

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, MARCH 18, 2024, 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. Manager Dantzer as Acting City Clerk
- III. Roll call
- IV. Pledge of Allegiance
- V. Scheduled Matters from the Floor
 - A. County Update
- VI. Public hearing
- VII. Additions to the agenda
- VIII. Public comment on agenda items only (limited to 3 minutes)
- IX. Bids
- X. Unfinished Business
- XI. New Business
 - A. Bills
 - B. Excuse Member Pugh
 - C. Valley/Griffin St Property
 - D. Relocation of the Farmers Market for 2024
- XII. Approval of the minutes and summary from the regular meeting held March 4, 2024
- XIII. Consent Agenda
 - A. Treasurer's Report and Investment Summary
 - B. West Branch Police Department February 2024 Report
 - C. Minutes from Planning Commission meeting held February 13, 2024
- XIV. Communications
- XV. Reports
 - A. Mayor

- B. Council
- C. Manager
- D. Attn: Meihn

XVI. Public comment any topic

XVII. Adjournment

UPCOMING MEETINGS-EVENTS

March 19	WWTPA	3:30
March 20	Airport Board	12:15
March 21	Housing Commission	12:00
March 25	BOR	9:00-12:00, 1:00-4:00, & 7:00-9:00
March 26	BOR	9:00-12:00 & 1:00-4:00
March 26	DDA	12:00
March 29	City Hall Closed	
April 1	City Council	6:00
April 2	Taylor Door Backflow	
April 3	NCMCF	7:30
April 8	Recreation Committee	6:00
April 9	Planning Commission	6:00
April 15	City Council	6:00
April 17	Airport Board	12:15
April 18	Housing Commission	12:00
April 23	DDA	12:00

Next Meeting-April 1, 2024

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

<i>BILLS AS OF 3/15/24</i>	<i>\$170,701.67</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$21,419.68</i>
TOTAL BILLS	\$192,121.35

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

Vendor Name	Amount	Description
ACME SPORTS INC	675.00	POLICE GUNS
AUTOZONE, INC	15.34	WWTP SUPPLIES
AXON ENTERPRISE INC	1,887.04	TASERS
BANNING ELECTRIC	150.00	WWTP SERVICE
BUHLMAN, BRIAN	150.00	BOOT REIMBURSEMENT
CHARTER COMMUNICATIONS	819.85	PHONE & INTERNET
CINTAS	456.90	UNIFORMS
CITY OF WEST BRANCH	10.72	ASSESSOR PRE REIMBURSEMENT
CITY OF WEST BRANCH	206.16	WATER BILLS FEBRUARY
COLUMN SOFTWARE PBC	53.69	SUMMARY
CONSUMERS ENERGY	8,020.58	ELECTRIC
DO ALL INC	616.25	RECYCLING FEBRUARY
ELHORN ENGINEERING COMPANY	905.00	WWTP & WATER SUPPLIES
FIRST ADVANTAGE OCCUP HEALTH SVC GR	253.29	DRUG TEST WIRTH (AUGUST 2023)
FLEIS & VANDENBRINK	82,431.79	EDA WATER SYSTEM & DWSRF WATER
FOSTER BLUE WATER OIL LLC	5,318.93	FUEL JAN & FEB
GFL ENVIRONMENTAL	12,791.33	GARBAGE & RECYCLING MARCH
GREAT LAKES TECH CONSULT LLC	1,512.80	IT REPAIRS AND RECYCLING CAMERA
HOME DEPOT	1,752.73	VARIOUS SUPPLIES
JONES, DARLENE & THOM	20.00	REIMBURSEMENT PARKING PERMIT #379
LINSENMAN, MATT	150.00	BOOT REIMBURSEMENT
MEDLER ELECTRIC CO	61.90	WWTP SUPPLIES
MESSA	21,393.97	HEALTH INSURANCE APRIL
MESSA	1,075.47	HEALTH INSURANCE M/L PORTION
MY MICHIGAN HEALTH	88.00	WILTSE POST ACCIDENT
OFFICE CENTRAL	280.02	VARIOUS SUPPLIES
OGEMAW COUNTY HERALD ADLINER	39.00	1 YR SUBSCRIPTION
ON DUTY GEAR LLC	567.96	POLICE UNIFORMS NEW GUYS
SAVE A LOT	70.49	WWTP SUPPLIES
SELLEY'S CLEANERS	45.50	POLICE DRY CLEANING
UNUM LIFE INSURANCE CO OF AMERICA	1,246.45	LT ST DISABILITY & LIFE
UPS	13.99	WATER SHIPPING
USA BLUE BOOK	456.79	WWTP SUPPLIES
VERIZON WIRELESS	146.28	CELL PHONES
WEST BRANCH COMMUNITY AIRPORT	26,879.85	SECOND HALF APPROPRIATION
WEST END DISTRIBUTING	58.60	WWTP SUPPLIES
WILTSE, JASON	80.00	REIMBURSEMENT FOR CDL PHYSICAL
TOTAL		170,701.67



REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, MARCH 4, 2024.

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, Ellen Pugh, Rusty Showalter, and Cathy Zimmerman.

Absent: None

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

All stood for the Pledge of Allegiance.

* * * * *

Manager Dantzer updated council on the research he had completed regarding the land purchase request of Pat Green at Irons Park. He wasn't able to find anything concrete that stated the land could not be sold or used for something else. However, there were several deeds from the families involved to the City for \$1.00 which indicates in itself that there is an agreement on what the land can be used for. Council agreed that the land should not be sold and took no action on Mr. Green's request.

* * * * *

MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE PAYMENT OF THE BILLS IN THE AMOUNT OF \$78,581.85.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY BENNETT, TO APPROVE RESOLUTION 24-07 INDUSTRIAL PARK BUDGET AMENDMENT.

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

No – None

Absent – None

Motion carried

RESOLUTION #24-07

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 the understatement of interest income, and

WHEREAS, the expenses in Fund 251, Industrial Park Fund, were increased due to an understatement of the billboard rental expense and the cost of survey for the sale of a lot 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 PROPOSED BUDGET
Fund 251 - INDUSTRIAL PARK FUND			
Revenues			
Dept 000.000			
251-000.000-642.400	SALES OF LOTS	37,380.00	37,380.00
251-000.000-665.400	INTEREST INCOME	300.00	2,500.00
Total Dept 000.000		37,680.00	39,880.00
TOTAL REVENUES		37,680.00	39,880.00
Expenditures			
Dept 000.000			
251-000.000-703.700	SALARIES AND WAGES	1,000.00	1,000.00
251-000.000-714.700	MANDATORY MEDICARE	10.00	10.00
251-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	50.00	50.00
251-000.000-718.700	MERS RETIREMENT (EMPLOYER)	205.00	205.00
251-000.000-718.701	EMPLOYER DEFERED COMP.	15.00	15.00
251-000.000-720.700	WORKERS COMPENSATION PREMIUM	30.00	30.00
251-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	1.00	1.00
251-000.000-782.700	ADMINISTRATION	1,000.00	1,000.00
251-000.000-801.700	CONTRACTUAL SERVICES	1,550.00	2,850.00
251-000.000-941.700	EQUIPMENT RENTAL	0.00	0.00
Total Dept 000.000		3,861.00	5,161.00
TOTAL EXPENDITURES		3,861.00	5,161.00
Fund 251 - INDUSTRIAL PARK FUND:			
TOTAL REVENUES		37,680.00	39,880.00
TOTAL EXPENDITURES		3,861.00	5,161.00
NET OF REVENUES & EXPENDITURES		33,819.00	34,719.00
CARRYOVER		129,237.00	163,956.00

* * * * *

MOTION BY JACKSON, SECOND BY ADAIR, TO APPROVE RESOLUTION 24-08 ACT 51 TRANSFER OF FUNDS.

