

AGENDA

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN PERSON AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, NOVEMBER 20, 2023, BEGINNING AT 6:00 P.M.

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

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Scheduled Matters from the Floor
 - A. County Update
 - B. Amanda Piglowski – AuSable Valley Community Mental Health
- V. Public hearing
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
 - A. City Snow Plow
- IX. Unfinished Business
 - A. City Hall Sign
- X. New Business
 - A. Bills
 - B. Unpaid Personal Property
 - C. Council Open House
 - D. Recycling Center Camera Quote
 - E. Introduction of Ordinance 23-02 to amend the zoning map
 - F. City property sales commission
- XI. Approval of the minutes and summary from the regular meeting held November 6, 2023.
- XII. Consent Agenda
 - A. Treasurer's Report and Investment Summary
 - B. West Branch Police Department October 2023 Report
 - C. Planning Commission Minutes from the meeting held October 10, 2023
 - D. Airport Board Minutes from meetings held 2/22/23, 3/15/23, 4/19/23, 5/17/23, 7/19/23, and 9/20/23

E. Ogemaw Fire Board Minutes from meetings held 1/17/23, 4/18/23, and 10/17/23

XIII. Communications

- A. Light Pole Contest Certificates
- B. Ribbon Cutting Ceremony – Pathway Connection
- C. Holiday card from Fleis and Vandenbrink

XIV. Reports

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

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

November 23-24 City Hall Closed

November 28 DDA 12:00 pm

November 28 MTA 6:00 pm

December 4 City Council 6:00 pm

December 12 Planning Commission 6:00 pm

December 18 City Council 6:00 pm

December 19 WWTPA 3:30 pm

December 20 Airport Board 12:15 pm

December 25-26 City Hall Closed

December 26 DDA 12:00 pm

December 29 City Hall Closed

Next Meeting-December 4, 2023

These bins once held newspapers. Now they hold Narcan — and hope.

By: [Anna Gustafson](#) - July 2, 2023 3:31 am



Jerry Norris with a repurposed newspaper bin filled with boxes of Narcan outside The Fledge in Lansing. | Photo by Anna Gustafson

The path leading to the front porch of The Fledge, a community organization that works to empower disenfranchised residents in Lansing, is one flanked by apple and peach trees that anyone is welcome to pick from, meandering chickens and a mural emblazoned with the words, "You can't put a band-aid on climate change."

Walking up the steps to the imposing columns in front of a towering white building built in the 1920s, visitors arrive at an entrance where, for the past eight months, there has been a metal bin that, once upon a time, held newspapers. Now, in a building not far from Sparrow Hospital, it holds rows of Narcan, a nasal spray that reverses opioid overdoses.

"It's accessible 24 hours a day, seven days a week — the last person to take one was about 30 minutes ago," Jerry Norris, the founder of The Fledge, said Tuesday morning.

Since The Fledge began offering the free Narcan about eight months ago, Norris has witnessed an increased demand for the spray that's helping to address an [opioid epidemic](#) that in 2022 killed close to [83,000](#) people in the United States and at least [2,532](#) people in Michigan.

"It's definitely going up," Norris said of the number of people coming to his organization for the Narcan spray. "We have more available to us, and more people are taking it. I think that's because of awareness and breaking down the stigma."

On Monday night, Norris and his team stocked the former newspaper stand with 50 boxes of the nasal spray — both the newspaper bin and the nasal spray come from a Traverse City-based nonprofit called [Harm Reduction Michigan](#).

By Tuesday morning, there were 20 left.



The Fledge in Lansing | Photo by Anna Gustafson

"The typical person that is coming to the box is, one, a concerned friend or family member who wants to have it because they know their loved one is using, or, two, people who know that even if there's fentanyl in their heroin, they're still going to use it and they want that Narcan there in case they overdose," Norris said.

Once a fairly obscure drug used to treat pain in cancer patients, fentanyl has now become a [leading cause](#) of death for Americans under the age of 50 — [including children](#).

Fentanyl — a highly addictive synthetic opioid that the Centers for Disease Control and Prevention (CDC) describes as [50 times](#) more powerful than heroin — and other synthetic opioids lead to about 190 fatal overdoses each day in the United States, according to federal data. While fentanyl can be legally prescribed, illicit versions of it have [exploded](#) in the U.S. over the past five years.

For Norris, the rise in those coming to his organization for help is a hopeful sign in many ways: More people, he explained, feel comfortable accessing a spray that the U.S. Food and Drug Administration (FDA) in 2015 approved as a prescription drug and in May [approved](#) for over-the-counter sales.

Still, he also knows it means people are struggling, that families are deeply hurting in the wake of addiction, that an opioid epidemic that began in the 1990s has killed about [932,000 people](#) — including his daughter, [Daniella](#), who died on June 18, 2017, after she "crushed up a fentanyl pill and snorted it," Norris said. Daniella was 29 when she died; she left behind four children — one of whom now lives with Norris and three of whom live with another family member.

"I took her off life support six years ago, on Father's Day," Norris recalled.

His daughter's death "radicalized" Norris, he said — and now he's determined to both connect people with needed resources, like Narcan, and educate the public about addiction and how to address it. For Norris, that includes decriminalizing drug use in order to allow people suffering from addiction to receive the help they need.

"I've been an advocate [for making Narcan more accessible] for a long time because of the work I do, and, most importantly, because I watched my daughter die," said Norris, whose daughter first became addicted to opioids in 2012.

"It's not something you'd wish upon anyone," he said.



There are levels of desperation. I had a horrible time. I always think about how lucky I am compared to people dying or families being torn apart.

— Jamie Lowell, who struggled with opioid addiction and now works to connect people with Narcan

Addiction, Norris said, needs to be treated with far more empathy from policymakers and the general public than it currently receives. Only then, when people who are addicts are seen not as criminals but as humans worthy of love and help, will the country be able to truly move away from its opioid epidemic, he said.

“We treat them as criminals,” Norris said of people dealing with addiction. “It becomes harder and harder to get your basic needs met. You’ve got probation; you’re spending money on a drug test instead of getting a job or getting treatment. A lot of people believe these are criminals; they deserve this. People look at a drug user as this scumbag who’s doing it to themselves and screw them.

“One of the big causes of opioid addiction is shoulder, knee, hip replacement surgery,” Norris continued, referring to the opioids that patients can be prescribed for pain management. “Just because an obituary doesn’t say grandma died of an overdose doesn’t mean she didn’t. There are people dying silently from this because of the stigma.”

The people who are dying from overdoses, Norris said, are “mothers and daughters and uncles and cousins. To look at them as a second-class citizen — shame on you.”

Across Michigan, repurposed newspaper bins

The Fledge’s Narcan-filled stand is one of nearly 100 similarly repurposed newspaper boxes in 28 Michigan counties, said Pam Lynch, the director of Harm Reduction Michigan.

The nonprofit — which has been involved in overdose prevention since 1999 and has for a little more than two decades distributed free naloxone, the generic version of Narcan — launched its news stand initiative a little more than one year ago, in May 2022.

Those efforts, Lynch explained, were borne from a distressing phone call Lynch received from a mother whose child had overdosed.

“I got a call in May 2022 from a mother in Macomb County,” Lynch said. “They’ve had huge overdose problems there. It was a Wednesday night, 9 o’clock at night, and she had a son who’d overdosed. She reversed him with Narcan but didn’t have any more and she was sure he had more heroin hidden in the house.

“She was terrified he was going to use it and that she wouldn’t be able to reverse it because she didn’t have Narcan,” Lynch continued. “I was thinking, ‘How do I help this lady?’”



A repurposed newspaper bin filled with boxes of Narcan outside The Fledge in Lansing. | Photo by Anna Gustafson

At that point, Harm Reduction Michigan had vending machines filled with Narcan around the state — but there were none close to the woman who called Lynch. Heavy and bulky, the vending machines were difficult to easily transport to the places that needed them.

“It became apparent we needed a lot more of these vending machines all over the place,” Lynch said.

Not long after that, the idea for repurposing newspaper boxes came about and “sounded a lot cheaper” than the vending machines, the nonprofit leader said.

“It sounded like a win-win situation since newspapers aren’t selling like they used to,” Lynch said.

Now, using Narcan the nonprofit receives for free through the state Department of Health and Human Services (DHHS), Harm Reduction Michigan has continued to increase the amount of nasal spray it distributes to sites across the state. Those locations include recovery groups, food pantries, domestic violence shelters, dispensaries and bars, among others.

Jamie Lowell, the head of operations at MedsCafe, a chain of dispensaries in Michigan, said his business currently offers the Narcan-filled newspaper stands outside their locations in Manistee, Rogers City and Alpena. Soon, they’ll also offer them in Cheboygan and Ann Arbor.

“They’re needed everywhere,” said Lowell, a Ferndale resident who, years ago, faced an alcohol and opioid addiction.

That opioid addiction, Lowell said, began when he was prescribed painkillers following a knee surgery.

“There are levels of desperation,” he said of opioid addiction. “I had a horrible time. I always think about how lucky I am compared to people dying or families being torn apart.”

With support from his wife and others, Lowell was able to leave opiates behind in 2008 — but that experience left the longtime cannabis advocate inspired to help others who are struggling with addiction.

“I got in trouble one night with the police when I had a bunch of them on me,” Lowell said, referring to opiates. “That was a wakeup call. These substances were contributing to taking me out of any pattern of life that’s functional.”



Overdoses drop in Michigan

A repurposed newspaper bin filled with boxes of Narcan outside The Fledge in Lansing. | Photo by Anna Gustafson

A repurposed newspaper bin filled with boxes of Narcan outside The Fledge in Lansing. | Photo by Anna Gustafson

Five years ago, Michigan was in the top 15 states for the highest rates of drug overdoses. Now, it's below the national average, said Jared Welchodsky, who oversees the state DHHS' opioids strategy.

"We've beat the national trend," Welchodsky said of the overdose deaths that [plateaued](#) nationally in 2022. "Every state is dealing with fentanyl, but we've been able to beat the national trend. We believe harm reduction is one of the key reasons why."

Harm reduction refers to public health policies designed to directly help people dealing with addiction — such as providing Narcan to those who are struggling.

In 2021, there were 3,096 people who died from drug overdoses in Michigan. From January 2022 through November 2022, the most recent statistics available from the state, overdose deaths [dropped](#) to 2,532. While that number is expected to increase as the state combs through death data, it's expected to remain below the 2021 number — a decrease that Welchodsky attributes in part to DHHS increasing its Narcan distribution throughout the state.

Beginning in 2020, the DHHS launched what it calls its "Narcan direct portal," which allows any nonprofit in the state to order the overdose-reversing nasal spray through DHHS.

Lynch, for example, receives Narcan through this portal and then can distribute it to the various sites with which she partners. DHHS, which for years prior to the portal had distributed free naloxone, is able to pay for the nasal spray with federal grants and [opioid settlement dollars](#).



I've been an advocate (for making Narcan more accessible) for a long time because of the work I do, and, most importantly, because I watched my daughter die. It's not something you'd wish upon anyone.

– Jerry Norris, founder of The Fledge in Lansing

Since January 2020, DHHS has distributed 400,000 Narcan kits, and expects to continue to give out more, Welchodsky said.

"We still see a strong demand for Narcan," Welchodsky said. "We know at some point we'll reach a saturation point where we feel that we won't continue to grow, but we're not there yet."

While DHHS officials are hoping the state is on the precipice of a significant turnaround on overdose deaths, Welchodsky also emphasizes that "Michigan is dealing with the same struggles that everyone in the country is."

"There have been changes to the drug supply that make drugs more dangerous — like fentanyl in the heroin supply and now fentanyl in any illicit drug," he said. "Anyone who uses illicit substances should have naloxone."

To further combat drug overdoses, Welchodsky said the state has focused on growing its harm reduction organizations, like Harm Reduction Michigan. Those groups numbered at about five in 2018 — now, there's about 40.

"These are groups that work with people using drugs; those people who are most at risk of overdose can now have access to naloxone," Welchodsky said.



