013.

The percent funded for the Police division (02) fell from 102.2% funded as of December 31, 2010 to 96.3% funded as of December 31, 2011. Employee contributions to pension will increase from 2% to 3% effective February 1, 2013.

The percent funded for the Non-Union division (11) fell from 110.8% funded as of December 31, 2010 to 107.1% funded as of December 31, 2011. Employee contributions to pension will increase from 7% to 8% effective February 1, 2013. Per employment agreement, the City Manager division (12) is subject to the same employee contributions as the Non-union division (11). City Manager employee contributions will also increase from 7% to 8% effective February 1, 2013.

The percent funded for the Dispatch division (10) increased from 132.4% funded as of December 31, 2010 to 134.4% funded as of December 31, 2011. Employee contributions to pension will remain at zero.

The resolutions will need to be placed on the January 21, 2013 City Council agenda to be approved for a February 1, 2013 effective date.

Thank you for your consideration of this request.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the City of South Haven
(Participating Municipality)

8001 adopts the following benefits for: (12) City Manager
(Municipality No.) (Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated 12/31/2011

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30
Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 8%
Effective Date 2/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)
Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____ City Council _____ 1/21/2013
Governing Body Date of Meeting
Mayor 1/21/2013

Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the City of South Haven
(Participating Municipality)

8001 adopts the following benefits for: (11) Non-Union
(Municipality No.) (Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated 12/31/2011

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30
Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 8%
Effective Date 2/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)
Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____ City Council _____ 1/21/2013
Governing Body _____ Date of Meeting
Mayor _____ 1/21/2013

Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the City of South Haven
(Participating Municipality)

8001 adopts the following benefits for: (02) Police
(Municipality No.) (Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated 12/31/2011

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____
 F55/15 F55/20 F55/25 F55/30
Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 3%
Effective Date 2/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%
 D-2 E-2 DROP+ with _____ %
Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

E Standard E-1
 E - Other (Specify Factor _____ Adjustment Years _____)
Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____ City Council _____ 1/21/2013
Governing Body _____ Date of Meeting
Mayor _____ 1/21/2013

Authorized Signature Title Date

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

**RESOLUTION FOR CHANGING MERS BENEFITS
(OTHER THAN DB COMPONENT OF HYBRID PROGRAM)**



In accordance with the MERS Plan Document of 1996, the City of South Haven

(Participating Municipality)

8001 adopts the following benefits for: (01) Teams & Non-Union

(Municipality No.)

(Reporting Unit No., MERS Division No. and Name)

A "division" is defined as an employee or group of employees covered by the same benefit programs **and** the same employee contribution program. Each division has a specific MERS number and name, such as "Div. 10, General-Admin.," and is part of a Reporting Unit, such as: "01."

Supporting Supplemental Valuation is dated 12/31/2011

BENEFIT MULTIPLIER

From _____ To _____ Effective Date _____
(Current Benefit Multiplier) (New Benefit Multiplier)

Provisions for Earlier Normal Retirement

F50/25 F50/30 F(N)-Years and Out (Specify number of years) _____

F55/15 F55/20 F55/25 F55/30

Effective Date _____

EMPLOYEE CONTRIBUTION RATE

New Rate 11%

Effective Date 2/1/2013

**ADDITIONAL BENEFITS
AFFECTING FUTURE RETIREES**

FAC 3 FAC 5 V-6 V-8 V-10 RS - 50%

D-2 E-2 DROP+ with _____ %

Effective Date _____

RETIREE COST-OF-LIVING BENEFIT PROGRAMS FOR CURRENT RETIREES

E Standard E-1

E - Other (Specify Factor _____ Adjustment Years _____)

Effective Date _____

WINDOW PERIOD (If applicable)

From _____ To _____
(Date) (Date)

I CERTIFY THAT THE ABOVE WAS ADOPTED BY _____	City Council	1/21/2013
_____	Governing Body	Date of Meeting
_____	Mayor	1/21/2013
_____	Title	Date
Authorized Signature		

NOTE: Standard/Nonstandard Benefit Provisions—Attach page fully describing provision(s), and (1) a complete copy of the fully executed collective bargaining agreement and a certified copy of official minutes where the collective bargaining agreement or this Resolution was adopted, or (2) a copy of the arbitration or mediation decision. If further information is needed, please contact MERS Employer Services Division at 1 (800) 767-6377.

Local Development Finance Authority

Regular Meeting Minutes

Monday, November 12, 2012
4:00 p.m., Council Chambers
South Haven City Hall



City of South Haven

1. Call to Order by Valentine at 4:00 p.m.

2. Roll Call

Present: Erdmann, Gawreliuk, Herrera, Klavins, Rainey, Valentine, Varney
Absent: Henry, Kerber, Lewis, Bolt

3. Approval of Agenda

Motion by Klavins, second by Erdmann to approve the agenda as presented.

All in favor. Motion carried.

4. Approval of Minutes – September 10, 2012 Regular Meeting

Motion by Erdmann, second by Klavins to approve the September 10, 2012 regular Meeting Minutes as written.

All in favor. Motion carried.

5. Interested Citizens in the Audience Will be Heard on Items Not on the Agenda

None at this time.

6. Financial Report

VandenBosch gave an overview of the financial report. Noted that the transfer from LDFA #3 to LDFA #1 for the Bohn plan is not shown in this report.

7. Invoices for Approval - LDFA 3

220 Aylworth Avenue

Clark Hill, Sep 24, 2012, #465088, \$798.00
Envirologic, Sep 19, 2012, #28262, \$1,219.40
Envirologic, Oct 16, 2012, #28359, \$2,012.25

\

Motion by Herrera, second by Klavins to approve the attached invoices.

