

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 3, 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
- V. Public hearing
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished Business
- X. New Business
 - A. Bills
 - B. Waiver of Peddler fees for Flannel and Flapjacks Fundraiser
 - C. MML Pool Director Election
 - D. CD-450 – West Branch EDA Grant Agreement
- XI. Approval of the minutes and summary from the regular meeting and closed session held September 19, 2022.
- XII. Consent Agenda
 - A. Treasurer’s Report and Investment Summary
 - B. Minutes from the WWTP meeting held June 14, 2022
 - C. Minutes from the Airport Board meeting held August 17, 2022
 - D. Minutes from the DDA meeting August 23, 2022
 - E. Minutes from the Planning Commission held September 13, 2022
- XIII. Communications
 - A. The Center for Local, State, and Urban Policy September 2022 Newsletter
 - B. Charter Communications – channel addition

- XIV. Reports
 - A. Mayor
 - B. Council
 - C. Manager
 - 1. Pocket Park
 - 2. Christmas Tree Lighting

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

October 5 Election Commission 11:00 am

October 5-14 Audit

October 11 Planning Commission 6:00 pm

October 17 City Council 6:00 pm

October 19 Airport Board 12:15 pm

October 19-21 MML Conference

October 25 DDA 12:00 pm

November 7 City Council 6:00 pm

November 8 Planning Commission 6:00 pm

November 16 Airport Board 12:15 pm

November 21 City Council 6:00 pm

November 22 DDA 12:00 pm

**Place
Holder
for
Bills**



**REQUEST FOR WAIVER OF FEES FOR
PEDDLER/SOLICITOR/VENDOR LICENSE**

City of West Branch

121 North Fourth Street, West Branch, Michigan 48661

Phone 989-345-0500 ☺ Fax 989-345-4390

CHAPTER 111: PEDDLERS AND SOLICITORS

Name of Non-Profit Organization: West Branch Area Chamber of Commerce

Address of Non-Profit Organization: 422 W. Houghton Ave

Contact Information (phone and email) for Non-Profit Organization:
Heather Newhaus 989-345-2821

Type of License Sought:

- Standard License [\$10 per day]
 - Event License [\$50 per event] *?*
 - Special-Use License [\$25 per day]
 - Standard Peddler/Solicitor License
- Floral and Flipjacks - Selling Princesses at the Girl Scouts Fair* [\$10 per day, or \$50 for six-month license]

Total \$ Amount of Waiver Sought: \$

Please describe why the non-profit listed above is seeking a waiver of fees (i.e., what charitable use the funds raised will be used for, etc.): Doing a fundraiser for the All Aboard Project. Preserving the Oldest Building in town - Chamber owns

Exemptions and Waivers

Aside from those persons otherwise exempted from such fees by state or federal law, all persons, corporations, co-partnerships or firms who are now engaged, or who intend to engage in the business of peddling, soliciting, or merchandising goods within the corporate limits of the City of the City, shall pay to the City a license fee to engage in that business according to the aforementioned schedule, *unless* an application for waiver of said fees is completed by a non-profit organization and then approved by a majority vote of the City Council. If interested in applying for such a waiver, contact City Hall and request the proper form.

The following shall be exempt from the licensing fee requirements, but shall nonetheless be required to complete and submit this application: 1. Farmers or truck gardeners selling or offering for sale, any products grown, raised or produced by them. 2. Persons under 18 years of age, when engaged in peddling or soliciting on foot in the neighborhood of his or her residence under the direct supervision of an Ogemaw County school and/or a recognized charitable or religious organization. Children under the age of 14 must be accompanied by a parent or adult. Accompaniment requires a physical presence within 100 feet of said child by the parent or adult. 3. A person conducting a catalog party or other similar type of solicitation that occurs entirely inside a business or residence, provided that the person conducting the solicitation has secured advance permission to conduct the solicitation from the party with a possessory interest in the location where the indoor solicitation is to occur, and also provided that such solicitation does not consist of door-to-door or cold-call types of solicitation. 4. Members of churches, synagogues, mosques, and other religious organizations when such soliciting is solely for the benefit of the respective religious organization. 5. Members of fraternal or charitable organizations, when such soliciting has been approved by and is done on behalf of the respective fraternal organization or charitable organization. 6. A person soliciting exclusively to canvass or petition for a public official, political candidate, public policy or initiative being promoted for purposes of public referendum, initiative, or election. These persons shall remain subject to the other provisions of this ordinance. 7. Any person who is exempt from such license under the terms of state or federal law. These persons shall remain subject to the other provisions of this ordinance except as to those provisions which may be preempted by state or federal law. (See also MCL 35.441, et seq.).

