

AGENDA

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, FEBRUARY 19, 2024, BEGINNING AT 6:00 P.M.

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Additions to the agenda
- V. Scheduled Matters from the Floor
 - A. County Update
 - B. Pat Green - land acquisition
- VI. Public hearing
 - A. Grant submission to USDA Rural Development for a new DPW service vehicle
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished Business
- X. New Business
 - A. Bills
 - B. Excuse Member Jackson from the meeting on February 5, 2024
 - C. Resolution 24-05 Budget Amendments
 - D. Utility Bill Adjustment – 611 W. Houghton Ave
 - E. Resolution 24-06 Board of Review meeting designations
 - F. Special Event Permit/Donor Permit – Girl Scout Troup 50306 Gaga Ball Pit improvements
 - G. Resolution to approve USDA Grant
- XI. Approval of the minutes and summary from the regular meeting held February 5, 2024.
- XII. Consent Agenda
 - A. Treasurer's Report and Investment Summary
 - B. West Branch Police Department January 2024 report
 - C. Minutes from the WWTPA meeting held December 12, 2023
 - D. Minutes from the Election Commission Public Accuracy Test held February 14, 2024
 - E. Minutes from the Planning Commission meetings held January 9 and February 5, 2024
- XIII. Communications
 - A. Charter Communications – Upcoming Changes
 - B. COOR CTE Fact
 - C. General Aviation Airport of the year.

XIV. Reports

A. Mayor

1. Appointments to the IDC and BRA boards

B. Council

C. Manager

XV. Public comment any topic

XVI. Adjournment

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.]

UPCOMING MEETINGS-EVENTS

February 17-25 Early Voting

February 21 Airport Board 12:15 pm

February 21 Ogemaw Land Bank 11:00 am

February 24 City Hall Pre-election week end hours 8:00 am – 4:00 pm

February 27 Presidential Primary Election

February 27 DDA 12:00 pm

February 29 MTA 6:00 pm (Richland)

March 4 City Council 6:00 pm

March 12 Planning Commission 6:00 pm

March 17-23 MAMC Conference

March 18 City Council 6:00 pm

March 19 WWTPA 3:30 pm

March 20 Airport Board 12:15 pm

March 26 DDA 12:00 pm

Next Meeting March 4, 2024

The Peoples Addition to the Village (now city) of West Branch
SECTION 30, T22N, R2E, CITY OF WEST BRANCH
OGEMAW COUNTY, MICHIGAN



3021277
Page: 1 of 1
09/13/2001 03:04P
L-7 P-418

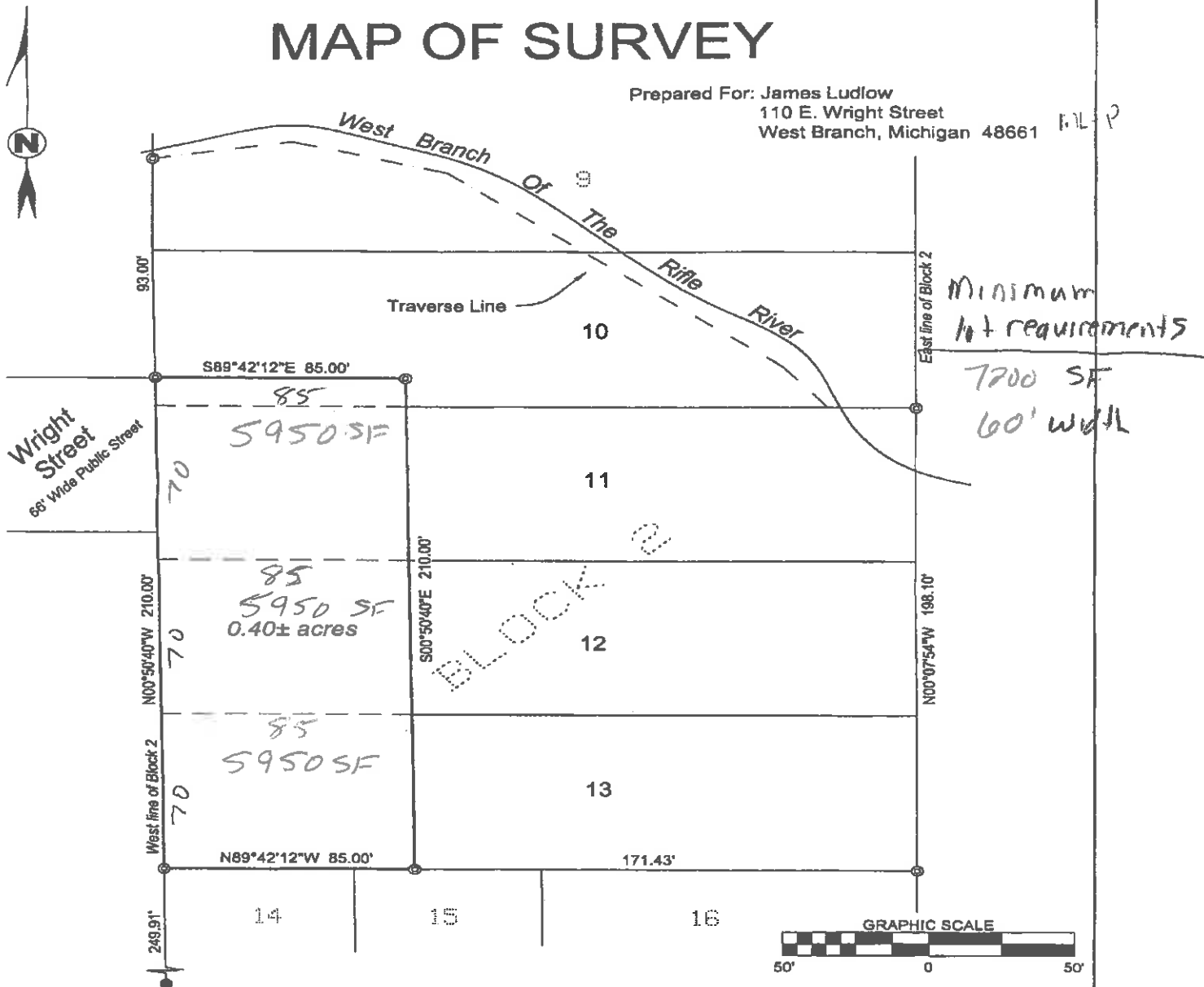
Manda Puzik, Ogemaw Co. Register SUR 9.00

REGISTER OF DEEDS STAMP & FILE NUMBER

MAP OF SURVEY

Prepared For: James Ludlow
110 E. Wright Street
West Branch, Michigan 48661

FILED



Property Description: Situated in Section 30, T22N, R2E, City of West Branch, Ogemaw County, Michigan being part of Lots 10 thru 13, Block 2 of the People's Addition to the Village (now city) of West Branch described as: beginning at the Southwest corner of said Lot 13; thence N00°50'40"W, along the West line of said block 2, 210.00 feet; thence S89°42'12"E, parallel with the South line of said Lot 13, 85.00 feet; thence S00°50'40"E, parallel with the West line of said Block 2, 210.00 feet; thence N89°42'12"W, along the South line of said Lot 13, 85.00 feet back to the point of beginning. Said parcel containing 0.40 acres more or less.

ORIGINAL

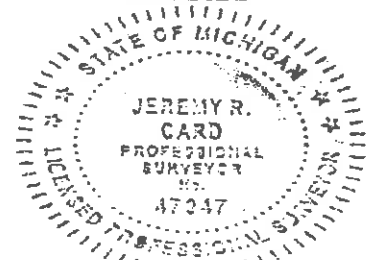
I, Jeremy R. Card, have surveyed the above mapped and described property and that the error of closure is less than 1 in 5000.

LEGEND

- FOUND CAPPED IRON
- SET CAPPED IRON
- FOUND PIPE
- FOUND CONCRETE MONUMENT

Jeremy R. Card, P.S. No: 47947
ORIGINAL SIGNATURE IN BLUE

OFFICIAL SEAL



MAY & Associates, Inc.

SURVEYORS

2209 S. M-76, Suite A
West Branch, Michigan 48661
Tele: (989) 345-1600
Fax: (989) 345-1100

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BEARING BASIS: East line of Block 2

DATE: September 10, 2001	PAGE: SHEET 1 OF 1
SCALE: 1" = 50'	REVISED:
DWG NO: S01H13A	DRAWN BY: JRC
CLIENT: JOB Ludlow: S01H13A	CHK:





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

The public hearing for the DPW service vehicle will be held to take comment on a grant we will be applying for to purchase another DPW service truck. The truck we would like to purchase is a 2024 GMC 1-ton quad cab truck with a 9' Boss brand snow plow. The total cost of the truck and plow is estimated to be right around \$63,500 with USDA covering \$47,625 (75% of the cost) and the City being responsible for the remaining \$15,875.00. The purchase was included in this year's budget that was approved by Council.

**CITY OF WEST BRANCH
NOTICE OF PUBLIC HEARING**

The West Branch City Council will hold a public hearing on Monday, February 19th at 6:00 p.m. in the Council Chambers of City Hall, 121 N. Fourth St. to inform the general public of the submission of a grant for a new DPW service vehicle through USDA Rural Development. The public is invited to make comment at this meeting concerning the grant. Written comments will be received at City Hall, 121 N. Fourth St., West Branch, MI 48661. Any questions concerning this public hearing can be directed to West Branch City Hall at (989) 345-0500. Accommodations are available upon request to persons with disabilities who require alternately formatted materials or auxiliary aids to ensure effective communication and access to City meetings or hearings. All requests for accommodation should be made at least 10 business days in advance by contacting City Clerk, Lori Ann Clover at (989) 345-0500.