All in favor. Motion carried.

8. Bohn Plant update

VandenBosch explained pre-closing and that the closing cannot be done until the slab and foundation is removed and bills are paid. A contractor is working on the foundation removal and there is an environmentalist on site to be sure everything is done properly. There will be several to whom distributions will be made at the final closing.

The floor and foundation should be removed by late December which would move the City toward a closing.

The board discussed whether the City has any liability before the closing; what it will cost to insure it and to get the building back to usable condition. It was noted that currently there is no electricity or water service turned on in the buildings.

9. Economic Development Report

McCloughan gave an overview of Economic Development activities.

VandenBosch requested that board members think about marketing the Bohn site once the closing is complete.

10. General Comments

There were none.

11. Adjourn

Motion by Erdmann, second by Klavins to adjourn at 4:24 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary

LIBERTY HYDE BAILEY MUSEUM BOARD OF TRUSTEES MEETING MINUTES

Tuesday

November 20, 2012

7:10 P. M.

Board Members Present: Anne Long, Esther Hansen, Joan Hiddema, Robin Reva, George Miller, David Fenske, Elaine Fluck, Cindy McAlear

Board Members Absent: Olga Lewis (Excused)

City Council Representative Present: Clark Gruber

LHBM Co-Directors Present: Lauren Denny, John Linstrom Facilities Manager Present: Bill Lundy

Anne Long, Chair, called the meeting to order.

The LHBM Board Meeting minutes from October 16, 2012 were called for a motion.

It was moved by Elaine Fluck to accept the October 16, 2012 minutes. Seconded by Robin Reva.
Motion carried.

LIBERTY HYDE BAILEY MEMORIAL FUND/TREASURER'S REPORT – JOAN HIDDEMA

Assests: \$36,692.43

Deposits: \$2,131.60

Expenses: \$1554.42

DIRECTOR'S REPORT – JOHN LINSTROM & LAUREN DENNY

Old Business:

1. Contact was made with the Masons and we have agreed to collaborate on a second annual summer exhibit.
 - a. This will coincide with the centennial of the current lodge's groundbreaking-the building was not completed until 1914. We might loan our exhibit materials to the Lodge the following summer for an exhibit to commemorate the building's completion, and the Masons are planning a statewide gathering in South Haven that summer including a visit to the LHBM.
 - b. We are set, to move forward with this summer's exhibit and plan to meet with Tim Stegman to discuss use of relevant artifacts.
2. Proposal for amending the 2012-2013 fiscal year budget is ready for board approval.

It was moved by George Miller to accept the amended 2012 – 2013 fiscal year budget drafted by Anne Long, John Linstrom and Lauren Denny to present to the City of South Haven. Seconded by Elaine Fluck. Motion carried.

3. Living Collections

- a. Work is in progress on the living collections. David Fenske will put his plans on a spread sheet.

New Business:

1. Donor Records: Joan Hiddema will send software to Cindy McAlear, Lauren Denny and John Linstrom to review. We have no system of keeping track of donors at this time although donors have received notes of thanks in the past. This is something that we need to put into place.
2. Budget for 2013 – 2014 fiscal years will be discussed by Anne Long, Lauren Denny and John Linstrom as part of Anne's presentation to the City.

NEW BUSINESS

A. Finance Committee Report

1. Annual Fund Appeal: A letter, return envelope and mailing envelope were presented to the board. The cost for this drive would be \$664.

It was moved by Elaine Fluck to accept the Annual Fund Appeal package. Seconded by Esther Hansen. Motion passed.

2. CPA determination: This was tabled until Joan Hiddema has time to look into this for the board.
3. Memorial Fund: We need to put in place a system to know who our donors are and the amount given. We are looking into software to help create a system for the Museum.

B. Night for the Museums Board Representation

1. The LHBM Board was asked to please participate in going to the Night for the Museums to show support for this money making project.

C. Maintenance

1. Security System: Bill Lundy is committed to finish the security system for the LHBM.
2. ADA bathroom: Bob Lindstrom is contacting Steve Brickman, owner of Olsen Brothers, to see if he will donate putting in an ADA bathroom for the LHBM.

D. Living Collections

1. Funding from the Garden Club: The South Haven Garden Club has set aside funds for the LHBM Living Collections but they need a proposal of our needs to be sent to them. David Fenske will make a list of proposals for the Garden Club.
2. Eagle Scout Project: Leo Gleiss from Jeff Postma's Boy Scout Troop is looking for an Eagle Scout Project. He has walked the Wild Life Trail on the LHBM property and is interested in working on it for his project.

3. Master Gardeners Special Meeting at LHBM: We had 18 people attend the meeting and the group is interested helping with the proposed signage for the Bailey books in our designated gardens.

FLOOR

- A. David Fenske presented a letter from The South Haven Hospital giving the LHBM permission to plant apple trees on the lot line.

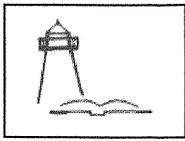
David also had an opportunity to walk with Jeff Postma to check out the property lines between the Museum's lot and his lot. They did find some survey flags. Jeff Postma pointed out the parking spaces that they are giving to the LHBM so David knows where to make a walkway to the Museum's property. From talking with Jeff, David also knows where to build the fence that we are talking about putting up between the parking lot and the LHBM.

- B. John Linstrom mentioned that Lauren Denny and his role as co-directors will be working on broadening both the programs and collections for the LHBM. If anything comes up that they need to know please keep them posted. It would be nice to have an aerial view of the LHBM property so we can see a long range plan for what and where the new gardens will be.

It was moved by Esther Hansen to adjourn. Seconded by George Miller. Motion carried. 8:30 P. M.