Jerry Norris inside The Fledge in Lansing on June 27, 2023. | Photo by Anna Gustafson

DHHS has also worked to lower drug overdoses through its launch of [Healthy Michigan](#), a health insurance plan that further expanded Medicaid coverage to state residents.

“Since then, we’ve focused on removing barriers to treatment access,” said Welehodsky, who added the state has also worked to increase efforts to increase the number of doctors interested in treating addiction in Michigan.

Advocates praise these efforts and hope that they lead to further destigmatizing people who suffer from addiction. Ultimately, Lynch said, “what we need in this country to turn around this opioid epidemic is to separate the disease of addiction from the criminal justice system.”

Currently, Lynch explained, people facing addiction still hesitate to reach out for help out of fear that they’ll end up in the criminal justice system. That hesitation, she said, is killing people.

Norris agreed.

“At the policy level, the best thing that could be done is to decriminalize these drugs,” he said and added there also needs to be an expansion of mental health resources, substance use and recovery systems, and support for citizens returning from prison.

“You’ve got all these ill people in prison; they get out of prison and they can’t get a job, they can’t get housing; that makes their suffering go up,” Norris said. “Why does anyone get high? It’s all to make yourself feel better and give yourself relief from those problems.

Someday, Norris said, he hopes a growth in empathy for people who are in pain translates to a world in which parents will never have to lose a child to an overdose.

No one, he said, should have to spend Father’s Day taking their daughter off life support.

[GET THE MORNING HEADLINES DELIVERED TO YOUR INBOX](#)

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FACTS ABOUT NARCAN® NASAL SPRAY

Opioid emergencies can happen anytime, anywhere.

NARCAN® Nasal Spray is available for over-the-counter purchase at most retailers nationwide.

Easy to use. No swabs or injections needed.

WHEN TO USE

NARCAN® Nasal Spray is designed to rapidly reverse the effects of a life-threatening opioid emergency.

- ✦ Use to “revive” someone during an overdose from many prescription pain medications or street drugs such as heroin
- ✦ Safe to use even if opioids are not present

SIGNS & SYMPTOMS

- ✦ Will not wake up or respond to a loud voice or rubbing firmly on the middle of their chest
- ✦ Breathing is very slow, uneven, or has stopped
- ✦ Center part of eye is very small, sometimes called “pinpoint pupils”
- ✦ Fingernails and lips turning blue or purple

For opioid emergencies, call 911.

For questions on NARCAN® Nasal Spray, call 1-844-4NARCAN (1-844-462-7226) or go to **NARCAN.com**

HOW TO USE

Emergency Treatment of Opioid Overdose

IMPORTANT:

- For use in the nose only
- Do not test nasal spray device before use
- 1 nasal spray device contains 1 dose of medicine
- Each device sprays 1 time only



STEP 1: CHECK IF YOU SUSPECT AN OVERDOSE

- CHECK for a suspected overdose: the person will not wake up or is very sleepy or not breathing well.
- Yell “Wake up!”
- Shake the person gently.
- If the person is not awake, go to Step 2.



STEP 2: GIVE 1ST DOSE IN THE NOSE

- HOLD the nasal spray device with your thumb on the bottom of the plunger.
- INSERT the nozzle into either NOSTRIL.
- PRESS the plunger firmly to give the 1st dose.
- 1 nasal spray device contains 1 dose.



STEP 3: CALL

- CALL 911 immediately after giving the 1st dose.



STEP 4: WATCH & GIVE

- WAIT 2-3 minutes after the 1st dose to give the medicine time to work.
- If the person wakes up: go to Step 5.
- If the person does not wake up:
 - CONTINUE TO GIVE doses every 2-3 minutes until the person wakes up.
 - It is safe to keep giving doses.



STEP 5: STAY

- STAY until ambulance arrives: even if the person wakes up.
- GIVE another dose if the person becomes very sleepy again.
- You may need to give all the doses in the pack.

FAQS

For more information,
visit [NARCAN.com](https://www.NARCAN.com)



What are the possible side effects of NARCAN® Nasal Spray?

When using this product some people may experience symptoms when they wake up, such as shaking, sweating, nausea, or feeling angry. This is to be expected.

How should NARCAN® Nasal Spray be stored?

At room temperature or refrigerated: between 36°F to 77°F (2°C to 25°C). Do not freeze. Avoid excessive heat above 104°F (40°C). Protect from light.

Please adhere to the expiration date as printed on the package.

What are the benefits to NARCAN® Nasal Spray being available over the counter?

Broader access to a lifesaving medication, no prescription required. NARCAN® Nasal Spray, available over the counter, provides the same product in original prescription strength with the same ability to save a life.

How does NARCAN® Nasal Spray come packaged?

Individually in sealed blisters containing two single-dose nasal spray devices. *Do not use if the blister is open or torn, or if the device appears damaged.*

Who can purchase NARCAN® Nasal Spray?

Anyone can purchase NARCAN® Nasal Spray. No age limit, prescription, or ID required.

Most opioid emergencies happen at home and in front of a loved one, and around 91% of opioid related deaths were found to be accidental.

NARCAN® Nasal Spray gives everyone the ability to help save a life.



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121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail citymanager@westbranch.com
The City of West Branch is an equal opportunity provider, employer, and lender

11/16/23

On November 16, 2023 at 12:00 pm, City Manager John Dantzer and DPW Superintendent Mike Killackey were on hand to open the bids for the sale of a snow plow on

Only one bid was received

1. Lucas Tierney – \$750

SNOW PLOW

The City of West Branch is seeking sealed bids on a 2007 Western 8 ½' V-blade snow plow. The snow plow can be viewed by calling DPW superintendent, Mike Killackey, at 989-965-4982 to make arrangements to view it.

Sealed bids clearly marked "Plow Bid" are due by Thursday, November 16, 2023 at noon and will be opened publicly immediately thereafter in the Council Chambers of City Hall, located at 121 N. 4th St, West Branch, MI 48661. Bids may be submitted via mail or in person, during regular business hours of Monday – Friday 8:00 a.m.-4:30 p.m., to the following address: 121 N. 4th St., West Branch, MI 48661. For questions please contact City Hall at (989) 345-0500.

The snow plow will be sold "AS IS". City Council reserves the right to accept or reject any and all bids. The successful bidder must pay the purchase price by cashier's check or certified check in full within 15 days of written notification to the successful bidder. All sales are final.

Plow Bid - \$750

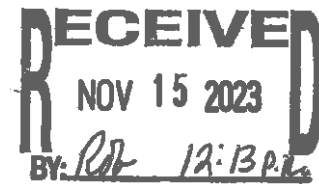
Lucas Tierney

989-510-0171

1241 E M-55

West Branch, MI 48661

Plow
Bid



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

BILLS	\$229,367.97
<i>BILLS AS OF 11/17/23</i>	<i>\$229,367.97</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$112.66</i>
TOTAL BILLS	\$229,480.63

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

Vendor Name	Amount	Description
AIS CONSTRUCTION EQUIPMENT	8,600.00	DPW PARTS
ARNOLD SALES	322.64	DPW SUPPLIES
ARQUETTE CONCRETE & SUPPLY INC	419.50	WATER SUPPLIES
BEEHLER, BLAKE	60.91	REIMBURSEMENT FOR EVIDENCE TECH SCHOOL
BLUE LINE ACRES LLC	473.24	POLICE SUPPLIES
CHERRY ROAD MEDIA	458.15	BALANCE OF FARMERS MARKET ADS - FINAL
CHERRY ROAD MEDIA	402.51	BALANCE OF FARMERS MARKET ADS AUG-OCT
COLUMN SOFTWARE PBC	103.84	WATER PLANT BID NOTICE
CONSUMERS ENERGY	5,848.55	WWTP ELECTRIC
DO ALL INC	531.38	RECYCLING CENTER OCTOBER
ELHORN ENGINEERING COMPANY	910.00	WATER SUPPLIES
FLEIS & VANDENBRINK	145,535.96	WATER SYSTEM, DWAM & DWSRF PROJECTS
GFL ENVIRONMENTAL	12,791.33	GARBAGE SERVICE NOVEMBER
HOME AWAY PROPERTIES LLC	250.00	REFUND FOR ZONING APPLICATION
HORIZON SEAL COATING	4,997.50	STRIPING LOTS
JACKSON, MICHAEL	111.35	MILEAGE REIMBURSEMENT
LAY, DENNIS	11,880.00	BALANCE OF REPAIRS TO WALL
MESSA	1,013.32	INSURANCE DECEMBER M/L
MESSA	16,703.16	INSURANCE DECEMBER
MID MICHIGAN ASPHALT PAVING	12,950.00	REPAIR TO 4TH STREET
MVW & ASSOCIATES INC	1,000.00	ASSESSOR CONTRACT DECEMBER
OGEMAW COUNTY CORRECTIONS	65.00	PRINTS FOR N KILE
RUSCH ENTERTAINMENT	1,000.00	ENTERTAINMENT FOR APPRECIATION DINNER
SAVE A LOT	185.33	VARIOUS SUPPLIES
STATE OF MICHIGAN	350.00	BOND FILING FEE
TRITERRA, LLC	1,125.00	BROWNFIELD GRANT
UNUM LIFE INSURANCE CO OF AMERICA	1,133.00	LT ST DISABILITY & LIFE DECEMBER
VERIZON WIRELESS	146.30	CELL PHONES
TOTAL	229,367.97	

Personal Prop taxes

Parcel #: 052-900-690-00 Tax Year: 2022

Owner: Address: 633 COURT STREET

Tax Year Details

Double click or hit the [ENTER] key to view details. Quick Find... View Graph...

Tax Year	Season	Billed	Interest	Paid	Balance	Last Payment Date
2021	Winter	0.00	0.00	0.00	0.00	
2021	Summer	0.00	0.00	0.00	0.00	
2020	Winter	0.00	0.00	0.00	0.00	
2020	Summer	0.00	0.00	0.00	0.00	
2019	Winter	0.00	0.00	0.00	0.00	
2019	Summer	0.00	0.00	0.00	0.00	
2018	Winter	220.99	0.00	0.00	220.99	
2018	Summer	659.76	0.00	659.76	0.00	10/09/2018
2017	Winter	195.54	0.00	0.00	195.54	
2017	Summer	674.79	0.00	674.79	0.00	08/31/2017
2016	Winter	199.66	0.00	0.00	199.66	
2016	Summer	665.87	0.00	0.00	665.87	

\$1282.06

All Real Prop tax are paid

Emailed Greg 11/10/23



Great Lakes Technology Consulting LLC

1875 Henry
Alger, MI 48610
(989) 329-7094

Estimate

Date	Estimate #
11/6/2023	E-11232188

Name / Address
City of West Branch 121 North 4th Street West Branch, MI 48661

Description	Qty	Rate	Total
NanoStationM Model LocoM2	2	127.19	254.38
Category 5e Cable - Outdoor (estimated 40 feet)	40	1.00	40.00
4K (8MP) Motorized Varifocal Smart IP White Security Camera with 4x Optical Zoom and Real-Time 30FPS Recording	1	243.64	243.64
NETGEAR 8-port Gigabit Ethernet PoE+ Smart Managed Plus Switch	1	99.99	99.99
CAT 6 Ethernet Plug - Male	4	1.00	4.00
Estimated Labor - 3 hours	3	95.00	285.00
Subtotal			\$927.01
Sales Tax (6.0%)			\$0.00
Total			\$927.01

