

## AGENDA

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN PERSON AND VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, OCTOBER 16, 2023, BEGINNING AT 6:00 P.M.

PLEASE NOTE: All guests and parties in attendance are asked to sign in if they will be making any comments during meetings, so that the City Clerk may properly record your name in the minutes. Public comments are limited to 3 minutes in length while matters from the floor are limited to 10 minutes. All in attendance are asked to silence all cell phones and other electronic devices. Accommodations are available upon request to those who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All request for accommodations should be made with as much advance notice as possible, typically at least 10 business days in advance by contacting City Clerk Lori Ann Clover at (989) 345-0500. [DISCLAIMER: Views or opinions expressed by City Council Members or employees during meetings are those of the individuals speaking and do not represent the views or opinions of the City Council or the City as a whole.] [NOTICE: Audio and/or video may be recorded at public meetings of the City Council.]

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Scheduled Matters from the Floor
  - A. County Update
- V. Public hearing
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
  - A. RFP Light Poles
  - B. RFP Tree Removal
- IX. Unfinished Business
- X. New Business
  - A. Bills
  - B. Resolution 23-27 Tax Over/Under Payments
- XI. Approval of the minutes and summary from the regular meeting held October 2, 2023.
- XII. Consent Agenda
  - A. Treasurer's Report and Investment Summary
  - B. West Branch Police Department September 2023 report
  - C. Minutes from the special meeting of the West Branch Park and Recreation Committee held July 17, 2023
  - D. Minutes from the Planning Commission meeting held September 12, 2023
- XIII. Communications
  - A. ARPA-0897 City of West Branch Placemaking and Parks expansion grant denial

Next meeting – November 6, 2023



- B. ISO Analysis of the structural fire suppression delivery system
- C. Proof for the new Wildlife sign at Irons Park
- D. Flyer for Mike Hoadley Town Hall meeting October 26, 2023

XIV. Reports

- A. Mayor
- B. Council
- C. Manager

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

October 17 Summer Music Series – Library 4:00 pm

October 17-27 Audit

October 18 Airport 12:15 pm

October 18-20 MML Conference

October 24 DDA 12:00 pm

Next meeting – November 6, 2023



## **Request for Bids/Proposals**

The City of West Branch is seeking proposals/bids for the replacement of light poles on Houghton Ave. as part of the City's streetscape project that will coincide with the MDOT road reconstruction program starting in the Spring of 2024.

Sealed bids clearly marked "Light poles" are due by October 5<sup>th</sup> at noon and will be opened publicly immediately thereafter in the Council Chambers of City Hall, located at 121 N. 4th St, West Branch, MI 48661. Bids may be submitted via mail or in person, during regular business hours of Monday – Friday 8:00 a.m.-4:30 p.m., to City Hall. Questions on the bid can be submitted to City Manager John Dantzer at the address above, by email at [citymanager@westbranch.com](mailto:citymanager@westbranch.com), or by phone at (989) 345-0500.

All prices etc., listed in bids/proposals good for 90 days, unless indicated otherwise by bidder. City Council reserves the right to accept or reject any and all bids.

Supplier is to provide 105 Lumecon brand light poles based on the following setup:

### Quantity of 53 of Light #1

- Option A  
12'X4" X.125 aluminum straight flute with GFI plugs, Little Woodward decorative light fixture, flag holders, and Yale 17 series clamshell base, no anchor bolts, black color.
- Option B  
12'X4" X.125 aluminum straight flute with GFI plugs, Little Woodward decorative light fixture, flag holders, and Stafford 18 series clamshell base, no anchor bolts, black color.

### Quantity of 52 of Light #2

- Option A  
12'X4" X.125 aluminum straight flute with GFI plugs, Little Woodward decorative light fixture, 24" set fixed banner arms, and Yale 17 series clamshell base, no anchor bolts, black color.
- Option B  
12'X4" X.125 aluminum straight flute with GFI plugs, Little Woodward decorative light fixture, 24" set fixed banner arms, and Stafford 18 series clamshell base, no anchor bolts, black color.

Supplier may also substitute a different brand light configuration as long as the design is similar and the supplier can demonstrate their proposed brand is of equal quality.

Addendum #1 – The aluminum pole will change from the .125 thickness to .188 thickness for added strength.



CITY OF  
WEST BARNETT

"LIGHT POLES" PROPOSAL



**MEDLER ELECTRIC COMPANY**  
**WHOLESALE ELECTRICAL**  
**DISTRIBUTORS**  
2543 South M-76, West Branch  
48661  
Phone 989-345-5720  
800-322-0203 Fax 989-345-4





#### Company Address:

2543 South M-76 | West Branch, Michigan 48661  
Phone: (989) 345-5720 | Fax: (989) 345-4575

Date 10/3/2023  
Quotation # S5133756  
Customer ID 3137

#### Quotation For:

John Dantzer - City Manager  
City of West Branch  
121 N. Fourth Street  
West Branch, MI 48661

Quotation valid until: 1/3/2024  
Prepared by: Brian Leibler

#### Comments or Special Instructions:

Freight Allowed as quoted. Minimum of 10 fixtures/poles to meet freight. 22-24 week lead time for delivery.

Salesperson	P.O. Number	Release Number	Ship VIA	Terms
Phil Ehinger	Downtown Lights	N/A	Direct	Net 30

Quantity	Description	Unit Price	Taxable?	Amount
53	Light #1 - Option A	\$ 2,125.00	No	\$ 112,625.00
53	Light #1 - Option B	\$ 2,325.00	No	\$ 123,225.00
52	Light #2 - Option A	\$ 2,220.00	No	\$ 115,440.00
52	Light #2 - Option B	\$ 2,425.00	No	\$ 126,100.00



## **Tree Removal RFP**

The City of West Branch is seeking proposals/bids for a tree removal project within the City. The tree is located on the corner of Houghton Ave and Livingston St. Bid should include the removal of the tree including all branches. Stump removal and grinding is not required. Tree removal must be completed by December 31, 2023. Additional information regarding this project can be obtained by contacting Department of Public Works Superintendent Mike Killackey at (989) 965-4982.

Sealed bids clearly marked "Tree Removal Bid" are due by Wednesday, October 11, 2023 at 12:00 pm and will be opened publicly immediately after in the Council Chambers of City Hall, located at 121 N. 4th St, West Branch, MI 48661. Bids may be submitted via mail or in person, during regular business hours of Monday – Friday 8:00 a.m.-4:30 p.m., to the following address: 121 N. 4th St., West Branch, MI 48661. If you have any questions, please contact City Hall at (989) 345-0500.

All prices etc., listed in bids/proposals good for 90 days, unless indicated otherwise by bidder. City Council reserves the right to accept or reject any and all bids.





121 North Fourth Street, West Branch, Michigan 48661  
Phone 989-345-0500, Fax 989-345-4390,

DPW Superintendent Mike Killackey and City Manager John Dantzer were on hand for the opening of the Livingston St. tree bids at 12:00 pm on October 11, 2023.