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

<i>BILLS AS OF 2/16/24</i>	<i>\$142,100.40</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$0</i>
TOTAL BILLS	\$142,100.40

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

Vendor Name	Amount	Description
BBC DISTRIBUTING	94.33	WWTP SUPPLIES
CENTRAL MASS INC	549.00	TRAINING ADAMS
CHARLES WANGLER SALES	8.50	DPW PARTS
CHARTER COMMUNICATIONS	819.85	PHONE & INTERNET
COLUMN SOFTWARE PBC	185.45	ADS
CONSUMERS ENERGY	7,664.03	WWTP
DEAN ARBOUR FORD	118.66	DPW REPAIRS
FLEIS & VANDENBRINK	74,631.73	DWSRF WATER SYSTEM IMP
GFL ENVIRONMENTAL	12,791.33	GARBAGE SERVICE FEBRUARY & RECYCLING
GRAINGER	99.36	WWTP SUPPLIES
MAMC	45.00	MEMBERSHIP JOHN MIKE LORI
OGEMAW FIRE DEPARTMENT	25,598.00	2024 APPROPRIATION
SAVE A LOT	138.25	VARIOUS SUPPLIES
SELLEY'S CLEANERS	45.50	POLICE DRY CLEANING
STATE OF MICHIGAN	17,118.38	M 55 HMA RECONSTRUCTION
SUMMIT FIRE PROTECTION	81.30	POLICE INSPECTION
UNIVERSAL ROOFING	446.50	WWTP REPAIRS
UNUM LIFE INSURANCE CO OF AMERICA	1,128.33	LT ST DISABILITY & LIFE
UPS	11.68	WWTP SHIPPING
VERIZON WIRELESS	146.44	CELLPHONES
WEST END DISTRIBUTING	250.00	DPW PARTS
WILLARD'S EQUIPMENT CO	128.78	DPW SERVICE
TOTAL	142,100.40	

RESOLUTION #24-05

WHEREAS, City staff compares the year to date actual with the budgeted amount of all revenue and expenditures monthly; and

WHEREAS, the revenues in Fund 251, Industrial Park Fund, were increased due to sale of a lot that was not budgeted for, and

WHEREAS, the expenses in Fund 251, Industrial Park Fund, were increased due to the understatement of labor for work done in the park, and

WHEREAS, the revenues in Fund 592, Water Replacement Fund were increased due to the recording of grant revenue, the contribution for the DDA for their part of the bond that was not originally budgeted for, and an understatement of interest income, and

WHEREAS, the expense in Fund 592, Water Replacement Fund, were increased due to the recording of the bond that was not budgeted for, 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 251 - INDUSTRIAL PARK FUND			
Revenues			
Dept 000.000			
251-000.000-642.400	SALES OF LOTS	0.00	37,380.00
251-000.000-664.400	INTEREST INCOME	300.00	300.00
Total Dept 000.000		300.00	37,680.00
TOTAL REVENUES		300.00	37,680.00
Expenditures			
Dept 000.000			
251-000.000-703.700	SALARIES AND WAGES	0.00	1,000.00
251-000.000-714.700	MANDATORY MEDICARE	0.00	10.00
251-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	0.00	50.00
251-000.000-718.700	MERS RETIREMENT (EMPLOYER)	0.00	205.00
251-000.000-718.701	EMPLOYER DEFERED COMP.	0.00	15.00
251-000.000-720.700	WORKERS COMPENSATION PREMIUM	0.00	30.00
251-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	0.00	1.00
251-000.000-782.700	ADMINISTRATION	1,000.00	1,000.00

251-000.000-801.700	CONTRACTUAL SERVICES	1,550.00	1,550.00
251-000.000-941.700	EQUIPMENT RENTAL	0.00	0.00
Total Dept 000.000		2,550.00	3,861.00
TOTAL EXPENDITURES		2,550.00	3,861.00
Fund 251 - INDUSTRIAL PARK FUND:			
TOTAL REVENUES		300.00	37,680.00
TOTAL EXPENDITURES		2,550.00	3,861.00
NET OF REVENUES & EXPENDITURES		(2,250.00)	33,819.00
CARRYOVER		129,237.00	163,056.00
		2023-24	2023-24
		CURRENT	AMENDED
		BUDGET	BUDGET
Fund 592 - WATER REPLACEMENT FUND			
Revenues			
Dept 000.000			
592-000.000-581.248	CONTRIBUTIONS FROM LOCAL GOVT -DDA	0.00	96,981.00
592-000.000-634.400	GRANT	2,600,000.00	2,548,568.00
592-000.000-634.404	GRANT	0.00	0.00
592-000.000-634.405	GRANT	0.00	45,432.00
592-000.000-634.406	GRANT	0.00	6,000.00
592-000.000-634.407	GRANT	0.00	0.00
592-000.000-634.408	GRANT	0.00	0.00
592-000.000-664.400	INTEREST INCOME	0.00	10,500.00
592-000.000-675.400	TRANSFER FROM WATER FUND	250,000.00	250,000.00
Total Dept 000.000		2,850,000.00	2,957,481.00
TOTAL REVENUES		2,850,000.00	2,957,481.00
Expenditures			
Dept 000.000			
592-000.000-801.700	CONTRACTUAL SERVICES	2,650,000.00	2,650,000.00
592-000.000-801.701	INFRASTRUCTURE PROJECT	0.00	0.00
592-000.000-956.700	EXPENSES	0.00	500.00
592-000.000-994.700	BOND	22,000.00	22,000.00
592-000.000-994.705	BOND PLANT	38,000.00	38,000.00
592-000.000-995.700	INTEREST DUE ON BONDS	6,000.00	6,000.00
592-000.000-995.705	INTEREST DUE ON BOND PLANT	10,000.00	10,000.00
Total Dept 000.000		2,726,000.00	2,726,500.00

TOTAL EXPENDITURES	2,726,000.00	2,726,500.00
Fund 592 - WATER REPLACEMENT FUND:		
TOTAL REVENUES	2,850,000.00	2,957,481.00
TOTAL EXPENDITURES	2,726,000.00	2,726,500.00
NET OF REVENUES & EXPENDITURES	124,000.00	230,981.00
CARRYOVER	1,752,025.00	1,983,006.00

Walsh, Brian
 611 W Houghton Ave
 Acct #000574

	READ	USAGE	BILL
Apr 2023	600	6	\$ 146.63
May 2023	608	8	\$ 190.59
June 2023	616	8	\$ 190.59
July 2023	622	6	\$ 148.13
Aug 2023	629	7	\$ 170.36
Sept 2023	636	7	\$ 170.36
Oct 2023	644	8	\$ 192.59
Total		50	1,209.25

High Usage Months:

Nov 2023	666	22	\$ 511.49
Dec 2023	686	20	\$ 465.75
Jan 2024	708	22	\$ 511.49

Average		7	\$ 170.36
Adjustment Amount		43	\$ 977.65

DPW investigated with their plumber. Two leaky toilets found and replaced. Requested adjustment for three months back to average usage of 7,000 gallons for \$170.36 per month. Adjustment amount \$977.65.

Billing Items	Billing Days	Usage Days	Rate Name	Billed Usage (Gals)	Sales Tax	Billed	Total
01-WATER	1	12	WA2-WATER - OGBMAW	7.50	\$0.00	\$54.95	\$54.95
02-SEWER	1	12	SW1-SEWER TREATMENT	7.00	\$0.00	\$37.10	\$37.10
03-SEWER COLLECTIC	1	12	SWC-SEWER COLLECTIC	7.00	\$0.00	\$10.54	\$10.54
07-WATER DEBT	1	12	WDB2-WATER DEBT	7.00	\$0.00	\$9.10	\$9.10
08-SEWER DEBT	1	12	SDB2-SEWER DEBT	7.00	\$0.00	\$43.62	\$43.62
15-WATER RTS	1	0	WRTS 75	0.00	\$0.00	\$9.95	\$9.95
17-SEWER RTS	1	0	SRTS 75	0.00	\$0.00	\$4.00	\$4.00
						Total	173.25



121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail cityhall@westbranch.com
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WATER/SEWER BILL
ADMINISTRATIVE ADJUSTMENT REQUEST FORM

Name and contact information of individual requesting the administrative adjustment:

Lisa Walsh 989-345-5193 9AM-2PM
2224 N. Clear Lake Rd., W. Branch, MI 48661

Name and property address for individual/entity responsible for water/sewer bill in question:

611 W. Houghton Ave.

Relationship/interest of party requesting the adjustment (example: property owner, tenant, office manager, etc.):

owner

Are you requesting an administrative adjustment of the:

☒ Water portion of the bill only ☐ Sewer portion of the bill only ☒ Both the water & sewer portions

What period of time are you requesting an administrative adjustment of your bill be applied to:

Nov., Dec., Jan. 2023

Has the Department of Public Works (DPW) performed an inspection of the property in question to look for possible problems/leaks, etc.? ☒ Yes ☐ No If yes, please indicate when, and describe results of the inspection:

Leaking toilet

Please use the following page [attach additional pages if needed] to explain in as much detail as possible any information that you believe would assist administrators attempting to determine whether an administrative adjustment is warranted in this instance. Also, please note that due to the fact that administrative adjustment requests are investigated by the administration and the DPW, responses to requests typically take about 14-21 business days, depending upon the complexity of the issues raised in the request. However, all bills disputed via a request for administrative adjustment are held in abeyance, meaning that they are not due and owing during this period of administrative review, nor are penalties or interest accumulated during this time.

[illegible]

Am March

Date 2/2/23

Failure to return this form with the required information within three (3) business days will cause your water/sewer bill to become immediately due and owing at the originally billed amount.

Date _____

RESOLUTION #24-06

WHEREAS, as per section 9.7(a) of the West Branch City Charter, the Board of Review shall convene in its first session on the second Monday in March of each year at such time of day and place as shall be designated by City Council, and

WHEREAS, as per section 9.7(b) of the West Branch City Charter, the Board of Review shall convene in its second session on the fourth Monday in March of each year for two consecutive days and as much longer as may be necessary at such place as shall be designated by Council, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby designates all Board of Review meetings to be held at the West Branch City Hall with the first meeting in March to be held at 9:00 am

NOTICE

BOARD OF REVIEW MEETING INFORMATION

Listed by Township and Cities below

Tentative Ratios and Estimated Multipliers will be applied to each classification of Real Property separately.

The assessment figure utilized at Board of Review is not necessarily the same figure used at the time of billing. The actual factor is determined after the Board of Review has adjourned, when the State Board of Equalization Issues its report after the fourth Monday in May. Notice is hereby given that the assessment roll for the below named townships for the year 2024 have been completed and that the Board of Review for said townships will be in session at the specified locations at the dates and times listed. During these sessions, the aforementioned assessment roll will be subject to review and correction. All persons who consider themselves aggrieved by any valuation of property as now set forth in the assessment rolls, or who may have knowledge of any errors or omissions contained within said rolls, or who have reason to suppose that such errors exist, will be heard by the Board of Review. The assessment roll as corrected and approved by the Board of Review shall be the final assessment roll for said townships for 2024.

If unable to attend, A PROTEST

Ogemaw County 2024 Tentative Ratios and Multipliers by Classification

IN COMPLIANCE WITH SEC.211.34A OF THE GENERAL PROPERTY TAX LAW OF THE STATE OF MICHIGAN, FOLLOWING ARE THE TENTATIVE RATIO AND TENTATIVE MULTIPLIERS TO BE APPLIED TO THE ASSESSED VALUES OF EACH CLASS OF PROPERTY IN EACH UNIT OF LOCAL GOVERNMENT IN OGEMAW COUNTY COUNTY TO ACHIEVE COUNTY EQUALIZED VALUES FOR 2024.