Estimate valid for 7 days

Signature of Acceptance _____

Fund 101 GENERAL FUND

GL Number	Description	Balance
*** Assets ***		
101-000.000-000.000	POLICE	0.02
101-000.000-001.000	CASH CHECKING - CHEMICAL BANK	1,274,700.15
101-000.000-001.001	PAYROLL CHECKING	(0.04)
101-000.000-001.003	CHEMICAL BANK SAVINGS	157,850.92
101-000.000-002.400	MERCANTILE SAVINGS	296,985.50
101-000.000-003.400	HURON COMMUNITY BANK CHECKING	5,316.64
101-000.000-004.300	CERTIFICATE OF DEPOSIT A	100,000.00
101-000.000-004.400	CERTIFICATE OF DEPOSIT B	150,000.00
101-000.000-018.400	PETTY CASH	150.00
101-000.000-019.400	PETTY CASH - POLICE DEPT.	75.00
101-000.000-040.402	ACCOUNTS RECEIVABLE - AR PROG	19,871.84
101-000.000-040.403	ACCOUNTS REC. OTHER GOVT UNIT	(0.26)
101-000.000-078.202	DUE FROM MAJOR STREET	791.67
101-000.000-078.203	DUE FROM LOCAL STREET	366.67
101-000.000-078.243	DUE FROM BROWNFIELD REDEVELOPMENT	1,000.00
101-000.000-078.661	DUE FROM EQUIPMENT FUND	55,000.00
101-000.000-078.701	DUE FROM TAX FUND	10,084.00
101-000.000-078.704	DUE FROM PAYROLL	27,271.17
101-000.000-086.000	INVENTORY	325,948.00
Total Assets		2,425,411.28
*** Liabilities ***		
101-000.000-202.000	ACCOUNTS PAYABLE	50,116.31
101-000.000-214.400	ESCROW ACCOUNT	174.12
101-000.000-214.701	DUE TO TAX FUND	(0.17)
101-000.000-216.000	MERS RETIREMENT	4,839.64
101-000.000-235.000	BC/BS FAMILY CONTINUATION	(11,351.54)
101-000.000-237.000	WORKERS COMP	(17,165.00)
101-000.000-239.400	DUE TO CUSTOMER (OVERPAYMENT)	22.50
101-000.000-256.000	DEFERRED REVENUE	3,500.34
Total Liabilities		30,136.20
*** Fund Balance ***		
101-000.000-375.000	RESTRICTED YOUTH SAFETY FUND	4,441.66
101-000.000-380.000	COMMITTED FUNDS RECYCLING	10,923.33
101-000.000-390.000	CARRY OVER	676,676.67
101-000.000-390.004	DESIGNATED ECONOMIC ADVANCE	170,783.43
101-000.000-390.005	DESIGNATED FORFEITURE FUNDS	0.39
101-000.000-390.009	COMMITTED INFRASTRUCTURE	615,000.00
101-000.000-391.000	NONSPENDABLE FUND BAL PREPAID	325,948.00
Total Fund Balance		1,803,773.48
Beginning Fund Balance		1,803,773.48
Net of Revenues VS Expenditures		591,501.60
Ending Fund Balance		2,395,275.08
Total Liabilities And Fund Balance		2,425,411.28

Sec. 2-347. Purchases or contracts under \$2,500.00.

Purchases of supplies, materials, equipment or services, the cost of which is less than \$2,500.00 may be made in the open market, but such purchases shall, where practical, be based on at least three competitive bids and shall be awarded to the lowest qualified bidder. An award to a bidder other than the lowest must be explained to city council in writing before payment is issued. Such bids may be solicited over the telephone, by mail or in person, but in all cases such competitive bids shall be recorded and included in the request for payment to the city council and kept on file.

(Code 1994, § 33.02; Ord. No. 231, 2-6-1995)

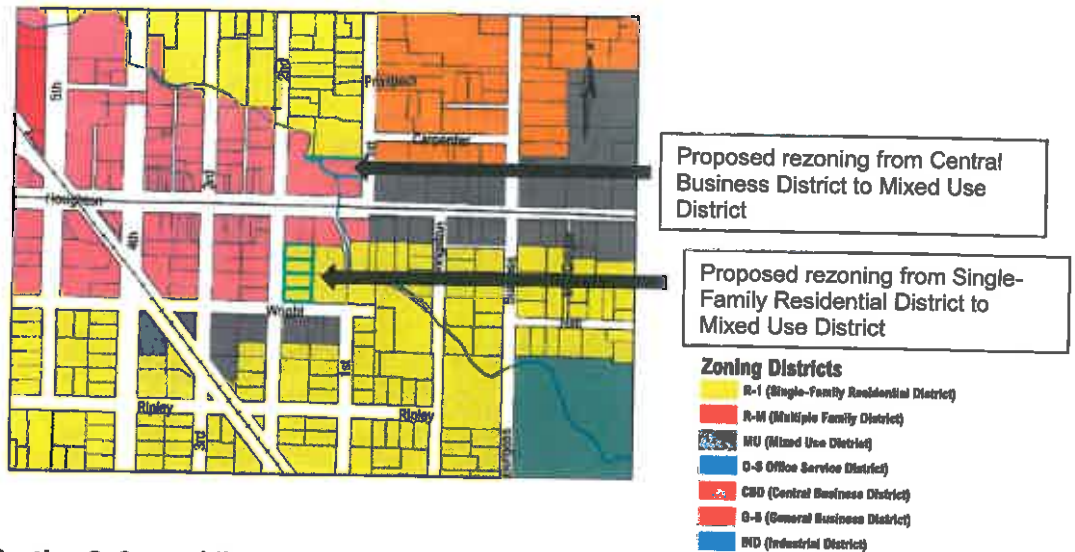
**City of West Branch
Ordinance No. 23-02 of 2023**

AN ORDINANCE TO AMEND THE CITY OF WEST BRANCH ZONING MAP TO REZONE PARCEL 052-462-009-00 FROM CENTRAL BUSINESS DISTRICT TO MIXED USE DISTRICT AND PARCELS 052-108-003-00, 052-108-004-00, 052-108-005-00, 052-108-006-00 FROM SINGLE FAMILY RESIDENTIAL DISTRICT TO MIXED USE DISTRICT.

The City of West Branch, Ogemaw County, Michigan ordains:

Section 1: Amendments to the Zoning Ordinance.

That the City of West Branch Zoning Map is hereby amended to show as follows:



Section 2: Severability

If any clause, sentence, paragraph or part of this Ordinance shall for any reason be finally adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance but shall be confined in its operation to the clause, sentence, paragraph or part thereof directly involved in the controversy in which such judgment is rendered.

Section 3: Saving Clause

The City of West Branch Ordinance, except as herein or heretofore amended, shall remain in full force and effect. The amendments provided herein shall not abrogate or affect any offense or act committed or done, or any penalty or forfeiture incurred, or any pending fee, assessments, litigation, or prosecution of any right established, occurring prior to the effective date hereof.

Section 4: Effective Date

The ordinance changes shall take effect upon the expiration of seven days after the publication of the notice of adoption.

Mayor, City of West Branch

Clerk, City of West Branch

I, Lori Ann Clover, Clerk for the City of West Branch, hereby certify that the foregoing is a true and correct copy of Ordinance No. 2 of 2023 of the City of West Branch, adopted by at a meeting of the City Council held on .

A copy of the complete ordinance text may be inspected or purchased at the West Branch City Hall at 121 N. Fourth St. West Branch, MI.

Adopted: Published: Effective: , subject to PA 110 of 2006 as amended.



A. Yvonne DeRosio
Associate Broker
Realtor
Direct: 989-387-8887
3148 W M-55 – West Branch – MI 48661
YvonneDeRosioRealtor@gmail.com



November 16, 2023

City of West Branch
121 N Fourth Street
West Branch MI 48661

RE: M-30 Vacant Land Sale Compensation

Please accept this as my request for compensation for time spent working on the M-30 vacant land sale.

Procuring cause was initiated through a property tour with the Buyers. The balance has been working with the City of West Branch and the Buyer on purchase agreements, surveys, legal descriptions; coordinating with attorneys; and helping finalize the sale.

Compensation request: 4% of the sale price = \$8,858.32

This compensation would be paid through the closing process on the settlement statement.

Thank you!

Sincerely,

A. Yvonne DeRosio, Assoc. Broker

Morris-Richardson Real Estate
Celebrating over 60 Years in Business!
3148 W. M-55
West Branch, MI 48661
989-387-8887 Direct Line

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON, (VIDEO WAS NOT AVAILABLE DUE TO TECHNICAL DIFFICULTIES) IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, NOVEMBER 6, 2023.

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

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

Absent: Council Member Ellen Pugh

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, Police Chief Ken Walters, DPW Supervisor Mike Killackey, City Attn: Gregory Meihn, and City Realtor Yvonne DeRoso.

All stood for the Pledge of Allegiance.

* * * * *

Heather Neuhaus gave an update on Chamber and Visitors Bureau happenings. The Christmas Light Parade is coming up on December 9th. Tomorrow is the last day to vote on the Halloween Light Pole decorations. There is a special event permit in the packet tonight for the Santa Train on December 2nd. The building is coming along nicely. She offered a tour to Council Members. The Visitors Bureau is partnered with five other counties for the Pure Michigan Byways Recreational Route. MDOT is asking each county to approve a resolution of support.

MOTION BY SHOWALTER, SECOND BY JACKSON TO APPROVE RESOLUTION 23-31 SUPPORT OF THE PURE MICHIGAN BYWAYS RECREATION ROUTE FOR M-55 FROM TAWAS CITY TO MANISTEE TOWNSHIP.

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

No – None

Absent – Pugh

Motion carried

RESOLUTION 23-31

RESOLUTION OF SUPPORT

**City of West Branch in West Branch, Michigan
PURE MICHIGAN BYWAYS RECREATIONAL ROUTE RESOLUTION**

WHEREAS the Michigan Department of Transportation (MOOT) Pure Michigan Byways Program, pursuant P.A. 69 of 1993 and P.A. 445 of 2014 amendment, is empowered to designate scenic, recreational, and historic highways in the state, and

WHEREAS the public highway known as M-55 extending from Tawas City within Iosco County to Manistee Township in the Manistee County exhibits exceptional recreational quality and passes through an area of significant regional importance, and

WHEREAS a study has been undertaken by MOOT along with local stakeholders and partners to assess the quality of and document the character and features of the M-55 highway corridor, and

WHEREAS it is intended that the study be forwarded to MOOT to nominate the entire length of M-55 from Manistee to Tawas City as "Coast to Coast on MI 55" as a Pure Michigan Recreational Byway,

NOW, THEREFORE, BE IT RESOLVED that the City of West Branch supports the nomination of M-55 as a Pure Michigan Recreational Byway and authorizes including this resolution with the nomination documents, and

BE IT FURTHER RESOLVED that the City of West Branch hereby requests and encourages the MOOT to quickly designate "Coast to Coast on MI 55" as a Pure Michigan Recreational Byway.

BE IT FURTHER RESOLVED that the City of West Branch hereby commits itself to support within its jurisdiction the management plan part of this nomination.

* * * * *

Marcia Young and Ken Neubecker gave an update on the Victorian Art Fair. They thanked the City for the use of Iron's Park and stated how successful the Art Fair was. They expressed their appreciation for DPW Supervisor Killackey and Chief Walters assistance in making the event so successful. Next years dates will be August 10th and 11th. They did express concern about the road construction during those dates next year. She also stated that the Victorian Art Fair would be doing something for the park in the spring and would be speaking with DPW Supervisor Killackey on what that might be.

* * * * *

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

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

No – None

Absent – Pugh

Motion carried

* * * * *

The bids for the City sign were reviewed. The bid from Logoz only included the price of materials as a make up for the timing issues on the cemetery sign. Discussion was held considering the generous donation from Mr. Gilbert of the wooden sign. Council was concerned how it would hold up to the weather. Mr. Gilbert had stated at the meeting he donated the sign, that he would maintain the upkeep on the sign. Concern was also stated that the wording was too dark to be really noticeable. Member Zimmerman stated that perhaps a light shining on the sign would make it more legible especially at night.

MOTION BY SHOWALTER, SECOND BY FRECHETTE TO POSTPONE THE DECISION OF THE CITY SIGN AND HAVE MAYOR FRECHETTE, MEMBER JACKSON, AND MANAGER DANTZER SPEAK MORE IN DEPTH WITH MR. GILBERT.

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

No – None Absent – Pugh Motion carried

* * * * *

Manager Dantzer explained that the wrong tree was cut down. They cut the one on the South East corner and not the South West corner.

MOTION BY ZIMMERMAN, SECOND BY SHOWALTER TO BRING THE TREE REMOVAL BID BACK UP FOR DISCUSSION.