Heather Newhaus
Signature of Applicant

9/14/2022
Date

West Branch Area Chamber of Commerce
Printed Name of Applicant

Approved Not Approved Date: _____ Signature: _____

To: Members of the MML Liability & Property Pool
From: Michael J. Forster, Fund Administrator
Date: September 12, 2022
Subject: Pool Director Election

Dear Pool Member:

Enclosed is your ballot for this year's Board of Directors election. One (1) incumbent Director has agreed to seek re-election and one (1) appointee is seeking election to her first term. You also may write in one or more candidates if you wish.

A brief biographical sketch of the candidates is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than November 5. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Liability & Property Pool*; the link to the ballot form is in the yellow banner.

The MML Liability & Property Pool is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Pool, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster
Pool Administrator
mforster@mml.org

We love where you live.



THE CANDIDATES

Three-year terms beginning January 1, 2023



Jean Stegeman, Mayor, City of Menominee

Jean has more than ten years of experience as a municipal official, currently serving as Mayor in the City of Menominee. She was a member of and served as chair of the Menominee planning commission for several years prior to becoming mayor. She is also active in several local civic organizations. Jean is seeking re-election to her fourth term as director.



Brenda Stumbo, Supervisor, Charter Township of Ypsilanti

Brenda has been an elected public servant for more than 34 years and has been Ypsilanti Township's Supervisor since 2008. She previously served as the township's Clerk from 1992-98 and on its Board of Trustees from 1988-92. Brenda has also served on the Planning Commission, Zoning Board of Appeals, Ypsilanti Community Utilities Authority Board, Ann Arbor Spark, Destination Ann Arbor, Local Development Finance Authority Committee, and the Washtenaw Urban Executive Committee. Brenda also volunteers for many community events and attends Neighborhood Watch meetings regularly. Brenda has been a Ypsilanti Township resident since the age of five. She completed her bachelor's degree at Central Michigan University, majoring in Parks and Recreation. Brenda seeks election to her first term as director.

Michigan Municipal League
Liability & Property Pool

OFFICIAL BALLOT - 2022

Vote for two Directors by marking the line to the left of the name for three-year terms beginning January 1, 2023.

Jean Stegeman, Incumbent
Mayor, City of Menominee

Brenda Stumbo, Appointee
Supervisor, Charter Township of Ypsilanti

Write-in Candidate

I hereby certify that:

(Municipality/Agency)

by action of its governing body, has authorized its vote to be cast for the above persons to serve as Director of the Michigan Municipal League Liability and Property Pool.

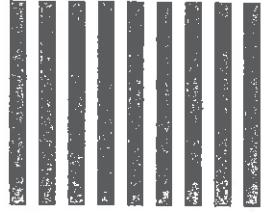
Official Signature

Date:

**Ballot deadline:
November 3, 2022**

BUSINESS REPLY MAIL
FIRST-CLASS MAIL PERMIT NO. 1251 ANN ARBOR MI
POSTAGE WILL BE PAID BY ADDRESSEE

MICHIGAN MUNICIPAL LEAGUE
1675 GREEN RD
ANN ARBOR MI 48105-9921



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES

GRANT COOPERATIVE AGREEMENT

FINANCIAL ASSISTANCE AWARD

FEDERAL AWARD ID NUMBER

06-01-06372; URI: 118250

RECIPIENT NAME

City of West Branch

PERIOD OF PERFORMANCE

46 Months from Date of Award

STREET ADDRESS

121 N 4th St

FEDERAL SHARE OF COST

\$ 1,531,400

CITY, STATE, ZIP CODE

West Branch, MI 48661-1217

RECIPIENT SHARE OF COST

\$ 1,972,600

AUTHORITY

Public Works and Economic Development Act of 1965, as amended (42 U.S.C. 5301-5305)

TOTAL ESTIMATED COST

\$ 3,504,000

CFDA NO. AND NAME

11.300 Investments for Public Works and Economic Development Facilities

PROJECT TITLE

Water Treatment Facility

This Award Document (Form CD-450) signed by the Grants Officer constitutes an obligation of Federal funding. By signing this Form CD-450, the Recipient agrees to comply with the Award provisions checked below and attached. Upon acceptance by the Recipient, the Form CD-450 must be signed by an authorized representative of the Recipient and returned to the Grants Officer. If not signed and returned without modification by the Recipient within 30 days of receipt, the Grants Officer may unilaterally withdraw this Award offer and de-obligate the funds.