1. Red's Property Maintenance - \$1,200.00
2. J's Tree Service - \$690.00
3. Worthy Tree Service - \$800.00



Red's Property Maintenance LLC

PO BOX 213  
West Branch, MI 48661 US  
lucas@redswb.com



Estimate

ADDRESS  
Tree Removal Bid  
City Of West Branch  
121 N 4th  
West Branch, MI

ESTIMATE 1025  
DATE 10/10/2023  
EXPIRATION DATE 12/31/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Tree/ Brush Removal	Removal of tree at west corner of Houghton Ave and Livingston St. This includes removal of the tree and all branches.	1	1,200.00	1,200.00

Thank you for the opportunity to place a bid on this project. Please contact me for any questions. Lucas 989-639-0171

TOTAL \$1,200.00

Accepted By  
  
Accepted Date



Red's Property Maintenance  
P.O. Box 213  
West Branch, MI 48661

ADDRESS  
Tree Removal Bid  
City Of West Branch  
121 N 4th  
West Branch, MI

RECEIVED  
OCT 10 2023  
By: *Bob* 10:24 AM



[illegible]



J's tree service  
West Branch

Livingston St Tree  
Bid

RECEIVED  
OCT 09 2023  
BY: MC 289m

RECEIVED  
OCT 05 2023  
BY: JH 289m



Worthy Tree Services  
Dalton Worthy  
6261 Miller Road Alger, MI 48610  
989-501-0869

155644

CUSTOMER'S ORDER NO.		DATE 10/10/23				
NAME City of West Branch						
ADDRESS S. Livingston st / Houghton AVE						
CITY, STATE, ZIP West Branch 48661						
SOLD BY	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT
QUAN.		DESCRIPTION		PRICE	AMOUNT	
1	1	Boxelder Removal				
2	-	chip Brush + Debris				
3	-	Remove Wood				
4	-	Rake Jobsite				
5						
6		Total: \$800. <sup>00</sup>				
7						
8						
9						
10						
11						
12						
RECEIVED BY						

A-4705  
T-46528

KEEP THIS SLIP FOR REFERENCE

01-11



Worthy Tree Services  
Dalton Worthy  
6261 Miller Road Alger, MI 48610  
989-501-0869

RECEIVED  
OCT 11 2023  
10:41

*Tree Removal*

~~RECEIVED  
OCT 17 2023  
BY: *an* 10:41~~



*ATTACHED IS A  
LIST OF THE  
BILLS TO BE APPROVED  
AT THIS COUNCIL MEETING*

BILLS	\$155,110.49
<i>BILLS AS OF 10/12/23</i>	\$155,110.49
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$0</i>
<b>TOTAL BILLS</b>	<b>\$155,110.49</b>

**BILLS ARE AVAILABLE  
AT THE MEETING  
FOR COUNCIL'S REVIEW**



Vendor Name	Amount	Description
AKTPEERLESS	11,726.92	508 E HOUGHTON AVE
BECKETT & RAEDER	135.00	M55 STREETSCAPE
BELL EQUIPMENT CO	52.51	DPW PARTS
BOLEN ASPHALT PAVING INC	13,400.00	WRIGHT STREET
CHARTER COMMUNICATIONS	769.85	PHONE & INTERNET OCTOBER
CINTAS	361.08	UNIFORMS
CINTAS	34.48	WWTP SAFETY SUPPLIES
CITY OF WEST BRANCH	715.72	WATER BILLS SEPTEMBER
CONSUMERS ENERGY	8,662.24	ELECTRIC BILLS
CONSUMERS ENERGY	24.31	ELECTRIC
DETROIT SALT COMPANY	7,195.89	SALT
DO ALL INC	446.36	RECYCLING AUGUST & PART SEPT
FLEIS & VANDENBRINK	1,521.20	DWAM PROJECT
FOSTER BLUE WATER OIL LLC	4,264.39	FUEL SEPTEMBER
GFL ENVIRONMENTAL	15,025.86	GARBAGE & RECYCLING OCTOBER & BIRDCAGES
GREAT LAKES TECH CONSULT LLC	166.25	IT SERVICES
GREEN CONTRACTING INC	9,100.00	HOUGHTON FAIRVIEW PROJECT
HOME DEPOT	29.88	DPW SUPPLIES
HUNT BROS	70,356.50	HOUGHTON FAIRVIEW JOB
MEDLER ELECTRIC CO	80.32	DPW SUPPLIES
MICHIGAN PIPE & VALVE	575.00	VARIOUS SUPPLIES
MILLER OFFICE MACHINES	647.77	COPIERS
MVW & ASSOCIATES INC	1,000.00	ASSESSOR NOVEMBER
OFFICE CENTRAL	229.91	OFFICE SUPPLIES
SAVE A LOT	101.91	VARIOUS CHARGES
SCHINDLER ELEVATOR CORPORATION	1,769.99	WWTP ELEVATOR
SELLEY'S CLEANERS	124.50	POLICE DRY CLEANING
SLC METERS LLC	3,488.05	METERS & PARTS
STEPHENSON & COMPANY PC	1,315.00	CONSULTING SERVICES FOR PREVIOUS YEAR
TURNER, JEAN	400.00	CEMETERY PLOTS BUY BACK
UPS	13.22	SHIPPING WATER SAMPLES
WASTE MANAGEMENT INC	288.81	WWTP DUMPSTERS
WEST BRANCH ACE HARDWARE	396.22	VARIOUS SUPPLIES
WEST BRANCH AUTOMOTIVE	415.22	VARIOUS SUPPLIES
WEST BRANCH NAPA AUTO TRUCK	43.97	VARIOUS SUPPLIES
WEST BRANCH TOWNSHIP TREASURER	59.22	QUARTERLY SURCHARGE JULY - SEPTEMBER
WILLARD'S EQUIPMENT CO	122.94	DPW PARTS
WILLIAMS, MICHAEL	50.00	PAVILION REFUND
<b>Total</b>	<b>155,110.49</b>	



**RESOLUTION 23-27**  
**RESOLUTION REGARDING MINIMAL TAX OVERPAYMENTS**

**WHEREAS**, the City Treasurer receives overpayments in the course of collecting taxes, and;

**WHEREAS**, the cost to the City to return small overpayments, due to postage and administrative costs, exceeds \$10.00,

**NOW, THEREFORE, BE IT RESOLVED THAT:** The City of West Branch Treasurer shall be authorized to apply minimal overpayments in the amount of \$10.00 or less to the Property Tax Administration Fee. The Treasurer shall reimburse the taxpayer for amounts equal to or greater than \$10.01.



REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, OCTOBER 2, 2023.

Mayor Frechette called the meeting to order at 6:00 p.m.

Present: City Mayor Paul Frechette, Council Members Carol Adair, Joanne Bennett, Mike Jackson, Rusty Showalter, and Cathy Zimmerman.

Absent: Council Member Ellen Pugh

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, Police Chief Ken Walters, DPW Supervisor Mike Killackey, City Realtor Yvonne DeRoso, City Attn: Gregory Meihn (via Zoom), and County Commissioner Craig Scott.

All stood for the Pledge of Allegiance.

\* \* \* \* \*

Commissioner Scott gave a county update. The county approved resolutions for an abuse prevention policy, the annual MSU Extension agreement, USDA grants for the Sheriff's Department, the annual agreement with Rhea Family Animal Shelter. They approved a 2% compensation increase for non-judicial elected officials. The annual 23/24 budget was approved. The Road Commission also approved their 23/24 budget.

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY ADAIR TO EXCUSE MEMBER PUGH FROM TODAY'S MEETING.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

Manager Dantzer and DPW Supervisor met with the owner of Horizon Sealcoating. They had the lowest bid and they went to each of the spots where the striping would occur to ensure everything was covered under the bid.

**MOTION BY ADAIR, SECOND BY ZIMMERMAN TO APPROVE THE BID FROM HORIZON SEALCOATING NOT TO EXCEED \$4,997.50 FOR STRIPING ON VARIOUS CITY PARKING LOTS.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

Manager Dantzer and DPW Supervisor Killackey reviewed the bids for the asphalt on S. Fourth St. Both Mid-Michigan and Hodgins have done work for the city in the past and did a good job. Mid-Michigan was the lowest bid for this project.



**Yes —Adair, Bennett, Frechette, Jackson, Zimmerman      Abstain – Showalter**



**No – None**

**Absent – Pugh**

**Motion carried**

**RESOLUTION #23-26**

WHEREAS, the City of West Branch is in the process of selling Lot 21, Industrial Park West, and

WHEREAS, the purchaser is interested in signing a purchase agreement,

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby authorizes City Manager, John Dantzer, to sign the purchase agreement for Lot 21, Industrial Park West with Progress Street West Branch Leases LLC, and

FURTHER BE IT RESOLVED, that as long as all the conditions of the purchase agreement are met that Mayor Paul Frechette and City Manager John Dantzer are hereby authorized to sign all documents pertaining to the sale of Lot 21, Industrial Park West.