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

No – None Absent – Pugh Motion carried

* * * * *

MOTION BY ZIMMERMAN, SECOND BY SHOWALTER TO APPROVE THE BID BY WORTHY TREE SERVICE NOT TO EXCEED \$800.00.

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

No – None Absent – Pugh Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE PAYMENT OF THE BILLS IN THE AMOUNT OF \$214,923.28.

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

No – None Absent – Pugh Motion carried

* * * * *

The title company needed a formal resolution noting who is able to sign the purchase agreement for the M-30 property.

MOTION BY SHOWALTER, SECOND BY ZIMMERMAN, TO APPROVE RESOLUTION 23-28 AUTHORIZING MANAGER DANTZER AND/OR MAYOR FRECHETTE TO SIGN THE PURCHASE AGREEMENT FOR THE M-30 PROPERTY.

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

No – None Absent – Pugh Motion carried

RESOLUTION #23-28

WHEREAS, the City of West Branch is in the process of selling 30.39 acres of vacant land located off of M-30 (see attached legal description), and

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

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby authorizes City Manager, John Dantzer, to sign the purchase agreement for the 30.39 acres of vacant land.

FURTHER BE IT RESOLVED, that as long as all the conditions of the purchase agreement are met that Mayor, Paul Frechette or City Manager, John Dantzer, are hereby authorized to sign all documents pertaining to the sale of the 30.39 acres.

* * * * *

Manager Dantzer explained that this would be the final bonding resolution for the work on the streetscape and water main. The estimate prior to the electrical lines is \$1,750,000. Manager Dantzer is working with F & V to get that bid out soon. He currently has \$400,000 estimated for the electrical. This 20-year bond will have an annual payment of \$146,941 with DDA paying \$96,981 and the water fund paying \$49,960.

MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE RESOLUTION 23-29 THE BONDING RESOLUTION.

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

No – None Absent – Pugh Motion carried

RESOLUTION 23-29

**RESOLUTION AUTHORIZING ISSUANCE OF
2023 CAPITAL IMPROVEMENT BOND
(LIMITED TAX GENERAL OBLIGATION)
City of West Branch
County of Ogemaw, State of Michigan**

Minutes of a regular meeting of the City Council of the City of West Branch, County of Ogemaw, State of Michigan (the “City”), held on November 6, 2023, at 6:00 p.m., prevailing Eastern Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, the City does hereby determine that it is necessary to pay all or part of the costs of streetscape improvements in the City, including related water mains and all appurtenances and attachments thereto (the "Project"); and

WHEREAS, to finance the cost of the Project, the City Council deems it necessary to borrow the principal amount of not to exceed One Million Seven Hundred Fifty Thousand Dollars (\$1,750,000) and issue capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), to pay the cost of the Project; and

WHEREAS, a notice of intent to issue capital improvement bonds was published in accordance with Act 34 which provides that the bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication and as of this date no petition has been filed with the City Clerk; and

WHEREAS, the City has received an offer, attached hereto as Exhibit A, and made a part hereof, to purchase the bonds from Mercantile Bank of Michigan (the "Purchaser"); and

WHEREAS, the City Council has determined that it is in the best interests of the City to accept the offer of the Purchaser to purchase the bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bond; Bond Terms. A bond of the City designated 2023 CAPITAL IMPROVEMENT BOND (LIMITED TAX GENERAL OBLIGATION) (the "Bond") is authorized to be issued in the principal amount of One Million Seven Hundred Fifty Thousand Dollars (\$1,750,000) for the purpose of paying all or part of the cost of the Project, including the costs incidental to the issuance, sale and delivery of the Bond.

The Bond shall consist of a single non-convertible bond in fully-registered form, in the original denomination equal to the par amount thereof, payable as provided in Exhibit B attached hereto and made a part hereof. The Bond shall be dated as of the date of delivery or such other date as determined by Mayor, City Clerk, Treasurer or City Manager (each, an "Authorized Officer"). The Bond shall be subject to optional redemption prior to maturity as provided in Exhibit B. The Bond shall bear interest at a rate shown in Exhibit B, first payable on November 15, 2024 and annually thereafter. Interest on the Bond shall be payable on each interest payment date to the registered owner of record as of the first (1st) day of the month prior to the related interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable by check or draft drawn by the Transfer Agent (as hereinafter defined) and mailed to the registered owner at the registered address as shown on the registration books of the City maintained by the Transfer Agent. The principal of the Bond shall be payable by the City.

The Treasurer of the City is hereby appointed to act as the initial bond registrar, paying agent and transfer agent for the Bond (the "Transfer Agent"). Alternatively, if required by the Purchaser, any Authorized Officer may appoint a bank or trust company to serve as Transfer Agent for the Bond. The City reserves the right to replace the Transfer Agent at any time provided written notice of such replacement is given to the registered owners of record of the Bond not less than sixty (60) days prior to any interest payment date.

The Bond shall be subject to redemption as provided on Exhibit B. Notice of redemption shall be given to the registered owner of any Bond called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record.

2. Execution of the Bond. The Bond shall be executed in the name of the City with the manual or facsimile signatures of the Mayor and City Clerk and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bond. No Bond signed by facsimile signature shall be valid until authenticated by an authorized officer or representative of the Transfer Agent.

3. Transfer of the Bond. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. If a Bond shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of the Bond. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bond. The City shall, each year budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bond and shall advance as a first budget obligation from its general funds available therefor, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in said fiscal year.

The Treasurer is authorized and directed to open a depository account with a bank or trust company, or create a separate account on the books of the City, designated by the City Council, to be designated 2023 CAPITAL IMPROVEMENT BOND DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bond as the same become due and payable.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bond, shall be deposited in trust, this resolution shall be defeased and the owners of the Bond shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bond from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bond as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The Treasurer is authorized and directed to open a separate depository account with a bank or trust company or to create a separate account on the books of the City, to be designated 2023 CAPITAL IMPROVEMENT BOND CONSTRUCTION FUND (the "Construction Fund") and deposit into said Construction Fund the proceeds of the Bond, less accrued interest, if any, which shall be deposited into the Debt Retirement Fund. The moneys in the Construction Fund shall be used solely to pay the costs of the Project and the costs of issuance of the Bond.

6. Bond Form. The Bond shall be in substantially the following form:
THIS BOND HAS NOT BEEN REGISTERED UNDER THE SECURITIES ACT OF 1933, AS AMENDED, OR THE MICHIGAN UNIFORM SECURITIES ACT, AS AMENDED, IN RELIANCE UPON EXEMPTIONS THEREUNDER. ANY RESALE OR OTHER TRANSFER OF THIS BOND MAY BE MADE ONLY UPON REGISTRATION UNDER SUCH ACTS OR IN AN EXEMPT TRANSACTION UNDER SUCH ACTS AND UPON COMPLIANCE WITH THE CONDITIONS SET FORTH HEREIN AND MAY BE OFFERED AND SOLD ONLY IF REGISTERED PURSUANT TO THE PROVISIONS OF THOSE ACTS OR IF AN EXEMPTION FROM REGISTRATION IS AVAILABLE.

COUNTY OF OGEMAW
CITY OF WEST BRANCH

2023 CAPITAL IMPROVEMENT BOND
(LIMITED TAX GENERAL OBLIGATION)

<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>
5.55%	November 15, 2043	November 21, 2023

REGISTERED OWNER: Mercantile Bank of Michigan

PRINCIPAL AMOUNT: One Million Seven Hundred Fifty Thousand Dollars

The City of West Branch, County of Ogemaw, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon (computed on the basis of a 360-day year consisting of twelve 30-day months) from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on November 1, 2024 and annually thereafter. Principal of this bond is payable by the Treasurer of the City or such other paying agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the first (1st) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent by check or draft mailed by the Transfer Agent to the registered owner of record at the registered address. For prompt payment of this bond, both principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is a single, fully-registered, non-convertible bond in the principal amount of \$1,750,000, issued pursuant to Act 34, Public Acts of Michigan, 2001, as amended, and a resolution duly adopted by the City Council of the City for the purpose of paying all or part of the cost of constructing certain capital improvements for the City.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the City for the payment thereof, subject to applicable constitutional, statutory and charter tax rate limitations.

Principal installments of this Bond are subject to redemption prior to maturity as the City shall determine, on any date at par plus accrued interest to the date fixed for redemption.

This bond matures on November 15, 2043 as a term bond, subject to mandatory redemption, in part, by lot, on the redemption dates and in the principal amounts set forth below at a redemption price equal to the principal amount thereof, without premium, together with interest thereon to the redemption date as set forth in the following schedule:

<u>Term Bond due November 15, 2043</u>	
<u>Redemption Dates</u>	<u>Principal Amount</u>
November 15, 2024	\$51,146.47
November 15, 2025	\$52,654.62
November 15, 2026	\$55,576.95
November 15, 2027	\$58,661.47

November 15, 2028	\$61,917.18
November 15, 2029	\$65,353.59
November 15, 2030	\$68,980.71
November 15, 2031	\$72,809.14
November 15, 2032	\$76,850.05
November 15, 2033	\$81,115.22
November 15, 2034	\$85,617.12
November 15, 2035	\$90,368.87
November 15, 2036	\$95,384.34
November 15, 2037	\$100,678.17
November 15, 2038	\$106,265.81
November 15, 2039	\$112,163.56
November 15, 2040	\$118,388.64
November 15, 2041	\$124,959.21
November 15, 2042	\$131,894.45
November 15, 2043 (maturity)	\$139,214.43

In case less than the full amount of this bond is called for redemption, the Transfer Agent, upon presentation of the bond called in part for redemption, shall register, authenticate and deliver to the registered owner of record a new bond in the principal amount of the portion of the original bond not called for redemption.

Notice of redemption shall be given to the registered owner of any bond or portion thereof called for redemption by mailing of such notice not less than thirty (30) days prior to the date fixed for redemption to the registered address of the registered owner of record. A bond or portion thereof so called for redemption shall not bear interest after the date fixed for redemption, whether presented for redemption or not, provided funds are on hand with the Transfer Agent to redeem said bond or portion thereof.

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

It is hereby certified and recited that all acts, conditions and things required by law precedent to and in the issuance of this bond have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the City, including this bond, does not exceed any constitutional, statutory or charter debt limitation.

IN WITNESS WHEREOF the City, by its City Council, has caused this bond to be executed with the manual signatures of its Mayor and its City Clerk and its corporate seal or a facsimile thereof to be impressed hereon, all as of the Date of Original Issue.

7. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than twenty (20) years.

8. Negotiated Sale. The City Council has considered the option of selling the Bond through a competitive sale and a negotiated sale, and, pursuant to the requirements of Act 34 and upon the advice

of the City's Financial Advisor, hereby determines that a negotiated sale of the Bond will result in the most efficient and expeditious means of selling the Bond and will result in the lowest interest cost to the City.

9. Placement of Bond. The offer of the Purchaser to purchase the Bond for its loan portfolio, attached hereto as Exhibit A, is hereby accepted and approved. The Authorized Officers are each individually authorized and directed to supplement this resolution through execution of a Sale Order, if necessary, and take such actions as are necessary or convenient to effectuate the terms of the term sheet and the issuance of the Bond on behalf of the City all in accordance with this resolution.

10. Adjustment of Bond Terms. Each Authorized Officer is hereby authorized to adjust the final Bond details to the extent necessary or convenient to complete the transaction authorized in this resolution, and in pursuance of the foregoing are each authorized to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to, determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, designation of series, and other matters, all subject to the parameters established in this resolution.

11. Tax Covenant; Qualified Tax Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bond from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended, (the "Code") including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds, and to prevent the Bond from being or becoming "private activity bonds" as that term is used in Section 141 of the Code. The Bond is hereby designated as a "qualified tax exempt obligation" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

12. Authorization of Other Actions. Each Authorized Officer are individually authorized to take all other actions, to execute all such documents and certificates, and make such other filings with the Michigan Department of Treasury or with other parties, as are necessary or advisable in order to effectuate the sale and delivery of the Bond to the Purchaser as contemplated by this resolution

13. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is hereby confirmed as bond counsel for the Bond, notwithstanding periodic representation in unrelated matters of the Purchaser and other parties or potential parties to the transaction contemplated by this resolution.

14. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

EXHIBIT A

[TO BE ATTACHED]

	
P.O. Box 335 502 Houghton Avenue West Branch, MI 48661	Phone: 989/345-7900 Fax: 989/345-6009
City of West Branch Infrastructure Bond Project	
Term Sheet October 17, 2023	
Purchaser	Mercantile Bank
Borrower(s)	City of West Branch
Loan Amount	\$1,750,000 (up to \$2,200,000 if requested)
Loan term	20 year term
Loan amortization	20 year amortization
Payment options	annual principal + interest payments
Interest rate	5.55% tax exempt
	Rates and terms based upon bonds being bank-qualified tax exempt obligations. Rate quoted as of week of 10/17/23, if closing is delayed or extends beyond reasonable time frame rate option may need to be updated to reflect current market rates.

EXHIBIT B

Principal Amount: \$1,750,000
Purchase Price: \$1,749,500 (principal amount, less closing costs of \$500)
Date of Issue: November 21, 2023
Interest Payment Dates: November 15, 2024 and annually thereafter
Maturity Schedule, Principal Amount and Interest Rate:

<u>Maturity Date</u>	<u>Principal Amount</u>	<u>Interest Rate</u>
November 15, 2043*	\$1,750,000	5.55%
*Term Bond		

Mandatory Redemption Provision:

The bond matures on November 15, 2043 as a term bond, subject to mandatory redemption, in part, by lot, on the redemption dates and in the principal amounts set forth below at a redemption price equal to the principal amount thereof, without premium, together with interest thereon to the redemption date as set forth in the following schedule:

<u>Term Bond due November 15, 2043</u>	
<u>Redemption Dates</u>	<u>Principal Amount</u>
November 15, 2024	\$51,146.47
November 15, 2025	\$52,654.62
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November 15, 2027	\$58,661.47
November 15, 2028	\$61,917.18
November 15, 2029	\$65,353.59
November 15, 2030	\$68,980.71
November 15, 2031	\$72,809.14
November 15, 2032	\$76,850.05
November 15, 2033	\$81,115.22
November 15, 2034	\$85,617.12
November 15, 2035	\$90,368.87
November 15, 2036	\$95,384.34
November 15, 2037	\$100,678.17
November 15, 2038	\$106,265.81
November 15, 2039	\$112,163.56
November 15, 2040	\$118,388.64
November 15, 2041	\$124,959.21
November 15, 2042	\$131,894.45
November 15, 2043 (maturity)	\$139,214.43

Optional Redemption:

Principal installments of the Bond are subject to redemption prior to maturity at the option of the City as the City shall determine, on any date, at par plus accrued interest to the date fixed for redemption.

* * * * *

Manager Dantzer explained the budget amendment is to cover the cost of the bond counsel for the streetscape and water bond which was not in the original budget.

MOTION BY ADAIR, SECOND BY BENNETT, TO APPROVE RESOLUTION 23-30 THE BUDGET AMENDMENT TO INCLUDE THE BOND COUNSEL FOR THE STREETScape AND WATER BOND.

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

No – None

Absent – Pugh

Motion carried

RESOLUTION #23-30

WHEREAS, the City was required to issue a bond in order to pay for water main work and streetscape work as a part of the MDOT road reconstruction project; and

WHEREAS, the City is required to hire bond counsel to assist in the issuance of the bond, and

WHEREAS, the fees for the bond were split between the City's General Fund, DDA Fund, and Water Fund, and

WHEREAS, the Water Fund was responsible for 77% of the bond counsel expense which was not included in the initial budget, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby adopts the following budget amendments:

GL NUMBER	DESCRIPTION	2023-24 CURRENT BUDGET	2023-24 AMENDED BUDGET
Fund 591 - WATER FUND			
Revenues			
Dept 000.000			
591-000.000-625.400	BILLINGS	505,000.00	505,000.00
591-000.000-626.400	PENALTIES	6,800.00	6,800.00
591-000.000-634.400	GRANT	0.00	0.00
591-000.000-645.400	TURN ON CHARGES	100.00	100.00
591-000.000-646.400	HYDRANT RENTAL	17,995.00	17,995.00
591-000.000-647.400	METER SALES	0.00	0.00
591-000.000-664.400	INTEREST INCOME	5.00	5.00
591-000.000-695.400	MISCELLANEOUS	5,000.00	5,000.00
Total Dept 000.000		534,900.00	534,900.00
TOTAL REVENUES		534,900.00	534,900.00
Expenditures			
Dept 000.000			
591-000.000-703.700	SALARIES AND WAGES	78,000.00	78,000.00

591-000.000-710.700	OVERTIME	4,000.00	4,000.00
591-000.000-714.700	MANDATORY MEDICARE	1,197.00	1,197.00
591-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	5,084.00	5,084.00
591-000.000-716.700	HEALTH INSURANCE PREMIUM	15,987.00	15,987.00
591-000.000-718.700	MERS RETIREMENT (EMPLOYER)	19,220.00	19,220.00
591-000.000-718.701	EMPLOYER DEFERED COMP.	885.00	885.00
591-000.000-720.700	WORKERS COMPENSATION PREMIUM	2,080.00	2,080.00
591-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00
591-000.000-727.700	OPERATING SUPPLIES	70,000.00	70,000.00
591-000.000-741.700	POSTAGE	4,000.00	4,000.00
591-000.000-782.700	ADMINISTRATION	20,000.00	20,000.00
591-000.000-801.700	CONTRACTUAL SERVICES	19,000.00	32,475.00
591-000.000-811.700	MEMBERSHIP AND DUES	900.00	900.00
591-000.000-818.700	INS. PREMIUM - LIABILITY	2,600.00	2,600.00
591-000.000-853.700	TELEPHONE/RADIO COMMUNICATION	460.00	460.00
591-000.000-865.700	PROFESSIONAL DEVELOPMENT	2,000.00	2,000.00
591-000.000-922.700	PUBLIC UTILITIES	17,000.00	17,000.00
591-000.000-941.700	EQUIPMENT RENTAL	20,000.00	20,000.00
591-000.000-956.700	EXPENSES	1,600.00	1,600.00
Total Dept 000.000		284,023.00	297,498.00

Dept 000.592 - TRANSFER TO REPLACEMENT

591-000.592-999.700	TRANSFER TO OTHER ACCOUNTS	250,000.00	250,000.00
Total Dept 000.592 - TRANSFER TO REPLACEMENT		250,000.00	250,000.00

TOTAL EXPENDITURES	534,023.00	547,498.00
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Fund 591 - WATER FUND:

TOTAL REVENUES	534,900.00	534,900.00
TOTAL EXPENDITURES	534,023.00	547,498.00
NET OF REVENUES & EXPENDITURES	877.00	(12,598.00)
CARRY OVER	568,357.00	555,759.00

* * * * *

Manager Dantzer stated that in response to the conversation at the last meeting considering the repaving of the Third St. parking lot he received two bids from local companies that typically bid on our projects. Mid-Michigan was the lowest and they guaranteed their bid for spring as long as asphalt does not raise over \$73 a ton.

MOTION BY BENNETT, SECOND BY ZIMMERMAN, TO APPROVE THE BID FROM MID-MICHIGAN ASPHALT NOT TO EXCEED \$49,060.00 AND TO USE THE COMMITTED INFRASTRUCTURE FUNDS TO PAY FOR THIS PROJECT.

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

No – None

Absent – Pugh

Motion carried

* * * * *

There was a correction noted on the application that the Santa Train event would be held December 2nd not the 3rd.

MOTION BY SHOWALTER, SECOND BY ADAIR, TO APPROVE THE SPECIAL EVENT PERMIT FOR THE SANTA TRAIN WITH THE CORRECTION ON THE DATE TO DECEMBER 2, 2023.

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

No – None

Absent – Pugh

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY JACKSON TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD OCTOBER 16, 2023.

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

No – None

Absent – Pugh

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY JACKSON TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; AND THE LAND BANK AUTHORITY MINUTES FROM SEPTEMBER 27, 2023.

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

No – None

Absent – Pugh

Motion carried

* * * * *

Communications included the fiscal year 2024 final DWSRF IUP Report which includes the City’s approval of the \$18 million grant. Once the formal press release is out Manager Dantzer would like to write up an announcement. They also included a thank you from the Quilt Walk and request for next year October 3-5, 2024. Marcia thanked the Council for use of the Chambers and stated she would put in a formal special event permit and use request after the first of the year. Manager Dantzer stated that the only issue was Saturday as there had not been an on-duty police officer available to open the door. So, the office will issue Marcia a key for Saturday next year.

* * * * *

MOTION BY FRECHETTE, SECOND BY BENNETT TO REAPPOINT GLENDA COLCLASURE TO THE ZONING BOARD OF APPEALS.

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

No – None

Absent – Pugh

Motion carried

Member Bennett stated that the new leaf vacuum is very cool.

Manager Dantzer asked council about using the Gathering Place as a temporary parking lot while the downtown construction is going on. The DDA was in favor as long as it was temporary with signs stating such. Council Members expressed their concerns as to people getting used to parking there and not being able to discontinue parking. It was the consensus of Council not to allow the Gathering Place to be used as a parking lot during the Houghton Ave. construction project.

Manager Dantzer also asked about the intersections on Houghton, North Fourth and South Second. MDOT asked if Council wanted them to eliminate the first parking spot on those corners to clean up the line of site and make it safer. It was the consensus of Council to eliminate one parking spot on the corner of N. Fourth and Houghton and S. Second and Houghton to see how it worked before making a final decision on it for the reconstruction.

Manager Dantzer stated that the new backhoe was to be delivered tomorrow. The donated sign for Iron's Park is complete and on the table for display. It will be set in the spring.

Attn. Meihn stated that he is working on two real estate deals with City Realtor DeRoso.

Chief Walters let council know that the new police vehicle wouldn't be on the road for another three weeks and there were still two vehicles in the shop.

Realtor DeRoso thanked Manager Dantzer and Attn. Meihn for working with her. There will be a pathway from the Welcome Motel to Meijer and there will be a ribbon cutting ceremony.

Mrs. Young informed Council that June Longstreet passed away and the family wanted to donate a bench to Iron's Park in memory of June and Paul Longstreet.

Mayor Frechette reminded council that there was an MTA meeting coming up November 28, 2023 at 6:00 pm at the West Branch Township Hall.

Mayor Frechette adjourned the meeting at 7:01 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, NOVEMBER 6, 2023.

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

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

Absent: Member Pugh

Other officers present: Manager Dantzer, Clerk Clover, Chief Walters, DPW Supervisor Killackey, City Attn: Meihn, and City Realtor DeRoso.

All stood for the Pledge of Allegiance.

Ms. Neuhaus gave an update on Chamber and Visitors Bureau.

Council approved Resolution 23-31 support of the Pure Michigan Byways Recreation Route.

Mrs. Young and Mr. Neubecker gave an update on the Victorian Art Fair.

Council excused Member Pugh from today's meeting.

Council postponed the decision on the city sign bid.

Council voted to revisit the tree removal bid and approved the bid by Worthy Tree Service.

Council approved bills in the amount of \$214,923.28.

Council approved Resolution 23-28 authorizing Mayor Frechette and/or Manager Dantzer to sign the property agreement for M-30.

Council approved Resolution 23-29 the bonding resolution.

Council approved Resolution 23-30 the budget amendment.

Council approved the bid from Mid-Michigan Asphalt for the Third St. parking lot.

Council approved special event permit for the Santa Train.

Council approved the minutes and summary from the regular meeting held October 16, 2023.

Council received and filed the treasurer's report and investment summary; and the Land Bank Authority minutes from September 27, 2023.

Communications were shared.

Council approved the reappointment of Glenda Colclasure to the Zoning Board of Appeals.

Member Bennett, Mayor Frechette, Manager Dantzer, Attn. Meihn, Chief Walters, and Ms. DeRoso gave updates.

Mrs. Young spoke on Iron's Park.

