

## 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 17, 2022, 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
  - B. Marcia Young – Victorian Art Fair Update
- V. Public hearing
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
  - A. Tree Removal and stump grinding
- IX. Unfinished Business
- X. New Business
  - A. Bills
  - B. Approval of support for Ogemaw County Emergency Dispatch Authority representative
  - C. Appointment of City Hearing Officer
  - D. Purchase of DPW truck
- XI. Approval of the minutes and summary from the regular meeting and closed session held October 3, 2022.
- XII. Consent Agenda
  - A. Treasurer's Report and Investment Summary
  - B. West Branch Police Department September 2022 report
  - C. Minutes from the Ogemaw County Land Bank Authority held August 10, 2022
  - D. Minutes from the Planning Commission held September 27, 2022
  - E. Minutes from the Election Board held October 4, 2022
  - F. Minutes from the Public Accuracy Test held October 11, 2022

XIII. Communications

XIV. Reports

A. Mayor

B. Council

C. Manager

1. Building inspector

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

October 19 Airport Board 12:15 pm

October 19-21 MML Conference

October 25 DDA 12:00 pm

November 1 Planning Commission 6:00 pm

November 7 City Council 6:00 pm

November 8 General Election

November 16 Airport Board 12:15 pm

November 21 City Council 6:00 pm

November 22 DDA 12:00 pm

**CITY OF WEST BRANCH**  
**REQUEST FOR PROPOSALS**

The City of West Branch is seeking bids for tree removal and stump grinding at various locations throughout the city. Bids for the tree and stump grinding must be separated so there is one bid for the tree and one for the stump. All locations are marked. One bid will be awarded for the tree removal and one for the stump grinding; however, a single bidder may be awarded both. **Please enter your prices in the bid tabulation page provided.**

Sealed bids clearly marked "TREES" may be received via mail or in person during regular business hours (Monday-Friday 8:00 am-4:30 pm) at City Hall, 121 N. Fourth St., West Branch, MI 48661 by Thursday, October 13 at noon and will be opened publicly immediately thereafter in the Council Chambers of City Hall. The awarding of the bid is planned to take place during the City Council meeting scheduled for October 21st at 6:00 pm. All businesses submitting bids must be insured and provide a copy to the City before work is performed. If you have any other questions, you can contact City Manager John Dantzer at City Hall at (989) 345-0500 or by email at [citymanger@westbranch.com](mailto:citymanger@westbranch.com).

All bids are good for 90 days unless indicated otherwise by bidder. City Council has the right to accept or reject any or all bids. City Council also reserves the right to award a partial bid with some of the locations not being awarded due to budget constraints.

<b>BID TABULATION</b>	<b>PAGE</b>	<b>TREE REMOVAL</b>	<b>STUMP GRINDING</b>
134 S. Sixth St.	Remove tree and stump		
227 S. First St.	Remove tree and stump		
215 S. First St.	Remove tree and stump		
307 S. Sixth St.	Remove tree and stump		
111 W. Wright St Location 1	Remove tree and stump		
111 W. Wright St Location 2	Remove tree and stump		
120 S. Second St	Remove tree and stump		
124 N. First St.	Stump grinding only	X	
235 S. Fifth St	Stump grinding only	X	
128 S. Second St	Stump grinding only	X	
121 S. Second St.	Stump grinding only	X	
G's Pizzeria parking lot	Stump grinding only	X	
321 Sidney St. Location 1	Stump grinding only	X	
321 Sidney St. Location 2	Stump grinding only	X	
<b>TOTALS</b>			



At 12:00 pm on Thursday, October 13<sup>th</sup>, Clerk Lori Ann Clover and City Manager John Dantzer were on hand to open the bids for tree cutting and stump grinding services.

Five bids were received:

1. Reds Property Maintenance

Trees - \$3,550

Stump grinding - \$2,005

Both - \$5,555

2. Worth Tree Service

Trees - \$4,100

Stump grinding - \$1,311

Both - \$5,411

3. Denstedt Tree Service

Trees - \$5,600

Stump grinding - \$1,425

Both - \$7,025

4. Fresh Coast Tree Care

Trees - \$6,450

Stump grinding - \$3,000

Both - \$9,450

5. Asplundh Tree Expert LLC

Trees - \$20,114.18

Stump grinding - \$8,002

Both - \$28,116.18



---

PO Box 213 West Branch, MI 48661 | 989-343-5483 | redspropertymaintenancelc@gmail.com

**10/10/2022**

City of West Branch

**TREES**

121 N 4<sup>th</sup>

West Branch, MI 48661

**Dear City of West Branch:**

The enclosed bid sheet represents work to be completed if awarded the job. Tree removal will consist of complete removal and cleanup of all wood, unless otherwise requested the by City. Stump grinding will consist of grinding stumps, removing access wood chips and raking the area as level as possible. Work would be scheduled within two weeks of notification that bid was approved. A miss dig per location will be required for stump grinding, which will be requested by Red's Property Maintenance LLC if job is awarded. Thank you for the opportunity.

**Sincerely,**

**Lucas Tierney**

Red's Property Maintenance LLC

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

BID TABULATION	PAGE	TREE REMOVAL	STUMP GRINDING
134 S. Sixth St.	Remove tree and stump	\$600.00	\$210.00
227 S. First St.	Remove tree and stump	\$300.00	\$90.00
215 S. First St.	Remove tree and stump	\$950.00	\$240.00
307 S. Sixth St.	Remove tree and stump	\$700.00	\$180.00
111 W. Wright St Location 1	Remove tree and stump	\$300.00	\$120.00
111 W. Wright St Location 2	Remove tree and stump	\$300.00	\$120.00
120 S. Second St	Remove tree and stump	\$400.00	\$90.00
124 N. First St.	Stump grinding only	X	\$125.00
235 S. Fifth St	Stump grinding only	X	\$250.00
128 S. Second St	Stump grinding only	X	\$120.00
121 S. Second St.	Stump grinding only	X	\$65.00
G's Pizzeria parking lot	Stump grinding only	X	\$40.00
321 Sidney St. Location 1	Stump grinding only	X	\$225.00
321 Sidney St. Location 2	Stump grinding only	X	\$130.00
<b>TOTALS</b>		\$3,250.00	\$2,005.00



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/15/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Walker Agency PO Box 8 West Branch, MI 48661	<b>CONTACT NAME:</b> Nicole Mourot	<b>PHONE (A/C, No. Ext):</b> 989-345-150	<b>FAX (A/C, No.):</b> 989-345-9190
	<b>E-MAIL ADDRESS:</b> nicole@walkeragencyinsurance.com		
<b>INSURED</b> Red's Property Maintenance LLC 1241 E. M-55 West Branch, MI 48661	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Fremont Insurance Company		13994
	<b>INSURER B:</b>		
	<b>INSURER C:</b>		
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		CPP 0109380	04/29/2022	04/29/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY		CAP 0038701	04/29/2022	04/29/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 510,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b>					EACH OCCURRENCE \$ AGGREGATE \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	WCP 0030118	04/29/2022	04/29/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A			CPP 0109380	04/29/2022	04/29/2023	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

BLANK

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

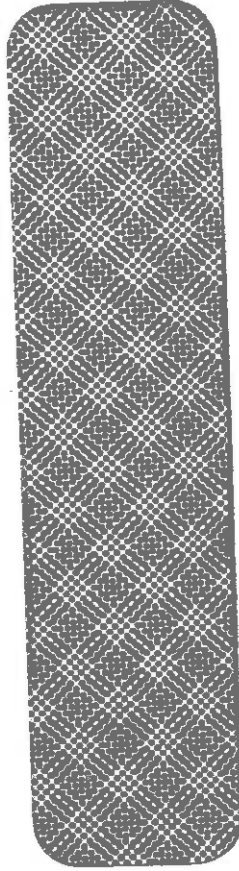
Nicole Mourot

© 1988-2015 ACORD CORPORATION. All rights reserved.



