

AGENDA

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN PERSON AND VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, MAY 1, 2023, BEGINNING AT 6:00 P.M.

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

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Scheduled Matters from the Floor
 - A. County Update
- V. Public hearing
 - A. Public Hearing for 2023/2024 FY Budget
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished Business
- X. New Business
 - A. Bills
 - B. Excuse Members Adair and Showalter from the meeting on April 25, 2023
 - C. Special Event Permit – Rockn’ For H.O.P.E.
 - D. Special Event Permit – Be the Light & Seize the Awkward
 - E. Special Event Permit – Memorial Day Parade
 - F. West Branch Chamber Committee of 100 Invoice
 - G. Resolution 23-10 Tax Liens for the 2023 tax roll
 - H. Resolution 23-11 FY 2022/2023 Budget Amendment
 - I. Property purchase
- XI. Approval of the minutes and summary from the regular meeting held April 17, 2023 and the special meeting held April 25, 2023.
- XII. Consent Agenda
 - A. Treasurer’s Report and Investment Summary
 - B. Minutes from the DDA meeting held March 28, 2023
 - C. Minutes from the Planning Commission meeting held April 11, 2023

XIII. Communications

- A. Dianne Gavitt resignation letter

XIV. Reports

A. Mayor

1. Re-appoint Dale Peters to the Board of Review
2. Re-appoint Kara Fachting to the Planning Commission and Zoning Board of Appeals

B. Council

C. Manager

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

May 8-11 BS&A On-site Training

May 9 Planning Commission 6:00 pm

May 15 City Council 6:00 pm

May 17 Airport Board 12:15 pm

May 23 DDA 12:00 pm

June 5 City Council 6:00 pm

June 13 Planning Commission 6:00 pm

June 19 City Council 6:00 pm

June 20 WWTPA 3:30 pm

June 21 Airport Board 12:15 pm

June 27 DDA 12:00 pm

CITY OF WEST BRANCH
NOTICE OF PUBLIC HEARING

The West Branch City Council will hold a public hearing during their regular Meeting on Monday, May 1, 2023 at 6:00 p.m. in person and via videoconference from the Council Chambers of City Hall, 121 N. Fourth St. on the 2023-2024 fiscal year budget. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.** Copies of the proposed budget are available for review on the City website at www.westbranch.com and can be reviewed in person at City Hall, 121 N. Fourth St., West Branch, MI 48661 during normal business hours Monday-Friday from 8:00 am 4:30 pm. Accommodations and necessary reasonable auxiliary aids and services are available upon request to persons with disabilities, as well as the hearing impaired, who require alternately formatted materials or auxiliary aids to ensure effective communication and access to meetings or hearings. All requests for accommodation should be made with as much advance notice as possible by contacting City Clerk Lori Ann Clover at (989) 345-0500; 121 N. 4th St., West Branch, MI 48661; email: clerk@westbranch.com.

BUDGET REQUIREMENTS FROM CHARTER:

(b) A *public hearing* on the proposed budget, either as submitted by the City Manager or as amended by City Council, shall be held on or before the **10th day of May** in each year at such time and place as Council shall direct. A copy of the complete proposed budget shall be on file and available for public inspection during office hours at the office of the City Clerk **at least one week prior** to the public hearing on such budget. Notice of such public hearing, together with a summary of the proposed budget and a statement indicating where and when the complete proposed budget is available for public inspection shall be published at least one week prior to the date of the hearing.

(c) At the public hearing Council shall give all interested citizens an opportunity to express their views on the proposed budget. After such hearing Council may make such amendments as it deems necessary, provided, however, that no amendment to the budget shall ever increase the authorized expenditures to an amount greater than the total estimated revenue.

BUDGET REQUIREMENTS FROM STATE LAW:

Truth in Taxation Hearings: According to the Budget Hearings of Local Governments Act (1963 PA 43), all local units are required to hold a public hearing on a proposed budget. Notice must be published at least **six days prior to the hearing** in a “newspaper of general circulation” and must include the time and place and a statement, printed in 11-point boldfaced type, stating “*The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.*” Budget hearings held in accordance with the provisions of the local charter and/or ordinance will meet this requirement. This hearing will also fulfill the requirement for a “truth in taxation” hearing.

Place Holder for Bills



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: Rockn For HOPE

Event Date: 9-9-23 Start Time: 12:00 End Time: 6:00

Name of Sponsoring Organization: Coalition of H.O.P.E.