Respectfully submitted by

Cindy McAlear, Board Secretary



South Haven Memorial Library
Minutes of the Meeting of the Board of Trustees
Dec. 11, 2012

Members:

Gretchen Spreitzer - President
Robin McAlear - Vice President
Marilyn Bertorelli - Treasurer

Catherine Jarvie - Secretary
Lois Howard - Trustee
Jean Stein - Trustee
Ida Sledge - Trustee

Also Present: James France, Director, Elaine Fluck

Call to order: The meeting was called to order by Spreitzer at 7:00 p.m.

Approval of minutes for Nov. 13, 2012: Motion for approval of minutes by Stein, seconded by McAlear. Motion carried. A copy will be sent to City Council.

Approval of agenda for Dec. 11, 2012: Motion for approval by Spreitzer, seconded by Sledge. Motion carried.

Public Comments: Jim France received a positive comment from a parent of a young child he helped with.

Treasurer's report:

Current budget amounts were reviewed. Vendor's bills totaled \$31,250.21 for the month. Motion to approve vendor bills by Howard, seconded by Jarvie. Motion carried.

Committee reports: No new information

Strategic Planning Committee has talked about hiring a company to do a feasibility study on the building next to the Library. At this point the committee is taking bids from companies for the cost of a study.

Director's Report: Jim updated the board on recent Library activity.

Correspondence: none

Old Business:

Discussion of Nesbitt meeting - there is currently no legislation planned to make Libraries a "weapon-free" safe zone.

Medicare Policy Vote

Proposal for wording of new policy: "It is the policy of the South Haven Library that for those employees that are eligible for or receiving Medicare, their Medicare coverage will be treated as their primary health insurance coverage and the library shall provide supplemental coverage."

-Motion by Spreitzer to approve the new Medicare policy as written. Supported by Stein. Motion carried. Policy will be entered under Personnel Policy III Hours of Work, C -3.

Health Insurance Vote - 80/20 or Hard Cap. France presented the cost of various proposals.

Motion by Jarvie to accept the Hard Cap for the 2013 year. Seconded by Stein. Motion carried

Motion by Stein to switch health care insurance from Priority Health to Peak HDHP Health Saving Plan (80%). Seconded by McAlear. Motion carried

Employers Practices Liability Insurance- There has been communication that we should be covered by the City of South Haven. There may be a new Friends of the Library group forming.

New Business: none

Board Comments: none

Adjournment: Motion to adjourn by Stein and seconded by Spreitzer. Motion carried. Meeting adjourned at 8:06p.m.

Next meeting: January 8, 2013

Respectfully submitted,
Catherine Jarvie, Secretary

Parks Commission

Regular Meeting Minutes

Tuesday, December 11, 2012
6:00 p.m., Council Chambers



City of South Haven

1. Call to Order by Lewis at 6:00 p.m.

2. Roll Call

Present: Cobbs, Comeau, Fenske, Toneman, Lewis
Absent: Fitzgibbon

3. Approval of Agenda

Motion by Toneman, second by Fenske to approve the December 11, 2012 regular meeting agenda as presented.

All in favor. Motion carried.

4. Review of Minutes - October 30, 2012 Workshop

5. Approval of Minutes – October 9, 2012

Motion by Fenske, second by Toneman to approve the October 9, 2012 regular meeting minutes as written.

All in favor. Motion carried.

6. Public Comments and Inquiries Concerning Items not on the Agenda

None at this time.

NEW BUSINESS

7. North Beach Plan

Lewis introduced the North Beach Plan by reading the staff report into the record.

Linda Hogan, 44 Grand Boulevard. She and her husband are permanent residents of North Beach. Hogan stated that she is delighted with the prospect of the North Beach improvements and thinks the proposed plan sounds wonderful. Hogan noted that she really

likes the idea of the boardwalk, stating that they are very important as it very difficult for older people and those with handicaps to get from the sidewalk to the waters edge. Hogan feels there is a need for another boardwalk on the other side of the beach or at the middle of the beach. Says she has heard a lot of positive feedback.

Pat Cornalisse, Cornalisse Design Associates: Landscape Architecture. Noted that there are two of the movable walkways on the plan; regarding location she pointed out that the movable walkways could be moved from year to year if there is a need. Cornalisse noted that the walkway by the playground equipment could be extended; the playground area is required to be accessible (barrier-free) and would be more cost effective. Cornalisse said once a grant is acquired additional planning will be done in a more nitty-gritty way.

Toneman asked whether the outdoor seating in front of the concession building could be extended further toward the lake in the future. Fenske asked whether tables are in the sand. There was discussion regarding the tables being picnic tables, not bistro tables, so work fine on sand. There was discussion regarding the size of the concrete pad.

Lewis noted that in conversation with the City Manager Lewis was told that if the North Beach Plan was passed tonight it would help the City in planning for the grant application and for the project. It was noted that the plan was presented to the residents but some residents feel only a handful actually had the opportunity to attend those meetings.

After a question regarding foot showers Cornalisse noted that there are three foot showers planned for the North Beach Project. Fenske noted that a full-body shower would be helpful; especially for people trying to clean their little children up.

Dan Olsen, Concessionaire. Olsen stated that the foot showers really help keep the sand out of the restroom drains and a full shower would be good. Noted there are movable ones with several heads that are available.

Motion by Fenske for City Council to review and approve the North Beach Plan, with the addition of a full-body shower, extended outdoor seating and look into locating a boardwalk closer to the middle of the beach. Second by Toneman.

All in favor. Motion carried.