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY BENNETT, TO APPROVE THE FIRST HALF OF THE AIRPORT APPROPRIATION.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

Manager Dantzer explained that the city would be eligible for grant funds to cover the cost of the installation of the lights and guardrails. The city would be responsible for the street markings and an annual maintenance fee from the State (currently \$2,300.00) if we approve the upgrade. If we were to disagree, this would bring the chance of additional liability should anything happen and the possibility of no grant funding.

**MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO APPROVE THE N. SEVENTH ST. RAILROAD UPGRADE PROJECT BASED ON THE FINDINGS AND RECOMMENDATIONS OF THE STATE SAFETY DIVISION AND AUTHORIZE MANAGER DANTZER TO SIGN ALL GRANT FUNDING PAPERS REQUIRED.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY JACKSON TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD SEPTEMBER 18, 2023.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**



**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY JACKSON TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; MINUTES FROM THE AIRPORT BOARD MEETING HELD AUGUST 16, 2023; MINUTES FROM THE LAND BANK AUTHORITY MEETING HELD AUGUST 16, 2023; MINUTES FROM THE DDA MEETING HELD AUGUST 22, 2023; MINUTES FROM THE WWTPA MEETING HELD JUNE 20, 2023; AND MINUTES FROM THE IDC MEETING HELD JUNE 19, 2023.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

Communications included a thank you from both the Summer Music Series and The Brook, Question. Persuade. Refer – Suicide Training flyer, Halloween flyer, and an Active Shooter training flyer.

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY JACKSON, TO APPOINT MATTHEW THOMPSON TO THE ELECTION COMMISSION.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

Mayor Frechette expressed his thanks to DPW Supervisor Killackey and all of his staff for the extra effort they are putting into their jobs due to the construction and various issues caused by it.

Member Jackson stated that the construction is causing financial issues in the downtown business district. He also reminded those present that the EDC and Airport Board meetings were during the MML Conference.

Member Bennett asked if Council and Manager Dantzer would keep their eyes open for any grants the 12 Step Club might be able to use for the exterior of the building. They have done such a good job cleaning up the area she would like to see some assistance given to them.

Member Showalter thanked the powers that be for keeping trick or treating on Halloween night. He also noted that there was a red cooler next to the USDA building transformer. DPW Supervisor informed Council that it has concrete cylinders in it. Mike will contact them and have them pick it up.

Manager Dantzer stated that there is still an opening on the Board of Review if anyone has recommendations. Manager Dantzer noted that Council had previously approved work for parts of Wright St and S. First. He noted the work on Wright St was finished but S. First was still not completed. He asked to get Councils thoughts on



cancelling the S. First work due to it being a part of the recently approved grant, He recommended using that portion of road work on the parking lot off of N. Third instead.

\* \* \* \* \*

**MOTION BY ZIMMERMAN, SECOND BY SHOWALTER, TO REMOVE S. FIRST ST. FROM THE APPROVED ROADWORK.**

**Yes —Adair, Bennett, Frechette, Jackson, Showalter, Zimmerman**

**No – None**

**Absent – Pugh**

**Motion carried**

\* \* \* \* \*

Manager Dantzer will put out an RFP for repaving the parking lot on N. Third St. He also explained to council costs on the Houghton project. His recommendation is to use the committed infrastructure funds to cover the city's portion so it doesn't have to come out of the annual general fund budget and get a 25-year bond for approximately \$2 million. The water fund and DDA can support the annual payments required. The bond council will draw up the resolution.

DPW Supervisor Killackey reported that Fairview Rd. would hopefully be opening at the intersection on Wednesday. There will still be lane closures on Houghton Ave due to AT&T replacing their lines for the next four to six weeks. Fleis & Vandenbrink is working on a topographical survey for the DWSRF water system upgrade.

Chief Walters informed members that Officer Bicoll's last day of law enforcement was today. He is getting out of the law enforcement field totally. There is a private entity that donates the cost of a dog for the K-9 team. That however, will be a couple of years out. The new police vehicle will hopefully be ready to hit the road next week. There are currently two police vehicles still in the shop.

Attn. Meihn informed members that there would be a draft building ordinance for their review at the next meeting.

Ms. Garza informed members that her last day at the paper would be tomorrow. Members wished her luck in all her future endeavors.

City Realtor DeRoso gave a report on the EDC meeting. There are three training events coming up Effective Use of Social Media for Business October 5<sup>th</sup>, Business Collaboration for Mutual Benefit October 12<sup>th</sup>, and Economic Outlook Breakfast October 19<sup>th</sup>. They have some new loans available through their revolving loan fund. They just finalized a survey on child care in our area.

Commissioner Scott asked about Victory St. being paved with some of the road construction that is happening.

Mayor Frechette adjourned the meeting at 6:55 pm.

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Paul Frechette, Mayor

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Lori Ann Clover, Clerk



SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, OCTOBER 2, 2023.

Mayor Frechette called the meeting to order at 6:00 p.m.

Present: Mayor Frechette, Council Members Adair, Bennett, Jackson, Showalter, and Zimmerman.

Absent: Member Pugh

Other officers present: Manager Dantzer, Clerk Clover, Chief Walters, DPW Supervisor Killackey, City Realtor DeRoso, Attn. Meihn (via Zoom), and Commissioner Scott.

All stood for the Pledge of Allegiance.

Commissioner Scott gave a county update.

Council excused Member Pugh.

Council approved the bid from Horizon Sealcoating for striping on various city parking lots.

Council approved the bid from Mid-Michigan Asphalt for repaving S. Fourth St.

Council approved bills in the amount of \$110,241.99.

Council approved special event permits for the Christmas Light Parade and the West Branch Light Pole Decorating Contest.

Council approved to have Member Showalter abstain from voting on Resolution 23-26 and the sale of Lot 21.

Council approved the sale of Lot 21 contingent upon a reverter clause and approved Resolution 23-26.

Council approved the first half of the airport appropriation.

Council approved the N. Seventh St. railroad upgrade and authorized Manager Dantzer to sign.

Council approved the minutes and summary from the regular meeting held September 18, 2023.

Council received and filed the treasurer's report and investment summary; minutes from the Airport Board meeting held August 16, 2023; minutes from the Land Bank Authority meeting held August 16, 2023; minutes from the DDA meeting held August 22, 2023; minutes from the WWTPA meeting held June 20, 2023; and minutes from the IDC meeting held June 19, 2023.

Communications were shared.

Mayor Frechette; Members Jackson, Bennett, and Showalter; Manager Dantzer; Chief Walters, DPW Supervisor Killackey, City Realtor DeRoso, and Attn: Meihn gave updates.

Council appointed Mathew Thompson to the Election Commission.

Council approved removing S. First St. from the approved roadwork.

Mayor Frechette adjourned the meeting at 6:55 pm.