Address: 165 N. 5th St W. Br.

Contact Person: Vicki Barnes Phone Number: 989-510-0911

Describe the purpose of this event: raise awareness for suicide prevention, intervention + postvention

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

Innis Park

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 ☐

[Signature]
Chief of Police

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

[Signature]
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.

Wicki Barnes
Applicant Signature

4-25-23
Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date _____

Manager / Clerk Signature



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: Be the Light & Seize the awkward

Event Date: May 20th 2023 Start Time: 19:00 End Time: 21:00

Name of Sponsoring Organization: Coalition of H.O.P.E.

Address: _____

Contact Person: Angela Torrez Phone Number: 989-717-7293

Describe the purpose of this event: Youth walk downtown to promote mental health awareness. Walk from 20:30-21:00

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

RP: G's Pizzeria at 19:00. Departure from RP at 20:30 heading east on Houghton Ave to 7th st.. Arrival on 7th st. approximately 20:45, departure from 7th st. at 20:45 back to RP at 21:00.

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 ☐

[Signature]
Chief of Police

Ogemaw County Pesse - services NOT needed ☒ arrangements have been made ☐

[Signature]
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.

Angela Lutz
Applicant Signature

4-27-23
Date

For Office Use Only:

Permit Approved -- Yes / No

Council meeting date _____

Manager / Clerk Signature



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: **MEMORIAL DAY PARADE**

Event Date: **29 May 2023** Start Time: **1100** End Time: **1200**

Name of Sponsoring Organization: **OGEMAW COUNTY VETERANS AFFAIRS**

Address: **496 E. HOUGHTON AVE, WEST BRANCH, MI 48661**

Contact Person: **JEFF NICHOLS** Phone Number: **989-345-5170**

Describe the purpose of this event: **MEMORIAL DAY - please see attached letter.**

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

Parade participants will line up on north side of Houghton Ave on 2nd St. At 11:00 AM the parade participants

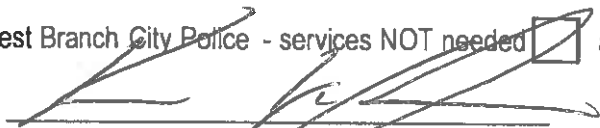
will proceed west onto Houghton Ave and end at the Veterans Memorial located at 8th St and Houghton Ave .

If requesting a road closure Road closure Start time: **11:00 am** End time: **1115 - 1130**

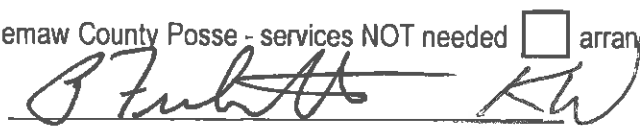
Road closure location: **From 2nd St. west to 8th Street.**

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

Ogemaw County Veterans Affairs
Ogemaw County Veterans Service Center
(VFW 3775, American Legion 103 & Disabled American Veterans Chapter #73)
496 E. Houghton Ave
West Branch, Michigan 48661

April 27, 2023

West Branch City Council
City Hall, 121 N 4th Street
West Branch, Michigan 48661

SUBJ: 2023 Memorial Day Parade Permit Request

The requested parade is to be held on Monday May 29, 2023 and start at 11:00 AM. The proposed parade, like in previous years, will run down Houghton Avenue. Parade formation will be organized to start at the northwest corner of Houghton Ave. and Second Street and assemble from there to the north about 120 yards, approximately 30 minutes prior to the event. At precisely 11:00AM the parade will begin to move south onto Houghton Avenue and then turn right, moving then westbound towards the Ogemaw County Veterans Memorial. The parade will end upon reaching and clearing the intersection of 8th Street and Houghton Avenue. Immediately after the parade a Community Memorial Day Ceremony will commence in the parking lot next to the Ogemaw County Veterans Memorial. Details of that event are still in the planning stages. The expected parade size will be the same as last year and the parade plan is submitted to mirror last years' successful event.

Respectfully in order to obtain the required parade permit, I ask on behalf of myself and all veterans that the West Branch City Council grant its permission to issue a permit. Public safety is of utmost importance and I want to thank the city in advance for helping to make past "Memorial Day Parades" and this year, if granted, both safe and successful. I can be reached at the address listed above and at our office number 989 345-5170.