Township or City	Agricultural		Commercial		Industrial		Residential		Timber-Cutover		Developmental		Personal	
	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor	Ratio	Factor
CHURCHILL TOWNSH	44.64	1.12007	39.76	1.25755	34.09	1.46671	42.90	1.16550	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
CUMMING TOWNSHIP	43.81	1.14129	38.76	1.28999	NONE	CLASSIFIED	39.82	1.25565	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
EDWARDS TOWNSHIP	42.84	1.16713	39.53	1.26486	31.73	1.57580	43.52	1.14890	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
FOSTER TOWNSHIP	NONE	CLASSIFIED	40.55	1.23305	NONE	CLASSIFIED	42.33	1.18120	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
GOODAR TOWNSHIP	NONE	CLASSIFIED	41.13	1.21566	37.25	1.34228	40.26	1.24193	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
HILL TOWNSHIP	46.12	1.08413	41.29	1.21095	NONE	Classified	43.58	1.14732	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
HORTON TOWNSHIP	43.58	1.14732	59.48	0.84062	39.88	1.25376	47.34	1.05619	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
KLACKING TOWNSHIP	41.60	1.20192	46.51	1.07504	NONE	CLASSIFIED	44.98	1.11161	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
LOGAN TOWNSHIP	41.57	1.20279	33.65	1.48588	35.20	1.42045	46.72	1.07021	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
MILLS TOWNSHIP	41.94	1.19218	43.72	1.14364	29.42	1.69952	42.34	1.18092	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
OGEMAW TOWNSHIP	NONE	CLASSIFIED	35.72	1.39978	NONE	CLASSIFIED	45.14	1.10767	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
RICHLAND TOWNSHIP	44.32	1.12816	48.55	1.02987	69.43	0.72015	45.05	1.10988	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
ROSE TOWNSHIP	43.32	1.15420	47.23	1.05865	NONE	CLASSIFIED	43.16	1.15848	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
WEST BRANCH TOWN	39.08	1.27943	52.02	0.96117	32.86	1.52161	43.53	1.14863	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
CITY OF ROSE CITY	NONE	CLASSIFIED	45.91	1.08909	27.68	1.80636	41.67	1.19990	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000
CITY OF WEST BRANC	NONE	CLASSIFIED	44.97	1.11185	48.99	1.02062	43.64	1.14574	NONE	CLASSIFIED	NONE	CLASSIFIED	50.00	1.00000

Publication of this report, with tentative multipliers does not into consideration any current reassessment program being undertaken by the local units to eliminate the factors. This report does not include new properties, losses, or adjustments. This report has been prepared and published in accordance with ACT # 165 of 1971 being section 211.34A of Michigan General Property Tax Act by the Ogemaw County Equalization Director Randy Booth 806 W Houghton Dr Rm 105 West Branch mi. 48661.

The Board of Review Organizational Meetings will be Held on the following dates and times

Churchill Township	3/5 7pm	Hill Township	3/5 9am	Ogemaw Township	3/5 8:30am
Cumming Township	3/5 9am	Horton Township	3/5 1pm	Richland Township	3/5 1pm
Edwards Township	3/5 11am	Klacking Township	3/5 7pm	Rose Township	3/5 10am
Foster Township	3/5 12 noon	Logan Township	3/5 1pm	West Branch Township	3/5 1pm
Goodar Township	3/5 10am	Mills Township	3/5 11am	Rose City	2/27 10:30am
				West Branch City	3/11 9am

Churchill Township Hall 1308 State Rd Mail to 1149 Eagle Dr St Helen Mi, 48656 March 11 9am-3pm March 13 3pm-9pm	Cumming Township Hall 751 N Morrison Rd Mail to 121 Wooden Key Dr Houghton Lake Mi. 48629 March 13 3pm-9pm March 14 9am-3pm	Edwards Township Hall 3601 Wickes Rd Mail to 1149 Eagle Dr St Helen Mi, 48656 Mar 11 9am-3pm Mar 12 3pm-9pm	Foster Township Hall 1968 Clear Lake Rd. Mail to 121 Wooden Key Dr Houghton Lake Mi. 48629 Mar 13 9am-3pm Mar 14 3pm-9pm
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Goodar Township Hall 4471 E County Line Rd Mail to 5468 Goodar Rd. South Branch Mi. 48761 Mar 11 9am-12, 1pm-4pm Mar 13 1pm-4pm, 6pm-9pm	Hill Township Hall 4985 Town Hall Rd Mail to 1149 Eagle Dr St Helen Mi, 48656 Mar 11 9am-12, 1pm-4pm Mar 12 2pm-5pm, 6pm-9pm	Horton Township Hall 2120 Rau Rd. Mail To 5671 Reilly Rd Houghton Lake Mi. 48629 Mar 11 9am-3pm Mar 15 3pm-9pm	Klacking Township Hall 405 N Campbell Rd Mail To 492 W Houghton Cr. Rd. Rose City Mi. 48654 Mar 12, 3pm-9pm Mar 16 10am-4pm
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Logan Township Hall 4507 E M-55 Mail to 1149 Eagle Dr St Helen Mi, 48656 Mar 11 9am-3pm Mar 15 3pm-9pm	Mills Township Hall 2441 Greenwood Rd. Prescott Mi. 48756 Mar 11 9am-12, 1pm-4pm Mar 13 3pm-9pm	Ogemaw Township 1990 Gray Rd Mail to 1149 Eagle Dr St Helen Mi, 48656 Mar 11 9am-12, 1pm-4pm Mar 12 9am-12, 6pm-9pm	Richland Township Hall 5624 McLean Rd. Mail To 4215 E M-55 Prescott Mi. 48756 Mar 13 9am-3pm Mar 14 3pm-9pm
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Rose Township Hall 3380 Lupton Rd. Mail to 1149 Eagle Dr St Helen Mi, 48656 Mar 11 9am-12, 1pm-4pm Mar 12 2pm-5pm, 6pm-9pm	West Branch Township Hall 1705 S Fairview Rd. West Branch Mi. 48661 Mar 11 2pm-5pm, 6pm-9pm Mar 13 9am-12, 1pm-4pm	Rose City Hall 410 N Willaims Rd. Rose City Mi. 48654 Mar 5 9am-12, 1pm-4pm Mar 6 2pm-5pm, 6pm-9pm	West Branch City Hall 121 N Fourth St. West Branch Mi. 48661 Mar 25 9am-12, 1pm-4pm, 7pm-9pm Mar 26 9am-12, 1pm-4pm
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Townships and Cities will provide necessary reasonable services to individuals with disabilities at the Board of Review Meeting upon 5 days notice



City of West Branch

121 N 4th St, West Branch, Michigan 48661
(989)345-0500 • Fax (989)345-4390 • www.westbranch.com

Special Event Permit

Event Name: Girl Scout Troop 50306 Fix up Gaga Ball Pit

Event Date: 4/8/24 Start Time: 3:45 pm End Time: 5:30 pm

Name of Sponsoring Organization: Girl Scout Troop 50306

Address: 5369 W M 33 Rose City

Contact Person: Kris Wiles Phone Number: 989-345-5375

Describe the purpose of this event: to fix up the gaga ball pit
put more hinges on corners + stain the wood

Point of Assembly and/or proposed route (attach separate diagram if needed):

If requesting a road closure Road closure Start time: _____ End time: _____

Road closure location: _____

In an effort to help your event run smoothly you must make sure the following departments are aware of and/or can staff your event. **Please obtain signatures from each department listed advising us that they are aware:**

West Branch City Police - services NOT needed ☐ arrangements have been made ☐

Chief of Police

Ogemaw County Posse - services NOT needed ☐ arrangements have been made ☐

Chief of Police

West Branch City DPW - services NOT needed ☐ arrangement have been made ☐

DPW Superintendent



City of West Branch

121 N 4th St, West Branch, Michigan 48661
(989)345-0500 • Fax (989)345-4390 • www.westbranch.com

Additional Terms and Conditions:

1. Sponsoring Organization agrees that it will fully comply with the terms of this permit and will also comply with all State, County, and Local ordinances that may pertain to the event.
2. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgements, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions of the special event.
3. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgements, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions from third parties hired or are volunteers of Sponsoring Organization.

Sponsor Organization signs this Agreement after having fully reviewed the terms and conditions set forth above and agree to be responsible for full compliance of such terms and conditions.

Kristi White Seacher
Applicant Signature Girl Scout Troop
50306

2/2/24
Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date _____

Manager / Clerk Signature



121 N. 4th St., West Branch, MI 48661 Telephone: 989-345-0500
Email: cityhall@westbranch.com

Name of Donor (person or group making the donation to the "Donee" aka "The City of West Branch":

Girl Scout Troop 50306 Phone # 989-345-5375

Email Address: kaww1@yahoo.com

Address 5309 W M 33 Rose City

Type of Donation Fireup Gaga Ball Pit (tree, bench, money, etc.)

IMPORTANT NOTICE

By signing below, I agree that the item(s) listed above are to be donated to the City of West Branch for public use. I further agree and understand that:

- By accepting the donation, the City is making NO promise to me or my organization whatsoever, other than that the item donated will be used for a public purpose. That means that though the City may choose to repair/maintain the item donated, there is no requirement or agreement that that will be done—Instead, decisions on whether donated items will be repaired/maintained will be left to the sole discretion of City administration, and will typically depend on financial and other considerations.
- The Donor also understands that once the donation is made, the gift is irrevocable, and that they have given up all property rights and interest in the donated piece of property.
- The Donor also understands that in cases such as donated benches and/or trees, etc., that placement of such items will be up to the sole discretion of the City DPW Superintendent, and that it is the responsibility of the Donor to contact the DPW Superintendents to make arrangements for such placement, etc.

By signing below, I indicate that I have read and understand this document and agree to all of its terms:

Kesha White 2-12-24
Donor Signature Date

Staff Action: Date _____ Donation Accepted _____ Denied _____

Please list additional relevant information on next page and/or attach additional pages, though such additional pages and/or attachments are NOT a part of the agreement signed above.

RESOLUTION OF MEMBERS OR STOCKHOLDERS

City of West Branch
(Name of Association)

121 N. Fourth St.
West Branch, MI 48661

(Address, including Zip Code)

RESOLVED, that the Governing Board of this Association be and it hereby is authorized and empowered to take all action necessary or appropriate —

1. To obtain for and on behalf of the Association through the United States Department of Agriculture (USDA) or any other Governmental agency:
 - (a) A loan in a sum not to exceed \$ _____ ;
 - (b) A grant in a sum not to exceed \$ 35,000 _____ ;to be advanced by the lender or grantor in one or more advances at such time or times as may be agreed upon.
2. In case of a loan or grant or both -
 - (a) For the execution of such application or applications (including exhibits, amendments and/or supplements thereto) as may be required;
 - (b) For the execution and delivery to the lender or grantor of all such written instruments as may be required in regard to or as evidence of such loan or grant; and
 - (c) In its judgment to carry out the terms of this resolution.
3. And in case of a loan -
 - (a) To obligate this Association for the repayment of the loan at such rates of interest and on such other terms and conditions as the Governing Board shall deem proper;
 - (b) To pledge, hypothecate, mortgage, convey, or assign property of this Association of any kind and in any amount now owned or hereafter acquired, as security for any or all obligations (past, present and/or future) of this Association to such lender; and
 - (c) From time to time to pay, extend, or renew any such obligations.