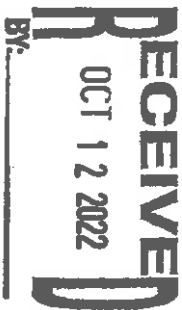
Red's Property Maintenance  
P.O. Box 213  
West Branch, MI 48661

Rec'd  
10/10/22  
10/15/22  
AM



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

TR665



BID TABULATION	PAGE	TREE REMOVAL	STUMP GRINDING
134 S. Sixth St.	Remove tree and stump	\$ 300. <sup>00</sup>	\$ 108. <sup>00</sup>
227 S. First St.	Remove tree and stump	\$ 200. <sup>00</sup>	<del>\$ 120.<sup>00</sup></del> DW \$ 40. <sup>00</sup>
215 S. First St.	Remove tree and stump	\$ 1,800. <sup>00</sup>	\$ 200. <sup>00</sup>
307 S. Sixth St.	Remove tree and stump	\$ 500. <sup>00</sup>	\$ 120. <sup>00</sup>
111 W. Wright St Location 1	Remove tree and stump	\$ 300. <sup>00</sup>	\$ 90. <sup>00</sup>
111 W. Wright St Location 2	Remove tree and stump	\$ 600. <sup>00</sup>	\$ 108. <sup>00</sup>
120 S. Second St	Remove tree and stump	\$ 400. <sup>00</sup>	\$ 75. <sup>00</sup>
124 N. First St.	Stump grinding only	X	\$ 90. <sup>00</sup>
235 S. Fifth St	Stump grinding only	X	\$ 150. <sup>00</sup>
128 S. Second St	Stump grinding only	X	\$ 90. <sup>00</sup>
121 S. Second St.	Stump grinding only	X	\$ 60. <sup>00</sup>
G's Pizzeria parking lot	Stump grinding only	X	\$ 20. <sup>00</sup>
321 Sidney St. Location 1	Stump grinding only	X	\$ 10. <sup>00</sup>
321 Sidney St. Location 2	Stump grinding only	X	\$ 150. <sup>00</sup>
<b>TOTALS</b>		\$ 4,100. <sup>00</sup>	\$ 1,311. <sup>00</sup>



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/11/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Diebold Insurance Agency 817 W Houghton Ave. P.O. Box 188 West Branch MI 48661	<b>CONTACT NAME:</b> Shawn Nelson <b>PHONE (A/C, No, Ext):</b> (989) 345-0200 <b>E-MAIL ADDRESS:</b> shawn@dieboldinsurance.com <b>FAX (A/C, No):</b> (989) 345-0232
<b>INSURED</b> Worthy Tree Services LLC 6261 Miller RD Alger MI 48610	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> SECURA Insurance Companies <b>INSURER B:</b> Michigan Workers Compensation <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:** 22-23**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			20CP003310854	08/30/2022	08/30/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Pest Herbicide Applicator \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY 19 <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			A3310855	08/30/2022	08/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED RETENTION \$ OCCUR CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N Y	N/A		APR12005067900	07/15/2022	07/15/2023	E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

Insured's Copy - Reference Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Don Elliott*

© 1988-2015 ACORD CORPORATION. All rights reserved.

RECEIVED  
Tree Quote



BID TABULATION	PAGE	TREE REMOVAL	STUMP GRINDING
134 S. Sixth St.	Remove tree and stump	\$ 800	\$ 100
227 S. First St.	Remove tree and stump	\$ 300	\$ 50
215 S. First St.	Remove tree and stump	\$ 2000	\$ 300
307 S. Sixth St.	Remove tree and stump	\$ 1000	\$ 100
111 W. Wright St Location 1	Remove tree and stump	\$ 500	\$ 100
111 W. Wright St Location 2	Remove tree and stump	\$ 500	\$ 100
120 S. Second St	Remove tree and stump	\$ 500	\$ 100
124 N. First St.	Stump grinding only	X	\$ 100
235 S. Fifth St	Stump grinding only	X	\$ 100
128 S. Second St	Stump grinding only	X	\$ 50
121 S. Second St.	Stump grinding only	X	\$ 50
G's Pizzeria parking lot	Stump grinding only	X	\$ 25
321 Sidney St. Location 1	Stump grinding only	X	\$ 50
321 Sidney St. Location 2	Stump grinding only	X	\$ 200
<b>TOTALS</b>		\$ 5600	\$ 1425

TREES



Matt Hawley  
Owner/Arborist  
(989) 915-2423

Adam Galea  
Owner  
(989) 329-9342

RECEIVED  
9/23/23

BID TABULATION	PAGE	TREE REMOVAL	STUMP GRINDING
134 S. Sixth St.	Remove tree and stump	\$500	\$200
227 S. First St.	Remove tree and stump	\$500	\$200
215 S. First St.	Remove tree and stump	\$2,800	\$400
307 S. Sixth St.	Remove tree and stump	\$1,000	\$200
111 W. Wright St Location 1	Remove tree and stump	\$450	\$200
111 W. Wright St Location 2	Remove tree and stump	\$750	\$200
120 S. Second St	Remove tree and stump	\$450	\$200
124 N. First St.	Stump grinding only	X	\$200
235 S. Fifth St	Stump grinding only	X	\$400
128 S. Second St	Stump grinding only	X	\$200
121 S. Second St.	Stump grinding only	X	\$150
G's Pizzeria parking lot	Stump grinding only	X	\$50
321 Sidney St. Location 1	Stump grinding only	X	350
321 Sidney St. Location 2	Stump grinding only	X	\$50
<b>TOTALS</b>		\$6,450	\$3,000

FRESH COAST TREE CARE

Matthew Hawley  
ADAM Galea

Total \$9,450



ASPLUNDH TREE EXPERT, LLC

2255 NORTHWAY DR.

MOUNT PLEASANT, MI 48058

"  
TREES  
"

CITY OF WEST BRANCH

121 N. FOURTH ST.

WEST BRANCH, MI 48661

ATTN: MR. JOHN DANTZER

RECEIVED  
OCT 13 2022  
BY: JD, DZ



**ASPLUNDH TREE EXPERT LLC**

**2255 NORTHWAY DR, MOUNT PLEASANT, MI 48858 \* TELEPHONE (989)772-4454 \* FAX (989)772-4352**

October 11th, 2022

City of West Branch  
Attention: Mr. John Dantzer  
City Manager  
121 N. Fourth St.  
West Branch, MI 48661

Dear Mr. Dantzer:

Asplundh Tree Expert LLC would like to thank you for giving us the opportunity to offer you pricing for the City of West Branch. The pricing for 7 removals, all wood to be removed from site and 14 stumps ground and fill & seed to be replaced for your review and approval can be found on the attached pages that were provided.