There was discussion regarding residents with annual beach stickers parking their cars on the beach so their guests can park near the residents' cottages, which causes day trippers to have a hard time finding parking spaces. It was pointed out that some of the cottages in the Monroe Park area do not seem to have any provision for parking at all.

PUBLIC HEARING

8. 5 – Year MDNR Recreation Plan

No one from the public was present for the 5-Year MDNR Recreation Plan public hearing.

UNFINISHED BUSINESS

9. 5 -- Year MDNR Recreation Plan

After questions and discussion, Gildea went over sections 6 & 7. Gildea also explained what the State is looking for in the grant. One example goal is to “encourage health and fitness”. This could include trail connections, equipment that encourages activity, etc.

Gildea pointed out that Parks and Recreation were on this year’s Council priority list; Gildea noted that she feels that Parks will continue to be on Council’s radar.

Fenske asked whether the Liberty Hyde Bailey Museum will be included in the 5-Year Recreation Plan. There was discussion regarding the inclusion of Liberty Hyde Bailey; Gildea said the new curator has been in touch and all of their information has been added to the plan. Gildea also noted that Pilgrim Haven and SHARP will both fall under SHARA (South Haven Area Regional Authority). Gildea noted that the school and the township are reviewing and approving their sections of the plan; the City’s recreation plan expires in March so we would like to get it into the DNR’s hands by February.

Gildea noted that the City has been very fortunate with grants; Monroe Boulevard properties acquired, and a grant to extend the bike path into the city are just two of the grants awarded to the City. Fenske suggested sidewalks along the four (4) Monroe Boulevard properties to make it safer for people unloading and loading children and strollers or persons with handicaps. Toneman wondered about funding for sidewalks and Gildea explained that it would probably come from a combination of funds.

Motion by Toneman, second by Cobbs to approve the 5 – Year MDNR (Michigan Department of Natural Resources) Recreation Plan, changing the priority level of the Optimist Tot Lot fence to medium instead of high.

All in favor. Carried.

Motion by Toneman, second by Cobbs to recommend that City Council approve and adopt the proposed 5 - Year Recreation Plan.

All in favor. Motion carried.

3. Adjourn

Motion by Fenske, second by Toneman to adjourn at 6:45 p.m.

All in favor. Motion carried.

RESPECTFULLY SUBMITTED,

Marsha Ransom
Recording Secretary



City of South Haven

BOARD AND COMMISSION APPLICATION

Name Lette Montgomery-Reinart Phone [Redacted]

Address [Redacted] South Haven MI 49090
Street City State Zip

E-Mail Address [Redacted]

Resident of City? (Circle One) (Yes) No If Yes, how long: 25 years

Board or Commission Applying for: PARKS

Qualifications: As Executive Director of the Michigan Maritime Museum I am directly engaged in promoting and recognizing the importance of our quality parks and recreation. I am a team player and have experience working with many different organizations within our community. I have served as President and Board member of the SHCUB for years. also SWMTC for 5 years.

I believe I can benefit the City of South Haven by serving on a board and commission because: _____

I want our community to be the very best it can be!
I recognize how important the tourism industry is to our community and how fortunate we, as locals are to live here. South Haven is a jewel along the lakeshore. I would be proud to serve on a team that can help make it the very best it can be.

Signature Lette Montgomery-Reinart Date 1-7-13

Return Application to:
City of South Haven
Attn: Clerk's Office
539 Phoenix Street
South Haven, MI 49090
Fax: (269) 637-5319
Phone: (269) 637-0750

For Office Use Only:	
Appointed _____	
Term Expires _____	
Letter Mailed _____	



Agenda Item 7

Waterfront Film Festival
Charitable Gaming License

Background Information:

In order to conduct raffles within the State of Michigan, organizations must apply for a license through the State of Michigan Charitable Gaming Division. Representatives from the Waterfront Film Festival would like to conduct raffles to fundraise for their organization.

The resolution, required by MCL.432.103(9), recognizes Waterfront Film Festival as a nonprofit organization operating within the South Haven community, for the purpose of obtaining a charitable gaming license. Should the license be approved, it will be used for their Oscar Party Fundraiser in February, as well as during the actual event. A copy of the resolution must be submitted with their license application.

The City of South Haven has received similar requests in the past from the Al-Van Humane Society, South Haven Center for the Arts, Habitat for Humanity, and We Care.

Recommendation:

The City Council should consider approval of Resolution 2013-06: A Resolution recognizing Waterfront Film Festival as a non-profit organization for a Charitable Gaming License.

Support Material:

Resolution 2013-06



Charitable Gaming Division
 Box 30023, Lansing, MI 48909
 OVERNIGHT DELIVERY:
 101 E. Hillsdale, Lansing MI 48933
 (517) 335-5780
 www.michigan.gov/cg

Resolution 2013-06

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
 (Required by MCL.432.103(K)(ii))

At a _____ regular _____ meeting of the _____ City Council
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ Mayor Burr _____ on _____ January 21, 2013
DATE

at _____ 7:00 _____ ~~am~~ p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ Waterfront Film Festival _____ of _____ South Haven _____
NAME OF ORGANIZATION CITY

county of _____ Van Buren _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____ Approval _____
APPROVAL/DISAPPROVAL

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ City Council _____ at a _____ regular _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____ January 21, 2013 _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

Amanda Morgan, City Clerk

PRINTED NAME AND TITLE

City of South Haven, 539 Phoenix Street, South Haven, MI 49090

ADDRESS

COMPLETION: Required.
 PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)



Agenda Item 8

Alcohol in Public Spaces

Background Information:

The City Council will be asked to consider the introduction of an ordinance amendment permitting the controlled consumption of alcoholic beverages in the city's public spaces.