CASH SUMMARY BY BANK FOR WEST BRANCH  
FROM 10/01/2023 TO 10/31/2023

Bank Code		Beginning Balance 10/01/2023	Total Debits	Total Credits	Ending Balance 10/31/2023
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101	GENERAL FUND	1,259,368.56	72,215.72	89,789.39	1,241,794.89
150	CEMETERY PERPETUAL CARE	41,285.19	0.00	0.00	41,285.19
209	CEMETERY FUND	3,925.53	890.87	2,059.91	2,756.49
237	MARIJUANA FUND	4,500.00	0.00	0.00	4,500.00
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	15,105.95	0.00	9,504.75	5,601.20
248	DDA OPERATING FUND	323,365.80	12.15	7,970.00	315,407.95
251	INDUSTRIAL PARK FUND	1,741.65	0.00	170.01	1,571.64
276	HOUSING RESOURCE FUND	188,069.98	464.00	0.00	188,533.98
318	SEWER DEBT FUND	136,252.92	9,768.98	224.71	145,797.19
319	WATER DEBT FUND	98,885.98	2,167.83	89.29	100,964.52
572	PLANT REPLACEMENT FUND (R&I)	2.70	0.00	0.86	1.84
590	SEWER FUND	355,569.38	12,906.88	30,666.49	337,809.77
591	WATER FUND	770,935.04	15,944.16	15,088.50	771,790.70
592	WATER REPLACEMENT FUND	735,180.51	0.00	2,584.68	732,595.83
593	SEWER COLLECTION	286,959.78	2,453.76	3,284.66	286,128.88
561	EQUIPMENT FUND	4,568.91	10,543.97	10,337.24	4,775.64
704	PAYROLL CLEARING	24,496.84	44,994.36	44,994.36	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	14,120.87	0.00	0.00	14,120.87
707	YOUTH SAFETY PROGRAM	115.00	0.00	0.00	115.00
	GEN1 - GENERAL CHECKING	4,264,450.59	172,362.68	216,764.85	4,220,048.42
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	710,510.36	22,016.78	9,525.70	723,001.44
203	LOCAL STREET FUND	485,604.29	12,808.35	1,542.17	496,870.47
	MAJOR/ LOCAL STREETS	1,196,114.65	34,825.13	11,067.87	1,219,871.91
PAY	PAYROLL				
704	PAYROLL CLEARING	40,340.24	44,994.36	42,775.20	42,559.40
	PAYROLL	40,340.24	44,994.36	42,775.20	42,559.40
THEM	SAVINGS				
101	GENERAL FUND	459,880.93	0.00	0.00	459,880.93
150	CEMETERY PERPETUAL CARE	1,685.83	0.00	0.00	1,685.83
251	INDUSTRIAL PARK FUND	245.69	0.00	0.00	245.69
571	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
591	WATER FUND	26,432.61	0.00	0.00	26,432.61
592	WATER REPLACEMENT FUND	19,792.34	0.00	0.00	19,792.34
593	SEWER COLLECTION	3,185.88	0.00	0.00	3,185.88
561	EQUIPMENT FUND	103,597.93	0.00	0.00	103,597.93
	SAVINGS	614,821.86	0.00	0.00	614,821.86
TAX	TAXES				
701	TAX AGENCY	93,776.93	7,305.44	83,586.31	17,496.06
	TAXES	93,776.93	7,305.44	83,586.31	17,496.06
	TOTAL - ALL FUNDS	6,209,504.27	259,487.61	354,194.23	6,114,797.65



CASH SUMMARY BY ACCOUNT FOR WEST BRANCH  
FROM 10/01/2023 TO 10/31/2023  
FUND: ALL FUNDS  
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2023	Total Debits	Total Credits	Ending Balance 10/31/2023
Fund 101 GENERAL FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,000.00	0.00	0.00	150,000.00
	GENERAL FUND	250,000.00	0.00	0.00	250,000.00
Fund 150 CEMETERY PERPETUAL CARE					
004.300	CERTIFICATE OF DEPOSIT C	112,499.74	0.00	0.00	112,499.74
004.400	CERTIFICATE OF DEPOSIT D	113,500.06	0.00	0.00	113,500.06
	CEMETERY PERPETUAL CARE	225,999.80	0.00	0.00	225,999.80
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	25,000.00	0.00	0.00	25,000.00
	INDUSTRIAL PARK FUND	125,000.00	0.00	0.00	125,000.00
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,000.00	0.00	0.00	100,000.00
	EQUIPMENT FUND	250,000.00	0.00	0.00	250,000.00
	TOTAL - ALL FUNDS	850,999.80	0.00	0.00	850,999.80





# **West Branch Police Department**

**Chief Kenneth W. Walters**

**130 Page St.**

**West Branch, Michigan 48661**

**Phone: 989-345-2627 Fax: 989-345-0083**

**E-mail: [police@westbranch.com](mailto:police@westbranch.com)**

**10/6/2023**

**Honorable Mayor and Council,**

This is the September month end report. For the month of September, the department handled 157 Law Enforcement complaints. The department further made 3 Felony arrests throughout the month. The most serious being a Felonious Assault.

On 9/14/23 our department assisted the Ogemaw County Sheriff's Office after a deputy attempted to conduct a traffic stop on a vehicle on Wright St. which failed to stop. The suspect eventually stopped, put his vehicle in reverse and ramming the deputy, disabling his patrol vehicle. The suspect then fled at this time, turning southbound on M-30. An additional deputy and one of our officer's began to pursue the suspect vehicle. During the pursuit, the suspect pointed a shotgun out his window at officers involved in the pursuit. While relaying the location of the pursuit by officers involved, Gladwin County was able to deploy stop sticks, which the suspect hit at two different locations. Upon the suspect's vehicle becoming inoperable, he took his life with a single gunshot wound. I commend Ofc. Bachelder on his calmness and reliance of his training during this event.


Sgt. Bicoll has rendered his two week notice during the month of September and will be leaving the department on 10/2/23. During his exit



interview, he was very gracious of opportunities afforded by the City of West Branch and the department, however, has decided to leave the profession of Law Enforcement.

Looking forward for the month of October, we should see the new patrol vehicle complete and ready for use by the second week of October.

Respectfully,

A handwritten signature in black ink, appearing to be 'K. Walters', written over a horizontal line.

Chief Kenneth W. Walters



## Offense Count Report

Page: 1

## Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
SEPTEMBER 2023	TOTAL 2023	TOTAL 2022	TOTAL 2021
09/01/2023-09/30/2023	01/01/2023-09/30/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	SEPTEMBER 2023	TOTAL 2023	TOTAL 2022	TOTAL 2021
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	0	1	1
11005	SEXUAL PENETRATION OBJECT CSC1	0	1	0	0
11007	SEXUAL CONTACT FORCIBLE CSC2	0	1	1	0
11008	SEXUAL CONTACT FORCIBLE CSC4	1	2	1	1
13001	NONAGGRAVATED ASSAULT	0	22	19	19
13002	AGGRAVATED/FELONIOUS ASSAULT	0	1	2	4
13003	INTIMIDATION/STALKING	0	0	3	2
20000	ARSON	0	1	0	0
22001	BURGLARY - FORCED ENTRY	0	0	1	1
22002	BURGLARY - ENTRY W/OUT FORCE(INTENT	0	0	0	1
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	1	3	0
23002	LARCENY - PURSE SNATCHING	0	0	0	2
23003	LARCENY - THEFT FROM BUILDING	0	1	1	2
23005	LARCENY - THEFT FROM MOTOR VEHICLE	1	3	3	9
23007	LARCENY - OTHER	0	6	9	8
24001	MOTOR VEHICLE THEFT	0	0	1	1
25000	FORGERY/COUNTERFEITING	0	0	1	1
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	2	0	0
26002	FRAUD - CREDIT CARD/ATM	0	2	1	1
26003	FRAUD - IMPERSONATION	0	1	1	1
26005	FRAUD - WIRE	0	0	0	1
26006	FRAUD - BAD CHECKS	0	1	2	1
26007	FRAUD - IDENTITY THEFT	0	3	4	0
27000	EMBEZZLEMENT	0	0	3	0
28000	STOLEN PROPERTY	0	0	1	0
29000	DAMAGE TO PROPERTY	4	25	12	15
30002	RETAIL FRAUD - THEFT	0	1	1	0
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	0	9	4
36004	SEX OFFENSE - OTHER	1	1	0	3
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	2	0	2
38003	FAMILY - OTHER	0	0	0	1
41002	LIQUOR VIOLATIONS - OTHER	0	0	1	1
42000	DRUNKENNESS	0	1	0	1
48000	OBSTRUCTING POLICE	0	0	2	5
49000	ESCAPE/FLIGHT	0	0	1	0
50000	OBSTRUCTING JUSTICE	3	28	37	29
52001	WEAPONS OFFENSE - CONCEALED	0	0	1	0
52003	WEAPONS OFFENSE - OTHER	0	1	0	2
53001	DISORDERLY CONDUCT	0	4	0	1
53002	PUBLIC PEACE - OTHER	0	1	0	0
54002	OUIL OR OUID	0	4	13	4
54003	DRIVING LAW VIOLATIONS	1	23	46	10
55000	HEALTH AND SAFETY	0	1	0	0
57001	TRESPASS	1	13	14	21
62000	CONSERVATION	0	1	0	0
70000	JUVENILE RUNAWAY	1	2	6	0