If you should have any questions or concerns regarding this bid, please feel free to give Asplundh a call at your earliest convenience. You can reach me by calling 530-514-3315 or email me at [jsparacio@asplundh.com](mailto:jsparacio@asplundh.com), we at Asplundh look forward to hearing from you soon.

Sincerely,  
Asplundh Tree Expert LLC.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke, representing the name Jeremiah Sparacio.

Jeremiah Sparacio  
Manager – 064  
Cell: (530) 514-3315  
Email: [jsparacio@asplundh.com](mailto:jsparacio@asplundh.com)

<b>BID TABULATION</b>	<b>PAGE</b>	<b>TREE REMOVAL</b>	<b>STUMP GRINDING</b>
134 S. Sixth St.	Remove tree and stump	\$1,999.94	\$565.00
227 S. First St.	Remove tree and stump	\$1,149.70	\$410.00
215 S. First St.	Remove tree and stump	\$8,797.00	\$1,185.00
307 S. Sixth St.	Remove tree and stump	\$2,849.10	\$689.00
111 W. Wright St Location 1	Remove tree and stump	\$2,849.10	\$565.00
111 W. Wright St Location 2	Remove tree and stump	\$1,319.64	\$441.00
120 S. Second St	Remove tree and stump	\$1,149.70	\$410.00
124 N. First St.	Stump grinding only	X	\$596.00
235 S. Fifth St	Stump grinding only	X	\$796.50
128 S. Second St	Stump grinding only	X	\$596.00
121 S. Second St.	Stump grinding only	X	\$317.00
G's Pizzeria parking lot	Stump grinding only	X	\$193.00
321 Sidney St. Location 1	Stump grinding only	X	\$782.00
321 Sidney St. Location 2	Stump grinding only	X	\$456.50
<b>TOTALS</b>		\$20,114.18	\$8,003.00

BID TABULATION	REDS PROPERTY MAINTENANCE			WORTHY TREE SERVICE			DENTIST TREE SERVICES			FRESH COAST TREE CARE			ASPLUNDH TREE EXPERT LLC		
	TREE REMOVAL	STUMP GRINDING	TREE REMOVAL	TREE REMOVAL	STUMP GRINDING	TREE REMOVAL	TREE REMOVAL	STUMP GRINDING	TREE REMOVAL	TREE REMOVAL	STUMP GRINDING	TREE REMOVAL	TREE REMOVAL	STUMP GRINDING	STUMP GRINDING
134 S. Sixth St.	Remove tree and stump	\$600.00	\$210.00	\$300.00	\$108.00	\$800.00	\$100.00	\$100.00	\$500.00	\$200.00	\$200.00	\$1,999.94	\$565.00		
227 S. First St.	Remove tree and stump	\$300.00	\$90.00	\$200.00	\$40.00	\$300.00	\$50.00	\$50.00	\$500.00	\$200.00	\$200.00	\$1,149.70	\$410.00		
215 S. First St.	Remove tree and stump	\$950.00	\$240.00	\$1,800.00	\$200.00	\$2,000.00	\$300.00	\$300.00	\$2,800.00	\$400.00	\$400.00	\$8,797.00	\$1,185.00		
307 S. Sixth St.	Remove tree and stump	\$700.00	\$180.00	\$500.00	\$120.00	\$1,000.00	\$100.00	\$100.00	\$1,000.00	\$200.00	\$200.00	\$2,849.10	\$689.00		
111 W. Wright St. Location 1	Remove tree and stump	\$300.00	\$120.00	\$300.00	\$90.00	\$500.00	\$100.00	\$100.00	\$450.00	\$200.00	\$200.00	\$2,849.10	\$565.00		
111 W. Wright St. Location 2	Remove tree and stump	\$300.00	\$120.00	\$600.00	\$108.00	\$500.00	\$100.00	\$100.00	\$750.00	\$200.00	\$200.00	\$1,319.64	\$441.00		
120 S. Second St	Remove tree and stump	\$400.00	\$90.00	\$400.00	\$75.00	\$500.00	\$100.00	\$100.00	\$450.00	\$200.00	\$200.00	\$1,149.70	\$410.00		
124 N. First St.	Stump grinding only	X	\$125.00	X	\$90.00	X	\$100.00	\$100.00	X	\$200.00	\$200.00	X	\$396.00		
235 S. Fifth St	Stump grinding only	X	\$250.00	X	\$150.00	X	\$100.00	\$100.00	X	\$400.00	\$400.00	X	\$796.50		
128 S. Second St	Stump grinding only	X	\$120.00	X	\$90.00	X	\$50.00	\$50.00	X	\$200.00	\$200.00	X	\$596.00		
121 S. Second St.	Stump grinding only	X	\$65.00	X	\$60.00	X	\$50.00	\$50.00	X	\$150.00	\$150.00	X	\$317.00		
G's Pizzeria parking lot	Stump grinding only	X	\$40.00	X	\$20.00	X	\$25.00	\$25.00	X	\$50.00	\$50.00	X	\$193.00		
321 Sidney St. Location 1	Stump grinding only	X	\$225.00	X	\$10.00	X	\$50.00	\$50.00	X	\$350.00	\$350.00	X	\$782.00		
321 Sidney St. Location 2	Stump grinding only	X	\$130.00	X	\$150.00	X	\$200.00	\$200.00	X	\$50.00	\$50.00	X	\$456.50		
TOTALS		\$3,550.00	\$2,005.00	\$4,100.00	\$1,311.00	\$5,600.00	\$1,425.00	\$1,425.00	\$6,450.00	\$3,000.00	\$3,000.00	\$20,114.18	\$8,002.00		
TOTALS FOR BOTH			\$5,555.00		\$5,411.00		\$7,025.00			\$9,450.00			\$28,116.18		

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

<b>BILLS</b>	<b>\$420,395.40</b>
<i>BILLS AS OF 10/14/22</i>	<i>\$420,395.40</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$2,586.40</i>
<b>TOTAL BILLS</b>	<b>\$423,281.80</b>