Respectfully,



Jeffrey L. Nichols
Director, Ogemaw County Veterans Affairs



CELEBRATING 100 Years of Business and Community Leadership

422 W. Houghton Ave West Branch, MI 48661

www.wbacc.com

Committee of 100 Invoice

\$100

Name to appear on website _____

Form of payment _____ \$100 Cash _____ \$100 Check \$100 _____ Credit/ACH



PERIOD ENDING 04/30/2023

% Fiscal Year Completed: 83.29

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED	END BALANCE 06/30/2022 NORM (ABNORM)
		ORIGINAL	2022-23	04/30/2023	04/30/2023	MONTH 04/30/23	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)		

Fund 101

Revenues

Dept 284.000 - COMMUNITY PROMOTIONS											
101-284.000-634.400 GRANT	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-284.000-674.000 CONTRIBUTIONS AND DONATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-284.000-695.400 MISCELLANEOUS	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Total Dept 284.000 - COMMUNITY PROMOTIONS

TOTAL REVENUES

Expenditures

Dept 284.000 - COMMUNITY PROMOTIONS											
101-284.000-703.700 SALARIES AND WAGES	2,000.00		2,000.00	64.00	0.00	0.00	0.00	1,936.00	3.20	1,859.87	
101-284.000-710.700 OVERTIME	100.00		115.00	113.79	0.00	0.00	0.00	1.21	98.95	111.00	
101-284.000-714.700 MANDATORY MEDICARE	29.00		29.00	2.57	0.00	0.00	0.00	26.43	8.86	28.59	
101-284.000-715.700 SOCIAL SECURITY (EMPLOYER)	124.00		124.00	11.01	0.00	0.00	0.00	112.99	8.88	122.20	
101-284.000-716.700 HEALTH INSURANCE PREMIUM	1,200.00		1,195.00	857.77	(17.10)	0.00	0.00	337.23	71.78	949.51	
101-284.000-718.700 MERS RETIREMENT (EMPLOYER)	58.00		43.00	2.07	0.00	0.00	0.00	40.93	4.81	32.79	
101-284.000-718.701 EMPLOYER DEFERED COMP.	0.00		5.00	1.57	0.00	0.00	0.00	3.43	31.40	0.00	
101-284.000-720.700 WORKERS COMPENSATION PREMIUM	115.00		10.00	4.44	0.00	0.00	0.00	5.56	44.40	13.37	
101-284.000-724.700 UNEMPLOYMENT INS. BENEFIT	5.00		5.00	0.07	0.00	0.00	0.00	4.93	1.40	0.35	
101-284.000-801.700 CONTRACTUAL SERVICES	1,000.00		1,500.00	1,450.00	535.00	0.00	0.00	50.00	96.67	2,085.00	
101-284.000-881.700 CHAMBER OF COMMERCE	400.00		450.00	450.00	0.00	0.00	0.00	0.00	100.00	399.00	
101-284.000-882.700 RECOGNITION DINNER	2,000.00		4,750.00	3,879.16	0.00	0.00	0.00	870.84	81.67	1,468.59	
101-284.000-883.700 CHRISTMAS DECORATIONS	2,800.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
101-284.000-884.700 VETERAN BANNER EXPENSE	2,800.00		2,800.00	273.00	0.00	0.00	0.00	2,527.00	9.75	882.89	
101-284.000-901.700 PRINTING AND PUBLISHING	1,200.00		1,200.00	1,058.15	0.00	0.00	0.00	141.85	88.18	1,615.09	
101-284.000-941.700 EQUIPMENT RENTAL	2,000.00		2,000.00	507.33	0.00	0.00	0.00	1,492.67	25.37	1,054.02	
101-284.000-945.700 EDC DUES	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
101-284.000-956.700 EXPENSES	3,000.00		2,605.00	300.00	0.00	0.00	0.00	2,305.00	11.52	1,450.47	

Total Dept 284.000 - COMMUNITY PROMOTIONS

TOTAL EXPENDITURES

Fund 101:

TOTAL REVENUES

TOTAL EXPENDITURES

NET OF REVENUES & EXPENDITURES

TOTAL REVENUES - ALL FUNDS

TOTAL EXPENDITURES - ALL FUNDS

NET OF REVENUES & EXPENDITURES

RESOLUTION #23-10

WHEREAS, the West Branch City Council in §51.095 and §52.39 of the City of West Branch Code of Ordinances have determined that water/sewer charges constitute a lien on the property, and