Recently, the Downtown Development Authority (DDA) Board approved a motion of support, to the City Council, to allow for the sale and consumption of alcohol on authorized public property. The proposed ordinance allowance could allow for downtown merchants to seek license agreements from the city, which could then be used for outdoor dining with alcohol consumption. Further, the proposed allowance could allow for special events to conduct beer/wine tents on public property. Please note that the sales and/or consumption would only be for property that has the appropriate local approval and license from the Michigan Liquor Control Commission. Based on the DDA's motion of support, the city's staff has been working to determine how this issue could be managed, and possibly considered by the City Council.

The city's attorney has provided an opinion on how this issue could be implemented and managed. That opinion is included within this packet, along with the DRAFT ordinance amendment.

At the December 14, 2012, City Council workshop session, the council members and staff discussed how allowing alcoholic beverages on public spaces could be managed. At the workshop session, the general consensus from the elected officials was to proceed with implementation of the program. Prior to the program implementation, the City Council will need to consider introduction and adoption of a code amendment, which allows alcohol in public spaces.

For tonight's meeting, the City Council is asked to consider introduction of the DRAFT ordinance amendment, which seeks to provide authorization for consumption of alcohol in and on city owned property.

Recommendation:

The City Council is asked to consider a motion to introduce an ordinance amendment, which seeks to provide authorization for consumption of alcohol in and on city owned property.

Support Material:

Attorney's Opinion
Proposed Ordinance

Scott G. Smith
T 616.608.1109
F 616.608.1169
Email: sgsmith@clarkhill.com

October 9, 2012

**CONFIDENTIAL—SUBJECT TO
ATTORNEY-CLIENT PRIVILEGE**

Brian Dissette, Manager
City of South Haven
5259 Phoenix Street
South Haven, Michigan 49090

Re: Alcohol Consumption in Public Spaces

Dear Mr. Dissette:

The City of South Haven is considering ordinance amendments to permit alcohol consumption in certain public spaces during community wide events. You have asked for our insights regarding other communities' experiences with respect to the sale and consumption of alcohol on public property.

A number of communities with which we work permit alcohol service and consumption at community wide events, particularly in designated areas such as beer tents. Those communities generally see alcohol service as an accommodation to the event organizers and the general public. Event organizers have often made requests for alcohol service hoping that, if a beer tent is made available, casual visitors might be more inclined to come to the festival or event, may stay longer than otherwise, and may purchase more goods and services from local businesses.

Those communities that allow alcohol service generally do so without much difficulty and generally without significant incident. Certainly, any time alcohol is readily available for public consumption, there exists a risk for disruptive behavior. But, with appropriate planning and adequate personnel to address potential public safety concerns, other communities with which we work have had successful community wide events in which alcohol is available for public consumption. Another Lake Michigan community, for example, permits a beer tent at one of its annual festivals, and event promoters have said it has enhanced the success of the event. A central Michigan community with which we work has reported a similar result.

Brian Dissette, City Manager

October 9, 2012

Page 2

With appropriate advanced planning for these types of event, the City should be adequately prepared to address issues that might arise. For example, if the alcohol sale and consumption is to occur at a community center, or other publicly owned indoor or outdoor venue, detailed plans for service areas that are sufficiently separated from the public (sometimes, for outdoor venues, with a double fence with sufficient space between the fences to prevent those inside and outside from handing to one another), identification checks, and insurance requirements should be established. The City might also consider an increased presence of public safety personnel, whether that be a patrol car parked nearby, or uniformed officers walking among the crowd, and/or requiring private security to help ensure those enjoying the alcohol do not get overly exuberant.

We trust this letter adequately addresses your concerns. Please do not hesitate to contact us if you need anything further on this matter.

Sincerely,

CLARK HILL PLC

Scott G. Smith

CITY OF SOUTH HAVEN
VAN BUREN AND ALLEGAN COUNTIES, MICHIGAN

ORDINANCE NO. ____

AN ORDINANCE TO ADD SECTION 42-29 TO THE CITY OF SOUTH HAVEN CODE OF ORDINANCES TO PROVIDE FOR CITY COUNCIL AUTHORIZATION FOR CONSUMPTION OF ALCOHOL IN AND ON CITY OWNED PROPERTY AND TO AMEND SECTION 54-105 OF THE CITY OF SOUTH HAVEN CODE OF ORDINANCES TO PROHIBIT THE CONSUMPTION OF ALCOHOL IN PUBLIC PLACES

The City of South Haven Ordains:

SECTION 1 Amendment. Section 42-29, Chapter 42, "Health and Sanitation," Article II, "Outdoor Gatherings," Division 1, "Generally," of the City of South Haven Code of Ordinances, is added to read as follows:

Sec. 42-29. Consuming Alcohol at Outdoor Assembly or Other Community Wide Event.

- (a) In a resolution approving an outdoor assembly or other community wide event, City Council may authorize the service and consumption of alcoholic beverages within City-owned facilities or on City-owned property in beer tents or in other similar temporary structures approved in accordance with this Article. The resolution shall establish the terms and conditions for such service and consumption.
- (b) City Council approval of alcohol service and consumption at an outdoor assembly or other community wide event shall not be construed to relieve a licensee of responsibility to comply with all other applicable state or local laws, rules, regulations or ordinances, including the application for and acquisition of a liquor license from the Michigan Liquor Control Commission, if necessary.
- (c) Notwithstanding the provisions of Section 42-27, this section is applicable to an event conducted or sponsored by an entity qualifying for tax exempt status under section 501(c)(3) of the Internal Revenue Code.
- (d) The City Council shall require indemnification and insurance coverage in amounts set from time to time by resolution. Proof of insurance, with copies of certificates naming the City as an additional insured are required prior to final approval.