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

Vendor Name	Amount	Description
A & L GREAT LAKES LABORATORIES	39.00	WWTP SUPPLIES
BAKER TILLY MUNICIPAL ADVISORS LLC	15,500.00	WATER SYSTEM & INFRASTRUCTURE
BICOLL, BRANDON	40.00	REIMBURSEMENT FOR K9
BRAY, ANN	400.00	CEMETERY LOTS BUY BACK
BS & A SOFTWARE	898.00	ANNUAL SERVICE ASSESING SYSTEM
BUNTING SAND & GRAVEL PRO INC	63.24	SAND
CHARTER COMMUNICATIONS	759.85	PHONE & INTERNET
CINTAS	644.39	UNIFORMS
CINTAS	279.28	WWTP SUPPLIES
CITY OF WEST BRANCH	400.41	WATER BILLS
CITY OF WEST BRANCH	200.00	STAGE RENTAL
CONSUMERS ENERGY	10,738.50	ELECTRIC
CONSUMERS ENERGY	23.49	ELECTRIC
DTE ENERGY	32.90	GAS - OLD POST FINAL BILL
ELECTION SOURCE	108.33	ELECTION SUPPLIES
ENVIRONMENTAL SYSTEMS RESEARCH INST	400.00	ARC GIS MAINTENANCE
FLEIS & VANDENBRINK	351,817.21	WATER SYSTEM & INFRASTRUCTURE
FOSTER BLUE WATER OIL LLC	3,198.69	FUEL
GALLS LLC	530.64	POLICE SUPPLIES
GFL ENVIRONMENTAL	11,489.65	GARBAGE SERVICE OCTOBER
HACH COMPANY	847.43	WWTP SUPPLIES
HERO IDUSTRIES INC	685.00	K9 ITEMS
HOME DEPOT	138.82	VARIOUS SUPPLIES
LUCYNSKI SERVICES LLC	900.00	RECYCLING STORAGE UNIT
MILLER CANFIELD PADDOCK AND STONE	14,500.00	WATER SYSTEM & INFRASTRUCTURE
MILLER OFFICE MACHINES	277.52	POLICE & CITY HALL COPIES
MMTA	99.00	TREASURERS MEMBERSHIP
OFFICE CENTRAL	253.52	VARIOUS SUPPLIES
OGEMAW COUNTY VOICE	98.60	ADS
PARAGON LABORATORIES INC	328.00	WWTP SUPPLIES
SAVE A LOT	263.56	VARIOUS SUPPLIES
SCHMITT TIRE & GAS	10.00	POLICE REPAIR
SELLEY'S CLEANERS	35.00	POLICE DRY CLEANING
STATE OF MICHIGAN	290.00	WATER SAMPLES
UPS	16.92	SHIPPING
USA BLUE BOOK	340.11	WWTP SUPPLIES
VIC BOND SALES INC	53.46	VARIOUS SUPPLIES
VISA	3,039.83	VARIOUS SUPPLIES
WASTE MANAGEMENT INC	271.84	WWTP DUMPSTER
WEST BRANCH NAPA AUTO TRUCK	250.01	VARIOUS SUPPLIES
WEST END DISTRIBUTING	84.16	WWTP SUPPLIES
WILLARD'S EQUIPMENT CO	49.04	DPW PARTS
<b>TOTAL</b>	<b>420,395.40</b>	

# Ogemaw County Emergency Dispatch Authority

205 S. Eighth St., West Branch, MI 48661

989.345.9911 TX

[jessie.lowell@ogemaw911authority.com](mailto:jessie.lowell@ogemaw911authority.com)

8/15/2022

RE: Reapportionment Plan for Ogemaw County Emergency Dispatch Authority Board

To Whom This May Concern:

Due to the Reapportionment of the County this year, which, in turn, leads Ogemaw County Emergency Dispatch Authority Board, also known as OCEDA, look at each District in the county to see who needs to update their representation for the 911 Board.

In looking at the chart below, all positions below need to be reappointed by the new District. These seats will need to be filled by October 1, 2022.

DISTRICT	REPRESENTATIVE	TERM END	TOWNSHIPS	PRIOR DISTRICT
DISTRICT 1	NANCY HENNARD	2026	CHURCHILL, HILL, LOGAN, RICHLAND TWP.	DISTRICT 5
DISTRICT 2	TOM CZERNIAK	2026	CUMMING, GOODAR, KLACKING, ROSE, CITY OF ROSE CITY, WEST BRANCH TWP. 1	DISTRICT 3
DISTRICT 3		2027	MILLS TWP	DISTRICT 4
DISTRICT 4	TOM KREBS (2023) AL EVANS (2022)	2027	EDWARDS, HORTON, WEST BRANCH TWP 1	DISTRICT 1
DISTRICT 5		2027	FOSTER, OGEMAW, CITY OF WEST BRANCH	District 2

If there are any questions, please feel free to contact myself, at the information below or please attend our meetings the First Wednesday of every Month at: The Annex Building – 205 S Eighth St., West Branch @ 5:15 pm.

Jessie Lowell

911 Director

(989)345-2911

C/(989)915-7405

[jessie.lowell@ogemaw911authority.com](mailto:jessie.lowell@ogemaw911authority.com)

---

## **Sec. 15-26. Hearing officer to serve notice.**

A hearing officer shall be appointed by the city council, on the recommendation of the city manager, to serve at the pleasure of the city council.

- (1) When a notice of unsafe and dangerous condition is issued, the officer so issuing that notice, whether he is the building inspector, fire chief or health officer of the city, shall file a copy of the notice of unsafe and dangerous condition with the hearing officer.
- (2) Service of the notice of unsafe and dangerous condition, or of any other notice made by the city officer pursuant to this article may be made in the following manner:
  - a. By personally delivering a copy of the notice to the person to whom it is directed within the city.
  - b. By delivering a copy of the notice by registered mail, addressed to the last-known post office address of the addressee, and deliverable to the addressee only, with return receipt demanded, which service by registered mail shall be considered personal and not substituted service.
  - c. If a person to whom the notice is directed cannot be found or does not have a known post office address or is not a resident of the city, then service of the notice may be made by publication in a newspaper published or circulating in the county in which the property or premises described in the notice is situated, once in each week for three successive weeks, the last publication to be made at least ten days before the date of performance specified in the notice.

{Code 1994, § 150.30; Ord. No. 189, 9-16-1987}

Joseph E. Quandt, Esq.

Kuhn Rogers PLC

4033 Eastern Sky Drive

Traverse City, Michigan 49684

(231) 947-7901 x 115



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 3,  
2022.

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

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

Absent: Carol Adair

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, DPW Supervisor Mike Killackey, Chief Kenneth Walters, City Attorney Greg Meihn, and County Commissioner Mark Surbrook.

All stood for the Pledge of Allegiance.

\* \* \* \* \*

Commissioner Surbrook reported that they approved the 2022/2023 budget at the last meeting. If anyone would like to see the details let him know. They also approved the purchase of a new camera.

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY PUGH, TO EXCUSE MEMBER ADAIR FROM THE MEETING.**

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY ZIMMERMAN, TO APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$108,846.33.**

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY PUGH, TO APPROVE WAIVING THE PEDDLER FEES FOR THE CHAMBER OF COMMERCE AND THE FLANNEL & FLAPJACK FUNDRAISER.**

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY BENNETT, TO ACCEPT THE RECOMMENDATION BY THE MML NOMINATING COMMITTEE FOR THE MML LIABILITY AND PROPERTY POOL DIRECTORS.**

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY JACKSON, TO ALLOW MANAGER DANTZER TO SIGN THE WEST BRANCH EDA GRANT AGREEMENT.**

The City has been awarded \$1,531,400 and the local match requirement is the MEDC grant.