DEPARTMENT OF COMMERCE FINANCIAL ASSISTANCE STANDARD TERMS AND CONDITIONS

R & D AWARD

FEDERAL-WIDE RESEARCH TERMS AND CONDITIONS, AS ADOPTED BY THE DEPT. OF COMMERCE

SPECIFIC AWARD CONDITIONS

LINE ITEM BUDGET

2 CFR PART 200, UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS, AS ADOPTED PURSUANT TO 2 CFR § 1327.101

48 CFR PART 31, CONTRACT COST PRINCIPLES AND PROCEDURES

MULTI-YEAR AWARD. PLEASE SEE THE MULTI-YEAR SPECIFIC AWARD CONDITION.

OTHER(S): 1. EDA Standard Terms and Conditions for Construction Projects (March 2021)

2. 13 C.F.R. Chapter III

3. GPRA Data Collection Form

4. SF-429 Real Property Reporting Requirements

SIGNATURE OF DEPARTMENT OF COMMERCE GRANTS OFFICER

Susan M. Brehm, Regional Director

SUSAN BREHM

Digitally signed by SUSAN BREHM
Date: 2022.09.07 09:49:02 -05'00'

DATE

PRINTED NAME, PRINTED TITLE, AND SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

John Dantzer, City Manager, West Branch

DATE

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, SEPTEMBER 19, 2022.

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

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

Joanne Bennett arrived at 6:03 pm following roll call.

Absent: None

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, DPW Supervisor Mike Killackey, Officer Brandon Bicoll, Attorney for MML Gretchen Olsen, Insurance Representative for MML Mark Ott and County Commissioner Mark Surbrook.

All stood for the Pledge of Allegiance.

* * * * *

Commissioner Surbrook reported that NEMSCA and AVCMH gave presentations at the last meeting in reference to their services in Ogemaw County. The County has purchased body cameras for their police officers. He also gave an update on the Rifle River Watershed.

* * * * *

AT 6:10 PM, MOTION BY FRECHETTE, SECOND BY BENNETT, WAS MADE TO GO INTO CLOSED SESSION PURSUANT TO SECTION 8(e)(h) OF THE OPEN MEETINGS ACT TO CONSULT WITH ITS ATTORNEY REGARDING TRIAL OR SETTLEMENT STRATEGY IN CONNECTION WITH SPECIFIC PENDING LITIGATION AND TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE.

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

No – None

Absent – None

Motion carried

* * * * *

AT 6:23 PM, MOTION BY FRECHETTE, SECOND BY BENNETT, TO RETURN TO OPEN SESSION.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY FRECHETTE, SECOND BY ADAIR, TO APPROVE THE SETTLEMENT RECOMMENDED BY THE MML ATTORNEY AND THE INSURANCE REPRESENTATIVE NOT TO EXCEED \$45,000.00.

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

No – None Absent – None Motion carried

*** * * * ***

MOTION BY BENNETT, SECOND BY SHOWALTER, TO APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$70,590.07.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

*** * * * ***

MOTION BY ADAIR, SECOND BY SHOWALTER, TO APPROVE SPECIAL EVENT PERMITS HOMECOMING LIGHT POLE DECORATING, CHRISTMAS LIGHT PARADE, AND FLANNEL & FLAPJACK FUNDRAISER.

Member Zimmerman asked if the flowers would be in the way. DPW Supervisor Killackey replied only in a couple of areas and he would make sure they were cleaned up.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

*** * * * ***

Member Showalter requested to abstain from voting in Item G. Temporary Construction Access Easement Agreement due to a conflict of interest.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO ACCEPT MEMBER SHOWALTER ABSTAINING FROM THE VOTE ON ITEM G. TEMPORARY CONSTRUCTION ACCESS EASEMENT AGREEMENT.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

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MOTION BY SHOWALTER, SECOND BY PUGH, TO ALLOW MANGER DANTZER TO SIGN THE TITLE VI SUB-RECIPIENT ANNUAL CERTIFICATION FORM.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