SECTION 2 Amendment. Section 54-105, Chapter 54, "Offenses," Article V, "Offenses Against Public Peace," of the City of South Haven Code of Ordinances, is amended to read as follows:

Sec. 54-105. Consuming Alcoholic Liquor in Public Place.

- (a) Except as otherwise provided in subsection (b), section 42-29 of the South Haven Code of Ordinances, or by resolution of the City Council, no persons shall consume or have in their possession, in an open container, any vinous; malt, brewed, fermented, spirituous, or alcoholic liquors in any street, alley, park, private property, property open to public use, or other public place within the city.

(b) Alcohol service and consumption is permitted at outdoor sidewalk cafés possessing a special use permit and operating under an Outdoor Sidewalk Café Agreement approved by City Council as provided in the South Haven Zoning Ordinance. The Outdoor Sidewalk Café Agreement shall provide the terms and conditions for alcohol service.

SECTION 3 Publication and Effective Date. The City Clerk shall cause a notice of adoption of this ordinance to be published. This ordinance shall take effect 10 days after its adoption or upon publication of the notice of adoption, whichever occurs later.

Introduced by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this ____ day of _____, 2013.

Adopted by the City Council of the CITY OF SOUTH HAVEN, MICHIGAN on this ____ day of _____, 2013.

Robert G. Burr, Mayor

CERTIFICATION

I, Amanda Morgan, Clerk of the City of South Haven, Van Buren County, Michigan do hereby certify that the above Ordinance was adopted by the South Haven City Council on the ____ day of _____, 2013; and the same was published in a paper of general circulation in the City, being the *South Haven Tribune*, on the ____ day of _____, 2013.

Amanda Morgan, City Clerk



Agenda Item 9

Priority Setting Workshop Schedule

Background Information:

The City Council will be asked to schedule a series of priority setting workshops, which will illustrate the Council's priorities for the upcoming calendar year.

Over the coming weeks, the City Council will be asked to host a series of workshops to discuss priority setting for the upcoming fiscal year. Through these conversations, elected and appointed officials will be able to compile lists of items, projects, and concerns. From the lists, the City Council will begin the process of prioritizing their goals for the upcoming year. Based on those priorities, staff will work to develop a draft budget document which is intended to meet the bulk of the council's priorities.

Attached are the approved Fiscal Year 2012-13 Annual Priorities. It is my hope that through the review of the previously approved priorities and goals, the City Council members will develop ideas for the upcoming priority setting workshop.

Possible workshop dates that the City Council could consider are:

- January 28th at 6:00 p.m.
- February 4th at 6:00 p.m.

It is my hope that only one workshop session will be needed for the bulk of the priority setting process. However, an additional session has been scheduled if more time is needed to discuss the priorities. As a result, I am requesting that the City Council schedule one workshop session, but note that the additional workshop session may be needed.

Recommendation:

The City Council should consider a motion to schedule a workshop session to begin the annual priority setting process.

Support Material:

Adopted Fiscal Year 2012-13 Annual Priorities

City Council Priorities Fiscal Year 2012-13

Priority #1; Street Repairs

- City Council will focus on the planning and execution of as many paving projects as possible, throughout the city. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to complete the construction of the partially grant funded Williams Street project.
 - During the 2012-13 fiscal year Council will work with staff and consulting engineers on the construction planning and financial planning for the implementation of the Indian Grove infrastructure improvement (e.g. Monroe, Lovejoy, and Kalamazoo Streets) project.
 - Utilizing the grant funding provided by the State of Michigan, through the SRF program, for the Indian Grove infrastructure improvement project, the City will ensure the sanitary sewer system planning is complete and future capital projects will maximize benefit to the sewers.
 - During the 2012-13 fiscal year Council will work with staff to execute paving projects in the 2012 paving season and begin planning for 2013-14 projects.
 - The City will identify a “mix of fixes” and invest in both the resurfacing and the reconstruction of streets. As part of these investments, the City will prioritize street repairs on Michigan Avenue, and the impacted streets, affected by the Water Plant project’s construction traffic.

Priority #2; Economic Development

- City Council will seek to participate in Economic Development efforts for the City of South Haven. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff, local businesses and stake holders to encourage, attract, and maintain local businesses and opportunities.
 - The City will attempt to attract and develop agriculture based businesses and industry within the South Haven community.
 - During the 2012-13 fiscal year Council will focus on continuing to explore and enact partnership opportunities with the local units of government which surround the City of South Haven.
 - During the 2012-13 fiscal year Council will focus on supporting training initiatives/internships for existing and potential citizens and businesses in the City of South Haven.
 - During the 2012-13 fiscal year Council will refine policies and programs which encourage, whenever fiscally prudent, the purchase of local goods and services.

Priority #3; Parks & Public Spaces

- City Council will seek to improve, maintain, and seek funding opportunities for the city's parks and public facilities. The City Council will seek to develop new recreation opportunities within the city. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to complete the construction of the partially grant funded capital improvements to the South Beach Park.
 - Maintenance of the city's various beach access points will be a priority.
 - During the 2012-13 fiscal year Council will work with staff to construct the partially grant funded reconstruction of the Elkenburg Park.
 - During the 2012-13 fiscal year Council will work with staff to seek grant funds to assist with the planning and develop of improvements in and near the Black River Park. Those improvements should allow greater access to the Black River and attempt to improve water quality.