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY PUGH, SECOND BY SHOWALTER TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING AND CLOSED SESSION HELD SEPTEMBER 19, 2022.**

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY JACKSON TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; MINUTES FROM THE WWTP MEETING HELD JUNE 14, 2022; MINUTES FROM THE AIRPORT BOARD MEETING HELD AUGUST 17, 2022; MINUTES FROM THE DDA MEETING HELD AUGUST 23, 2022; AND MINUTES FROM THE PLANNING COMMISSION HELD SEPTEMBER 13, 2022.**

**Yes – Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – None**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

Communications shared included The Center for Local, State, and Urban Policy September 2022 Newsletter and Charter Communications channel addition.

Member Showalter gave kudos for the grant approval and match requirement.

Member Pugh stated that the MyMichigan doctors’ offices are moving along nicely.

Manager Dantzer stated that he received an estimate for the repairs at the pocket park for the brick work.

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY JACKSON TO PUT OUT FOR BID THE REPAIR OF THE BRICKS AT THE POCKET PARK.**

**Yes – Bennett, Frechette, Jackson, Pugh, and Showalter**

**No – Zimmerman**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

After further discussion concerning the repair and the expertise required, Member Zimmerman suggested approving the estimate Manager Dantzer received.

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY JACKSON TO RESCIND THE MOTION TO PUT THE BRICK WORK AT THE POCKET PARK OUT FOR BID.**

**Yes – Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – Bennett**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

**MOTION BY JACKSON, SECOND BY SHOWALTER TO APPROVE THE BID FROM LAY CONSTRUCTION FOR \$19,800 AS THE SOLE SOURCE VENDOR.**

**Yes – Frechette, Jackson, Pugh, Showalter, and Zimmerman**

**No – Bennett**

**Absent – Adair**

**Motion carried**

\* \* \* \* \*

Manager Dantzer stated that the Santa Train will be coming back to West Branch this year on December 3<sup>rd</sup>. Council agreed that Manager Dantzer could work with the Chamber on an official tree lighting ceremony. Supervisor Killackey announced that he hoped to have the Christmas Tree up before Thanksgiving.

Manager Dantzer informed Council that there would be a tour of the WWTP tomorrow at 2:00 pm for newer staff if anyone was interested in attending.

Attorney Meihn stated that there has been a hearing officer assigned and we will be able to move forward with the ordinance violations.

Mayor Frechette adjourned the meeting at 6:25 pm.

---

Paul Frechette, Mayor

---

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 3, 2022.**

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

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

Absent: Member Adair

Other officers present: Manager Dantzer, Clerk Clover, DPW Supervisor Killackey, Chief Walters, Attorney Meihn, and Commissioner Surbrook.

All stood for the Pledge of Allegiance.

Commissioner Surbrook gave a County update.

Council excused Member Adair.

Council approved bills in the amount of \$108,846.33.

Council approved waiving the Peddlers fees for the Chambers Flannel & Flapjack Fundraiser.

Council accepted the recommendation by the MML Nominating Committee for the MML Liability and Property Pool Directors.

Council approved Manager Dantzer to sign the West Branch EDA Grant Agreement.

Council approved the minutes and summary of minutes from the regular meeting and closed session held September 19, 2022.

Minutes from the WWTP meeting held June 14, 2022; minutes from the Airport Board meeting held August 17, 2022; minutes from the DDA meeting held August 23, 2022; minutes from the Planning Commission held September 13, 2022; as well as the Treasurer's report and Investment Summary were received and filed.

Communications were shared.

Member Showalter, Pugh, Attorney Meihn, and Manager Dantzer gave reports.

Council approved to put out for bid the repair of the bricks at the pocket park.

Council approved the rescission of the motion to put the brick work out for bid at the pocket park.

Council approved the bid from Lay Construction for \$19,800 as the sole source vendor.

Mayor Frechette adjourned the meeting at 6:25 pm.

CASH SUMMARY BY BANK FOR WEST BRANCH  
FROM 10/01/2022 TO 10/31/2022

Bank Code		Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101		1,487,731.63	22,159.91	86,541.17	1,423,350.37
150	CEMETERY PERPETUAL CARE	39,126.56	140.87	0.00	39,267.43
209	CEMETERY FUND	4,123.39	0.00	609.34	3,514.05
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	831.45	0.00	0.00	831.45
248	DDA OPERATING FUND	275,446.49	364.34	7,700.00	268,110.83
251	INDUSTRIAL PARK FUND	5,626.73	0.00	134.03	5,492.70
276	HOUSING RESOURCE FUND	181,037.91	214.77	0.00	181,252.68
318	SEWER DEBT FUND	119,246.74	7,195.21	66.25	126,375.70
319	WATER DEBT FUND	84,169.02	1,869.00	13.76	86,024.26
372	PLANT REPLACEMENT FUND (R&I)	0.90	0.00	0.00	0.90
390	SEWER FUND	327,724.38	7,733.09	34,092.73	301,364.74
391	WATER FUND	756,651.50	12,107.28	16,252.79	752,505.99
392	WATER REPLACEMENT FUND	522,654.54	0.00	0.00	522,654.54
393	SEWER COLLECTION	250,712.09	1,781.44	2,320.80	250,172.73
361	EQUIPMENT FUND	26,295.71	7,978.46	5,747.87	28,526.30
704	PAYROLL CLEARING	24,496.84	40,464.50	40,464.50	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	10,126.57	0.00	0.00	10,126.57
707	YOUTH SAFETY PROGRAM	115.00	0.00	0.00	115.00
	GEN1 - GENERAL CHECKING	4,116,117.45	102,008.87	193,943.24	4,024,183.08
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	634,335.12	20,673.77	12,379.11	642,629.78
203	LOCAL STREET FUND	359,473.78	6,937.54	2,825.44	363,585.88
	MAJOR/ LOCAL STREETS	993,808.90	27,611.31	15,204.55	1,006,215.66
PAY	PAYROLL				
704	PAYROLL CLEARING	28,249.14	40,464.50	38,071.13	30,642.51
	PAYROLL	28,249.14	40,464.50	38,071.13	30,642.51
CHEM	SAVINGS				
101		459,720.02	0.00	0.00	459,720.02
150	CEMETERY PERPETUAL CARE	1,683.79	0.00	0.00	1,683.79
251	INDUSTRIAL PARK FUND	245.24	0.00	0.00	245.24
371	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
391	WATER FUND	26,424.24	0.00	0.00	26,424.24
392	WATER REPLACEMENT FUND	19,791.65	0.00	0.00	19,791.65
393	SEWER COLLECTION	3,184.57	0.00	0.00	3,184.57
361	EQUIPMENT FUND	103,544.75	0.00	0.00	103,544.75
	SAVINGS	614,594.91	0.00	0.00	614,594.91
TAX	TAXES				
701	TAX AGENCY	33,701.91	13,820.48	23,838.30	23,684.09
	TAXES	33,701.91	13,820.48	23,838.30	23,684.09
	TOTAL - ALL FUNDS	5,786,472.31	183,905.16	271,057.22	5,699,320.25