## Offense Count Report

Page: 2

## Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
SEPTEMBER 2023	TOTAL 2023	TOTAL 2022	TOTAL 2021
09/01/2023-09/30/2023	01/01/2023-09/30/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	SEPTEMBER 2023	TOTAL 2023	TOTAL 2022	TOTAL 2021
70001	Incorrigible	0	1	1	0
70003	Juvenile Truancy	0	2	0	0
70004	Juvenile Issues	1	8	1	3
72000	ANIMAL CRUELTY	0	0	1	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	5	2	4
75000	SOLICITATION	0	0	1	0
90001	Vehicle Lockouts	8	66	69	88
90002	Motorist Assists	2	11	9	15
90003	Assist E.M.S.	19	126	108	120
90005	City Ordinance Violations	1	18	7	29
90006	Prisoner Transports	0	0	1	0
90007	Parking Complaints	0	3	2	4
90008	ANIMAL COMPLAINTS	0	16	12	13
91001	Delinquent Minors	1	3	8	15
91002	Runaway	0	0	1	2
91003	K-9 Assists	2	9	16	7
91004	Abandoned Vehicle	0	0	3	2
92003	Walk Away (Ment. & Host.)	0	2	4	5
92004	Insanity	4	16	23	30
92005	MIP Civil	1	16	1	0
93001	PROPERTY DAMAGE ACCIDENT/PI	4	51	54	51
93002	Accident, Non-Traffic	1	21	26	32
93003	Civil Traffic Violations	0	0	1	0
93004	Parking Violations	0	0	1	1
93006	Traffic Policing	2	2	5	21
93007	Traffic Safety Public Relations	0	3	11	35
93008	Inspections/Investigations -Breathalyzer	0	0	0	1
94001	Valid Alarm Activations	0	2	0	3
94002	False Alarm Activations	8	54	81	63
95001	Accident, Fire	0	1	3	1
95003	Inspection, Fire	0	0	1	3
95004	Hazardous Condition	0	0	1	6
97001	Accident, Traffic	0	0	1	0
97003	Accident, Other Shooting	0	0	1	0
97006	Accident, All Other	0	0	0	2
98002	Inspections/Investigations -Motor Vehicles	0	1	1	0
98003	Inspections/Investigations -Property	0	0	1	7
98004	Inspections/Investigations -Other	1	19	27	7
98006	Civil Matters/Family Disputes	9	60	47	88
98007	Suspicious Situations/Subjects	23	138	109	178
98008	Lost/Found Property	2	13	13	13
98009	Inspections/Investigations -Drug Overdose	0	1	2	3
99002	Natural Death	0	3	5	5
99007	PR Activities	3	18	14	4
99008	General Assistance	50	327	384	283
99009	General Non-Criminal	2	22	36	35



## Offense Count Report

Page: 3

### Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
SEPTEMBER 2023	TOTAL 2023	TOTAL 2022	TOTAL 2021
09/01/2023-09/30/2023	01/01/2023-09/30/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	SEPTEMBER 2023	TOTAL 2023	TOTAL 2022	TOTAL 2021
	Totals:	157	1194	1296	1334



## September 2023 Blight and Ordinance Violations

Date	Address	Offense
9/12/23	306 State St.	Exterior Siding – Follow up.
9/12/23	394 N. 2 <sup>nd</sup> St.	Unsafe Building – Partial Removal Complete.
9/12/23	226 N. 2 <sup>nd</sup> St.	Exterior Siding – Partially Completed.
9/11/23	134 S. 2 <sup>nd</sup> St.	Lawn Violation – Notice Given.
9/11/23	234 N. Burgess St.	Blight and Lawn Violation – Notice Sent.
9/20/23	234 N. Burgess St.	Lawn Violation – City Mowed.
9/12/23	228 S. First St.	Trash Complaint – None Found.
9/20/23	316 Lindsay St.	Blight and Lawn Violation – Notice Sent.







400 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
	2/18/2023	City Charter Violation	Snow Violation/ Sidewalk- City Manager Notified	JA
	3/4/2023	City Charter Violation	Snow Violation/ Sidewalk/ Ongoing- City Manager Notified	JA
	3/29/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
419 N 3rd Street	1/10/2023	Blight- Trash Complaint	Trash brought into City limits for pickup/ Photos taken/ Advised was not allowed	JA
	1/20/2023	Blight- Trash Complaint	Trashed removed/ Closed	JA
	5/16/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	5/18/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	6/19/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	6/21/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	7/17/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	7/19/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
607 S Valley Street (Update)	1/12/2023	Dangerous / Unsafe Building	Email received- another contractor coming to give bid on exterior repair this coming week.	JA
	5/16/2023	Dangerous / Unsafe Building	Emailled for an update on the project.	JA
	5/17/2023	Dangerous / Unsafe Building	Email received- Contractor bids too high- requesting additional bids	JA
394 N 2nd Street (Update)	1/17/2023	Dangerous / Unsafe Building	Property sold- Notice/ CAP sent to new owner.	JA
	2/28/2023	Dangerous / Unsafe Building	Received CAP from the owner	JA
	9/12/2023	Dangerous / Unsafe Building	Tx with the owner/ Working on removing rear part of the building	JA
115 Sidney Street (Update)	1/20/2023	Blight- Trash Complaint	Trashed removed/ Closed	JA
110 E Houghton Ave	1/31/2023	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
	2/17/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
307 E Houghton Ave	1/31/2023	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
	2/17/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
105 W Houghton Ave	1/31/2023	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
	2/17/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
140 State Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
372 State Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
376 State Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
406 State Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
426 State Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
295 Fairview Road	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
317 Fairview Road	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
325 Fairview Road	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
279 N Burgess Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
	5/16/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/27/2023	Blight- Lawn Violation	Received notice back from USPS- Not deliverable	JA
	5/28/2023	Blight- Lawn Violation	Phone message delivered to the owner	JA



	5/30/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
	6/27/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	7/7/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
284 N Burgess Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
335 E Houghton Ave	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Previously noticed on 12/28/2022- City Hall advised.	JA
234 N 1st Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
	2/17/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
240 N 1st Street	2/7/2023	City Charter Violation	Snow Violation/ Sidewalk- Notice mailed	JA
	2/17/2023	City Charter Violation	Sidewalk cleared/ Closed	JA
770 Annie Street	2/22/2023	Blight- Trash Complaint	Reported Trash and furniture in the yard. Checked, reported items set out for trash pickup- No violation/ Closed	JA
City of West Branch	3/4/2023	Prohibited Signs	Business signs on utility poles/ Rightaway- Called/ No answer/ No return call/ Sent notice	JA
	3/14/2023	Prohibited Signs	Signs removed/ Closed	JA
243 N Burgess Street	3/29/2023	Blight- Trash Complaint	Accumulation of trash/ Photos taken/ Notice sent	JA
	4/10/2023	Blight- Trash Complaint	Progress/ Updated photos taken	JA
	4/24/2023	Blight- Trash Complaint	Owner working on solution for weekly trash accumulation	JA
	5/16/2023	Blight- Lawn violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	5/18/2023	Ordinance Violation	Dog at large- Previous warnings & citations- Owner cited	JA
	5/22/2023	Blight- Lawn violation	Contractor cut the lawn/ Closed	JA
	6/27/2023	Blight- Lawn violation	Photos taken/ Spoke with owner- will cut	JA
	7/7/2023	Blight- Lawn violation	Lawn cut/ Closed	JA
347 N 3rd Street	4/24/2023	Blight- Trash Complaint	Accumulation of junk/ trash/ Photos taken/ Notice sent	JA
	5/23/2023	Blight- Trash Complaint	Called owner for an update/ Sending crew over today.	JA
	5/30/2023	Blight- Trash Complaint	Junk/ trash removed/ Closed	JA
226 N 2nd Street	4/24/2023	Blight- Incomplete exterior of a structure	Partially sided home for excess of 12 months/ Photos taken/ Notice & CAP sent	JA
	5/16/2023	Blight- Incomplete exterior of a structure	I have not received a CAP/ TX owner- working on home/ Will drop off CAP	JA
	5/23/2023	Blight- Incomplete exterior of a structure	I have not received a CAP/ TX owner- Will drop off CAP by Friday	JA
	5/30/2023	Blight- Incomplete exterior of a structure	I have not received a CAP/ TX owner- No answer/ left a message	JA
	6/1/2023	Blight- Incomplete exterior of a structure	I have not received a CAP/ TX owner- No answer/ left a message requesting CAP by 6pm today, or would move forward with violation process	JA
	6/6/2023	Blight- Incomplete exterior of a structure	Still no response/ Citation posted and mailed	JA
	6/9/2023	Blight- Incomplete exterior of a structure	Owner came into WBPD/ Met owner at the property/ Working on home/ 2nd copy of CAP provided	JA
	6/13/2023	Blight- Incomplete exterior of a structure	Received CAP from the owner	JA
	9/12/2023	Blight- Incomplete exterior of a structure	Tx with the owner/ Progress noted/ Should be complete soon	JA
	10/4/2023	Blight- Incomplete exterior of a structure	Project completed/ Closed	JA
119 S 3rd Street	5/2/2023	Blight- Junk Auto/ Unregistered Vehicles	2 vehicles unregistered / Photos taken/ Notice	JA
	5/16/2023	Blight- Junk Auto/ Unregistered Vehicles	Clearing out garage for vehicles/ CAP mailed to WBPD	JA
	5/23/2023	Blight- Junk Auto/ Unregistered Vehicles	Received CAP from the owner	JA
	6/9/2023	Blight- Junk Auto/ Unregistered Vehicles	1 or 2 vehicles removed	JA
	6/14/2023	Blight- Junk Auto/ Unregistered Vehicles	Spoke with the owner, has someone coming to tow the other vehicle away	JA
	6/27/2023	Blight- Junk Auto/ Unregistered Vehicles	2nd vehicle removed/ Closed	JA