*** * * * ***

MOTION BY PUGH, SECOND BY JACKSON, TO ALLOW MANAGER DANTZER TO SIGN THE AGREEMENT WITH DESHANO ALLOWING TEMPORARY CONSTRUCTION ACCESS EASEMENT.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, and Zimmerman

No – None Absent – None Abstain - Showalter Motion carried

*** * * * ***

Member Showalter requested to abstain from voting in Item H. Condo modification approval for West River Park Condo Complex due to a conflict of interest.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO ACCEPT MEMBER SHOWALTER ABSTAINING FROM THE VOTE ON ITEM H. CONDO MODIFICATION APPROVAL FOR WEST RIVER PARK CONDO COMPLEX.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

*** * * * ***

Manager Dantzer explained that the modification was to change two duplexes into singles and it was not significant or material.

MOTION BY PUGH, SECOND BY JACKSON, TO APPROVE THE CHANGES TO THE CONDO SITE PLANS BECAUSE THE CHANGES ARE DETERMINED NOT TO BE A SUBSTANTIAL OR MATERIAL CHANGE.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, and Zimmerman

No – None Absent – None Abstain - Showalter Motion carried

*** * * * ***

MOTION BY PUGH, SECOND BY ZIMMERMAN TO APPROVE THE COUNCIL BYLAWS, POLICIES AND PROCEDURES PRESENTED BY MANAGER DANTZER.

Discussion was held regarding the differences between this and the City Ordinances. Member Showalter stated that the City Ordinances were rules for the City and the Bylaws were how the Council needed to operate. They must be in agreement, however if at any time the Bylaws need to be changed it just needs to go before the Council for a vote.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY SHOWALTER TO APPROVE MANAGER DANTZER SIGNING THE CONTRACT WITH J & N CONSTRUCTION FOR THE DWSRF GRANT.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

* * * * *

MOTION BY PUGH, SECOND BY BENNETT TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING AND CLOSED SESSION HELD SEPTEMBER 6, 2022.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY ADAIR TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; WEST BRANCH POLICE DEPARTMENT REPORT FOR AUGUST 2022; AND MINUTES FROM THE PLANNING COMMISSION HELD JULY 12, 2022.

Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None Absent – None Motion carried

* * * * *

Communications shared included the Act 51 Certification.

Member Zimmerman complimented the City employees and their responsiveness to questions or issues. She appreciates working with such an excellent group of staff.

Member Dantzer reminded Council of the upcoming work session at the DPW Garage following this meeting to review the training of K-9 Officer Kony and handler, Officer Brandon Bicoll.

Mayor Frechette adjourned the meeting at 6:45 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, SEPTEMBER 19, 2022.

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

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

Absent: None

Other officers present: Manager Dantzer, Clerk Clover, DPW Supervisor Killackey, Officer Bicoll, Commissioner Surbrook, Attorney Olsen, and Insurance Representative Ott.

All stood for the Pledge of Allegiance.

Commissioner Surbrook gave a County update.

Council approved to go into closed session at 6:10 pm pursuant to section 8(e)(h) of the open meetings act.

Council approved to re-open the meeting to the public at 6:23pm.

Council approved the settlement reached in mediation for up to but not to exceed \$45,000.00.

Council approved bills in the amount of \$70,590.07.

Council approved special event permits Homecoming Light Pole Decorating, Christmas Light Parade, and Flannel & Flapjack Fundraiser.

Council approved Manager Dantzer to sign the Title VI Sub-Recipient Annual Certification Form.

Council approved Manager Dantzer to sign the agreement with Deshano allowing for temporary construction access easement.

Council approved the condo modification for West River Park Condo Complex.

Council approved the bylaws, policies and procedures presented by Manager Dantzer.

Council approved Manager Dantzer signing the contract with J & N Construction for the DWSRF grant.

Council approved the minutes and summary of minutes from the regular meeting and closed session held September 6, 2022.

Minutes from the Planning Commission meeting held July 12, 2022, City of West Branch Police Department report for the end of August, as well as the Treasurer's report and Investment Summary were received and filed.

Communications distributed included the Act 51 Certification

Member Zimmerman and Manager Dantzer gave reports.

Mayor Frechette adjourned the meeting at 6:45 pm.