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH  
FROM 10/01/2022 TO 10/31/2022  
FUND: ALL FUNDS  
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
Fund 101					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,306.70	0.00	0.00	150,306.70
		250,306.70	0.00	0.00	250,306.70
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	115,271.06	0.00	0.00	115,271.06
	CEMETERY PERPETUAL CARE	227,770.80	0.00	0.00	227,770.80
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	25,050.19	0.00	0.00	25,050.19
	INDUSTRIAL PARK FUND	125,050.19	0.00	0.00	125,050.19
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	100,200.75	0.00	0.00	100,200.75
	EQUIPMENT FUND	250,200.75	0.00	0.00	250,200.75
	TOTAL - ALL FUNDS	853,328.44	0.00	0.00	853,328.44



# **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)**

**10/7/2022**

**Honorable Mayor and Council,**

This is the September month end report. For the month of September, the department handled 88 Law Enforcement complaints. The department further made 7 felony arrests. The most serious, being for the possession of a concealed handgun. The only blight issue during the month of September is the ongoing situation on S. Third St. A joint meeting was held with myself, City Manager, and City Attorney. All documents and enforcement records have been forwarded to the City Attorney for court action.

I have completed our Homeland Security Grant which funded new 800mhz in-car radios at a rate of 100%. All documents have been submitted and I look for us to be reimbursed before the end of the year.

In respect to our School Resources Officer, Blake is doing a wonderful job and we are researching after hours projects that we can do such as hosting a hunter safety class. We have further partnered with Ogemaw County 911 Dispatch Authority for Halloween Safety this year and are looking forward to that in October.

**Respectfully,**

A handwritten signature in black ink, appearing to read "K. Walters", is 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 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
09/01/2022-09/30/2022	01/01/2022-09/30/2022	01/01/2021-12/31/2021	01/01/2020-12/31/2020

Offense	Description	SEPTEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	1	1	0
11002	SEXUAL PENETR'N PENIS/VAGINA CSC3	0	0	0	2
11007	SEXUAL CONTACT FORCIBLE CSC2	0	1	0	0
11008	SEXUAL CONTACT FORCIBLE CSC4	0	1	1	1
13001	NONAGGRAVATED ASSAULT	1	15	19	27
13002	AGGRAVATED/FELONIOUS ASSAULT	0	1	4	2
13003	INTIMIDATION/STALKING	0	1	2	3
20000	ARSON	0	0	0	1
22001	BURGLARY - FORCED ENTRY	0	1	1	1
22002	BURGLARY - ENTRY W/OUT FORCE(INTENT	0	0	1	2
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	1	0	2
23002	LARCENY - PURSE SNATCHING	0	0	2	0
23003	LARCENY - THEFT FROM BUILDING	0	1	2	7
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	3	9	3
23007	LARCENY - OTHER	0	6	8	11
24001	MOTOR VEHICLE THEFT	0	1	1	0
25000	FORGERY/COUNTERFEITING	0	1	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	0	0	1
26002	FRAUD - CREDIT CARD/ATM	0	0	1	1
26003	FRAUD - IMPERSONATION	0	0	1	0
26005	FRAUD - WIRE	0	0	1	0
26006	FRAUD - BAD CHECKS	0	1	1	0
26007	FRAUD - IDENTITY THEFT	0	3	0	0
27000	EMBEZZLEMENT	1	2	0	0
28000	STOLEN PROPERTY	0	1	0	0
29000	DAMAGE TO PROPERTY	0	7	15	15
30002	RETAIL FRAUD - THEFT	0	1	0	3
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	8	4	2
36004	SEX OFFENSE - OTHER	0	0	3	0
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	0	2	0
38003	FAMILY - OTHER	0	0	1	0
41002	LIQUOR VIOLATIONS - OTHER	0	0	1	0
42000	DRUNKENNESS	0	0	1	0
48000	OBSTRUCTING POLICE	0	1	5	3
49000	ESCAPE/FLIGHT	0	1	0	0
50000	OBSTRUCTING JUSTICE	3	31	29	29
52001	WEAPONS OFFENSE - CONCEALED	0	0	0	1
52003	WEAPONS OFFENSE - OTHER	0	0	2	1
53001	DISORDERLY CONDUCT	0	0	1	4
54001	HIT & RUN MOTOR VEHICLE ACCIDENT	0	0	0	6
54002	OUIL OR OUID	0	10	4	6
54003	DRIVING LAW VIOLATIONS	4	34	10	25
57001	TRESPASS	0	7	21	18
70000	JUVENILE RUNAWAY	0	2	0	4
70001	Incorrigible	0	1	0	1
70004	Juvenile Issues	0	0	3	0

## Offense Count Report

Page: 2

## Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
SEPTEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
09/01/2022-09/30/2022	01/01/2022-09/30/2022	01/01/2021-12/31/2021	01/01/2020-12/31/2020

Offense	Description	SEPTEMBER 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
72000	ANIMAL CRUELTY	1	1	0	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	1	4	15
75000	SOLICITATION	0	1	0	0
90001	Vehicle Lockouts	6	50	88	103
90002	Motorist Assists	0	6	15	13
90003	Assist E.M.S.	6	73	120	105
90005	City Ordinance Violations	0	6	29	41
90007	Parking Complaints	0	0	4	1
90008	ANIMAL COMPLAINTS	0	9	13	5
91001	Delinquent Minors	0	3	15	3
91002	Runaway	0	1	2	0
91003	K-9 Assists	0	11	7	0
91004	Abandoned Vehicle	0	0	2	3
92003	Walk Away (Ment. & Host.)	1	4	5	4
92004	Insanity	1	14	30	34
92005	MIP Civil	0	1	0	0
93001	PROPERTY DAMAGE ACCIDENT/PI	2	30	51	43
93002	Accident, Non-Traffic	3	18	32	18
93003	Civil Traffic Violations	0	1	0	0
93004	Parking Violations	0	1	1	1
93006	Traffic Policing	0	5	21	9
93007	Traffic Safety Public Relations	1	10	35	13
93008	Inspections/Investigations -Breathalyzer	0	0	1	4
94001	Valid Alarm Activations	0	0	3	3
94002	False Alarm Activations	7	56	63	51
95001	Accident, Fire	0	1	1	1
95003	Inspection, Fire	0	1	3	0
95004	Hazardous Condition	0	1	6	2
97001	Accident, Traffic	0	1	0	0
97003	Accident, Other Shooting	0	1	0	1
97006	Accident, All Other	0	0	2	2
98002	Inspections/Investigations -Motor Vehicles	0	0	0	1
98003	Inspections/Investigations -Property	0	1	7	8
98004	Inspections/Investigations -Other	0	11	7	5
98006	Civil Matters/Family Disputes	3	34	88	81
98007	Suspicious Situations/Subjects	11	77	178	191
98008	Lost/Found Property	0	9	13	10
98009	Inspections/Investigations -Drug Overdose	1	2	3	2
99001	Suicide	0	0	0	1
99002	Natural Death	0	4	5	6
99004	Natural Disaster	0	0	0	1
99007	PR Activities	0	8	4	22
99008	General Assistance	35	262	283	206
99009	General Non-Criminal	1	27	35	56
Totals:		88	886	1334	1247