WHEREAS, §92.17 of the Code of Ordinances states that the charges for mowing noxious weeds shall be a lien against the premises,

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby acknowledges the following liens and authorizes the Clerk to place these charges on the 2023 tax roll:

Water/Sewer Charges

Service Address	Past Due Amount
250 N BURGESS ST	\$43.27
218 COURT ST	\$211.78
114 S FIFTH ST	\$34.11
409 N FIRST ST	\$329.68
409 N FIRST ST	\$289.06
523 N FIRST ST	\$56.19
301 S FOURTH ST	\$14.75
211 E HOUGHTON AVE	\$17.75
619.5 W HOUGHTON AVE	\$53.47
316 LINDSAY ST	\$34.11
309 W RIPLEY ST	\$46.16

Service Address	Past Due Amount
125 S SEVENTH ST	\$50.34
125 S SEVENTH ST	\$152.23
419 N THIRD ST	\$159.84
134 S SECOND ST	\$416.14
254 N BURGESS ST UNIT 2	\$72.83
128 S SECOND ST	\$141.63
128 S SECOND ST	\$70.93
347 N THIRD ST #B	\$72.83
128 S SECOND ST #2	\$58.46
313 W HOUGHTON AVE STE D	\$34.11

Mowing

419 N THIRD ST	\$410.00
243 N BURGESS ST	\$205.00
134 S SECOND ST	\$615.00

RESOLUTION #23-11

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 101, General Fund, were increased due to the understatement of penalties and interest on current taxes, an understatement of administrative fees on current taxes, an understatement on liquor license revenue, an understatement of miscellaneous revenue due to an MML liability insurance refund, and understatement of police department revenues in in-service training, grant revenue, K9 revenues, contributions and donations, NSF fees, and miscellaneous revenues; an understatement in planning and zoning revenue, and understatements in parks and recreation department rent revenue and miscellaneous revenue, and

WHEREAS, the expenses in Fund 101, General Fund, were increased in the technology department due to the purchase of the building department program, the understatement of K9 expenses, and the understatement of MERS retirement in the public works department, and

WHEREAS, the expenses in Fund 202, Major Street Fund, contractual services in the construction department were increased due to the State St project starting in the previous fiscal year but finishing in this fiscal year, and contractual services in the routine maintenance department being increased due to bridge inspection work that was required due to the State of Michigan bridge inspection audit, and

WHEREAS, the revenues in Fund 592, Water Replacement Fund, were increased due to the receiving of grant funds for the reimbursement of expenses incurred, and

WHEREAS, the expenses in Fund 592, Water Replacement Fund, were increased due to work done on water grant projects, and

WHEREAS, the revenues in Fund 661, Equipment Fund, were increased due to insurance proceeds received for repairs to a Police vehicle damaged in an accident, and

WHEREAS, the expenses in Fund 661, Equipment Fund, were increased due to an understatement in the repairs line items, and