Bank Code	Description	Beginning Balance 09/01/2022	Total Debits	Total Credits	Ending Balance 09/30/2022
GEN1 GEN1 - GENERAL CHECKING					
101		962,732.31	670,889.54	156,454.65	1,477,167.20
150	CEMETERY PERPETUAL CARE	38,646.56	480.00	0.00	39,126.56
209	CEMETERY FUND	(3,449.45)	10,895.00	3,322.16	4,123.39
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	831.45	0.00	0.00	831.45
248	DDA OPERATING FUND	282,088.21	6,915.85	13,557.57	275,446.49
251	INDUSTRIAL PARK FUND	5,811.49	0.00	184.76	5,626.73
276	HOUSING RESOURCE FUND	180,474.14	563.77	0.00	181,037.91
318	SEWER DEBT FUND	82,623.35	34,925.65	89.74	117,459.26
319	WATER DEBT FUND	75,349.39	8,348.53	18.64	83,679.28
572	PLANT REPLACEMENT FUND (R&I)	0.90	0.00	0.00	0.90
590	SEWER FUND	345,117.80	45,099.50	65,037.43	325,179.87
591	WATER FUND	728,180.27	52,177.27	25,992.26	754,365.28
592	WATER REPLACEMENT FUND	522,654.54	0.00	0.00	522,654.54
593	SEWER COLLECTION	246,640.90	8,813.83	5,236.00	250,218.73
561	EQUIPMENT FUND	22,328.24	16,286.48	12,319.01	26,295.71
704	PAYROLL CLEARING	24,496.84	81,454.80	81,454.80	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	10,126.57	0.00	0.00	10,126.57
707	YOUTH SAFETY PROGRAM	15.00	100.00	0.00	115.00
GEN1 - GENERAL CHECKING		3,524,668.51	936,950.22	363,667.02	4,097,951.71
M/LST MAJOR/ LOCAL STREETS					
202	MAJOR STREET FUND	650,737.93	27,059.93	43,462.74	634,335.12
203	LOCAL STREET FUND	352,930.99	8,354.10	1,811.31	359,473.78
MAJOR/ LOCAL STREETS		1,003,668.92	35,414.03	45,274.05	993,808.90
PAY PAYROLL					
704	PAYROLL CLEARING	26,236.83	81,454.80	79,442.49	28,249.14
PAYROLL		26,236.83	81,454.80	79,442.49	28,249.14
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
571	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
591	WATER FUND	26,424.24	0.00	0.00	26,424.24
592	WATER REPLACEMENT FUND	19,791.65	0.00	0.00	19,791.65
593	SEWER COLLECTION	3,184.57	0.00	0.00	3,184.57
561	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	1,004,652.14	274,179.91	1,247,754.54	31,077.51
TAXES		1,004,652.14	274,179.91	1,247,754.54	31,077.51
TOTAL - ALL FUNDS		6,173,821.31	1,327,998.96	1,736,138.10	5,765,682.17

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
 FROM 09/01/2022 TO 09/30/2022
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 09/01/2022	Total Debits	Total Credits	Ending Balance 09/30/2022
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
		<u>250,306.70</u>	<u>0.00</u>	<u>0.00</u>	<u>250,306.70</u>
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	<u>227,770.80</u>	<u>0.00</u>	<u>0.00</u>	<u>227,770.80</u>
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	<u>125,050.19</u>	<u>0.00</u>	<u>0.00</u>	<u>125,050.19</u>
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	<u>250,200.75</u>	<u>0.00</u>	<u>0.00</u>	<u>250,200.75</u>
	TOTAL - ALL FUNDS	<u>853,328.44</u>	<u>0.00</u>	<u>0.00</u>	<u>853,328.44</u>

WEST BRANCH AREA WASTEWATER TREATMENT PLANT AUTHORITY

A rescheduled regular meeting of the West Branch Area Wastewater Treatment Plant Authority was held on Tuesday, June 14, 2022 at the West Branch City Hall.

Chairperson Stephens called the meeting to order at 3:30 p.m.

Present: John Dantzer, City of West Branch; Paul Frechette, City of West Branch; Ellen Pugh, City of West Branch; Jim Morris, West Branch Township; and Denis Stephens, Ogemaw Township.