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

No – None

Absent – None

Motion carried

RESOLUTION #24-08

THEREFORE, BE IT RESOLVED, that the West Branch City Council does hereby authorize the transfer of up to 25% of the Act 51 money from Major Street to Local Street.

* * * * *

Council discussed the proposed location of the EV Charging Station. They also asked if Tesla would be the only chargeable battery for this station.

MOTION BY ZIMMERMAN, SECOND BY JACKSON, TO AUTHORIZE MANAGER DANTZER TO WORK OUT THE LOCATION OF THE EV CHARGING STATION WITH RED-E CHARGE.

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

No – None

Absent – None

Motion carried

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MOTION BY JACKSON, SECOND BY BENNETT, TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD FEBRUARY 19, 2024.

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

No – None

Absent – None

Motion carried

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MOTION BY SHOWALTER, SECOND BY JACKSON, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY.

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

No – None

Absent – None

Motion carried

* * * * *

Member Zimmerman stated that she was able to assist during election day and was unaware how complicated and involved the process was. She gave Clerk Clover-Gambrel all the praises for keeping everything together and responding to any issues in a calm collected manner.

Manager Dantzer informed Council that in preparation for the construction downtown and the possibility the Farmers Market would need to be relocated, he would like to use the Gathering Place as a backup. Council agreed as long as it was for one year only. Manager Dantzer will follow up with DDA and the long-time vendors to get their thoughts. Manager Dantzer also informed members that there was a watermain break this morning in Save A Lot parking lot. DPW had it fixed in a little over an hour. They are an amazing crew.

Chief Walters informed Council that \$48,000 had been received to assist with the training of the two new deputies. There should be another \$35,000 coming so there will be little if no cost to the City. He also informed Council that all of the police vehicles are on the road.

Mayor Frechette adjourned the meeting at 6:18 pm.

Paul Frechette, Mayor

Lori Ann Clover-Gambrel, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, MARCH 4, 2024.

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

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

Absent: None

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

All stood for the Pledge of Allegiance.

Council agreed not to take any action in regards to the request of Pat Green.

Council approved bills in the amount of \$78,581.85.

Council approved Resolution 24-07 Industrial Park budget amendment.

Council approved Resolution 24-08 Act 51 Transfer.

Council authorized Manager Dantzer to work out the location of the EV Charging Station with Red-E Charge.

Council approved the minutes and summary from the regular meeting held February 19, 2024.

Council received and filed the treasurers report and investment summary.

Member Zimmerman, Manager Dantzer, and Chief Walters gave updates

Mayor Frechette adjourned the meeting at 6:18 pm.

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
 FROM 03/01/2024 TO 03/31/2024
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/01/2024	Total Debits	Total Credits	Ending Balance 03/31/2024
Fund 101 GENERAL FUND					
003.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
003.400	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 151 CEMETERY PERPETUAL CARE					
003.401	CERTIFICATE OF DEPOSIT C	112,500.00	0.00	0.00	112,500.00
003.402	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
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
	TOTAL - ALL FUNDS	726,000.00	0.00	0.00	726,000.00