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

GL NUMBER	DESCRIPTION	2022-23 CURRENT	2022-23 AMENDED

		BUDGET	BUDGET

Fund 101 - GENERAL FUND			
Revenues			
Dept 000.000			
101-000.000-401.000	TAXES CONTROL (MANDATORY)	0.00	0.00
101-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	930,000.00	930,000.00
101-000.000-404.400	CURRENT PROPERTY TAX REFUSE	188,000.00	188,000.00
	PERSONAL PROPERTY TAX LOSS		
101-000.000-408.400	REIMBURSEMENT	65,000.00	65,000.00
101-000.000-446.400	PENALTIES AND INTEREST CUR.TA	13,000.00	13,865.00
101-000.000-448.400	ADMINISTRATIVE FEES ON CUR.TA	30,000.00	33,350.00
101-000.000-477.400	CABLE TV FRANCHISE FEES	36,000.00	36,000.00
101-000.000-528.000	OTHER FEDERAL GRANTS	0.00	0.00
101-000.000-540.400	MDOT FEDERAL REVENUE	0.00	0.00
101-000.000-564.400	INDUSTRIAL PARK ADMIN FEE	1,000.00	1,000.00
101-000.000-574.400	SALES (STATUTORY)	31,945.00	31,945.00
101-000.000-575.400	REVENUE SHARING (CONSTITUTIONAL)	222,000.00	222,000.00
101-000.000-577.400	LIQUOR LICENSE	3,500.00	4,345.00
101-000.000-590.400	SEWER FUND ADMINISTRATION	50,000.00	50,000.00
101-000.000-590.401	SEWER COLLECTION ADMIN.	16,000.00	16,000.00
101-000.000-591.400	WATER FUND ADMINISTRATION	20,000.00	20,000.00
101-000.000-592.400	LOCAL STREET ADMIN. FEE	4,400.00	4,400.00
101-000.000-593.400	MAJOR STREET ADMIN. FEE	9,500.00	9,500.00
101-000.000-594.400	CEMETERY ADMIN. FEE	1,000.00	1,000.00
101-000.000-597.400	DDA ADMINISTRATIVE	2,400.00	2,400.00
101-000.000-634.400	GRANT	0.00	0.00
101-000.000-638.400	PROJECT INCOME	0.00	0.00
101-000.000-661.400	EQUIPMENT FUND ADMIN FEE	12,000.00	12,000.00
101-000.000-664.400	INTEREST INCOME	300.00	300.00
101-000.000-672.400	VETERAN BANNER CONTRIBUTIONS	2,800.00	2,800.00
101-000.000-693.400	NSF FEES	0.00	0.00
101-000.000-695.400	MISCELLANEOUS	12,000.00	19,000.00
101-000.000-695.405	REFUSE RECYCLING DONATIONS	0.00	0.00
Total Dept 000.000		1,650,845.00	1,662,905.00

Dept 262.000 - ELECTIONS			
Total Dept 262.000 - ELECTIONS		1,500.00	1,500.00
Dept 301.000 - POLICE DEPARTMENT			
101-301.000-528.000	OTHER FEDERAL GRANTS	41,667.00	41,667.00
101-301.000-578.400	IN-SERVICE TRAINING	500.00	1,280.00
101-301.000-634.400	GRANT	9,820.00	11,065.00

101-301.000-640.400	K-9 REVENUE	0.00	2,240.00
101-301.000-654.400	TRAFFIC BUREAU	22,000.00	22,000.00
101-301.000-655.400	ACCIDENT REPORTS	350.00	350.00
101-301.000-656.400	DISTRICT COURT FINES	2,500.00	2,500.00
101-301.000-674.000	CONTRIBUTIONS AND DONATIONS	0.00	500.00
101-301.000-693.400	NSF FEES	0.00	25.00
101-301.000-695.400	MISCELLANEOUS	0.00	200.00
101-301.000-695.401	MISC. ED. & TRAINING 302	0.00	0.00
101-301.000-695.407	FORFEITURE FUNDS	0.00	0.00
101-301.000-695.415	OTHER GOV'T UNITS	57,100.00	57,100.00
Total Dept 301.000 - POLICE DEPARTMENT		133,937.00	138,927.00

Dept 441.000 - PUBLIC WORKS DEPARTMENT

Total Dept 441.000 - PUBLIC WORKS DEPARTMENT	33,600.00	33,600.00
--	-----------	-----------

Dept 528.000 - SOLID WASTE

Total Dept 528.000 - SOLID WASTE	500.00	500.00
----------------------------------	--------	--------

Dept 721.000 - PLANNING AND ZONING

101-721.000-657.400	PLANNING AND ZONING	750.00	2,700.00
Total Dept 721.000 - PLANNING AND ZONING		750.00	2,700.00

Dept 751.000 - PARKS AND RECREATION

101-751.000-405.400	RENT REVENUE - 5120	1,000.00	1,500.00
101-751.000-409.400	VENDING MACHINES	500.00	500.00
101-751.000-634.400	GRANT	0.00	0.00
101-751.000-671.400	CONTRIBUTIONS	0.00	0.00
101-751.000-695.400	MISCELLANEOUS	0.00	2,000.00
101-751.000-695.405	RECYCLING CENTER REVENUE	0.00	0.00
Total Dept 751.000 - PARKS AND RECREATION		1,500.00	4,000.00

TOTAL REVENUES	1,822,632.00	1,844,132.00
----------------	--------------	--------------

Expenditures

Dept 101.000 - LEGISLATIVE

Total Dept 101.000 - LEGISLATIVE	20,100.00	20,100.00
----------------------------------	-----------	-----------