- City Council will seek to maintain the public infrastructure within the Dunkley Redevelopment Area.
- During the 2012-13 fiscal year Council will work with staff and the regional community stakeholders to assist with planning and development of the SHARP project.
 - Staff will continue to assist with the development of the South Haven Area Recreation Authority (SHARA)
- During the 2012-13 fiscal year Council will work with staff, concerned volunteers, and impacted property owners/stakeholders to plan and construct a new skate park facility.
- During the 2012-13 fiscal year Council will explore new park and public space programs which enhance City revenue and provide greater management oversight.
 - The Council will explore park rental programs, updates to the beach parking program, and other revenue enhancements which could be used to benefit the City's parks and public spaces.

Priority #4; Budget Controls

- City Council will seek to develop policies and procedures which assure budget controls and cost containment are a priority.
 - During the 2012-13 fiscal year Council will work with staff to plan and develop an operating budget which aligns with the decreasing State and local anticipated revenues. During the 2011-12 fiscal year Council will seek to update the City's capital improvement plan (Infrastructure Improvement Plan) and develop a multi-year budget document.
 - During the 2012-13 fiscal year Council will work with staff to ensure the City of South Haven complies with the requirements of the State of Michigan's Economic Vitality Incentive Program (EVIP) to ensure maximum revenue is returned to the city.

Priority #5; Infrastructure Maintenance & Improvements

- City Council will seek to maintain the highest quality public infrastructure. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff and the Board of Public Utilities to explore the city's sanitary sewer system and eliminate inflow and infiltration of storm water connections from flowing to the Waste Water Treatment Plant.
 - During the 2012-13 fiscal year Council will focus on capital improvement planning for the Waste Water Treatment Plant.

Priority #6; Bicycle & Pedestrian Pathways

- City Council will seek to plan and construct bicycle paths throughout the city. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to complete construction of the partially grant funded Kal-Haven bicycle pathway project, which connects bicycle riders of the Kal-Haven Trail into the city's downtown and lake front areas.
 - During the 2012-13 fiscal year Council will work with staff to design and construct improvements to the Van Buren Trail bicycle pathway project, which connects the city to the Van Buren State Park.
 - During the 2012-13 fiscal year Council will work with staff on the planning and development of the Blue Star Highway multi-use trail project.

Priority #7; City Code & Charter Review

- City Council will seek to review and consider possible alterations to the City's Code of Ordinances. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to review and consider alterations to the City's Code of Ordinances to ensure best practices. Staff will be expected to prepare a variety of code review reports, with possible alterations, for the City Council's consideration.

Priority #8; Central Business District Maintenance & Improvements

- City Council will seek to improve the city's downtown central business district. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to plan and implement repairs and maintenance of the downtown public infrastructure.
 - During the 2012-13 fiscal year Council will work with staff to review funding options to make improvements in the city's downtown.

Priority #9; Building Improvements & Construction

- City Council will seek to construct and/or improve a portion of the city's public buildings and grounds. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will begin actively exploring concession stand proposals for the South Beach. These proposals may include potential partner agencies to assist with the capital cost for the proposed project.
 - As part of the concession stand planning, City Council will explore improvements which provide greater access to restrooms, family restrooms, changing rooms, and accessible improvements.
 - During the 2012-13 fiscal year Council will work with staff to construct the partially grant funded reconstruction of the North Marina building.
 - During the 2012-13 fiscal year Council will work with staff to plan and implement upgrades, repairs, and remodeling of the Police/Fire Complex. These improvements are to be financed through the emergency dispatch consolidation savings.
 - During the 2012-13 fiscal year Council will work with staff to plan and implement upgrades to the City Hall façade.

Priority #10; Customer Service

- City Council will seek to improve customer service and support from the city's various departments. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to plan and implement customer service and job training to city staff, focusing on improving the public's impression of and interaction with the city's staff.

Priority #11; Land Acquisition

- City Council will explore the possible acquisition of property which present specific value (e.g., recreational and/or environmental) to the citizens and guests of the City of South Haven. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to seek grant funds to assist with the potential acquisition of the privately owned, undeveloped parcels along the Monroe Boulevard bluff area.
 - During the 2012-13 fiscal year Council will work with staff and the South Haven Public School system to seek grant funding for the purchase of the Packard Park property.

Priority #12; Explore Youth Services Programs

- City Council will explore the possible expansion of services tailored to address the needs of local youth. The following tasks will be completed:
 - During the 2012-13 fiscal year Council will work with staff to explore the possible development of youth services. Staff will seek to develop possible partnerships to develop youth services programs. Staff will seek possible funding sources to offset the service costs.

January 17, 2013

TO: Brian Dissette

FR: Paul VandenBosch

RE: Street Garage Site, Offloading and Transfer Site Agreement

DK Construction has proposed to use the former City Street Garage site to offload dredge spoil from a local marina dredging project. DK Construction proposes to off load material with a crane from a barge directly to a truck. The material would then be moved to another location by truck.

The contractor would pay the City \$50 per day for use of the site.

Staff Recommendation:

Approve the Offloading and Transfer Site Agreement

SITE USE AGREEMENT

This Site Use Agreement is made as of _____, 2013 between the City of South Haven, a Michigan municipal corporation of 539 Phoenix Street, South Haven, MI 49090 (the "City"), and DK Construction, a Michigan corporation of 346 W. 15th Street, Holland, MI 49423 (the "Contractor").