CERTIFICATION

I, the undersigned, as Clerk _____ of the above named Association, hereby
(Secretary) (Acting Secretary)
certify that said Association on the 19th _____ day of February _____, 2024 , had _____
(Number)
7 Council members _____ ; that 4 _____ of these
(members) (stockholders) or (shares of voting stock outstanding)
constituted a quorum; that 7 _____ said members or stockholders or shares of voting stock were present at a meeting
of the members or stockholders duly called and held on the 19th _____ day of February _____ , 2024 ;
that the foregoing resolution was adopted at such meeting by the affirmative vote of 7 _____ said members
or stockholders or shares of voting stock; and that said resolution has not been rescinded or amended in any way.

Dated this day _____ of _____ , _____ .

Secretary of _____

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD JOINTLY WITH THE DDA AND PLANNING COMMISSION IN PERSON AT THE WEST BRANCH POLICE DEPARTMENT, 130 PAGE STREET ON MONDAY, FEBRUARY 5, 2024.

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

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

Absent: Member Mike Jackson

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, and Lt. Joe Adams, Planning members in attendance were Cori Lucynski, Yvonne DeRoso, Bob David, and Rusty Showalter DDA members in attendance were Samantha Fabbri, Joe Clark, Alan Bruder, Cathy Zimmerman, Joanne Bennett.

All stood for the Pledge of Allegiance.

* * * * *

Planning Chair, Corrine Lucynski discussed Planning Commission updates. During 2023, the Commission made recommended changes to the zoning code twice. The two recommendations changed zoning districts for a few parcels in the City to better zone them for uses that were more practical for the area they were located in and better for the City. The Commission also changed the table of uses for uses allowed by right or by special use in the Mixed-Use District. The Commission also reviewed the Masterplan and approved a new Capital Improvement plan. They continued to work towards the implementation of the Redevelopment Ready Communities program guidelines, pursuant to the Resolution of Participation in the RRC Program that was passed by the Planning Commission in November of 2015. They will focus their attention to the development of a marketing strategy during the 2024 calendar year. The Planning Commission participated in a series of virtual trainings on the Michigan Planning Act.

Planning Chair Lucynski informed Council that it has been a pleasure to work with Manager Dantzer.

* * * * *

DDA Chair, Samantha Fabbri gave a brief DDA update. The projects worked on during 2023 and the main areas of focus for the 2024 calendar year is the development of the Gathering Place which was stalled due to lack of grant funding. They will continue to look for additional funding sources. They are working with City Council on the Houghton Ave redesign project. The Board worked on the streetscape project with the bid being awarded in 2023 and the project taking place from April through November of 2024. The board finalized funding for the project and have a bond in place to pay for the costs. The board approved the addition of plugs in each planter box and is looking into a downtown speaker system. They will meet with a contractor during the February meeting. The Board again sponsored the flowers in 2023 and will look at doing a fall project in 2024 as the MDOT road reconstruction project will not allow for the planting of flowers next spring. They will again sponsor the snow removal from the downtown during the winter. They are also working on seasonal themed banners. No banners were decided upon

during 2023 but they will continue to discuss optional themed banners that would be instituted after the road reconstruction and streetscape is completed in 2024.

Member Showalter thanked the DDA for all their hard work this past year.

* * * * *

MOTION BY BENNETT, SECOND BY ZIMMERMAN, TO APPROVE PAYMENT OF THE BILLS IN THE AMOUNT OF \$59,071.85.

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

No – None

Absent – Jackson

Motion carried

* * * * *

Manager Dantzer explained the budget amendment was due to MDOT road costs, expenses for the pocket park, and taxes on the M-30 property. Also, Capital Acquisitions due to radios purchased and paid for in the prior year but actual possession took place this year; DNR grant plaques that were required with the parks and recreation plan approval; and damage to a headstone.

MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE RESOLUTION 24-04 BUDGET AMENDMENT.

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

No – None

Absent – Jackson

Motion carried

RESOLUTION #24-04

WHEREAS, City staff compares the year to date actual with the budgeted amount of all revenue and expenditures monthly; and

WHEREAS, the expenses in Fund 101, General Fund, Municipal Properties, Contractual Services were increased due to expenses incurred for the MDOT road reconstruction project down payment and expenses for the repairs of the pocket park walls that were budgeted in the prior year but not expensed until the current year, and

WHEREAS, the expenses in Fund 101, General Fund, Police Department, Capital Acquisitions were increased due to the payment of the radios taking place prior to the end of the fiscal year but not taking physical possession of them until the current fiscal year, and

WHEREAS, the expenses in Fund 101, General Fund, Parks and recreation, Miscellaneous expenses were increased due to the purchase of DNR grant fund plaques that were not budgeted for but needed as part of the approval of the Recreation Plan, and

WHEREAS, the revenues and expenses in Fund 209, Cemetery Fund were increased due to the damage of a headstone caused by a large branch falling, and

WHEREAS, the revenues and expenses in Fund 248, DDA Fund, were increased due to the recording of funds to account for the streetscape bond, and

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

Fund 101 - GENERAL FUND

Revenues

Dept 000.000

Total Dept 000.000	1,894,332.00	1,894,332.00
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Dept 262.000 - ELECTIONS

Total Dept 262.000 - ELECTIONS	5,500.00	5,500.00
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Dept 301.000 - POLICE DEPARTMENT

101-301.000-478.000	MARIJUANA PERMITS	10,000.00	10,000.00
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101-301.000-528.000	OTHER FEDERAL GRANTS	41,667.00	41,667.00
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101-301.000-578.400	IN-SERVICE TRAINING	500.00	500.00
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101-301.000-634.400	GRANT	0.00	0.00
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101-301.000-640.400	K-9 REVENUE	500.00	500.00
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101-301.000-654.400	TRAFFIC BUREAU	12,000.00	12,000.00
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101-301.000-655.400	ACCIDENT REPORTS	350.00	350.00
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101-301.000-656.400	DISTRICT COURT FINES	1,500.00	1,500.00
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101-301.000-674.000	CONTRIBUTIONS AND DONATIONS	0.00	0.00
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101-301.000-695.415	OTHER GOV'T UNITS	75,000.00	75,000.00
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Total Dept 301.000 - POLICE DEPARTMENT	141,517.00	141,517.00
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Dept 441.000 - PUBLIC WORKS DEPARTMENT

Total Dept 441.000 - PUBLIC WORKS DEPARTMENT	33,000.00	33,000.00
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Dept 528.000 - SOLID WASTE

Total Dept 528.000 - SOLID WASTE	12,000.00	12,000.00
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Dept 721.000 - PLANNING AND ZONING

Total Dept 721.000 - PLANNING AND ZONING	750.00	750.00
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Dept 751.000 - PARKS AND RECREATION

Total Dept 751.000 - PARKS AND RECREATION	1,000.00	1,000.00
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TOTAL REVENUES	2,088,099.00	2,088,099.00
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Expenditures

Dept 101.000 - LEGISLATIVE			
Total Dept 101.000 - LEGISLATIVE		18,154.00	18,154.00
Dept 172.000 - CITY MANAGER'S OFFICE			
Total Dept 172.000 - CITY MANAGER'S OFFICE		140,433.00	140,433.00
Dept 201.000 - INTERNAL SERVICES			
Total Dept 201.000 - INTERNAL SERVICES		47,211.00	47,211.00
Dept 209.000 - PROPERTY ASSESSMENT REVIEW			
Total Dept 209.000 - PROPERTY ASSESSMENT REVIEW		13,912.00	13,912.00
Dept 215.000 - CITY CLERK			
Total Dept 215.000 - CITY CLERK		75,989.00	75,989.00
Dept 228.000 - TECHNOLOGY			
Total Dept 228.000 - TECHNOLOGY		15,100.00	15,100.00
Dept 253.000 - CITY TREASURER			
Total Dept 253.000 - CITY TREASURER		117,196.00	117,196.00
Dept 262.000 - ELECTIONS			
Total Dept 262.000 - ELECTIONS		7,441.00	7,441.00
Dept 265.000 - MUNICIPAL PROPERTIES			
101-265.000-703.700	SALARIES AND WAGES	8,150.00	8,150.00
101-265.000-710.700	OVERTIME	100.00	100.00
101-265.000-714.700	MANDATORY MEDICARE	120.00	120.00
101-265.000-715.700	SOCIAL SECURITY (EMPLOYER)	512.00	512.00
101-265.000-716.700	HEALTH INSURANCE PREMIUM	1,920.00	1,920.00
101-265.000-718.700	EMPLOYERS RETIREMENT (EMPLOYER)	2,628.00	2,628.00
101-265.000-718.701	EMPLOYER DEFERED COMP.	120.00	120.00
101-265.000-720.700	WORKERS COMPENSATION PREMIUM	285.00	285.00
101-265.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00
101-265.000-727.700	OPERATING SUPPLIES	4,300.00	4,300.00
101-265.000-801.700	CONTRACTUAL SERVICES	220,432.00	230,000.00
101-265.000-853.700	TELEPHONE/RADIO COMMUNICATION	2,760.00	2,760.00
101-265.000-922.700	PUBLIC UTILITIES	18,700.00	18,700.00
101-265.000-941.700	EQUIPMENT RENTAL	2,200.00	2,200.00
101-265.000-956.700	EXPENSES	500.00	500.00
101-265.000-977.700	CAPITAL ACQUISITIONS	0.00	0.00
Total Dept 265.000 - MUNICIPAL PROPERTIES		262,732.00	272,300.00