Dept 172.000 - CITY MANAGER'S OFFICE

Total Dept 172.000 - CITY MANAGER'S OFFICE	139,289.00	139,289.00
--	------------	------------

Dept 201.000 - INTERNAL SERVICES

Total Dept 201.000 - INTERNAL SERVICES	45,575.00	45,575.00
Dept 209.000 - PROPERTY ASSESSMENT REVIEW		
Total Dept 209.000 - PROPERTY ASSESSMENT REVIEW	13,430.00	13,430.00
Dept 215.000 - CITY CLERK		
Total Dept 215.000 - CITY CLERK	70,315.00	70,315.00
Dept 228.000 - TECHNOLOGY		
101-228.000-801.700 CONTRACTUAL SERVICES	14,500.00	14,500.00
101-228.000-956.700 EXPENSES	2,100.00	7,195.00
101-228.000-977.700 CAPITAL ACQUISITIONS	0.00	0.00
Total Dept 228.000 - TECHNOLOGY	16,600.00	21,695.00
Dept 253.000 - CITY TREASURER		
Total Dept 253.000 - CITY TREASURER	108,651.00	108,651.00
Dept 262.000 - ELECTIONS		
Total Dept 262.000 - ELECTIONS	4,629.00	4,629.00
Dept 265.000 - MUNICIPAL PROPERTIES		
Total Dept 265.000 - MUNICIPAL PROPERTIES	57,370.00	57,370.00
Dept 266.000 - LEGAL ASSISTANCE		
Total Dept 266.000 - LEGAL ASSISTANCE	27,001.00	27,001.00
Dept 284.000 - COMMUNITY PROMOTIONS		
Total Dept 284.000 - COMMUNITY PROMOTIONS	18,831.00	18,831.00
Dept 299.000 - CITY SERVICES		
Total Dept 299.000 - CITY SERVICES	57,400.00	57,400.00
Dept 301.000 - POLICE DEPARTMENT		
101-301.000-702.700 PROMOTION/BONUS	325.00	325.00
101-301.000-703.700 SALARIES AND WAGES	313,000.00	313,000.00
101-301.000-705.700 CHIEF OF POLICE	69,400.00	69,400.00
101-301.000-706.700 COMMUNITY POLICING	0.00	0.00
101-301.000-708.700 SICK LEAVE PAYOUT	250.00	250.00
101-301.000-710.700 OVERTIME	10,500.00	10,500.00
101-301.000-713.700 EMP. HEALTH OPTION	3,000.00	3,000.00
101-301.000-714.700 MANDATORY MEDICARE	5,583.00	5,583.00
101-301.000-715.700 SOCIAL SECURITY (EMPLOYER)	23,709.00	23,709.00
101-301.000-716.700 HEALTH INSURANCE PREMIUM	49,449.00	49,449.00