134 S 2nd Street	5/16/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	5/18/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	6/19/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	6/21/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	7/17/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	7/19/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	8/9/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ Contractor notified	JA
	8/9/2023	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	9/11/2023	Blight- Lawn Violation	Previously Noticed/ Photos taken/ New owner/ Verbal notice given	JA
403 S 4th Street	5/23/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
114 McGregor Ct	6/1/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/9/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
129 S 4th Street	6/14/2023	Blight- Lawn Violation	Photos taken/ verbal notice given	JA
	6/19/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
377 State Street	6/15/2023	Blight- Lawn Violation	Photos taken/ verbal notice given	JA
	6/19/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
351 State Street	6/19/2023	Blight- Lawn Violation	Photo taken/ Verbal notice given	JA
	6/27/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
312 E Houghton Ave	6/27/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	7/7/2023	Blight- Lawn Violation	Lawn cut/ weeds still long in roacks	JA
	7/18/2023	Blight- Lawn Violation	Spoke with admin/ Will have lawn care service remove weeds	JA
	7/27/2023	Blight- Lawn Violation	Weeds removed/ Closed	JA
235 S 5th Street	7/3/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	7/18/2023	Blight- Lawn Violation	Lawn cut/ closed	JA
429 N 1st Street	7/25/2023	Blight- Trash Complaint	No trash located/ Items from recent yard sale/ Photos taken/ Owner currently removing items from the yard/ Will follow-up later	JA
	8/22/2023	Blight- Trash Complaint	Items removed/ closed	JA
180 Alto Court	7/31/2023	Blight- Trash Complaint	Trash/ Junk at the roadway/ Photos taken/ Notice sent	JA
	8/10/2023	Blight- Trash Complaint	All removed, except two items/ will recheck	JA
	8/22/2023	Blight- Trash Complaint	Trash/ Junk removed/ closed	JA
Victorian Court Condos	8/4/2023	Blight- Brush Violation	Brush set out in roadway/ Photo/ Verbal notice/ Will move	JA
	8/10/2023	Blight- Brush Violation	Brush removed/ closed	JA
323 N 3rd Street	8/9/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	8/14/2023	Blight- Lawn Violation	Lawn cut/ closed	JA
129 S 3rd Street	8/9/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	8/22/2023	Blight- Lawn Violation	Lawn cut/ closed	JA
133 S 3rd Street	8/9/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	8/22/2023	Blight- Lawn Violation	Lawn cut/ closed	JA
234 N Burgess Street	9/11/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA



	9/20/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
228 S 1st Street	9/12/2023	Blight- Trash Complaint	Report of junk/ rubbish/ Checked- none found/ Noise complaints/ Advised to call when noise violation is occurring/ Closed	JA
316 Lindsay Street	9/20/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
234 N 3rd Street	10/4/2023	Blight- Brush Violation	Photos taken/ Warning notice sent/ Closed	JA
300 N 3rd Street	10/4/2023	Blight- Brush Violation	Photos taken/ Warning notice sent/ Closed	JA
136 S 5th Street	10/4/2023	Blight- Trash	Complaint of 2 mattresses curbside over 1 week and on callers property/ Not on callers property/ Advised items were not picked up by trash company/ Advised City Hall/ Closed	JA
Lieutenant Joseph Adams:		<i>J.A.</i>	Date: 10-9-2023	
West Branch Police Department				



**SPECIAL MEETING OF THE WEST BRANCH PARK AND RECREATION COMMITTEE HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON MONDAY, JULY 17, 2023.**

**Present:** Members Carol Adair, Lois Bergquist, and Josh Erickson.

**Absent:** Lisa Jensen and Meredith Schleicher

**Others in attendance:** City Manager/Acing Secretary John Dantzer

**The meeting was called to order by Chairperson Erickson at 6:02 pm.**

\* \* \* \* \*

**MOTION BY ERICKSON, SECOND BY BERGQUIST, TO APPROVE THE MINUTES FROM THE MEETING HELD MARCH 9, 2023.**

**Yes – Adair, Bergquist, and Erickson**

**No – None**

**Absent – Jensen and Schleicher**

**Motion carried.**

\* \* \* \* \*

Chairperson Erickson noted there were some boards on the Riverwalk that were warped and causing a trip hazard and needed to be looked at. Manager/Secretary Dantzer noted he would have DPW address the issue.

Member Adair asked about the brick work in the Pocket Park. Manager/Secretary Dantzer noted the contractor was starting right after the fourth and would be repairing both sides of the park.

Member Bergquist reminded everyone about the upcoming Jeep Jam and downtown business expo.

City Manager/Secretary Dantzer updated the Board on the status of the grants that were applied for and noted the CDBG Public Spaces grant winners are to announced sometime in July and the DNR Spark grant is to be awarded in September.

The board discussed possible events to sponsor and discussed the sesquicentennial celebration that would be in 2025. It was the consensus of the Board to hold off on other events and focus on the sesquicentennial celebration. Manager/secretary Dantzer asked if anyone from the board would like to serve on the celebration committee. Chairperson Erickson noted he would be willing to serve on the committee. It was also the consensus of the Board to have the celebration committee meet jointly with the Recreation Committee.

It was noted the next meeting was scheduled for October 9 at 6:00 pm.

Chairperson Erickson adjourned the meeting at 6:22 pm



REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS  
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, SEPTEMBER 12, 2023.

Chairperson Cori Lucynski called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Kara Fachting, Mike Jackson, Cori Lucynski, and Rusty Showalter.

Absent: Josh Erickson

Others officers in attendance: Acting secretary/zoning administrator, John Dantzer

\*\*\*\*\*

All stood for the Pledge of Allegiance.

\*\*\*\*\*

**MOTION BY DAVID, SECOND BY FACHTING, TO APPROVE THE MINUTES WITH CORRECTIONS  
FROM THE MEETING HELD AUGUST 22, 2023.**

**Yes — David, DeRoso, Fachting, Jackson, Lucynski, Showalter**

**No – None**

**Absent –Erickson**

**Motion carried**

\*\*\*\*\*

Member David commented on the downtown streets noting the construction and detours were underway.