Dept 266.000 - LEGAL ASSISTANCE			
Total Dept 266.000 - LEGAL ASSISTANCE		47,300.00	47,300.00
Dept 284.000 - COMMUNITY PROMOTIONS			
Total Dept 284.000 - COMMUNITY PROMOTIONS		12,978.00	12,978.00
Dept 299.000 - CITY SERVICES			
Total Dept 299.000 - CITY SERVICES		53,995.00	53,995.00
Dept 301.000 - POLICE DEPARTMENT			
101-301.000-702.700	PROMOTION/BONUS	350.00	350.00
101-301.000-703.700	SALARIES AND WAGES	328,440.00	328,440.00
101-301.000-705.700	CHIEF OF POLICE	73,078.00	73,078.00
101-301.000-708.700	SICK LEAVE PAYOUT	0.00	0.00
101-301.000-710.700	OVERTIME	12,000.00	12,000.00
101-301.000-713.700	EMP. HEALTH OPTION	3,000.00	3,000.00
101-301.000-714.700	MANDATORY MEDICARE	6,037.00	6,037.00
101-301.000-715.700	SOCIAL SECURITY (EMPLOYER)	25,638.00	25,638.00
101-301.000-716.700	HEALTH INSURANCE PREMIUM	60,480.00	60,480.00
101-301.000-717.700	LIFE INSURANCE PREMIUM	1,305.00	1,305.00
101-301.000-718.700	MERS RETIREMENT (EMPLOYER)	91,486.00	91,486.00
101-301.000-718.701	EMPLOYER DEFERED COMP.	8,450.00	8,450.00
101-301.000-719.700	LONG TERM DISABILITY	3,864.00	3,864.00
101-301.000-720.700	WORKERS COMPENSATION PREMIUM	10,010.00	10,010.00
101-301.000-724.700	UNEMPLOYMENT INS. BENEFIT	50.00	50.00
101-301.000-727.700	OPERATING SUPPLIES	5,000.00	5,000.00
101-301.000-801.700	CONTRACTUAL SERVICES	3,000.00	3,000.00
101-301.000-811.700	MEMBERSHIP AND DUES	2,100.00	2,100.00
101-301.000-817.700	UNIFORMS	6,000.00	6,000.00
101-301.000-853.700	TELEPHONE/RADIO COMMUNICATION	5,000.00	5,000.00
101-301.000-941.700	EQUIPMENT RENTAL	10,000.00	10,000.00
101-301.000-955.700	DATA PROCESSING	6,000.00	6,000.00
101-301.000-956.700	EXPENSES	3,000.00	3,000.00
101-301.000-956.702	YOUTH SAFETY EXPENSE	2,000.00	2,000.00
101-301.000-956.703	K-9 EXPENSES	500.00	500.00
101-301.000-956.707	FORFEITURE EXPENSE	50.00	50.00
101-301.000-957.700	EDUCATION AND TRAINING LOCAL	6,000.00	6,000.00
101-301.000-957.701	EDUCATION 302	500.00	500.00
101-301.000-968.700	STING	4,000.00	4,000.00
101-301.000-977.700	CAPITAL ACQUISITIONS	0.00	7,405.00
Total Dept 301.000 - POLICE DEPARTMENT		677,338.00	684,743.00

Dept 336.000 - FIRE

Total Dept 336.000 - FIRE	28,165.00	28,165.00
Dept 345.000 - CROSSING GUARDS		
Total Dept 345.000 - CROSSING GUARDS	8,357.00	8,357.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT		
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT	143,112.00	143,112.00
Dept 528.000 - SOLID WASTE		
Total Dept 528.000 - SOLID WASTE	219,292.00	219,292.00
Dept 537.000 - AIRPORT		
Total Dept 537.000 - AIRPORT	54,365.00	54,365.00
Dept 721.000 - PLANNING AND ZONING		
Total Dept 721.000 - PLANNING AND ZONING	9,768.00	9,768.00
Dept 728.000 - ECONOMIC DEVELOPMENT		
Total Dept 728.000 - ECONOMIC DEVELOPMENT	1,000.00	1,000.00
Dept 729.000 - CODE ENFORCEMENT		
Total Dept 729.000 - CODE ENFORCEMENT	0.00	0.00
Dept 751.000 - PARKS AND RECREATION		
101-751.000-703.700 SALARIES AND WAGES	26,600.00	26,600.00
101-751.000-710.700 OVERTIME	3,700.00	3,700.00
101-751.000-714.700 MANDATORY MEDICARE	442.00	442.00
101-751.000-715.700 SOCIAL SECURITY (EMPLOYER)	1,879.00	1,879.00
101-751.000-716.700 HEALTH INSURANCE PREMIUM	5,755.00	5,755.00
101-751.000-718.700 MERS RETIREMENT (EMPLOYER)	7,000.00	7,000.00
101-751.000-718.701 EMPLOYER DEFERED COMP.	520.00	520.00
101-751.000-720.700 WORKERS COMPENSATION PREMIUM	1,040.00	1,040.00
101-751.000-724.700 UNEMPLOYMENT INS. BENEFIT	5.00	5.00
101-751.000-727.700 OPERATING SUPPLIES	3,996.00	3,996.00
101-751.000-922.700 PUBLIC UTILITIES	8,029.00	8,029.00
101-751.000-941.700 EQUIPMENT RENTAL	15,000.00	15,000.00
101-751.000-956.700 EXPENSES	300.00	800.00
Total Dept 751.000 - PARKS AND RECREATION	74,266.00	74,766.00
Dept 851.000 - INSURANCE AND RISK MANAGEMENT		
Total Dept 851.000 - INSURANCE AND RISK MANAGEMENT	16,426.00	16,426.00
Dept 965.000 - TRANSFERS		

Total Dept 965.000 - TRANSFERS		20,000.00	20,000.00
Dept 965.204 - TRANS TO OTHER ACCOUNTS 204			
Total Dept 965.204 - TRANS TO OTHER ACCOUNTS 204		0.00	0.00
Dept 965.209 - TRANSFER TO CEMETERY			
Total Dept 965.209 - TRANSFER TO CEMETERY		20,310.00	20,310.00
TOTAL EXPENDITURES		2,084,840.00	2,092,745.00
Fund 101 - GENERAL FUND:			
TOTAL REVENUES		2,088,099.00	2,088,099.00
TOTAL EXPENDITURES		2,084,840.00	2,102,313.00
NET OF REVENUES & EXPENDITURES		3,259.00	(14,214.00)
CARRYOVER		678,213.00	663,999.00
Fund 209 - CEMETERY FUND			
Revenues			
Dept 000.000			
209-000.000-610.400	TRANS FROM ECON. ADVANCE. 204	20,310.00	23,983.00
209-000.000-628.400	FOUNDATIONS	500.00	500.00
209-000.000-629.400	GRAVE OPENINGS	6,000.00	6,000.00
209-000.000-642.400	SALES OF LOTS	4,000.00	4,000.00
209-000.000-664.400	INTEREST INCOME	800.00	800.00
209-000.000-695.400	MISCELLANEOUS	0.00	0.00
Total Dept 000.000		31,610.00	35,283.00
TOTAL REVENUES		31,610.00	35,283.00
Expenditures			
Dept 000.000			
209-000.000-703.700	SALARIES AND WAGES	12,000.00	12,000.00
209-000.000-710.700	OVERTIME	500.00	500.00
209-000.000-714.700	MANDATORY MEDICARE	183.00	183.00
209-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	775.00	775.00
209-000.000-716.700	HEALTH INSURANCE PREMIUM	2,877.00	2,877.00
209-000.000-718.700	MERS RETIREMENT (EMPLOYER)	3,460.00	3,460.00
209-000.000-718.701	EMPLOYER DEFERED COMP.	208.00	208.00
209-000.000-720.700	WORKERS COMPENSATION PREMIUM	442.00	442.00
209-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00
209-000.000-727.700	OPERATING SUPPLIES	200.00	200.00
209-000.000-782.700	ADMINISTRATION	1,000.00	1,000.00

209-000.000-922.700	PUBLIC UTILITIES	360.00	360.00
209-000.000-941.700	EQUIPMENT RENTAL	9,500.00	9,500.00
209-000.000-956.700	EXPENSES	100.00	3,700.00
Total Dept 000.000		31,610.00	35,210.00
TOTAL EXPENDITURES		31,610.00	35,210.00
Fund 209 - CEMETERY FUND:			
TOTAL REVENUES		31,610.00	35,283.00
TOTAL EXPENDITURES		31,610.00	35,210.00
NET OF REVENUES & EXPENDITURES		0.00	73.00
CARRYOVER		1,575.00	1,575.00
		2023-24	2023-24
		CURRENT	PROPOSED
		BUDGET	BUDGET
Fund 248 - DDA OPERATING FUND			
Revenues			
Dept 000.000			
248-000.000-400.400	TAX INCREMENT FINANCING	80,000.00	80,000.00
248-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	10,000.00	10,000.00
248-000.000-408.400	PERSONAL PROPERTY TAX LOSS REIMBURSEMENT	40,000.00	40,000.00
248-000.000-664.400	INTEREST INCOME	0.00	0.00
248-000.000-691.000	PROCEEDS FROM SALE OF BOND	0.00	0.00
248-000.000-692.000	PROCEEDS ON CONTRACT PAYABLE	0.00	96,981.00
248-000.000-695.400	MISCELLANEOUS	1,500.00	1,500.00
Total Dept 000.000		131,500.00	228,481.00
TOTAL REVENUES		131,500.00	228,481.00
Expenditures			
Dept 000.000			
248-000.000-729.700	FLOWER PROJECT	5,000.00	5,000.00
248-000.000-750.700	RETAIL MERCHANTS	7,500.00	7,500.00
248-000.000-782.700	ADMINISTRATION	2,400.00	2,400.00
248-000.000-801.700	CONTRACTUAL SERVICES	104,800.00	104,800.00
248-000.000-802.700	CONTRIBUTION EXPENSE	0.00	0.00
248-000.000-865.700	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00
248-000.000-935.703	SHOWMOBILE EXPENSES	300.00	300.00
248-000.000-940.700	GEN. MAINTENANCE/SNOW REMOVAL	9,000.00	9,000.00
248-000.000-956.700	EXPENSES	1,500.00	1,500.00
248-000.000-959.000	CONTRIBUTIONS TO LOCAL GOVT	0.00	96,981.00

Total Dept 000.000	131,500.00	228,481.00
TOTAL EXPENDITURES	131,500.00	228,481.00
Fund 248 - DDA OPERATING FUND:		
TOTAL REVENUES	131,500.00	228,481.00
TOTAL EXPENDITURES	131,500.00	228,481.00
NET OF REVENUES & EXPENDITURES	0.00	0.00
CARRY OVER	296,679.00	296,679.00

* * * *

Manager Dantzer introduced the 2024 fee schedule. The increases were in water turn off and turn on, sewer rate fees which were approved last year, bulk water pricing, meter costs, and lot split fees. There will also be building department fees once that program is implemented.

MOTION BY ADAIR, SECOND BY SHOWALTER, TO APPROVE THE UPDATED FEE SCHEDULE FOR 2024.

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

No – None

Absent – Jackson

Motion carried

* * * *

MOTION BY SHOWALTER, SECOND BY PUGH, TO APPROVE THE RENTAL OF THE COUNCIL CHAMBER FOR THE QUILT WALK AUGUST 2nd THROUGH 5TH AND TO WAIVE THE FEES ASSOCIATED WITH THE RENTAL.

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

No – None

Absent – Jackson

Motion carried

* * * *

MOTION BY SHOWALTER, SECOND BY PUGH, TO APPROVE THE SPECIAL EVENT PERMIT FOR THE VICTORIAN ART FAIR.

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

No – None

Absent – Jackson

Motion carried

* * * *

MOTION BY SHOWALTER, SECOND BY ADAIR, TO APPROVE THE ENACTMENT OF ORDINANCE 24-01 REZONING OF PARCEL 052-455-004-00 FROM SINGLE FAMILY RESIDENTIAL TO GENERAL BUSINESS, PARCEL 052-458-001-00 FROM CENTRAL BUSINESS TO GENERAL BUSINESS, AND PARCEL 052-630-040-00 FROM GENERAL BUSINESS/MULTIPLE FAMILY TO GENERAL BUSINESS.