CODE ENFORCEMENT 2022:							
Address	Date	Offense	Action Taken / Comments	Officer			
543 Progress Street	5/3/2022	Blight- Trash Complaint	Photos taken/ Voicemail left for construction foreman	JA			
	5/5/2022	Blight- Trash Complaint	Recheck/ Trash cleaned up/ closed	JA			
134 S 2nd Street	5/5/2022	Blight- Trash & Unregistered Trailer	Photos taken/ Notice sent	JA			
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
	5/24/2022	Blight- Trash & Unregistered Trailer	No change on blight/ No answer at the door	JA			
	5/24/2022	Blight- Lawn Violation	Lawn not cut/ Contractor contacted to cut lawn	JA			
	5/24/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA			
	5/31/2022	Blight- Trash & Unregistered Trailer	No change on blight/ Citation issued #903439	JA			
	6/14/2022	Blight- Trash & Unregistered Trailer	No change on blight/ Updated photos/ Will cite when owner back in State	JA			
	6/15/2022	Blight- Lawn Violation	Lawn not cut/Photos taken/ Contractor contacted to cut lawn	JA			
	6/15/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA			
	7/22/2022	Blight- Trash & Unregistered Trailer	Trailer removed/ Other blight remains	JA			
511 Victory Street	7/28/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut the lawn	JA			
	7/28/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA			
	5/10/2022	Blight- Unregistered/ Junk Vehicles	Updated photos/ One vehicle removed/ Will recheck	JA			
	5/18/2022	Blight- Unregistered/ Junk Vehicles	Tx with owner- last vehicle to be removed in a week	JA			
Vacant Lot/ Fairview Road Parcel number 052-304-007-00	5/24/2022	Blight- Unregistered/ Junk Vehicles	Last junk vehicle removed/ closed	JA			
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
376 State Street	5/17/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			
	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
372 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
	5/24/2020	Blight- Lawn Violation	Lawn cut/ closed	JA			
284 N Burgess Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			
311 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA			
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			
315 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA			
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			
250 N 2nd Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			
129 Lindsay Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			
424 W Wright Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA			
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA			

450 Morrison Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
403 S 6th Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
340 Court Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
152 Alto Court	5/18/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
243 N Burgess Street	5/18/2022	Blight- Trash Compliant	2 previous City citations unpaid- District Court warning letter sent via mail	JA
	5/24/2022	Blight- Trash Compliant	Changed noted/ Unreg. Camper removed/ will re-check	JA
	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/27/2022	Blight- Trash Compliant	No response to warning letter- 2 State citations issued #27320 & 27321	JA
	6/1/2022	Blight- Lawn Violation	Front yard cut, back not cut/ owner states will be done/ Recheck 6/3/2022	JA
	6/6/2022	Blight- Lawn Violation	No change on the back yard/ Photo taken/ Contractor contacted to cut	JA
	6/8/2022	Blight- Lawn Violation	Contractor cut the lawn/ Lawn violation Closed	JA
141 Alto Court	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
105 N Burgess Street	5/24/2022	Blight- Lawn Violation	Verbal notice given	JA
	5/31/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
210 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2022	Blight- Lawn Violation	Lawn Cut/ Closed	JA
270 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/31/2022	Blight- Lawn Violation	Lawn Cut/ Closed	JA
279 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
201 N 8th Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
323 N 3rd Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
321 Sidney Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
317 S Burgess Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
S 1st Street vacant lot Parcel ID No. # 052-126-003-00	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn not cut/ Contractor contacted to cut	JA
	6/10/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	7/28/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut	JA

	7/29/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
122 N Valley Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn not cut/ Photo taken/ Contractor contacted to cut lawn on 6/7/2022	JA
	6/7/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
164 N Valley Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
301 W Houghton Ave	6/1/2022	Blight- Lawn Violation	Photo taken/ Verbal Notice	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
214 Court Street	6/1/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
419 N 3rd Street	6/2/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Front yard cut, back/ side yard not cut/ Will recheck 6/14/2022	JA
	6/14/2022	Blight- Lawn Violation	No change/ Photos taken/ Contractor contacted to cut the lawn	JA
	6/14/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
	8/25/2022	Blight- Lawn Violation	Lawn not cut/ Photos taken/ Contractor contacted to cut the lawn	JA
	8/26/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
149 Page Street	6/2/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
235 N 1st Street	6/14/2022	Blight- Brush Violation	Brush out early and in the roadway/ Notice Posted/ Will recheck	JA
	6/21/2022	Blight- Brush Violation	Brush removed from the roadway/ Closed	JA
301 S 4th Street	6/14/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	6/21/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
312 E Houghton Avenue	7/12/2022	Blight- Lawn Violation	Photos taken/ Notice Sent	JA
	7/22/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
798 Victory Street	7/13/2022	Blight- Lawn Violation	Photos taken/ Notice Sent	JA
	7/26/2022	Blight- Lawn Violation	Lawn cut/ Complaint of weeds on the side of the house/ Advised owner	JA
	7/29/2022	Blight- Lawn Violation	Weeds on the side of the house cut/ Closed	JA
394 N 2nd Street	8/5/2022	Blight- Unsafe building	Still in legal process/ Switch from Estate	JA
	8/25/2022	Blight- Unsafe building	Legal paperwork complete/ Start quick claim next week	JA
320 State Street	8/5/2022	Blight- Trash complaint	Demolished building/ Photos taken/ Notice sent with CAP	JA
	8/25/2022	Blight- Trash complaint	Tx with owner- will have CAP completed Monday	JA
	8/29/2022	Blight- Trash complaint	Received CAP/ Demo permit in place till 10/8/2022	JA
607 S Valley Street	8/25/2022	Blight- Unsafe Building	Emailed for an update on the project/ Waiting for bids from local contractors	JA
Lieutenant Joseph Adams:		Date: 10-1-2022		
West Branch Police Department				

*Ogemaw County  
Land Bank Authority  
Meeting Minutes  
08/10/2022*

Caren Piglowski called the meeting to order at 11:03 a.m. Present: Sue Delahanty, Liz Steinhurst, Caren Piglowski, Denise Simmons, Scott Bell, John Dantzer and David Ryan. All recited The Pledge of Allegiance to the American Flag.

Committee meeting minutes of 07/13/2022 were reviewed. Motion by Denise Simmons support by John Dantzer to approve the minutes. Ayes all, motion approved.

Caren Piglowski presented the current financial activity report and displayed to the board the newly created Land Bank Authority project yard signs. All were pleased with the sign design.