Member Jackson noted the traffic flow through town has been backed up due to the construction.

Member Fachting gave an update on the “Old Mill” building that was recently purchased. She also wished the Ogemaw Falcons good luck on their upcoming games.

Member Showalter commended City staff for a grant they just received. Acting secretary/Zoning administrator Dantzer noted the City was awarded a grant from EGLE for a water project in the amount of \$18 million with the entire project being paid for with the grant.

Member DeRoso discussed a housing initiative the Ogemaw EDC was working on.

\*\*\*\*\*

Secretary/administrator Dantzer noted he has had several requests to revisit the zoning classification for the building at 113 N. First. He noted he has had at least four different developers looking at the property to include some type of mixed use combining commercial and residential. He further noted that due to it currently being zoned as central business district, that was not an option. The Commission discussed that location as well as a few others around town that should maybe be looked at. The Commission had a consensus that the 113 N. First property did need to be relooked at and would be supportive of looking



at a change to mixed use since it was mixed use on the opposite side of the road from the building and was a prime location for a mixed use business.

\* \* \* \* \*

Chairperson Lucynski closed the meeting at 6:31 pm



**clerk@westbranch.com**

---

**From:** John Dantzer <citymanager@westbranch.com>  
**Sent:** Thursday, October 12, 2023 8:56 AM  
**To:** Lori Ann Clover  
**Subject:** FW: Application Outcome for ARPA-0897

Will you please include this in the packet as a communication

Thank you,

John Dantzer  
West Branch City Manager  
121 N. Fourth St.  
West Branch, MI 48661  
citymanager@westbranch.com  
Office - 989-345-0500  
Cell - 989-701-5000



**From:** noreply-migrants@michigan.gov <noreply-migrants@michigan.gov>  
**Sent:** Monday, October 9, 2023 2:32 PM  
**To:** citymanager@westbranch.com  
**Subject:** Application Outcome for ARPA-0897

City of West Branch - Ogemaw, Ogemaw

ARPA-0897 - City of West Branch Placemaking and Parks expansion

We regret to inform you that the application noted above was not recommended by the DNR Director. This is a competitive grant program. More applications were submitted than could be funded.

New DNR Recreation Grant applications are accepted on April 1 each year. If you would like to discuss potential projects and strategies for a future application, contact your Grant Coordinator.

Thank you for your interest in the Michigan Spark Grant Program.

Sincerely,  
Grants Management  
Finance and Operations Division  
Michigan Department of Natural Resources





1000 Bishops Gate Blv. Ste 300  
Mt. Laurel, NJ 08054-5404

11.800.444.4554 Opt.2  
11.800.777.3929

September 25, 2023

Mr. John Dantzer, Manager  
OGEMAW CO FPSA  
121 N 4th St  
West Branch, Michigan, 48661

RE: Ogemaw Co Fpsa, Ogemaw County, Michigan  
Public Protection Classification: 06/6Y  
Effective Date: January 01, 2024

Dear Mr. John Dantzer,

We wish to thank you and Mr. Brent Banning for your cooperation during our recent Public Protection Classification (PPC) survey. ISO has completed its analysis of the structural fire suppression delivery system provided in your community. The resulting classification is indicated above.

If you would like to know more about your community's PPC classification, or if you would like to learn about the potential effect of proposed changes to your fire suppression delivery system, please call us at the phone number listed below.

ISO's Public Protection Classification Program (PPC) plays an important role in the underwriting process at insurance companies. In fact, most U.S. insurers – including the largest ones – use PPC information as part of their decision-making when deciding what business to write, coverage's to offer or prices to charge for personal or commercial property insurance.

Each insurance company independently determines the premiums it charges its policyholders. The way an insurer uses ISO's information on public fire protection may depend on several things – the company's fire-loss experience, ratemaking methodology, underwriting guidelines, and its marketing strategy.

Through ongoing research and loss experience analysis, we identified additional differentiation in fire loss experience within our PPC program, which resulted in the revised classifications. We based the differing fire loss experience on the fire suppression capabilities of each community. The new classifications will improve the predictive value for insurers while benefiting both commercial and residential property owners. We've published the new classifications as "X" and "Y" – formerly the "9" and "8B" portion of the split classification, respectively. For example:

- A community currently graded as a split 6/9 classification will now be a split 6/6X classification; with the "6X" denoting what was formerly classified as "9."
- Similarly, a community currently graded as a split 6/8B classification will now be a split 6/6Y classification, the "6Y" denoting what was formerly classified as "8B."



- Communities graded with single "9" or "8B" classifications will remain intact.
- Properties over 5 road miles from a recognized fire station would receive a class 10.

PPC is important to communities and fire departments as well. Communities whose PPC improves may get lower insurance prices. PPC also provides fire departments with a valuable benchmark, and is used by many departments as a valuable tool when planning, budgeting and justifying fire protection improvements.

ISO appreciates the high level of cooperation extended by local officials during the entire PPC survey process. The community protection baseline information gathered by ISO is an essential foundation upon which determination of the relative level of fire protection is made using the Fire Suppression Rating Schedule.

The classification is a direct result of the information gathered, and is dependent on the resource levels devoted to fire protection in existence at the time of survey. Material changes in those resources that occur after the survey is completed may affect the classification. Although ISO maintains a pro-active process to keep baseline information as current as possible, in the event of changes please call us at 1-800-444-4554, option 2 to expedite the update activity.

ISO is the leading supplier of data and analytics for the property/casualty insurance industry. Most insurers use PPC classifications for underwriting and calculating premiums for residential, commercial and industrial properties. The PPC program is not intended to analyze all aspects of a comprehensive structural fire suppression delivery system program. It is not for purposes of determining compliance with any state or local law, nor is it for making loss prevention or life safety recommendations.

If you have any questions about your classification, please let us know.

Sincerely,

*Alex Shubert*

Alex Shubert

Manager -National Processing Center

cc: Mr. Jim Morris, Township Supervisor, WEST BRANCH TS, OGEMAW  
 Mr. Denis Stephens, Township Supervisor, OGEMAW TS, OGEMAW  
 Ms. Karen Michael, Township Supervisor, HORTON TS, OGEMAW  
 Mr. Ronald Taylor, Township Supervisor, EDWARDS TS, OGEMAW  
 Mr. Mike Babcock, Township Supervisor, CHURCHILL TS, OGEMAW  
 Mr. Mike Killackey, Superintendent, West Branch Water Dept  
 Ms. Jessie Lowell, Director, Ogemaw County Central Dispatch  
 Mr. Brent Banning, Chief, Ogemaw Fire Department  
 Mr. Dennis Jameson, Supervisor, West Branch TS Water Dept  
 Mr. John Delmotte, Operations Foreman, Ogemaw TS Water Dept



## HYDRANT FLOW DATA SUMMARY

Community Ogemaw Co Fpsa County Michigan (Ogemaw) State MICHIGAN (21) Witnessed by: West Branch, West Branch TS & Ogemaw TS I Survey Date: July 28, 2021