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

No – None

Absent – Jackson

Motion carried

* * * * *

Tommy Dault discussed the proposed plans for the industrial lot. They will be putting in two roads with 136 town houses. They will range from one to three-bedroom units and will cost between \$895 and \$1200. They will be built off site and shipped in. Once ordered they can be ready in six weeks. They are working on hook ups to city water and sewer, and electric. This would be contingent on the rezoning and review of the contract by the attorney.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO POSTPONE THE INDUSTRIAL LOT DISCUSSION UNTIL THE DETAILS CONCERNING REZONING AND THE ATTORNEY REVIEW OF THE CONTRACT ARE FINALIZED.

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

No – None

Absent – Jackson

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD JANUARY 22, 2024.

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

No – None

Absent – Jackson

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY BENNETT, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; MINUTES FROM THE OGEMAW FIRE BOARD MEETING HELD OCTOBER 17, 2023; MINUTES FROM THE AIRPORT BOARD MEETING HELD NOVEMBER 15, 2023; MINUTES FROM THE INFORMATIONAL AND SPECIAL MEETING OF THE DDA HELD DECEMBER 20, 2023; AND MINUTES FROM THE ELECTION COMMISSION MEETING HELD JANUARY 30, 2024.

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

No – None

Absent – Jackson

Motion carried

* * * * *

MOTION BY FRECHETTE, SECOND BY SHOWALTER, TO RE-APPOINT SANDY RABIDUE AND JOANNE BENNETT TO THE DDA FOR A FOUR-YEAR TERM.

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

No – None

Absent – Jackson

Motion carried

* * * * *

Communications included a letter from Superior News, previously The Voice and Michigan Public Policy Survey the January edition.

Mayor Frechette stated that the Fire Board annual event went well and was well attended. He reminded Council that the Presidential Primary was February 27th and there were also two local millages one being the renewal and restoration of the Ogemaw County Sheriff's Office road patrol and the other COOR ISD's area career and technical education proposal.

Member Showalter had questions concerning the closing of the Ogemaw Pharmacy. Manager Dantzer explained that this wouldn't affect the Brownfield Grant as their work on the project was complete.

Member Adair informed Council that early voting would be held at the county building from February 17th through the 25th during the hours of 8:30 to 4:30. Anyone that is registered to vote in Ogemaw County will be able to vote during that time. Elections will still be held at the townships and municipalities on election day. If you are still not registered to vote you must do so at the township or municipality where you reside.

Member Zimmerman attended the Election Inspector training with Clerk Clover on the 29th. There is a lot of work that is involved in an election she is amazed and has a new respect for Clerk Clover.

Manager Dantzer shared a portion of the new ACT 51 map. Manager Dantzer asked about the ice rink for this year. There was only one week it would have been cold enough to set and that was the week of the snowstorms. Since it is so late in the season and the forecast is showing warmer weather council agreed not to put it up again this year. Manager Dantzer also informed members that he is looking at combining the IDC and BRA committees and will have a proposal at the next meeting.

Sean Gilbert owner of the Made in USA store brought his idea of an Ogemaw County Fair billboard to Council. Members asked him to contact the owner of the billboard, the current advertisers, and the Ogemaw Fair Board to pursue his idea.

Mayor Frechette adjourned the meeting at 6:53 pm.

Paul Frechette, Mayor

Lori Ann Clover, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD JOINTLY WITH THE DDA AND PLANNING COMMISSION IN PERSON AT THE WEST BRANCH POLICE DEPARTMENT, 130 PAGE STREET ON MONDAY, FEBRUARY 5, 2024.

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

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

Absent: Member Jackson

Other officers present: City Manager Dantzer, City Clerk Clover, and Lt. Adams, Planning Members Lucynski, DeRoso, David, and Showalter; and DDA Members Fabbri, Clark, Bruder, Zimmerman, and Bennett.

All stood for the Pledge of Allegiance.

Planning Chair Lucynski gave an update for the Planning Commission.

DDA Chair Fabbri gave an update for the DDA.

Council approved bills in the amount of \$59,071.85.

Council approved Resolution 24-04 Budget Amendment.

Council approved the updated 2024 Fee Schedule.

Council approved the Chamber rental and waived the fees for the Quilt Walk.

Council approved the special event Victorian Art Fair.

Council approved the enactment of Ordinance 24-01 rezoning of parcels 052-455-004-00, 052-458-001-00, and 052-630-040-00.

Council approved postponement of the industrial lot discussion.

Council approved the minutes and summary from the regular meeting held January 22, 2024.

Council received and filed the treasurers report and investment summary; minutes from the Ogemaw Fire Board Meeting held October 17, 2023; minutes from the Airport Board meeting held November 15, 2023; minutes from the informational and special meeting of the DDA held December 20, 2023; and minutes from the Election Commission meeting held January 30, 2024.

Council approved re-appointment of Sandy Rabidue and Joanne Bennett to the DDA for a four-year term.

Communications included a letter from Superior News, previously The Voice and Michigan Public Policy Survey the January edition.

Mayor Frechette; Members Showalter, Adair, and Zimmerman; and Manager Dantzer gave updates.

Sean Gilbert presented his idea for an Ogemaw Fair Billboard.

Mayor Frechette adjourned the meeting at 6:53 pm.

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
FROM 02/01/2024 TO 02/29/2024
FUND: ALL FUNDS
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2024	Total Debits	Total Credits	Ending Balance 02/29/2024
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	112,500.00	0.00	0.00	112,500.00
004.400	CERTIFICATE OF DEPOSIT D	113,500.00	0.00	0.00	113,500.00
	CEMETERY PERPETUAL CARE	226,000.00	0.00	0.00	226,000.00
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	851,000.00	0.00	0.00	851,000.00

Bank Code		Beginning Balance 02/01/2024	Total Debits	Total Credits	Ending Balance 02/29/2024
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101	GENERAL FUND	1,051,225.32	26,755.82	68,807.83	1,009,173.31
150	CEMETERY PERPETUAL CARE	41,981.83	0.00	0.00	41,981.83
209	CEMETERY FUND	304.12	0.00	952.34	(648.22)
237	MARIJUANA FUND	4,549.58	0.00	0.00	4,549.58
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	3,047.65	0.00	0.00	3,047.65
248	DDA OPERATING FUND	385,762.86	11.82	200.00	385,574.68
251	INDUSTRIAL PARK FUND	41,300.44	0.00	83.33	41,217.11
276	HOUSING RESOURCE FUND	197,485.23	464.00	0.00	197,949.23
318	SEWER DEBT FUND	169,747.32	10,520.63	181.53	180,086.42
319	WATER DEBT FUND	120,317.50	2,149.67	37.70	122,429.47
572	PLANT REPLACEMENT FUND (R&I)	1.84	0.00	0.00	1.84
590	SEWER FUND	353,855.88	11,877.80	22,781.71	342,951.97
591	WATER FUND	606,131.30	15,574.97	17,307.84	604,398.43
592	WATER REPLACEMENT FUND	2,284,934.78	0.00	28,130.00	2,256,804.78
593	SEWER COLLECTION	298,413.20	2,591.00	3,029.46	297,974.74
561	EQUIPMENT FUND	83,273.24	13,118.87	5,117.74	91,274.37
704	PAYROLL CLEARING	(19,855.86)	44,352.70	0.00	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	14,378.17	0.00	0.00	14,378.17
707	YOUTH SAFETY PROGRAM	115.98	0.00	0.00	115.98
	GEN1 - GENERAL CHECKING	5,636,970.38	127,417.28	146,629.48	5,617,758.18
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	728,241.96	28,765.19	12,649.52	744,357.63
203	LOCAL STREET FUND	481,921.44	16,861.75	1,580.65	497,202.54
	MAJOR/ LOCAL STREETS	1,210,163.40	45,626.94	14,230.17	1,241,560.17
PAY	PAYROLL				
704	PAYROLL CLEARING	90,707.06	0.00	44,791.85	45,915.21
	PAYROLL	90,707.06	0.00	44,791.85	45,915.21
CHEM	SAVINGS				
101	GENERAL FUND	461,864.46	0.00	0.00	461,864.46
150	CEMETERY PERPETUAL CARE	1,233.29	0.00	0.00	1,233.29
251	INDUSTRIAL PARK FUND	245.93	0.00	0.00	245.93
571	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
591	WATER FUND	26,689.95	0.00	0.00	26,689.95
592	WATER REPLACEMENT FUND	20,011.94	0.00	0.00	20,011.94
593	SEWER COLLECTION	3,215.28	0.00	0.00	3,215.28
561	EQUIPMENT FUND	103,652.43	0.00	0.00	103,652.43
	SAVINGS	616,913.93	0.00	0.00	616,913.93
TAX	TAXES				
701	TAX AGENCY	215,968.68	325,151.52	205,799.98	335,320.22
	TAXES	215,968.68	325,151.52	205,799.98	335,320.22
	TOTAL - ALL FUNDS	7,770,723.45	498,195.74	411,451.48	7,857,467.71



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

2/14/2024

Honorable Mayor and Council,

This is the January month end report. For the month of January, the department handled 92 Law Enforcement complaints. There were no blight violations in January. Officers further made two in-person arrests and submitted for arrest warrants on three individuals.

Our two replacement officers started the police academy in January. Nathan Kile and Joshua Clark will graduate at the beginning of May. Upon graduation, they will begin road patrol here with a Field Training Officer.

Respectfully,

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

Chief Kenneth W. Walters

Offense Count Report

Page: 1

Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
JAN2024	TOTAL2024	TOTAL2023	TOTAL2022
01/01/2024-01/31/2024	01/01/2024-01/31/2024	01/01/2023-12/31/2023	01/01/2022-12/31/2022