The contract with Timber Mitt, Inc. for the demolition project at 2408 E. First St., Prescott was reviewed. Changes were discussed. Motion by Sue Delahanty support by John Dantzer to approve the contract with recommended changes. Ayes all, motion approved. Caren Piglowski to proceed with the changes to the contract, contact Timber Mitt, Inc. for signature and project start date. Caren Piglowski to contact the local newspaper for press coverage. Dave Ryan will have the pile of tires removed from the property over the upcoming weekend.

Caren Piglowski previously contacted all of the local townships/cities for a list of blighted properties and ordinances. Only a few entities responded. Caren Piglowski to contact those entities that did not respond for a second time with request for blighted properties list to help prepare for the upcoming grant funding opportunity this fall. Discussion regarding the county creating a county-wide blight ordinance.

Final review of the Land Bank Authority Priorities, Policies and Procedures document was discussed. Motion by Scott Bell support by Liz Steinhurst to adopt the Priorities, Policies and Procedures document as presented. Ayes all, motion approved.

Caren Piglowski to call David Reasner, Rose City Mayor, to discuss if he is still interested in serving on the Land Bank Authority Board as he has only attended one meeting since being appointed to the board.

Discussion regarding the sale of the 2408 E First St., Prescott property after the demolition project is complete. This topic will be placed on the next meeting agenda.

Next meeting scheduled for October 12 2022 at 11:00 a.m.

Meeting adjourned 11:42 a.m.

Minutes prepared by Caren Piglowski

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, SEPTEMBER 27, 2022.

Vice Chairperson Bob David called the meeting to order at 6:00 p.m.

Present: Bob David, Yvonne DeRoso, Josh Erickson, Kara Fachting, Mike Jackson, and Rusty Showalter.

Absent: Cori Lucynski

Others officers in attendance: City Manager/zoning administrator, John Dantzer

\* \* \* \* \*

All stood for the Pledge of Allegiance.

\* \* \* \* \*

At 6:02, Vice Chairperson David opened the public hearing to take comments on the special use permit for Dr. Mark Lewandowski. City Manager/zoning administrator Dantzer noted the reason for the special use was that dental offices were permitted only by special use in the mixed used district. Manager Dantzer noted he received two comments both in favor of the dental clinic addition.

No one in the public wished to speak on the subject.

**MOTION BY DEROSO, SECOND BY FACHTING, TO CLOSE THE PUBLIC HEARING**

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None

Absent – Lucynski

Motion carried

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE THE SPECIAL USE PERMIT FOR DR. MARK LEWANDOWSKI'S ADDITION TO HIS DENTAL OFFICE.**

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None

Absent – Lucynski

Motion carried

\* \* \* \* \*

**MOTION BY DAVID, SECOND BY DEROSO, TO APPROVE THE MINUTES FROM THE MEETING HELD SEPTEMBER 13, 2022.**

Yes — David, DeRoso, Erickson, Fachting, Jackson, Showalter

No – None

Absent – Lucynski

Motion carried

\* \* \* \* \*

The zoning permit for Dr. Lewandowski's dental office addition was discussed by the Commission. Member David noted some concern for having a two-way driveway and more traffic at that location due to its proximity to Valley St. Manager Dantzer noted in his zoning administrator review, there was not mention of a landscaping plan or snow storage plan and that there was a small section between the proposed parking area and neighboring residence to the west of them that did not have a buffer.

**MOTION BY JACKSON, SECOND BY FACHTING, TO APPROVE THE DR. LEWANDOWSKI ZONING PERMIT CONTINGENT UPON APPROVAL OF MDOT FOR THE TWO-WAY DRIVEWAY AND CONTINGENT UPON A SNOW STORAGE PLAN AND LANDSCAPING PLAN BEING SUBMITTED TO MANAGER DANTZER.**

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

**No – None**

**Absent – Lucynski**

**Motion carried**

\* \* \* \* \*

A zoning permit for Brian Rang was reviewed. Manager Dantzer noted the zoning permit was submitted due to changes in the sizes of the buildings that were approved previously. He noted the ordinance required additional approval if the square footage increased by more than 500 square feet. He also noted the building would change from two buildings that were 20' wide and two that were 40' wide to four that are 30' in width. He also noted, the new plan would not change any of the approved setbacks.

**MOTION BY JACKSON, SECOND BY ERICKSON, TO APPROVE THE ZONING PERMIT FOR BRIAN RANG AS SUBMITTED.**

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

**No – None**

**Absent – Lucynski**

**Motion carried**

\* \* \* \* \*

**MOTION BY DAVID, SECOND BY ERICKSON, TO EXCUSE MEMBER LUCYNSKI FROM THE MEETING.**

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

**No – None**

**Absent – Lucynski**

**Motion carried**

\* \* \* \* \*

Member DeRoso noted the new condos at Victorian Manor would be breaking ground shortly.

Member Fachting noted she was glad to be back and thanked the Commission for handling things while she was out.



Member Showalter also noted he was glad to be back and also thanked the Commission for handling things while he was out.

Member David noted how prompt the new garbage company was and that they were doing a good job of keeping the town clean.

\* \* \* \* \*

Meeting was adjourned at 6:37 pm

**MEETING OF THE WEST BRANCH CITY ELECTION BOARD HELD IN COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON WEDNESDAY, OCTOBER 4 2022.**

City Clerk Lori Ann Clover called the meeting to order at 10:00 am.

Present: Dianne Gavitt, and Lori Ann Clover

Absent: Maryanne Steelman

Others in attendance: None

City Clerk Clover announced that the Public Accuracy Test would be held October 11, 2022 at 2:30 pm.

Carol Adair, Caroline Belisle, Jazmine Ewald, Willow Ewald, Michelle Frechette, Clara Roach, Elaine Urban, Nancy Ranger, Sue Jennings, and Yvonne Williams were named as election inspectors for the November 8, 2022 election.

Meeting was adjourned at 10:30 am.

MEETING OF THE WEST BRANCH CITY ELECTION BOARD HELD IN COUNCIL CHAMBERS OF CITY HALL, 121  
NORTH FOURTH STREET ON TUESDAY, OCTOBER 11, 2022

City Clerk Lori Ann Clover called the meeting to order at 2:30 pm.

Present: Dianne Gavitt and Lori Ann Clover

Absent: Maryann Steelman

Others in attendance: Election Source Testers.

The Election Commission observed the public accuracy test and signed off on a complete and accurate testing

The transfer card was uploaded to the county and received without issue.

Election Source suggested ordering new bags for the Test Ballots used in the Public Accuracy Test.

Election Source set the time on the ballot reader for daylight savings time so it would be all set for the election.

Meeting was adjourned at 4:00 pm.

**CITY OF WEST BRANCH  
CITY COUNCIL MEETING  
OCTOBER 17, 2022**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, October 17, 2022 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 Meeting

Time: Oct 17, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86467486161?pwd=S3JSaFNVY2RVVnpXSGY1ZjAxUjNzZz09>

Meeting ID: 864 6748 6161

Passcode: 403529

One tap mobile

+16469313860,,86467486161#,,,,\*403529# US

+13017158592,,86467486161#,,,,\*403529# US (Washington DC)

Dial by your location

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 719 359 4580 US

Meeting ID: 864 6748 6161

Passcode: 403529

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