Mayor Frechette adjourned the meeting at 7:01 pm.

CASH SUMMARY BY BANK FOR WEST BRANCH
FROM 11/01/2023 TO 11/30/2023

Bank Code		Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101	GENERAL FUND	1,294,427.62	21,442.88	129,160.26	1,186,710.24
150	CEMETERY PERPETUAL CARE	41,343.41	0.00	0.00	41,343.41
209	CEMETERY FUND	1,231.98	3,000.00	1,739.29	2,492.69
237	MARIJUANA FUND	4,506.34	0.00	0.00	4,506.34
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	(6,104.44)	0.00	3,636.25	(9,740.69)
248	DDA OPERATING FUND	364,908.72	0.00	400.00	364,508.72
251	INDUSTRIAL PARK FUND	862.42	0.00	192.51	669.91
276	HOUSING RESOURCE FUND	188,949.14	464.00	0.00	189,413.14
318	SEWER DEBT FUND	170,429.04	10,792.27	78,744.34	102,476.97
319	WATER DEBT FUND	106,945.17	2,398.27	62.81	109,280.63
372	PLANT REPLACEMENT FUND (R&I)	1.84	0.00	0.00	1.84
390	SEWER FUND	362,506.88	12,240.50	31,890.81	342,856.57
391	WATER FUND	791,632.24	16,451.56	35,046.33	773,037.47
392	WATER REPLACEMENT FUND	663,838.61	70,356.50	0.00	734,195.11
393	SEWER COLLECTION	291,151.73	2,679.74	4,101.03	289,730.44
361	EQUIPMENT FUND	(30,471.88)	69,607.09	12,444.43	26,690.78
704	PAYROLL CLEARING	(21,269.56)	101,452.70	55,686.30	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	14,340.78	0.00	0.00	14,340.78
707	YOUTH SAFETY PROGRAM	115.10	0.00	0.00	115.10
	GEN1 - GENERAL CHECKING	4,239,345.14	310,885.51	353,104.36	4,197,126.29
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	782,839.05	33,705.29	79,911.73	736,632.61
203	LOCAL STREET FUND	493,494.81	11,902.50	23,984.22	481,413.09
	MAJOR/ LOCAL STREETS	1,276,333.86	45,607.79	103,895.95	1,218,045.70
PAY	PAYROLL				
704	PAYROLL CLEARING	87,487.24	55,686.30	96,021.11	47,152.43
	PAYROLL	87,487.24	55,686.30	96,021.11	47,152.43
CHEM	SAVINGS				
101	GENERAL FUND	460,153.06	0.00	0.00	460,153.06
150	CEMETERY PERPETUAL CARE	1,686.55	0.00	0.00	1,686.55
251	INDUSTRIAL PARK FUND	245.77	0.00	0.00	245.77
371	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
391	WATER FUND	26,464.86	0.00	0.00	26,464.86
392	WATER REPLACEMENT FUND	19,819.14	0.00	0.00	19,819.14
393	SEWER COLLECTION	3,189.61	0.00	0.00	3,189.61
361	EQUIPMENT FUND	103,615.01	0.00	0.00	103,615.01
	SAVINGS	615,174.65	0.00	0.00	615,174.65
TAX	TAXES				
701	TAX AGENCY	14,826.68	7,573.73	3,645.04	18,755.37
	TAXES	14,826.68	7,573.73	3,645.04	18,755.37
	TOTAL - ALL FUNDS	6,233,167.57	419,753.33	556,666.46	6,096,254.44

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
FROM 11/01/2023 TO 11/30/2023
FUND: ALL FUNDS
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
Fund 101 GENERAL FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,000.00	0.00	0.00	150,000.00
	GENERAL FUND	250,000.00	0.00	0.00	250,000.00
Fund 150 CEMETERY PERPETUAL CARE					
004.300	CERTIFICATE OF DEPOSIT C	112,499.74	0.00	0.00	112,499.74
004.400	CERTIFICATE OF DEPOSIT D	113,500.06	0.00	0.00	113,500.06
	CEMETERY PERPETUAL CARE	225,999.80	0.00	0.00	225,999.80
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	25,000.00	0.00	0.00	25,000.00
	INDUSTRIAL PARK FUND	125,000.00	0.00	0.00	125,000.00
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,000.00	0.00	0.00	100,000.00
	EQUIPMENT FUND	250,000.00	0.00	0.00	250,000.00
	TOTAL - ALL FUNDS	850,999.80	0.00	0.00	850,999.80



West Branch Police Department

Chief Kenneth W. Walters

130 Page St.

West Branch, Michigan 48661

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

E-mail: police@westbranch.com

11/6/2023

Honorable Mayor and Council,

This is the October month end report. For the month of October, the department handled 120 Law Enforcement complaints. The department handled 11 blight / ordinance violations. Contact was made on one complaint three times over the course of a month and citations were issued for non-compliance.

We have encountered some issues with the new patrol vehicle and are still working through that. All equipment in upfitting is "smart" now and relies on computer software. We currently are waiting on a different lightbar that will "talk" to the control module. Unfortunately, we are at the mercy of the manufacturer of the light bar and potentially may be a few weeks out yet.

The 2021 Chevrolet Tahoe is back on the road after a defective engine required its total replacement. Fortunately, the entire engine replacement was totally covered by Chevrolet.

The 2018 Ford Explorer remains my nemesis, and is still sitting at the Ford dealership in Kalkaska after breaking down up there. It appears we are looking at a total twin turbo replacement (second time) and possibly an engine replacement (second time). I am expecting an update on this vehicle in mid-November.

Respectfully,

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

Chief Kenneth W. Walters

Offense Count Report

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Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
OCTOBER2023	TOTAL2023	TOTAL2022	TOTAL2021
10/01/2023-10/31/2023	01/01/2023-10/31/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	OCTOBER2	TOTAL2023	TOTAL2022	TOTAL2021
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	0	1	1
11005	SEXUAL PENETRATION OBJECT CSC1	0	1	0	0
11007	SEXUAL CONTACT FORCIBLE CSC2	0	1	1	0
11008	SEXUAL CONTACT FORCIBLE CSC4	0	2	1	1
13001	NONAGGRAVATED ASSAULT	6	28	19	19
13002	AGGRAVATED/FELONIOUS ASSAULT	1	2	2	4
13003	INTIMIDATION/STALKING	0	0	3	2
20000	ARSON	0	1	0	0
22001	BURGLARY - FORCED ENTRY	0	0	1	1
22002	BURGLARY - ENTRY W/OUT FORCE(INTENT	0	0	0	1
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	1	3	0
23002	LARCENY - PURSE SNATCHING	0	0	0	2
23003	LARCENY - THEFT FROM BUILDING	0	1	1	2
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	3	3	9
23007	LARCENY - OTHER	1	7	9	8
24001	MOTOR VEHICLE THEFT	0	0	1	1
25000	FORGERY/COUNTERFEITING	0	0	1	1
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	2	0	0
26002	FRAUD - CREDIT CARD/ATM	0	2	1	1
26003	FRAUD - IMPERSONATION	0	1	1	1
26005	FRAUD - WIRE	0	0	0	1
26006	FRAUD - BAD CHECKS	0	1	2	1
26007	FRAUD - IDENTITY THEFT	0	3	4	0
27000	EMBEZZLEMENT	0	0	3	0
28000	STOLEN PROPERTY	0	0	1	0
29000	DAMAGE TO PROPERTY	3	28	12	15
30002	RETAIL FRAUD - THEFT	0	1	1	0
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	0	9	4
36004	SEX OFFENSE - OTHER	0	1	0	3
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	2	0	2
38003	FAMILY - OTHER	0	0	0	1
41002	LIQUOR VIOLATIONS - OTHER	0	0	1	1
42000	DRUNKENNESS	0	1	0	1
48000	OBSTRUCTING POLICE	0	0	2	5
49000	ESCAPE/FLIGHT	0	0	1	0
50000	OBSTRUCTING JUSTICE	0	28	37	29
52001	WEAPONS OFFENSE - CONCEALED	0	0	1	0
52003	WEAPONS OFFENSE - OTHER	0	1	0	2
53001	DISORDERLY CONDUCT	0	4	0	1
53002	PUBLIC PEACE - OTHER	0	1	0	0
54002	OUIL OR OUID	0	4	13	4
54003	DRIVING LAW VIOLATIONS	2	25	46	10
55000	HEALTH AND SAFETY	0	1	0	0
57001	TRESPASS	2	15	14	21
62000	CONSERVATION	0	1	0	0
70000	JUVENILE RUNAWAY	0	2	6	0
70001	Incorrigible	0	1	1	0

Offense Count Report

Page: 2

Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
OCTOBER2023	TOTAL2023	TOTAL2022	TOTAL2021
10/01/2023-10/31/2023	01/01/2023-10/31/2023	01/01/2022-12/31/2022	01/01/2021-12/31/2021

Offense	Description	OCTOBER2	TOTAL2023	TOTAL2022	TOTAL2021
70003	Juvenile Truancy	0	2	0	0
70004	Juvenile Issues	2	10	1	3
72000	ANIMAL CRUELTY	0	0	1	0
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	5	2	4
75000	SOLICITATION	0	0	1	0
90001	Vehicle Lockouts	9	75	69	88
90002	Motorist Assists	0	11	9	15
90003	Assist E.M.S.	12	138	108	120
90005	City Ordinance Violations	6	24	7	29
90006	Prisoner Transports	0	0	1	0
90007	Parking Complaints	0	3	2	4
90008	ANIMAL COMPLAINTS	2	18	12	13
91001	Delinquent Minors	3	6	8	15
91002	Runaway	0	0	1	2
91003	K-9 Assists	0	9	16	7
91004	Abandoned Vehicle	0	0	3	2
92003	Walk Away (Ment. & Host.)	0	2	4	5
92004	Insanity	2	18	23	30
92005	MIP Civil	2	18	1	0
93001	PROPERTY DAMAGE ACCIDENT/PI	3	54	54	51
93002	Accident, Non-Traffic	1	22	26	32
93003	Civil Traffic Violations	0	0	1	0
93004	Parking Violations	0	0	1	1
93006	Traffic Policing	0	2	5	21
93007	Traffic Safety Public Relations	1	4	11	35
93008	Inspections/Investigations -Breathalyzer	0	0	0	1
94001	Valid Alarm Activations	0	2	0	3
94002	False Alarm Activations	7	61	81	63
95001	Accident, Fire	1	2	3	1
95003	Inspection, Fire	0	0	1	3
95004	Hazardous Condition	0	0	1	6
97001	Accident, Traffic	0	0	1	0
97003	Accident, Other Shooting	0	0	1	0
97006	Accident, All Other	0	0	0	2
98002	Inspections/Investigations -Motor Vehicles	0	1	1	0
98003	Inspections/Investigations -Property	0	0	1	7
98004	Inspections/Investigations -Other	1	20	27	7
98006	Civil Matters/Family Disputes	3	63	47	88
98007	Suspicious Situations/Subjects	14	152	109	178
98008	Lost/Found Property	1	14	13	13
98009	Inspections/Investigations -Drug Overdose	0	1	2	3
99002	Natural Death	1	4	5	5
99007	PR Activities	0	18	14	4
99008	General Assistance	33	360	384	283
99009	General Non-Criminal	1	23	36	35
Totals:		120	1314	1296	1334

October 2023 Blight and Ordinance Violations

Date	Address	Offense
10/1/23	316 Lindsay St.	Blight / Lawn
10/4/23	234 N. Third St.	Blight / Brush
10/4/23	300 N. Third St.	Blight / Brush
10/4/23	136 S. Fifth St.	Blight / Brush
10/4/23	226 N. Second St.	Exterior Siding – Complete
10/9/23	228 S. First St.	Aggressive Dog
10/10/23	228 S. First St.	Aggressive Dog
10/11/23	426 N. Second St.	Blight / Brush
10/13/23	228 S. First St.	Aggressive Dog – Cit.
10/28/23	243 N. Burgess	Blight / Trash
10/29/23	411 N. Fourth St.	Blight / Burning