Bank Code	Description	Beginning Balance 03/01/2024	Total Debits	Total Credits	Ending Balance 03/31/2024
GEN1 GEN1 - GENERAL CHECKING					
101	GENERAL FUND	1,046,777.51	10,267.07	82,120.69	974,923.89
151	CEMETERY PERPETUAL CARE	41,981.83	0.00	0.00	41,981.83
209	CEMETERY FUND	(1,208.89)	2,000.00	1,191.61	(400.50)
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	386,041.87	600.00	200.00	386,441.87
251	INDUSTRIAL PARK FUND	41,217.11	0.00	1,683.33	39,533.78
276	HOUSING RESOURCE FUND	197,949.23	464.00	0.00	198,413.23
318	SEWER DEBT FUND	197,554.49	8,178.29	254.60	205,478.18
319	WATER DEBT FUND	126,304.69	1,673.95	52.86	127,925.78
572	PLANT REPLACEMENT FUND (R&I)	1.84	0.00	0.00	1.84
590	SEWER FUND	378,490.45	9,207.50	27,704.64	359,993.31
591	WATER FUND	617,358.82	12,597.17	22,205.08	607,750.91
592	WATER REPLACEMENT FUND	2,522,628.07	0.00	920.00	2,521,708.07
597	SEWER COLLECTION	301,267.89	1,997.83	4,132.35	299,133.37
561	EQUIPMENT FUND	116,908.21	9,233.90	7,337.60	118,804.51
704	PAYROLL CLEARING	(21,734.78)	46,231.62	0.00	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	14,378.17	50.00	0.00	14,428.17
707	YOUTH SAFETY PROGRAM	115.98	0.00	0.00	115.98
GEN1 - GENERAL CHECKING		5,973,629.72	102,501.33	147,802.76	5,928,328.29
M/LST MAJOR/ LOCAL STREETS					
202	MAJOR STREET FUND	760,118.10	20,969.64	17,951.60	763,136.14
203	LOCAL STREET FUND	495,685.92	12,292.09	6,560.07	501,417.94
MAJOR/ LOCAL STREETS		1,255,804.02	33,261.73	24,511.67	1,264,554.08
PAY PAYROLL					
704	PAYROLL CLEARING	88,333.15	0.00	43,501.69	44,831.46
PAYROLL		88,333.15	0.00	43,501.69	44,831.46
CHEM SAVINGS					
101	GENERAL FUND	461,864.46	0.00	0.00	461,864.46
151	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
597	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					
703	CURRENT TAX COLLECTION FUND	30,695.36	0.00	14,619.53	16,075.83
TAXES		30,695.36	0.00	14,619.53	16,075.83
TOTAL - ALL FUNDS		7,965,376.18	135,763.06	230,435.65	7,870,703.59



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

3/11/2024

Honorable Mayor and Council,

This is the February month end report. For the month of February, the department handled 92 Law Enforcement complaints. There were no blight violations for the month of February.

Our two future road patrol officers continue to do well in the Police Academy. They will be graduating and entering our Field Training program at the beginning of May. We have been very fortunate in obtaining grant funds and Mi-Works funds, which have paid for all their training, wages, benefits, and equipment so far.

Respectfully,

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

Chief Kenneth W. Walters

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer		
01000	99009	ALL		
FEB2024	TOTAL2024	TOTAL2023	TOTAL2022	
02/01/2024-02/29/2024	01/01/2024-02/29/2024	01/01/2023-12/31/2023	01/01/2022-12/31/2022	

Offense	Description	FEB2024	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	1	1	3	1
13001	NONAGGRAVATED ASSAULT	4	7	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	1	1	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	2	2	30	12
30002	RETAIL FRAUD - THEFT	0	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	5	6	32	37
52001	WEAPONS OFFENSE - CONCEALED	0	0	0	1
52003	WEAPONS OFFENSE - OTHER	1	2	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	2	2	5	13
54003	DRIVING LAW VIOLATIONS	1	4	29	46
55000	HEALTH AND SAFETY	0	0	1	0
57001	TRESPASS	2	2	21	14
62000	CONSERVATION	0	0	1	0
70000	JUVENILE RUNAWAY	0	0	2	6
70001	Incorrigible	0	0	1	1
70003	Juvenile Truancy	1	1	2	0
70004	Juvenile Issues	0	0	15	1
72000	ANIMAL CRUELTY	0	0	0	1

Offense Count Report

Report Criteria:

Start Offense	End Offense	Officer		
01000	99009	ALL		
FEB2024	TOTAL2024	TOTAL2023	TOTAL2022	
02/01/2024-02/29/2024	01/01/2024-02/29/2024	01/01/2023-12/31/2023	01/01/2022-12/31/2022	