RECITALS

- A. The Contractor has a contract to dredge portions of the Old Harbor Moorings Marina on the Black River in the City and has secured a dredging permit from the Michigan Department of Environmental Quality (the "MDEQ").
- B. The Contractor needs a site to offload approximately 600 cubic yards of dredge spoils onto trucks to transport and dispose of those dredge spoils and seeks to use the former City Garage site at the corner of E. Wells Street and Dunkley Avenue generally depicted on the attached **Exhibit A** (the "Site").
- C. The Site is identified is subject to regulation under Part 201 of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, MCL 324.20101 *et seq.*, due to contamination or possible contamination.
- D. The City is amenable to the Contractor's use of the Site under the following terms and conditions.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

- 1. **Use of Site.** The Contractor may use the Site to offload dredge spoils from the Old Harbor Moorings Marina only and not from any other area to offload dredge spoils from barges directly onto trucks and for no other activities. The Contractor shall not offload spoils onto the ground or any other surface or area at the Site. The Contractor shall dewater the dredge spoils on its barges before offloading onto transport trucks to minimize any run-off from the dredge spoils. After loading its trucks, the Contractor will immediately transport the dredging spoils to an off-site disposal location. The Contractor shall be responsible for cleaning up any water drainage that occurs during the process.
- 2. **Site Condition, Indemnification.**
 - (a) The Contractor acknowledges receipt of information relating to the Site's environmental contamination and that it has had an opportunity to engage in any investigation and due diligence regarding the condition of the Site that it wished to undertake. The City has made no representations and disclaims any warranties concerning the condition of the Site or its suitability for any use or purpose, including for the use(s) the Contractor is making of the Site under this Agreement.
 - (b) The Contractor acknowledges and represents that it is the operator of the Site for all purposes concerning the transfer of the dredge spoils and that it has the sole control over that operation. The Contractor shall be solely responsible for complying with all laws, rules, regulations, and the requirements of all permits or licenses, including without limitations, environmental laws, rules and regulations, with respect to the Contractor's operations on the Site. The Contractor shall hold the City (defined for this paragraph to include the City's officers and employees) harmless from, indemnify it for, and defend it against any civil or administrative claim, demand, cause of action, award, judgment or order resulting from the Contractor's use of or activities on the Site, including, without limitation, the exacerbation of any contamination on the Site or contamination in or resulting from the dredge spoils.

(c) The Contractor shall provide to the City a copy of its MDEQ issued dredging permit, and any other permits, approvals, notices, reports or other documents filed with or received from the MDEQ or any other governmental agency or official that relate to the Contractor's use of or activities on the Site.

3. Payment. The Contractor will pay to the City \$50.00 per day for each day it uses the Site. Payment shall be made within 10 days after the Contractor's last use of the Site.

4. Insurance. The Contractor shall obtain and maintain commercial general liability insurance with limits of not less than \$1,000,000.00 dollars per occurrence and \$3,000,000.00 dollars in the aggregate. All policies shall name the City (including its officers and employees) as an endorsed additional insured and certificate holder. The Contractor shall provide to the City copies of certificates of insurance showing the coverage to be in place, that the premiums are fully paid, and that coverage cannot be terminated or modified except after 30 days prior written notice to the City. Upon request, the Contractor shall provide the City with copies of the policies of insurance and all endorsements.

5. Term and Termination. This Agreement takes effect as of the date first written above and use of the Site shall terminate not later than _____, 2013. The Contractor's obligations to the City under paragraph 2 of this Agreement shall continue indefinitely until any applicable statutes of limitation or repose are effective.

6. Miscellaneous. This Agreement was made in Van Buren County, Michigan. This is the entire agreement between the parties regarding its subject matter. There are no prior or contemporaneous agreements. It may not be modified or amended except in writing, signed by the parties. It shall not be affected by any course of dealing. The captions are for reference only and shall not affect its interpretation. This Agreement shall be construed as though it was mutually drafted.

The parties have signed this Agreement as of the date first above written.

CITY OF SOUTH HAVEN

DK CONSTRUCTION, INC.

By: _____
Robert Burr, Mayor

By: _____
* _____
Its: _____

By: _____
Amanda Morgan, Clerk

Date signed: _____, 2013

Date signed: _____, 2013

Exhibit A
Depiction of the Site

MEMORANDUM

DATE January 18, 2013

TO: Brian Dissette, City Manager
FROM: Deb Davidson, DDA Director

SUBJECT: Application to Michigan State Housing Development Authority (MSHDA) for a Community Development Grant

Background Information:

City Council will be asked to consider setting a public hearing on February 4, 2013 to allow comment regarding the application to the Michigan State Housing Development Authority (MSHDA) Community Development Grant.

On January 4th, City staff was informed that a new grant opportunity has become available through MSHDA. At the February 4th, 2013 meeting, City Council will be asked to consider an application for improved accessibility and public space to City Hall and Phoenix Street.

The MSHDA Community Development grant is new this year. In March 2012, forty-nine state attorneys general, including Michigan Attorney General Bill Schuette, entered into a settlement with five of the nation's largest mortgage servicers following a lawsuit regarding mortgage foreclosure practices. Among other things, the settlement resulted in direct payments to states. Of Michigan's \$97.2 million share, the Michigan Housing and Community Development Fund (the "MHCD Fund") has been appropriated \$3,709,500 from 2012 PA 296. The total allocation of 2012 funds \$3,785,500 (appropriated funds from 2012 PA 296 plus \$76,000 in recaptured funds) represents the third opportunity to allocate funding to eligible activities under legislation authorizing the MHCD Fund. The MHCD Fund will support projects designed to fuel strategies leveraging public and private resources to meet the affordable housing needs of low income, very low income, and extremely low income households and to finance projects located in a downtown area or adjacent neighborhood.

The application is due on or before February 15, 2013 by 11:59 p.m. Only one application per applicant is permitted. The Michigan State Housing Development Authority ("MSHDA") expects to make 10-15 awards statewide.

Recommendation:

The City Council should consider a motion to set a public hearing date at their regular meeting on February 4, 2013, 7:00 p.m. to consider application to the MSHDA Community Development Grant.