TEST NO.	TYPE DIST.*	TEST LOCATION	SERVICE	FLOW - GPM Q = (29.83 (C(d^5 p^0.5)))		PRESSURE PSI		FLOW - AT 20 PSI		REMARKS***	MODEL TYPE	FLOW TEST DATE
				INDIVIDUAL HYDRANTS	TOTAL	STATIC	RESID.	NEEDED **	AVAIL.			
1.0		Progress & Hanson	West Branch Water Dept, City	1090	0	0	58	48	3000	2200	FTPC	07/15/2021
2.0		Parkway, N or Refinery	West Branch Water Dept, City	1210	0	0	78	68	3000	3100	FTPC	07/15/2021
3.0		Plaza, W of K-Mart	West Branch Water Dept, City	1140	0	0	68	58	3500	2700	FTPC	07/15/2021
4.0		Fifth & Ripley	West Branch Water Dept, City	1090	0	0	58	48	3500	2200	FTPC	07/15/2021
5.0		First St, 2nd N of Griffin	West Branch Water Dept, City	1210	0	0	68	58	3000	2800	FTPC	07/15/2021
6.0		Solringley & Burgess	West Branch Water Dept, City	1140	0	0	70	60	2500	2700	FTPC	07/15/2021
7.0		Annie & N Fifth St	West Branch Water Dept, City	920	0	0	58	40	1000	1400	FTPC	07/15/2021
8.0		Third & Willow	West Branch Water Dept, City	1030	0	0	58	44	1250	1800	FTPC	04/15/2021
8.1		Third & Willow	West Branch Water Dept, City	1030	0	0	58	44	1000	1800	FTPC	04/15/2021
9.0		First & Houghton	West Branch Water Dept, City	1110	0	0	64	54	2500	2500	FTPC	07/15/2021
9.1		First & Houghton	West Branch Water Dept, City	1110	0	0	64	54	1500	2500	FTPC	07/15/2021
10.0		Fremont & Valley	West Branch Water Dept, City	1090	0	0	66	56	3000	2500	FTPC	07/15/2021
11.0		Houghton & 8th	West Branch Water Dept, City	950	0	0	50	42	3500	1900	FTPC	07/15/2021
12.0		Valley & State	West Branch Water Dept, City	1090	0	0	60	50	3000	2300	FTPC	07/15/2021
12.1		Valley & State	West Branch Water Dept, City	1090	0	0	60	50	1500	2300	FTPC	07/15/2021
13.0		Houghton & Fairview	West Branch Water Dept, City	1090	0	0	58	48	3500	2200	FTPC	07/15/2021

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE NOT INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.

THE AVAILABLE FLOWS ONLY INDICATE THE CONDITIONS THAT EXISTED AT THE TIME AND AT THE LOCATION WHERE TESTS WERE WITNESSED.

\*Comm = Commercial; Res = Residential.

\*\*Needed is the rate of flow for a specific duration for a full credit condition. Needed Fire Flows greater than 3,000 gpm are not considered in determining the classification of the city when using the Fire Suppression Rating Schedule.

\*\*\* (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.



## HYDRANT FLOW DATA SUMMARY

County Michigan (Ogemaw) State (21) MICHIGAN

Witnessed by: West Branch, West Branch TS & Ogdenaw TS I Survey Date: July 28, 2021

THE ABOVE LISTED NEEDED FIRE FLOWS ARE FOR PROPERTY INSURANCE PREMIUM CALCULATIONS ONLY AND ARE NOT INTENDED TO PREDICT THE MAXIMUM AMOUNT OF WATER REQUIRED FOR A LARGE SCALE FIRE CONDITION.

THE AVAILABLE FLOWS ONLY INDICATE THE CONDITIONS THAT EXISTED AT THE TIME AND AT THE LOCATION WHERE TESTS WERE WITNESSED.

Comm = Commercial; Res = Residential.

\*Needed is the rate of flow for a specific duration for a full credit condition. Needed Fire Flows greater than 3,400 gpm are not considered in determining the classification of the city when using the Fire Suppression Rating Schedule.

<sup>100</sup> (A)-Limited by available hydrants to gpm shown. Available facilities limit flow to gpm shown plus consumption for the needed duration of (B)-2 hours, (C)-3 hours or (D)-4 hours.



# the *Wildlife* of Irons Park

AND THE WEST BRANCH OF THE RIFLE RIVER

RECREATION AND  
HISTORIC  
LANDS  
MANAGEMENT  
DIVISION



## Mallard Ducks

Most common duck in Michigan

### Appearance

Mallards are the most common duck in Michigan. They are known for their bright blue-green heads and orange-brown bodies.

They are also known for their loud quacking and their ability to swim and fly.

They are also known for their ability to swim and fly.

They are also known for their ability to swim and fly.

### Migratory

Mallards are migratory birds. They travel from their breeding grounds in the north to their wintering grounds in the south.

They are also known for their ability to swim and fly.

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### Behavior

Mallards are known for their loud quacking and their ability to swim and fly.

They are also known for their ability to swim and fly.

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## Brook Trout

Official state fish of Michigan

### Appearance

Also known as the speckled trout, brook trout have an olive-green back, yellowish-white sides, and red-orange spots along the sides.

They are also known for their ability to swim and fly.

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### Habitat

Brook trout are found in cold, clear streams and rivers.

They are also known for their ability to swim and fly.

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### Fun Fact

Mallards are the most common duck in Michigan.

They are also known for their ability to swim and fly.

They are also known for their ability to swim and fly.

They are also known for their ability to swim and fly.

### Fun Fact

Brook trout are the official state fish of Michigan.

They are also known for their ability to swim and fly.

They are also known for their ability to swim and fly.

They are also known for their ability to swim and fly.



# PROOF FORM

## Please Rush!

Order is on hold until signed proof is returned.



# Nutron OSM

## OUTDOOR SIGNS & MARKERS

Proof Date 10/03/2023  
Customer PO # Verbal/Phone  
Proposal # 18121-00

West Branch City Manager  
121 N. Fourth St.  
West Branch, MI 48661

John Dantzer  
citymanager@westbranch.com  
Office - 989-345-0500  
Cell - 989-701-5000

**SPECIFICATIONS**

- 18" X 24" SIGN PANEL FRAME ONLY
- ACM HIGH RESOLUTION UV PRINTED
- 9 ML OVER LAMINATE FILM
- POWDER COATED ALUMINUM FRAME
- WITH 45° WELDED MOUNTING PLATE
- ASSEMBLY AND MOUNTING HARDWARE INCLUDED

**CHECK PROOF CAREFULLY.**  
We are not responsible for errors unless indicated as a correction on this form.

Drawing No./Part No./Description  
SPF1824, Single Post & Pedestal Sign



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☐ OK to proceed ☐ REWORK as indicated, send new proof ☐ REWORK, and proceed

Signature \_\_\_\_\_

Date \_\_\_\_\_

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1) Use of or inability to use the product. 2) Copyright, trademark, infringement or similar claims.

**A SIGNED copy must be sent:**

Email: hannah@nutronusa.com

Fax: 440.777.6664

Questions? Call the Art Dept @ 440.777.6660 x225



# SECURING COMMUNITY OUR ELECTIONS TOWN HALL

---

with State Representative  
**MIKE HOADLEY**

and special guests



State Rep.  
**ANN BOLLIN**



State Rep.  
**JAY DEBOYER**

**Thursday, October 26, 2023 • 7 - 9 p.m.**

Deep River Township Hall  
525 E. State St. in Sterling



For more information, contact State Rep. Mike Hoadley  
(517) 373-1789 | [MikeHoadley@house.mi.gov](mailto:MikeHoadley@house.mi.gov) | [RepHoadley.com](http://RepHoadley.com)



**CITY OF WEST BRANCH  
CITY COUNCIL MEETING  
OCTOBER 16, 2023**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, October 16, 2023 at 6:00 pm will be conducted both in person and virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at [clerk@westbranch.com](mailto:clerk@westbranch.com), at least five business days prior to the meeting.

### **Zoom Instructions for Participants**

**To join the conference by phone:**

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

**Before a videoconference:**

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "**Join via computer**" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

**To join the videoconference:**

2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to [join.zoom.us](https://join.zoom.us) on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.



### Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.

### Meeting Information:

Topic: West Branch City Council Zoom Meeting

Time: Oct 16, 2023 06:00 PM Eastern Time (US and Canada)

### Join Zoom Meeting

<https://us02web.zoom.us/j/86759504512?pwd=T3JmTIFYVYVpiQzRlEdKOGsvL2lmUT09>

Meeting ID: 867 5950 4512

Passcode: 433259

### One tap mobile

+13092053325,,86759504512#,,,,\*433259# US

+13126266799,,86759504512#,,,,\*433259# US (Chicago)

### Dial by your location

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US

Meeting ID: 867 5950 4512

Passcode: 433259

Find your local number: <https://us02web.zoom.us/j/kNTdk7BHD>