Absent: none

Others in attendance: Ogemaw Township alternate member, Ron Dantzer; DPW Superintendent Mike Killackey; and Wastewater Superintendent Dan Robb

* * * * *

Motion by Frechette, second by Morris, to approve resolution 22-01

RESOLUTION #22-01

WHEREAS, the percentage of ownership for each municipality is determined by the total gallons of usage based on a calendar year starting July 1, 2020 to June 30, 2021; and

WHEREAS, the budget is approved before June 30, 2021 and was therefore based on the percentage of ownership as determined by the usage percentages as of June 30, 2020; and

WHEREAS, the 2020-2021 percentages have been calculated and have changed since last fiscal year, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch Area Wastewater Treatment Plant Authority hereby adopts the following budget amendments:

REVENUES			<u>BUDGET</u>		<u>AMENDED</u>
625.100	Sewer Debt Revenue - City of West Branch	67.17%	\$332,469	68.2%	\$338,615
625.200	Sewer Debt Revenue - West Branch Township	25.17%	\$124,573	24.7%	\$122,673
625.300	Sewer Debt Revenue - Ogemaw Township	7.67%	\$37,958	7.1%	\$35,362
664.400	Interest Income		\$730		\$600
674.100	Contribution - City of West Branch (67.17%)	67.17%	\$12,943	68.2%	\$13,126
674.200	Contribution - West Branch Township (25.8%)	25.17%	\$4,850	25.17%	\$4,760
674.300	Contribution - Ogemaw Township (8.4%)	7.67%	\$1,478	7.67%	\$1,384
TOTAL					
REVENUE			\$515,000		\$516,520

EXPENDITURES

703.000	Salaries/wages - Treasurer	\$600	\$600
727.000	Operating supplies	\$500	\$15
801.300	Contractual services - Audit	\$4,000	\$4,000
801.400	Contractual services - Legal - Local	\$500	\$0
818.000	Building insurance	\$14,000	\$14,000
901.000	Printing and publishing	\$400	\$0
947.000	Bond payment (principal & interest)	\$495,000	\$496,650
TOTAL EXPENDITURES		\$515,000	\$515,265
ANTICIPATED CARRYOVER		\$0	\$1,255

Yes –Dantzer, Frechette, Pugh, Morris, Stephens No – None Absent –None

Motion carried

* * * * *

Member Stephens discussed the possibility to change the Authority from a financing authority only to a full operating authority.

Member Morris noted his Township had many questions and were not interested in making any decisions at this time and needed to gather more information.

Member Dantzer noted the City had not discussed it in much depth and needed to gather more information.

It was the consensus to have Chairperson Stephens reach out to the individual at Miller Canfield that helped set up the original Authority and see about having him attend a meeting with the boards of all three municipalities in the fall sometime.

* * * * *

Motion by Morris, second by Stephens, to approve the minutes from the meetings held March 15, 2022 and May 25, 2022.

Yes –Dantzer, Frechette, Pugh, Morris, Stephens No – None Absent –None

Motion carried

* * * * *

WWTP Superintendent Robb gave an update on the new computer equipment that is being installed and gave an update on the status of the rebuilt pump they have back working. Superintendent Robb also went over the lab revenues and noted his concern that they may need to start putting more into the

reserve and replacement account. It was the consensus of the Authority to have member Dantzer gather numbers to review for the next meeting.

Member Dantzer gave the Treasurer's report

* * * * *

Chairperson Stephens adjourned the meeting at 4:20 p.m.

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan, as well as remotely via Zoom. The meeting was called to order at 12:15 p.m. by Chairman Terry Hodges.

Present: Terry Hodges, Paul Frechette, Mike Jackson, John Dantzer, Craig Scott and Brad Neubecker. Absent: Breck Gildner. Also in attendance were Airport Manager Ben Evergreen, and Horton Township Trustee Erma Lurvey.

Motion by Scott, second by Hodges, the minutes of the July 20th, 2022 meeting approved. Voice vote. Ayes – all. Motion carried. [8-1-#1]

Motion by Jackson, second by Frechette, claims in the amount of \$36,027.78 be approved for payment. Voice vote. Ayes – all. Motion carried. [8-1-#2]

Ben gave the financial report, with a combined balance of \$199,595.94.

Ben updated the board on current projects.

Excavation has resumed on the Airport farm property. Mark is happy with the current arrangement, and would like to extend the farm lease.

The LED lighting project for the terminal and workshop has been approved, but no cation has occurred.

The roofing contract has been signed; the work should still be completed this season.

There has no further movement on the hangar door project.

Ben has been added to the County insurance program, with the Airport being billed quarterly.

Motion by Jackson, second by Scott, that the Airport Board agree to quarterly billing from Ogemaw County, for the payment of the Airport Manager's benefits. Voice vote. Ayes – all. Motion carried. [8-1-#3].