<u>CODE ENFORCEMENT 2023:</u>							
<u>Address</u>	<u>Date</u>	<u>Offense</u>	<u>Action Taken / Comments</u>	<u>Officer</u>			
140 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
242 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
306 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
	4/25/2023	Blight- Incomplete exterior of a structure	Partially sided home for excess of 12 months/ Photos taken/ Notice & CAP sent	JA			
	5/16/2023	Blight- Incomplete exterior of a structure	I have not received a CAP/ Called- No answer/ Left message	JA			
	5/16/2023	Blight- Incomplete exterior of a structure	Owner retruned call/ Will drop of CAP	JA			
	5/23/2023	Blight- Incomplete exterior of a structure	I have not received a CAP/ Called owner- advised it was put in the mail.	JA			
	5/27/2023	Blight- Incomplete exterior of a structure	Received CAP from the owner	JA			
	9/12/2023	Blight- Incomplete exterior of a structure	Tx with the owners/ Progress noted/ Should be complete soon	JA			
340 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
372 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
376 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
406 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
426 State Street	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
325 Fairview Road	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
317 Fairview Road	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
295 Fairview Road	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
443 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
435 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
412 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
411 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
403 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
335 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
410 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
440 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
444 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			
124 E Houghton Ave	1/3/2023	City Charter Violation	Sidewalk cleared/ Closed	JA			

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

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

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

234 N Burgess Street	9/11/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	9/20/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
228 S 1st Street	9/12/2023	Blight- Trash Complaint	Report of junk/ rubbish/ Checked- none found/ Noise complaints/ Advised to call when noise violation is occurring/ Closed	JA
	10/9/2023	Ord. Violation- Barking dog	Owner in the process of finding a new home for the dog.	JA
	10/10/2023	Ord. Violation- Barking dog	Dog let out to use restroom/ Brought back inside	JA
	10/13/2023	Ord. Violation- Barking dog	1st citation issued	JA
316 Lindsay Street	9/20/2023	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	10/1/2023	Blight- Lawn Violation	Lawn cut/ Closed	JA
234 N 3rd Street	10/4/2023	Blight- Brush Violation	Photos taken/ Warning notice sent/ Closed	JA
300 N 3rd Street	10/4/2023	Blight- Brush Violation	Photos taken/ Warning notice sent/ Closed	JA
136 S 5th Street	10/4/2023	Blight- Trash	Complaint of 2 mattresses curbside over 1 week and on callers property/ Not on callers property/ Advised items were not picked up by trash company/ Advised City Hall/ Closed	JA
426 N 2nd Street	10/11/2023	Blight- Brush Violation	Photos taken/ Warning notice sent/ Closed	JA
411 N 4th Street	10/29/2023	Ord. Violation- Burning leaves	Report of leaves being burnt- excessive smoke/ Burning leaves in portable fire pit/ Warning given/ advised on the ordinance/ Closed	JA
Lieutenant Joseph Adams:		Date: 10/11/2023		
West Branch Police Department				

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, OCTOBER 10, 2023.

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

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

Absent: Josh Erickson and Kara Fachting

Others officers in attendance: Acting secretary/zoning administrator, John Dantzer; and Denise Cline from NEMCOG (virtually).

All stood for the Pledge of Allegiance.

**MOTION BY DEROSO, SECOND BY DAVID, TO APPROVE THE MINUTES FROM THE MEETING
HELD SEPTEMBER 12, 2023.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

A sign variance was presented from WB Provisioning Center for a temporary sign due to its size.

**MOTION BY LUCYNSKI, SECOND BY SHOWALTER, TO APPROVE THE SIGN VARIANCE FOR 30
DAYS.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

The Commission discussed areas that needed to be looked at for rezoning. Denise Cline of NEMCOG discussed the process for both conditional and nonconditional rezoning. She further noted that as long as the property met the six standards for rezoning then they could rezone parcels. The board discussed having a special meeting on November 7 to hold a public hearing on the rezoning of parcels in the City.

Member David noted a new sign on Valley St for Paws and Claws and asked if it had been permitted. Manager/Administrator Dantzer noted it was not and would send them a letter.

Member DeRoso noted she has received some calls on the vacant industrial City property. She also noted she closed on the sales of two condos and has received interest on the one under construction. She also noted they were doing a good job with the road construction.

Member Showalter agreed and noted they were doing a great job with the road construction.

Manager/Administrator Dantzer noted the City would be starting back up with the Marketing Strategy and that the Planning Commission would be acting as the committee for it.

* * * * *

Chairperson Lucysnki closed the meeting at 6:47 pm.

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan. The meeting was called to order at 12:17 p.m. by Chairman Terry Hodges.

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

Motion by Scott, second by Frechette, the minutes of the January 18, 2023 meeting be approved. Voice vote. Ayes – all. Motion carried. [2-1-#1]

Motion by Dantzer, second by Scott, claims in the amount of \$14,981.34 be approved for payment. Voice vote. Ayes – all. Motion carried. [2-1-#2]

Ben gave the financial report, with a combined balance of \$193,695.84. It was noted that an apportionment from the State of Michigan, totaling approximately \$90,000.00 was still due.

Nomination and election of Board officers was discussed.

Ben reported on a \$32,000 ARPA grant, which would be put toward wage expenditures. The contract requires a signatory from both the City and County.

Motion by Jackson, second by Scott, to approve the ARPA grant contract, with Mike Jackson and Breck Gildner serving as signatories. Voice vote. Ayes – all. Motion carried. [2-1-#3]

Ben presented the Board with a revised insurance property value assessment. The prorated cost for the increase is approximately \$2,500.00. Discussion was held regarding future insurance bids, which will be sent out in late July or early August.

Motion by Scott, second by Dantzer, to approve the payment for the increased property insurance. Voice vote. Ayes – all. Motion carried. [2-1-#4]

Ben presented the Board with a draft Procurement Policy.

Motion by Gildner, second by Scott, to approve the new Airport Board Procurement Policy. Voice vote. Ayes – all. Motion carried. [2-1-#5]

Motion by Jackson, second by Dantzer, to appoint Ben Evergreen as the Board's designee for procurement.

Ben presented the 2023-2024 Airport Budget. He noted some significant increases in both estimated revenue and costs. Discussion was held on the hiring of an Assistant Airport Manager. This will be revisited in March.

Motion by Scott, second by Hodges, to approve the 2023-2024 Airport Budget. Voice vote. Ayes – all. Motion carried. [2-1-#6]

Ben also presented the updated Airport Rules and Regulations. He noted that the major changes were in the fee schedule, with certain rates being increased. Discussion was held regarding after hours and over time services. Been reported on the AOPA introduction of legislation regarding airport fee transparency. Member Scott also suggested a future amendment regarding services using airport equipment and vehicles.

Motion by Dantzer, second by Hodges, to approve the Airport Rules and Regulations as presented. Voice vote. Ayes – all. Motion carried. [2-1-#7]

A revised Emergency Services Plan was presented. The new plan updated contact information for responders and added the County Emergency Manager.

Motion by Jackson, second by Scott, to approve the revised Emergency Service Plan. Voice vote. Ayes – all. Motion carried. [2-1-#8]

Ben reported that there has been no further work on the farm property. He also noted that the stump grinding operation was set to resume soon. He notified the Board of the County Road Commission's future work on the ditches along the edge of the airport property, and near the end of the runway.

Motion by Scott, second by Jackson, to contract the Ogemaw County Road Commission to clear the drainage ditches on the Airport property, for an amount not to exceed \$3,000.00.

Voice vote. Ayes – all. Motion carried. [2-1-#9]

Discussion was held regarding a future cell tower project along Peach Lake Road. This is prompting the re-establishment of the Airport Zoning Board, as well as an Airport Zoning Board of Appeals. It was noted that Member Dantzer will be serving on behalf of the City of West Branch.

No further business remaining, Chairman Hodges adjourned the meeting at 1:55 p.m.

Minutes by Michael Jackson, Board Secretary

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

Present: Terry Hodges, Paul Frechette, Craig Scott and Brenda Simmons. Representing Breck Gildner was Kelly Darby and Tim Dolehanty. Absent: John Dantzer and Micheal Jackson. Also in attendance were Airport Manager Ben Evergreen and Horton Township Representative Erma Lurvey.

Motion by Frechette, second by Hodges, the minutes of the February 22, 2023 meeting be approved. Voice vote. Ayes – all. Motion carried. [3-1-#1]

Motion by Frechette, second by Hodges, claims in the amount of \$25,754.92 be approved for payment. Voice vote. Ayes – all. Motion carried. [3-1-#2]

Ben gave the financial report, with a combined balance of \$189,562.04 as of 02/28/23. Discussion was held on where we sit in our fiscal cycle. We appear to be in good financial shape at the moment. Apportionments for operating expenditures are expected in the next month. A major expenditure for runway rehabilitation is expected in the next two years.

Updates were given on various projects; Stump clearing has resumed on the property on Cabin Lk Rd; Ditch work is still pending; The proposed Peach Lk Rd tower project is still waiting on FAA determination.

Ben presented an insurance quote for D&O coverage. It was requested that we solicit quotes for this as the coverage from the city/county might not cover the Airport Board members serving in that function. Several quotes were solicited, only one was received in time for the meeting. The quote was from Diebold Insurance for Public Officials Liability coverage with Employment Practices Liability coverage included for \$6,086.00. It was decided to wait for more bids to be received.

Ben presented a proposal for Consumers Energy to remove several power poles on airport property and install a braced pole that was determined to be necessary by CE engineers. The cost would be \$3,438.00, with half of that being reimbursed to the airport by Gallagher Dairy Farms. An easement will be needed for the new braced pole. It was decided to proceed with the project.

Ben reported on applying for funding for the runway rehabilitation project through Senator Peters office. Mead and Hunt helped with preparing engineering reports and the application was submitted. We have been told we were the only applicant in our category at the time we submitted. The local share for the project is estimated at \$157,000.00.

Discussion was held regarding workman's compensation insurance. Ben's salary will be taken off of the airport's policy as it has been added to the county's policy. Ben will report to Tracy the correct work category for him as soon as possible.

No further business remaining, Vice Chairman Frechette adjourned the meeting at 1:20 p.m.

Minutes by Ben Evergreen, Airport Manager

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan. The meeting was called to order at 12:17 p.m. by Vice Chairman Paul Frechette.

Present: Paul Frechette, Michael Jackson, Breck Gildner and John Dantzer. Absent: Terry Hodges, Craig Scott and Brenda Simmons. Also in attendance were Airport Manager Ben Evergreen, Horton Township Supervisor Karen Michael and Jim Anderson and Tyler Waters from James C Anderson PC.

Motion by Frechette, second by Gildner, the minutes of the March 15, 2023 meeting be approved. Voice vote. Ayes – all. Motion carried. [4-1-#1]

Motion by Jackson, second by Gildner, claims in the amount of \$13,888.31 be approved for payment. Voice vote. Ayes – all. Motion carried. [4-1-#2],

Ben gave the financial report, with a combined balance of \$212,129.35. Discussion was held on where we sit in our fiscal cycle. Ben noted that the City apportionment had been included, but that the County apportionment, as well as \$32,000.00 in federal ARPA money had arrived after the report had been prepared.

Jim Anderson, of James C. Anderson PC presented the Airport audit results to the board. In their opinion, the Airport is in good financial standing, and they had no issues in the preparation of the audit. It was noted that the Airport's beginning budget, was in line with what the actual budget for the fiscal year had ended up being.

Motion by Frechette, second by Gildner, to accept the Airport audit as presented. Voice vote. Ayes-all. Motion carried. [4-1-#3]

Ben presented the board with the contract for the 2023 crack seal project. The majority of the \$48,510.00 cost will be paid through the FAA and MDOT. The Airport's matching contribution is \$2,426.00.

Motion by Frechette, second by Gildner to approve the contract for the Crack Seal project, with Paul Frechette and Breck Gildner acting as Signatories for the City and County, respectively. Voice vote. Ayes-all. Motion carried. [4-1-#4]

Discussion was held regarding the 2023 Airport Fly-In. Ben proposed the idea of having sponsorships to offset costs. He suggested that we could hang business banners on the fence in front of the Airport terminal. Ben asked whether we could provide fuel for the jet aircraft that will be attending the fly-in. He noted that the fighters consumed a lot of fuel during their brief time in the air that day. At current pricing, he estimated that the fuel provided could cost approximately \$3,600.00.