Offense	Description	JAN2024	TOTAL2024	TOTAL2023	TOTAL2022
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	0	0	1
11005	SEXUAL PENETRATION OBJECT CSC1	0	0	1	0
11007	SEXUAL CONTACT FORCIBLE CSC2	0	0	2	1
11008	SEXUAL CONTACT FORCIBLE CSC4	0	0	3	1
13001	NONAGGRAVATED ASSAULT	3	3	32	19
13002	AGGRAVATED/FELONIOUS ASSAULT	0	0	2	2
13003	INTIMIDATION/STALKING	0	0	0	3
20000	ARSON	0	0	1	0
22001	BURGLARY - FORCED ENTRY	0	0	0	1
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	0	1	3
23003	LARCENY - THEFT FROM BUILDING	0	0	1	1
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	0	3	3
23007	LARCENY - OTHER	0	0	8	9
24001	MOTOR VEHICLE THEFT	0	0	0	1
25000	FORGERY/COUNTERFEITING	0	0	0	1
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	0	2	0
26002	FRAUD - CREDIT CARD/ATM	0	0	2	1
26003	FRAUD - IMPERSONATION	0	0	1	1
26006	FRAUD - BAD CHECKS	0	0	1	2
26007	FRAUD - IDENTITY THEFT	0	0	3	4
27000	EMBEZZLEMENT	0	0	0	3
28000	STOLEN PROPERTY	0	0	0	1
29000	DAMAGE TO PROPERTY	0	0	30	12
30002	RETAIL FRAUD - THEFT	1	1	2	1
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	0	0	9
36004	SEX OFFENSE - OTHER	0	0	1	0
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	0	3	0
41002	LIQUOR VIOLATIONS - OTHER	0	0	0	1
42000	DRUNKENNESS	0	0	1	0
48000	OBSTRUCTING POLICE	0	0	0	2
49000	ESCAPE/FLIGHT	0	0	0	1
50000	OBSTRUCTING JUSTICE	1	1	32	37
52001	WEAPONS OFFENSE - CONCEALED	0	0	0	1
52003	WEAPONS OFFENSE - OTHER	1	1	1	0
53001	DISORDERLY CONDUCT	0	0	6	0
53002	PUBLIC PEACE - OTHER	0	0	1	0
54001	HIT & RUN MOTOR VEHICLE ACCIDENT	0	0	1	0
54002	OUIL OR OUID	0	0	5	13
54003	DRIVING LAW VIOLATIONS	3	3	29	46
55000	HEALTH AND SAFETY	0	0	1	0
57001	TRESPASS	0	0	21	14
62000	CONSERVATION	0	0	1	0
70000	JUVENILE RUNAWAY	0	0	2	6
70001	Incorrigible	0	0	1	1
70003	Juvenile Truancy	0	0	2	0
70004	Juvenile Issues	0	0	15	1
72000	ANIMAL CRUELTY	0	0	0	1

Offense Count Report

Page: 2

Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
JAN2024	TOTAL2024	TOTAL2023	TOTAL2022
01/01/2024-01/31/2024	01/01/2024-01/31/2024	01/01/2023-12/31/2023	01/01/2022-12/31/2022

Offense	Description	JAN2024	TOTAL2024	TOTAL2023	TOTAL2022
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	5	2
75000	SOLICITATION	0	0	0	1
90001	Vehicle Lockouts	9	9	84	69
90002	Motorist Assists	0	0	13	9
90003	Assist E.M.S.	9	9	160	108
90005	City Ordinance Violations	0	0	25	7
90006	Prisoner Transports	0	0	0	1
90007	Parking Complaints	1	1	3	2
90008	ANIMAL COMPLAINTS	0	0	21	12
91001	Delinquent Minors	2	2	7	8
91002	Runaway	0	0	0	1
91003	K-9 Assists	0	0	9	16
91004	Abandoned Vehicle	0	0	0	3
92003	Walk Away (Ment. & Host.)	0	0	2	4
92004	Insanity	3	3	23	23
92005	MIP Civil	1	1	20	1
93001	PROPERTY DAMAGE ACCIDENT/PI	4	4	65	54
93002	Accident, Non-Traffic	1	1	24	26
93003	Civil Traffic Violations	0	0	0	1
93004	Parking Violations	0	0	0	1
93006	Traffic Policing	0	0	2	5
93007	Traffic Safety Public Relations	4	4	7	11
94001	Valid Alarm Activations	0	0	2	0
94002	False Alarm Activations	4	4	82	81
95001	Accident, Fire	0	0	2	3
95003	Inspection, Fire	0	0	0	1
95004	Hazardous Condition	0	0	0	1
97001	Accident, Traffic	0	0	0	1
97003	Accident, Other Shooting	0	0	0	1
98002	Inspections/Investigations -Motor Vehicles	0	0	1	1
98003	Inspections/Investigations -Property	1	1	0	1
98004	Inspections/Investigations -Other	1	1	20	27
98006	Civil Matters/Family Disputes	4	4	75	47
98007	Suspicious Situations/Subjects	5	5	175	109
98008	Lost/Found Property	1	1	15	13
98009	Inspections/Investigations -Drug Overdose	0	0	1	2
99002	Natural Death	0	0	4	5
99007	PR Activities	0	0	22	14
99008	General Assistance	31	31	421	384
99009	General Non-Criminal	2	2	23	36
Totals:		92	92	1531	1296

WEST BRANCH AREA WASTEWATER TREATMENT PLANT AUTHORITY

A special meeting of the West Branch Area Wastewater Treatment Plant Authority was held in the Council Chambers of City Hall, 121 N. Fourth St. on Tuesday, December 12, 2023.

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

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

Absent: None

Others in attendance: Wastewater Superintendent Dan Robb and DPW Superintendent Mike Killackey.

* * * * *

Motion by Morris, second by Frechette, to approve the minutes from the meeting held October 2, 2023.

**Yes –Dantzer, Frechette, Morris, Pugh, Stephens
Motion carried**

No – None

Absent –None

* * * * *

Motion by Morris, second by Stephens, to approve the payment to Diebold insurance in the amount of \$3,207.00.

**Yes –Dantzer, Frechette, Morris, Pugh, Stephens
Motion carried**

No – None

Absent –None

* * * * *

Motion by Morris, second by Pugh, to approve the bond payment in the amount of \$118,575.00.

**Yes –Dantzer, Frechette, Morris, Pugh, Stephens
Motion carried**

No – None

Absent –None

* * * * *

The Board asked for an update on the lab floor. Superintendent Robb noted all of the tile had been removed and they have not seen any additional issues since. He further noted the only quote he has been able to receive has been from Morse Clark in the amount of \$21,921.93 but that the total cost should be less due to them removing the tile.

Motion by Pugh, second by Morris, to approve the Morse Clark bid to replace tile in the lab not to exceed \$21,921.93.

Yes –Dantzer, Frechette, Morris, Pugh, Stephens
Motion carried

No – None

Absent –None

* * * * *

The Board discussed the issue with the water well failing and if it would be better to go with a new well or run a water line extension to hook up to Township water. Quotes were reviewed for both drilling wells and boring in a new water line in both 2" and 4". There were some questions centered around the water volume they could get with a 2" water line.

Motion by Dantzer, second by Morris, to postpone the decision on the water well to gather more information.

Yes –Dantzer, Frechette, Morris, Pugh, Stephens
Motion carried

No – None

Absent –None

* * * * *

Superintendent Robb updated the board on the new radar sensors that were installed. He noted they would continue to monitor them but needed to purchase new sand and anthracite for the tertiary filters.

Motion by Dantzer, second by Morris, to approve the purchase of sand and anthracite not to exceed \$15,000.00.

Yes –Dantzer, Frechette, Morris, Pugh, Stephens
Motion carried

No – None

Absent –None

* * * * *

Superintendent Robb updated the Board on some issues they were having with the trickling filters and noted they would be having them looked at. He also noted they were replacing bolts and clamps throughout the property that were getting old and deteriorating.

* * * * *

Member Dantzer gave the Treasurer's report noting \$4,928.40 in the operating account, \$216.36 in the bond account, and the \$762,148.63.

* * * * *

Chairperson Stephens adjourned the meeting at 4:13 pm.

MEETING OF THE WEST BRANCH CITY ELECTION COMMISSION BOARD HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON WEDNESDAY, FEBRUARY 27, 2024

City Clerk Lori Ann Clover-Gambrel called the meeting to order at 9:30 am.

Present: Karen Biggs, Matthew Thompson, and Lori Ann Clover-Gambrel

Absent: None

Others in attendance: Amy Nyquist Election Source Tester.

The Election Commission observed the pre-testing and preparation for the Public Accuracy Test. As Ms. Nyquist went through the steps, questions were asked and explanations offered.

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

Meeting was adjourned at 10:00 am.

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, JANUARY 9, 2024.

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

* * * * *

All stood for the Pledge of Allegiance.

* * * * *

At 6:01, Chairperson Lucynski opened the public hearing to take comment on ordinance 24-01. Chairperson Lucynski noted the ordinance would amend section 4.6 (Mixed Use District), section 4.8 (Central Business District), section 4.9 (General Business District) and section 4.11 (full table of permitted uses and special land uses) and to amend the City of West Branch zoning map to rezone parcel 052-455-004-00 from Single-Family Residential District to General Business District, parcel 052-458-001-00 from Central Business District to General Business District, and parcel 052-630-040-00 from General Business District /Multiple Family District to General Business District.

Chairperson Lucynski read a letter received from George Foust noting his objection to the rezoning on parcel 052-630-040-00 noting it was not a fit for business. He further noted he did not purchase his property for business and that wildlife would be negatively affected and that if they made this unwise decision, assurances must be done to prevent any sewer system problems, have trees or steps to hide development with the maintenance cost the responsibility of the owners or the city, and to reduce noise issues and the chance for criminal activity.

Shelby and Clara Roach spoke and noted they were not in favor of the rezoning of parcel 052-630-040-00 because they were concerned about the commercial zoning towards the back of the property. The Commission noted the rezoning for that particular parcel was to fix an error on the zoning map. It was further noted the parcel is currently the home to the Villa and that the zoning map actually shows two different zoning districts within their parcel with the north section of it being zoned Multi-Family Residential and the south section being zoned General Business. It was further noted that parcel has been used for commercial purposes and should not have been labeled as Multi-family residential.

Ms. Roach asked what the differences between the Central Business and General Business Districts were. Member Jackson explained that each district would have their own set of uses allowed by right or special use with the Central Business District being more restrictive and that the Central Business District was typically only for the main downtown area.

No one else wished to speak on the issue.

MOTION BY DEROSO, SECOND BY DAVID, TO CLOSE THE PUBLIC HEARING.

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

* * * * *

**MOTION BY DEROSO, SECOND BY SHOWALTER, TO APPROVE THE MINUTES WITH
CORRECTIONS FROM THE MEETING HELD NOVEMBER 7, 2023.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

* * * * *

Zoning permit ZP-01 for 203 N. Fifth St was reviewed by the Commission. Zoning administrator Dantzer noted he did not see any issues with the plans submitted and noted all lot and building restrictions were met, the use was allowed by right, the setbacks and structural standards were met, and all parking requirement were met. He did note that because this parcel is commercial and abuts a residential property to its north, it would require a buffer of some sort. He further noted there was a tree line already on the property line between the two parcels and could be considered as the buffer if the Commission deemed it adequate.

Mary Bachelder noted there were no changes to the footprint of the building except for the covered porch and handicap ramp at the entrance to the front door.

The Commission discussed the current tree line at the property line and it was the consensus that it was adequate to support the buffer requirement.

**MOTION BY DAVID, SECOND BY SHOWALTER, TO APPROVE PERMIT ZP-01 AT 203 N. FIFTH ST
AS PRESENTED.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

* * * * *

**MOTION BY SHOWALTER, SECOND BY DEROSO, TO APPOINT MEMBER LUCYNSKI TO SERVE AS
CHAIRPERSON, MEMBER DAVID TO SERVE AS VICE-CHAIRPERSON, AND ZONING
ADMINISTRATOR/CITY MANAGER JOHN DANTZER TO SERVE AS SECRETRAY FOR THE 2024
CALENDAR YEAR.**

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

Updated bylaws were presented to make the following changes to sections 4.1.1 and 4.3.7 of the bylaws.