Other aspects of Ben's contract are still being reviewed by the County Administrator.

Commissioner Scott will speak with the County Administrator about the paperwork for the Volunteer Corps.

The painting on the runway and taxiways has been completed.

Bids for accountants will be published this week.

The Life Flight have been day basing at the airport. No further action has been taken at the hangar.

Ben will be working to get on the fall schedule for the deforester.

No further business remaining, Chairman Hodges adjourned the meeting at 12:32 p.m.

Minutes by Michael Jackson, Board Secretary

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON TUESDAY,
AUGUST 23, 2022.

The meeting was called to order by Chairperson Samantha Fabbri at 12:01.

Present: Joanne Bennett, Samantha Fabbri, Autum Hunter, Erin Resteiner, Ken Walters,
and Cathy Zimmerman.

Absent: Anthony Bair, Joe Clark, and Sandy Rabidue.

Others in attendance: City Manager John Dantzer

* * * * *

**MOTION BY FABBRI, SECOND BY RESTEINER, TO EXCUSE MEMBERS BAIR,
CLARK, AND RABIDUE FROM THE MEETING.**

Yes – Bennett, Fabbri, Hunter, Resteiner, Walters, and Zimmerman.

No – None Absent – Bair, Clark, and Rabidue Motion carried.

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**MOTION BY FABBRI, SECOND BY HUNTER, TO APPROVE THE MINUTES FROM
THE REGULAR MEETING HELD JULY 26, 2022.**

Yes – Bennett, Fabbri, Hunter, Resteiner, Walters, and Zimmerman.

No – None Absent – Bair, Clark, and Rabidue Motion carried.

* * * * *

**MOTION BY FABBRI, SECOND BY BENNETT, TO APPROVE BILLS IN THE
AMOUNT OF \$6,777.37**

Yes – Bennett, Fabbri, Hunter, Resteiner, Walters, and Zimmerman.

No – None Absent – Bair, Clark, and Rabidue Motion carried.

* * * * *

The Board discussed potential changes to the Showmobile rental fees. The idea of not charging the rental fee for events sponsored by the Retail Merchants was discussed.

MOTION BY RESTEINER, SECOND BY HUNTER, TO REMOVE THE SHOWMOBILE RENTAL FEES FOR ANY EVENT SPONSORED BY THE RETAIL MERCHANTS.

Yes – Bennett, Fabbri, Hunter, Resteiner, Walters, and Zimmerman.

No – None Absent – Bair, Clark, and Rabidue Motion carried.

It was further noted the Retail Merchants would contact the City Manager anytime an event was approved for sponsorship.

* * * * *

Member Zimmerman asked how much of the Beckett and Raeder contract had been paid so far. It was noted that \$29,345.63 was still owed.

Member Bennett noted how well the downtown flowers were still doing.

Member Walters asked about the DDA TIFF and if there were any potential changes. Manager Dantzer noted he did have a meeting with the County and that they are looking into the possibility of some of the newer millages being able to option out of the TIFF.

* * * * *

The meeting was adjourned at 12:29 pm.

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, SEPTEMBER 13, 2022.

Chairperson Cori Lucynski called the meeting to order at 6:03 p.m.

Present: Bob David, Yvonne DeRoso, Josh Erickson, Cori Lucynski, and Mike Jackson

Absent: Kara Fachting, and Rusty Showalter

Others officers in attendance: City Manager, John Dantzer

All stood for the Pledge of Allegiance.

Chad Deshano presented plans to alter the approved condo plans for the West River Park Condo Association. He noted lots 4 and 5 and lots 20 and 21 would have to be switched from a duplex style to a single tenant building style due to there not being adequate room for the duplex style configuration. It was noted that there was already a mixture of single and duplex style in the association and the buildings would look similar to what has already been built.

MOTION BY JACKSON, SECOND BY DAVID, TO APPROVE THE CHANGES TO THE CONDO SITE PLANS BECAUSE THE CHANGES ARE DETERMINED NOT TO BE A SUBSTANTIAL OR MATERIAL CHANGE.