Offense	Description	FEB2024	TOTAL2024	TOTAL2023	TOTAL2022
73000	MISCELLANEOUS CRIMINAL OFFENSE	0	0	5	2
75000	SOLICITATION	0	0	0	1
90001	Vehicle Lockouts	3	12	84	69
90002	Motorist Assists	1	1	13	9
90003	Assist E.M.S.	6	15	160	108
90005	City Ordinance Violations	0	0	25	7
90006	Prisoner Transports	0	0	0	1
90007	Parking Complaints	0	1	3	2
90008	ANIMAL COMPLAINTS	1	1	21	12
91001	Delinquent Minors	2	4	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	2	5	23	23
92005	MIP Civil	2	3	20	1
93001	PROPERTY DAMAGE ACCIDENT/PI	3	7	65	54
93002	Accident, Non-Traffic	1	2	24	26
93003	Civil Traffic Violations	0	0	0	1
93004	Parking Violations	0	0	0	1
93006	Traffic Policing	1	1	2	5
93007	Traffic Safety Public Relations	4	8	7	11
94001	Valid Alarm Activations	0	0	2	0
94002	False Alarm Activations	11	15	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	0	1	0	1
98004	Inspections/Investigations -Other	1	2	20	27
98006	Civil Matters/Family Disputes	5	9	77	47
98007	Suspicious Situations/Subjects	7	12	175	109
98008	Lost/Found Property	0	1	15	13
98009	Inspections/Investigations -Drug Overdose	0	0	1	2
99002	Natural Death	0	0	4	5
99003	Missing Persons	1	1	0	0
99007	PR Activities	1	1	22	14
99008	General Assistance	20	51	421	384
99009	General Non-Criminal	0	2	23	36
Totals:		92	184	1533	1296

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, FEBRUARY 13, 2024.

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

Present: Bob David, Yvonne DeRoso, Josh Erickson (arrived at 6:05 pm), and Cori Lucynski.

Absent: Kara Fachting, Mike Jackson, and Rusty Showalter

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

All stood for the Pledge of Allegiance.

John Iacoangeli from Beckett and Raeder was on hand to begin work on the City’s Economic Development Strategy. The Board reviewed a Strength, Weakness, Opportunity, and Threat (SWOT) analysis that was computed from a survey that went our prior to the COVID pandemic. The Board reviewed the responses and offered suggestions for changes to the results. The Board also discussed a businesss summary report and an At Risk Population Profile. Mr. Iacoangeli noted he would take the responses from the meeting and incorporate them into the plan and would move onto the next phase at the next meeting.

MOTION BY DEROSO, SECOND BY LUCYNSKI, TO APPROVE THE MINUTES FROM THE MEETINGS HELD JANUARY 9, 2024 AND FEBRUARY 5, 2024..

Yes — David, DeRoso, Erickson, Lucynski

No – None Absent –Jackson, Fachting, Showalter Motion carried

The Board reviewed the 2023 Annual Report and noted one typo on the Zoning Board of Appeals hearings with the heading incorrectly noted as 2022, not 2023

MOTION BY LUCYNSKI, SECOND BY DEROSO, TO APPROVE THE 2023 ANNUAL REPORT AS PRESENTED WITH THE CORRECTION TO THE ZBA HEADING NOTING 2023.

Yes — David, DeRoso, Erickson, Lucynski

No – None Absent –Jackson, Fachting, Showalter Motion carried

MOTION BY DAVID, SECOND BY LUCYNKI TO EXCUSE MEMBERS JACKSON, FACHTING, AND SHOWALTER FROM THE MEETING.

Yes — David, DeRoso, Erickson, Lucynski

No – None

Absent –Jackson, Fachting, Showalter

Motion carried

Member David commended the City DPW for their prompt repairs to the water main break on Houghton Ave.

Member DeRoso discussed the annual marijuana license renewals and updated the Board on the creation of a County Housing Committe which she is serving on.

Member Erickson spoke on the traffic flow with the road closures due to repairs currently taking place on Houghton Ave.

Chairperson Lucynski closed the meeting at 6:57 pm.