Motion by Jackson, second by Gildner to provide fuel for the fighter aircraft for the Fly-In, with a cost not to exceed \$4,000.00. Voice vote. Ayes-all. Motion carried. [4-1-#5]

Ben reminded the Board of previous discussion involving his assistant, Sam Franciosi, receiving training and being named the Assistant Airport Manager. There is an upcoming training session in May, with no cost for the training or certification test. It was suggested that the Airport would compensate Sam for some expenses during the trip.

Motion by Jackson, second by Gildner to allow Sam Franciosi to attend Airport Manager training and certification. Voice vote. Ayes-all. Motion carried. [4-1-#6]

Ben reported on several projects.

The stump clearing had been completed for the season, with an additional 10-15 acres cleared for farming.

The County Road Commission had completed ditch clearing on the Airport property.

Consumer's Energy had removed power poles from the farm property, as previously approved by the Board.

No further action has been taken by the Airport Zoning Board, as they are currently waiting on an FAA opinion.

Horton Township Supervisor Karen Michael informed the Board that they have a new assessor for the township, and that they may be in contact with Ben.

No further business remaining, Vice Chairman Frechette adjourned the meeting at 1:05 p.m.

Minutes by Michael Jackson, Board Secretary

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan. The meeting was called to order at 12:18 p.m. by Chairman Terry Hodges.

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

Motion by Scott, second by Hodges, the minutes of the April 19, 2023 meeting be approved. Voice vote. Ayes – all. Motion carried. [5-1-#1]

Motion by Scott, second by Hodges, claims in the amount of \$18,070.45 be approved for payment. Voice vote. Ayes – all. Motion carried. [5-1-#2]

The monthly financial report was given, with a combined balance of \$240,207.00. The Board was reminded that an apportionment from the State of Michigan, totaling approximately \$93,000.00 was still due.

Ben has received quotes for Directors and Officers Liability Insurance. One of the agencies is reviewing part of the policy to make sure that the quotes are for equal services. The Board will revisit this item at the June meeting.

Ben received a cold call visit for the replacement of the large door on the “Taylor Door” hangar. Discussion was held regarding the pricing, as well as options for replacing the door. While it is not a pressing need, it was agreed that having an initial estimate was a good starting point.

Discussion was held regarding the June Fly-In, including sponsors and various assignments that Board members would be willing to help with. Ben will give more information as the date gets closer.

No further business remaining, Chairman Hodges adjourned the meeting at 12:49 p.m.

Minutes by Michael Jackson, Board Secretary

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 12:16 p.m. by Chairman Terry Hodges.

Present: Terry Hodges, Mike Jackson, Paul Frechette, Breck Gildner, John Dantzer, Brenda Simmons and Craig Scott. Also, in attendance were W.B. Airport Manager Ben Evergreen and Horton Township Supervisor Karen Michael.

Motion by Scott second by Hodges, the meeting minutes of the June 21, 2023 meeting be approved. Voice vote. Ayes – all. Motion carried. [7-1-#1]

Bills were discussed, and the question of having to reimburse the Airport Manager was raised. Board Member Simmons asked for a roll call vote.

Motion by Scott second by Simmons, that Ben apply for a debit card through the bank, for the purpose of paying various airport expenses, with a limit not to exceed \$750.00. Roll call vote.

Hodges-Aye, Jackson-Aye, Dantzer-Aye, Gildner-Aye, Scott-Aye, Frechette-Aye, Simmons-Aye.

Motion carried. [7-1-#2]

Motion by Jackson, second by Hodges, claims in the amount of \$19,331.61 be approved for payment. Voice vote. Ayes – all. Motion carried. [7-1-#3]

Ben gave the financial report, with a combined account balance is \$222,657.69.

An update was given on various projects.

Discussion was held regarding clearing additional land for farming. The current financial situation, as well as future projects were considered.

Motion by Frechette, second by Gildner, to allocate \$10,000.00 for the purpose of clearing useable land on the airport property for farming. Voice vote. Ayes – all. Motion carried. [7-1-#4]

Ben also commented on the number of community events that have taken place at the airport this year.

Ben reported that a contract for engineering for the future runway rehab project should be presented at the August meeting.

In the effort to solicit bids for the Airport's insurance, Ben has found only two companies willing to submit bids. As the current policy requires three bids, he will continue to inquire of other companies.

The age and condition of the coffee pot in the conference room was discussed.

Motion by Scott, second by Gildner, authorizing the Airport Manager to purchase a new coffee pot for the conference room. Voice vote. Ayes – all. Motion carried. [7-1-#5]

Ben received a request from the new Treasurer of the Flying Club, that they receive a fuel discount for the club plane. After discussion, Ben will continue to follow the current procedure.

Ben reported that there will be a Poker Fun benefitting the Wings of Mercy program in August and September. Various options to attract, and support the group were discussed. Board member Gildner offered to help organize volunteers for a possible lunch at the airport.

No further business remaining, Chairman Hodges adjourned the meeting at 12:56 p.m.

Minutes by Michael Jackson, Board Secretary

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

Present: Terry Hodges, Mike Jackson, Breck Gildner, John Dantzer and Craig Scott.
Absent: Paul Frechette and Brenda Simmons. Also, in attendance were W.B. Airport Manager Ben Evergreen, Horton Township Supervisor Karen Michael and Shawn Nelson and Eric Wangler from Diebold Insurance.

Motion by Scott second by Gildner, the meeting minutes of the August 16, 2023 meeting be approved. Voice vote. Ayes – all. Motion carried. [9-1-#1]

Bills were presented for payment.

Motion by Scott second by Jackson, that claims in the amount of \$15,692.74 be approved for payment. Voice vote. Ayes – all. Motion carried. [9-1-#2]

Ben gave the financial report, with a combined account balance is \$295,674.45. It was noted that the remaining money from the State of Michigan had been received.

The bids for insurance were presented to the Board. Both Gaylor Insurance and Diebold Insurance had submitted proposals.

Motion by Scott second by Jackson, to approve contracts with Gaylor Insurance for Directors and Officers Coverage, Airport Liability Coverage, Commercial Auto Coverage and Inland Marine Coverage, and with Diebold Insurance for Storage Tank Pollution Coverage, Worker's Compensation Coverages, Commercial Property Coverages and Surety Bond Coverages. Voice vote. Ayes – all. Motion carried. [9-1-#3]

Bids for brush grinding were discussed, both for rental equipment and for full service operations.

Motion by Jackson second by Dantzer to award the brush grinding bid to Carlton Equipment, for an amount not to exceed \$8,000.00. Voice vote. Ayes – all. Motion carried. [9-1-#4]

Ben presented fiscal year end budget amendments.

Motion by Dantzer second by Hodges, to approve the budget amendments as presented. Voice vote. Ayes – all. Motion carried. [9-1-#5]

Discussion was held regarding the employment status of Ben's assistant, Sam Franciosi. He is currently a contract employee. Ben believes it would be better for him to be an employee of the Airport. Ben was tasked with providing a job description and set up payroll through Ogemaw County.

Motion by Scott, second by Dantzer, to approve the change in employment status for Sam Franciosi, at the starting wage of \$20.00 per hour, contingent on his acceptance. Voice vote. Ayes – all. Motion carried. [9-1-#6]

Discussion was held regarding the auto-payment of bills, and the use of the Airport debit card. Huntington Bank, the card provider, requires an credit card policy for the card to be issued.

Motion by Hodges, second by Scott, to approve the credit card policy. Voice vote. Ayes – all. Motion carried. [9-1-#7]

Ben notified the board that the stump grinder had worked through the previously allocated funds, and he requested more to continue to the end of the season.

Motion by Gildner, second by Jackson, to approve funds totaling \$15,000.00 for continues stump removal and grinding on Airport property. Ayes – all. Motion carried. [9-1-#8]

Discussion was held regarding the condition of the brush hog. Ben had explored the possibility of a trade-in. Given the replacement cost, versus the value of the equipment, no action will be taken at this time.

No further business remaining, Chairman Hodges adjourned the meeting at 1:22 p.m.

Minutes by Michael Jackson, Board Secretary

**Ogemaw Fire Department
Board Meeting January 17, 2023**

Members Present:

**Jim Morris-West Branch Township
Karen Howard-Horton Township
Carol Adair-City of West Branch
Denis Stephens-Ogemaw Township
Ron Taylor-Edwards Township**

Also present: Brent Banning and Todd Thompson

Motion by Adair supported by Morris to appoint Denis Stephens as board chairman.

Ayes: All

Motion by Taylor supported by Adair to appoint Jim Morris as vice-chairman

Ayes: All

Chairman Stephens appointed Todd Thompson as Secretary-Treasurer

Motion by Morris supported by Taylor to re-appoint Brent Banning as fire chief

Ayes: All

Motion by Morris supported by Howard to approve minutes of December 20, 2022 meeting

Ayes: All

Treasurers report was accepted

Motion by Morris supported by Adair to approve 2023 budget with revenue of \$246,799.00 and expenditures of \$224,190.00. Ayes: All

Motion by Taylor supported by Morris to increase firemens hourly wage by 4%. Ayes: All

Motion by Morris supported by Taylor to approve January 2023 bills. Ayes: All

Motion by Adair supported by Taylor to hire outside company to do hose testing and ladder testing

Ayes: All

Next meeting April 18, 2023. Meeting adjourned at 6:10

Ogemaw Fire Department

April 18, 2023

Members Present:

Carol Adair-City of West Branch

Jim Morris-West Branch Township

Karen Howard-Horton Township

Rob Kowalski-Edwards Township

Also Present: Todd Thompson

Motion by Morris supported by Adair to approve minutes from
January 17 meeting. Ayes: All

Treasurers report was accepted

• Motion by Adair supported by Morris to approve bills for February thru April
Ayes: All

Adjourned at 5:24

OGEMAW FIRE DEPARTMENT

Board Meeting of October 17, 2023

Members Present:

Rob Kowalski-Edwards Township

Jim Morris-West Branch Township

Denis Stephens-Ogemaw Township

Karen Howard-Horton Township

Carol Adair-City of West Branch

Mike Babcock-Churchill Township

Also Present were Brent Banning, Todd Thompson

Motion by Morris supported by Adair to approve June 19, 2023 minutes

Ayes: All

Treasurer report was accepted. 2024 budget was discussed

Motion by Adair supported by Howard to approve bills for August, September

And October 2023. Ayes: All

Discussion was held regarding the payment of the bill to fix the siren that was installed

To alert the public in case of a tornado warning. City of West Branch paid the bill.

Next meeting December 19, 2023 at noon at Buccilli's Pizza

Meeting adjourned at 5:45

Certificate Awarded to:

The City of West Branch

*"People's Choice"
Halloween Runner-Up
2023 West Branch Decorated Light Pole Contest*



Certificate Awarded to:

The City of West Branch

1st Place

“Most Creative Use of a Skeleton”

2023 West Branch Decorated Light Pole Contest





Invites you to a

Ribbon Cutting Ceremony Pathway Connection

Ogemaw Township and City of West Branch

Monday, November 20th at 1 p.m.

**Ribbon cutting will take place at the
Pathway between Diebold Insurance
Agency and St. Joseph Catholic Church,
Park behind the St. Joseph Church.**



20
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23

IT'S THE
MOST
WONDERFUL
TIME OF
THE YEAR

*thanks to
you*

FLEIS & VANDENBRINK

Happy Thanksgiving!

May the holiday season bring you
an abundance of good things
that stay with you all year long.

FLEIS & VANDENBRINK

Calvin

Matt

Rick

Agma of
Class of
'89

Doug

Luke

Mike

..

Fleis & VandenBrink
2125 Ridgewood Drive, Suite 101
Midland, MI 48642-5834

METROPLEX MI 480

9 NOV 2023 PM 3 L



John Dantzer : Staff
City of West Branch
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