Yes — David, DeRoso, Erickson, Lucynski, Jackson

No – None

Absent – Fachting, Showalter

Motion carried

The above is an excerpt from the minutes of the Planning Commission meeting held September 13, 2022



Michigan local government leaders remain confident about their election security and administration, though concerns about disinformation increase

By Debra Horner, Thomas Ivacko, and Hank Peters-Wood

This report presents the opinions of Michigan's township and city leaders on issues related to election administration in their jurisdictions, including confidence in election security and expected problems their jurisdictions might encounter. These findings are based on statewide surveys of local government leaders in the spring 2022 wave of the Michigan Public Policy Survey (MPPS), conducted between April 4 and June 6, 2022—prior to the August 2022 primary. It also contains comparisons to opinions expressed in the 2020 MPPS wave.

The Michigan Public Policy Survey (MPPS) is an ongoing census survey of all 1,856 general purpose local governments in Michigan conducted since 2009 by the Center for Local, State, and Urban Policy (CLOSUP). Respondents for the Spring 2022 wave of the MPPS include county administrators, board chairs, and clerks; city mayors, managers, and clerks; village presidents, managers, and clerks; and township supervisors, managers, and clerks from 1,327 jurisdictions across the state.



Center for Local, State, and Urban Policy

 Gerald R. Ford School of Public Policy

Key Findings

- When asked in spring 2022 to look ahead to the November election, Michigan township and city officials are now more confident in their jurisdiction's election security and ability to administer an accurate election than they were when asked a similar question in 2020.
 - » Regarding election security, 85% are "very" confident that their jurisdiction's final vote results, voting machines, and voter rolls will not be compromised, up significantly from the 63% who were very confident in all three aspects of election security in 2020. Meanwhile, 11% are "somewhat" confident, and just 2% are outright "not very" confident or "not at all" confident.
 - Local officials are also more confident today that they would know if their election was compromised. This year, 78% are very confident they would know whether their voting machines, voter rolls, or vote tallies were compromised, up sharply from 58% in 2020.
 - » Overall, 92% are very confident in their jurisdiction's ability to administer an accurate election in November, up from 87% in 2020.
- The percentage of local officials who anticipate problems in 2022 regarding poll worker errors, equipment malfunctions, and voter registration list inaccuracies have all decreased substantially compared to 2020. Concerns about poll worker recruitment have also declined, though still nearly a third (32%) of city and township officials say it is a problem.
 - » Officials from the state's larger jurisdictions are more likely to anticipate problems in these areas, compared with those from smaller communities.
- Meanwhile, concerns over potential disturbances at polling places have risen slightly, with 9% statewide now expecting disturbances to be a problem, including over a quarter (27%) of local leaders from the state's largest jurisdictions (those with more than 30,000 residents). Also, nearly one in five (19%) statewide now say intentional disinformation about voting targeted at their jurisdiction's citizens is a problem, including 29% from the largest jurisdictions.
- Despite overwhelming certainty that their own elections will be accurate, just over half of local officials statewide (52%) believe their own residents are very confident in the accuracy of their community's elections. However, few (5%) say their residents are outright not very confident or not confident at all.



September 22, 2022



148 T1 P1 *****AUTO**ALL FOR AADC 480
City of West Branch
121 N. Fourth Street
West Branch, MI 48661-1217

Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

This letter will serve as notice that on or around October 23, 2022, Spectrum Mid-America, LLC ("Spectrum"), will add the following channel to the West Branch, MI channel line-up serving your community.

- **The Word Network HD** on SPP Select Tier, channel 156. **The Word Network HD** is the largest African-American religious network in the world. Over the past twenty years the network has gained recognition as the network of choice by featuring ministries, an informative Christian focused television lineup and gospel music.

To view a current Spectrum channel lineup visit www.spectrum.com/channels

If you should have any questions about this change, please feel free to contact me at (906) 553-7866.

Sincerely,

Joan Movrich
Manager - State Government Affairs, Michigan
Charter Communications

**CITY OF WEST BRANCH
CITY COUNCIL MEETING
OCTOBER 3, 2022**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, October 3, 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, 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 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 3, 2022 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83473925506?pwd=UkJQWFRBbnNERnZOc1BBcXVmSTdTdz09>

Meeting ID: 834 7392 5506

Passcode: 608456

One tap mobile

+16469313860,,83473925506#,,,,*608456# US

+13017158592,,83473925506#,,,,*608456# 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)

+1 346 248 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

+1 253 215 8782 US (Tacoma)

Meeting ID: 834 7392 5506

Passcode: 608456

Find your local number: <https://us02web.zoom.us/j/kt6osQXQi>