Change section 4.1.1 to read as follows: Officers. Officers of the Commission are appointed members of the commission and shall consist of a Chairperson, Vice-Chairperson and Secretary. The Commission may appoint other officers if deemed appropriate.

Change section 4.3.7 to read as follows: Election. The Commission shall, at the first practical meeting, select a Chairperson and Vice-Chairperson from its membership, as well as a Secretary who does not have to be from its membership, to serve for a (12) month period, and who shall be eligible for re-election. Newly elected officers shall assume their office immediately after the election. Vacancies in office shall be filled immediately by regular election procedure.

MOTION BY JACKSON, SECOND BY SHOWALTER, TO APPROVE CHANGES TO SECTION 4.1.1 AND 4.3.7 OF THE BYLAWS AS PRESENTED.

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

MOTION BY LUCYNSKI, SECOND BY DAVID, TO RECOMMEND THE REAPPOINTMENTS OF RUSTY SHOWALTER AND KARA FACHTING TO THE PLANNING COMMISSION FOR THREE-YEAR TERMS.

Yes — David, DeRoso, Jackson, Lucynski, Showalter

No – None

Absent –Erickson, Fachting

Motion carried

MOTION BY DEROSO, SECOND BY LUCINSKI, TO RECOMMEND TO CITY COUNCIL THE APPROVAL OF ORDINANCE 24-01 WHICH WOULD REZONE PARCEL # 052-455-004-00 FROM SINGLE-FAMILY RESIDENTIAL DISTRICT TO GENERAL BUSINESS DISTRICT, REZONE PARCEL # 052-458-001-00 FROM CENTRAL BUSINESS DISTRICT TO GENERAL BUSINESS DISTRICT, REZONE PARCEL 052-630-040-00 FROM GENERAL BUSINESS DISTRICT /MULTIPLE FAMILY DISTRICT TO GENERAL BUSINESS DISTRICT, AND UPDATE THE FULL TABLE OF PERMITTED AND SPECIAL LAND USES BECAUSE THE ZONING IS CONSISTENT WITH THE GOALS AND OBJECTIVES OF THE MASTERPLAN, IS CONSISTENT WITH THE SURROUNDING USES, DOES NOT POSE AN IMPACT ON THE SURROUNDING PROPERTIES, DOES NOT CREATE A DETERRENT TO THE IMPROVEMENT OR DEVELOPMENT OF ADJACENT PROPERTIES, WILL NOT CREATE A SPECIAL PRIVILEGE TO AN INDIVIDUAL PROPERTY OWNER, AND WILL POSE NO IMPACT TO THE CITY'S INFRASTRUCTURE OR PROGRAMS.

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

No – None

Absent –None

Motion carried

* * * * *

A reminder of the annual joint meeting with City Council and DDA was shared.

* * * * *

Chairperson Lucynski asked about the downtown markings on the sidewalks. Administrator Dantzer noted those were used to mark utilities running under the sidewalk.

Member David noted he has heard from many people who were concerned with the downtown utility work causing traffic issues.

Member DeRoso noted the County was establishing a Housing Committee and that she was going to serve as a representative from Ogemaw Township. Member Jackson noted the City approved City Manager John Dantzer and City Council Member Cathy Zimmerman to that Committee to serve on the City's behalf.

Member DeRoso also asked about the Redevelopment Ready Community designation. It was noted the City was currently working towards the designation and had only a few steps remaining. Administrator Dantzer noted one of the last steps were to develop an Economic Development Strategy and that the Commission would start working on that during the February meeting.

Member Jackson asked on an update to the running of internet in the Industrial Park. Administrator Dantzer noted the project was completed.

Member Showalter noted he was happy to see the internet project was done and that it would be a great addition for the businesses in the park.

* * * * *

Chairperson Lucynski closed the meeting at 6:39 pm.

SPECIAL MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD JOINTLY WITH CITY COUNCIL AND THE DDA AT THE WEST BRANCH POLICE DEPARTMENT, 130 PAGE STREET, ON MONDAY, FEBRUARY 5, 2024.

Chairperson Cori Lucynski called the meeting to order at 6:01 p.m.

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

Absent: Josh Erickson, Kara Fachting, and Mike Jackson

* * * * *

All stood for the Pledge of Allegiance.

* * * * *

Chairperson Lucynski gave the annual update to City Council and noted during 2023, the Commission twice made recommended changes to the zoning code. The two recommendations changed zoning districts for a few parcels in the City to better zone them for uses that were more practical for the area they were located in and better for the City. The Commission also changed the table of uses for uses allowed by right or by special use in the Mixed-Use District. The Commission reviewed the Masterplan and approved a new Capital Improvement plan. The Commission continued work towards the implementation of the Redevelopment Ready Communities program guidelines, pursuant to the Resolution of Participation in the RRC Program that was passed by the Planning Commission in November of 2015. The Commission will focus their attention to the development of a marketing strategy during the 2024 calendar year. The Commission will continue to hold joint annual meetings with both City Council and the DDA. The Planning Commission also participated in a series of virtual trainings on the Michigan Planning Act.

* * * * *

Meeting was adjourned at 6:07 pm



February 2, 2024

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



Re: Charter Communications – Upcoming Changes

Dear Franchise Official:

Spectrum Mid-America, LLC (“Spectrum”), is making its customers aware of the upcoming changes to the West Branch, MI channel line up serving your community.

- On or around March 4, 2024, Spectrum will launch carriage of **Newsmax (HD)** on Select Packages, channel 177.
- On or around February 1, 2024, five *Music Choice* services were rebranded:
 - *Music Choice Dance/EDM* located on Spectrum Channels 905 & 1903 will become **Music Choice Dance**.
 - *Music Choice Indie* located on Spectrum Channels 906 & 1904 will become **Music Choice 60s**.
 - *Music Choice Metal* located on Spectrum Channels 916 & 1914 will become **Music Choice Yacht Rock**.
 - *Music Choice Teen Beats* located on Spectrum Channels 924 & 1923 will become **Music Choice Teen Hits**.
 - *Music Choice Musica Urbana* located on Spectrum Channels 938 & 1937 will become **Music Choice Relaxing Vibes**.
- On or around February 28, 2024, *Hallmark Drama* on Spectrum Channel(s) 179, will be rebranded to **Hallmark Family**.
- On or around March 6, 2024, *Hallmark Movies & Mysteries* on Spectrum Channel(s) 94 & 124, will be rebranded to **Hallmark Mystery**.
- On or around March 25, 2024, *AXS TV* on Spectrum Channel 820, will be rebranded to **Anthem**.
- TV Japan has notified us that it will discontinue programming on or around March 31, 2024. Accordingly, Spectrum will cease carriage on channels 399, 880, & 2587.

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

Sincerely,

Joan Movrich
Manager, Government Affairs – Michigan
Charter Communications



C.O.O.R.

Advanced Technical
Innovation Center

Career & Technical Education MILLAGE PROPOSAL

February 27, 2024



PREPARING STUDENTS FOR THEIR CAREERS.

**HELPING EMPLOYERS FIND
THE TRAINED, SKILLED WORKERS THEY NEED.**

Share your thoughts
about the millage
proposal. Scan the
QR code or visit
www.research.net/r/COORCTEMILLAGE



**Voters will be asked to approve
a 10-year, 1.0 mill CTE millage
proposal on February 27th.**

THE BENEFITS TO OUR COMMUNITY

A successful election would mean:

- Expansion of C.O.O.R. ISD's CTE programs to meet industry demand
- Elimination of tuition for local school district students attending CTE programs
- Enhancement of CTE services in local schools
- More students would earn college credit at no cost to them
- Transportation costs to C.O.O.R. CTE programs can continue to be subsidized
- More local students will be qualified for today's high-demand, high-skill, high-wage jobs and careers

THE COST



21 cents per day

based on a \$150,000 home with
a taxable value of \$75,000

To calculate YOUR daily cost, take the
TAXABLE value as stated on your tax bill
and multiply it by 0.001. Then divide by 365.

CONTACT US

Natalie Davis, CTE Director

📞 989-350-8144

✉️ davisn@coorisd.net

Shawn Petri, Superintendent

📞 989-275-9520

✉️ petris@coorisd.net



Paid for by COOR ISD
11051 N Cut Rd, Roscommon, MI 48653



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

BRADLEY C. WIEFERICH
ACTING DIRECTOR

January 31, 2024

West Branch Community Airport
Ben Evergreen
1519 West Airport Road
West Branch, Michigan 48661

Dear Ben Evergreen,

Congratulations! The West Branch Community Airport has been selected to receive the General Aviation Airport of the Year Award. The exemplary leadership and dedication to airport improvements shown by Ben Evergreen and the airport staff are commendable. Your proactive stance in licensing and safety standards, and commitment to providing outstanding service to the flying public are worthy of this recognition.

This distinguished award will be presented at the 2024 Michigan Airport Conference being held February 21-22, 2024, at the Kellogg Hotel and Conference Center in East Lansing, Michigan. The award ceremony will take place on Day 2, Thursday, February 22, beginning at approximately 12:15 pm.

We are honored to invite you to join us to accept this award. Feel free to share this information with colleagues and friends who would also like to attend in support of this recognition.

We look forward to your participation in acceptance of this honor. Please contact Alicia Morrison at 517-388-4519 or morrisona5@michigan.gov with the number of attendees you expect or with any questions.

Congratulations on this achievement and thank you for your contributions to Michigan aviation.

Sincerely,

A handwritten signature in blue ink, appearing to read "MGT", with a stylized flourish at the end.

Michael G. Trout, A.A.E.
Executive Administrator
Office of Aeronautics

OLD INDUSTRIAL DEVELOPMENT COMMITTEE (IDC) BOARD MEMBERS

John Dantzer (EX)	city term
Mark Dantzer	12/31/2021
Charlie Elliott	12/31/2021
Kim Ervans	12/31/2020
Dan Grenier	12/31/2020
Terry McLaren	12/31/2020
Heather Neuhaus	12/31/2021

OLD BROWNFIELD REDEVELOPMENT AUTHORITY (BRA) BOARD MEMBERS

Alan Bruder	12/31/2021
John Dantzer (EX)	city term
Mark Dantzer	12/31/2022
Kim Ervans	12/31/2023
Dan Grenier	12/31/2021
Vacant	12/31/2022
Vacant	12/31/2023

PROPOSED COMBINED IDC/BRA BOARDS

John Dantzer (EX)	city term
Alan Bruder	12/31/2024
Mark Dantzer	12/31/2024
Charlie Elliott	12/31/2025
Terry McLaren	12/31/2025
Dan Grenier	12/31/2026
Heather Neuhaus	12/31/2026

We would need a motion to appoint Alan Bruder and Mark Dantzer to the IDC and BRA Boards with a term to expire 12/31/24, appoint Charlie Elliot and Terry McLaren to the IDC and BRA Boards with a term to expire 12/31/25, and appint Dan Grenier and Heather Neuhaus to the IDC and BRA Boards with a term to expire 12/31/26.