101-301.000-717.700	LIFE INSURANCE PREMIUM	1,105.00	1,105.00
101-301.000-718.700	MERS RETIREMENT (EMPLOYER)	80,000.00	80,000.00
101-301.000-718.701	EMPLOYER DEFERED COMP.	7,500.00	7,500.00
101-301.000-719.700	LONG TERM DISABILITY	3,200.00	3,200.00
101-301.000-720.700	WORKERS COMPENSATION PREMIUM	9,100.00	9,100.00
101-301.000-724.700	UNEMPLOYMENT INS. BENEFIT	85.00	85.00
101-301.000-727.700	OPERATING SUPPLIES	5,000.00	5,000.00
101-301.000-801.700	CONTRACTUAL SERVICES	3,630.00	3,630.00
101-301.000-811.700	MEMBERSHIP AND DUES	1,100.00	1,100.00
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	9,500.00	9,500.00
101-301.000-955.700	DATA PROCESSING	6,010.00	6,010.00
101-301.000-956.700	EXPENSES	13,470.00	13,470.00
101-301.000-956.702	YOUTH SAFETY EXPENSE	2,000.00	2,000.00
101-301.000-956.703	K-9 EXPENSES	100.00	2,000.00
101-301.000-956.707	FORFEITURE EXPENSE	0.00	0.00
101-301.000-957.700	EDUCATION AND TRAINING LOCAL	5,600.00	5,600.00
101-301.000-957.701	EDUCATION 302	1,000.00	1,000.00
101-301.000-968.700	STING	4,000.00	4,000.00
101-301.000-977.700	CAPITAL ACQUISITIONS	0.00	0.00
Total Dept 301.000 - POLICE DEPARTMENT		638,616.00	640,516.00
Dept 336.000 - FIRE			
Total Dept 336.000 - FIRE		27,540.00	27,540.00
Dept 345.000 - CROSSING GUARDS			
Total Dept 345.000 - CROSSING GUARDS		8,046.00	8,046.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT			
101-441.000-702.700	PROMOTION/BONUS	275.00	275.00
101-441.000-703.700	SALARIES AND WAGES	66,175.00	66,175.00
101-441.000-708.700	SICK LEAVE PAYOUT	0.00	0.00
101-441.000-710.700	OVERTIME	1,700.00	1,700.00
101-441.000-713.700	EMP. HEALTH OPTION	1,500.00	1,500.00
101-441.000-714.700	MANDATORY MEDICARE	991.00	991.00
101-441.000-715.700	SOCIAL SECURITY (EMPLOYER)	4,210.00	4,210.00
101-441.000-716.700	HEALTH INSURANCE PREMIUM	24,000.00	24,000.00
101-441.000-717.700	LIFE INSURANCE PREMIUM	690.00	690.00
101-441.000-718.700	MERS RETIREMENT (EMPLOYER)	54,100.00	80,000.00
101-441.000-718.701	EMPLOYER DEFERED COMP.	4,800.00	4,800.00
101-441.000-719.700	LONG TERM DISABILITY	2,089.00	2,089.00
101-441.000-720.700	WORKERS COMPENSATION PREMIUM	2,475.00	2,475.00

101-441.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00
101-441.000-727.700	OPERATING SUPPLIES	7,000.00	7,000.00
101-441.000-801.700	CONTRACTUAL SERVICES	2,000.00	2,000.00
101-441.000-801.701	INFRASTRUCTURE PROJECT	0.00	0.00
101-441.000-817.700	UNIFORMS	3,400.00	3,400.00
101-441.000-853.700	TELEPHONE/RADIO COMMUNICATION	5,182.00	5,182.00
101-441.000-865.700	PROFESSIONAL DEVELOPMENT	2,000.00	2,000.00
101-441.000-941.700	EQUIPMENT RENTAL	12,000.00	12,000.00
101-441.000-956.700	EXPENSES	600.00	600.00
101-441.000-956.708	INSURANCE CLAIM EXPENSE	0.00	0.00
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		195,197.00	221,097.00
Dept 444.000 - SIDEWALKS			
Total Dept 444.000 - SIDEWALKS		0.00	0.00
Dept 528.000 - SOLID WASTE			
Total Dept 528.000 - SOLID WASTE		213,033.00	213,033.00
Dept 537.000 - AIRPORT			
Total Dept 537.000 - AIRPORT		52,610.00	52,610.00
Dept 721.000 - PLANNING AND ZONING			
Total Dept 721.000 - PLANNING AND ZONING		4,471.00	4,471.00
Dept 728.000 - ECONOMIC DEVELOPMENT			
Total Dept 728.000 - ECONOMIC DEVELOPMENT		0.00	0.00
Dept 729.000 - CODE ENFORCEMENT			
Total Dept 729.000 - CODE ENFORCEMENT		0.00	0.00
Dept 751.000 - PARKS AND RECREATION			
Total Dept 751.000 - PARKS AND RECREATION		65,309.00	65,309.00
Dept 851.000 - INSURANCE AND RISK MANAGEMENT			
Total Dept 851.000 - INSURANCE AND RISK MANAGEMENT		15,500.00	15,500.00
Dept 900.000 - BAD DEBT			
Total Dept 900.000 - BAD DEBT		0.00	0.00
Dept 965.000 - TRANSFERS			
Total Dept 965.000 - TRANSFERS		25,000.00	25,000.00

Dept 965.209 - TRANSFER TO CEMETERY

Total Dept 965.209 - TRANSFER TO CEMETERY	17,222.00	17,222.00
---	-----------	-----------

TOTAL EXPENDITURES	=	1,841,735.00
--------------------	---	--------------

Fund 101:

TOTAL REVENUES	1,822,632.00	1,844,132.00
----------------	--------------	--------------

TOTAL EXPENDITURES	1,841,735.00	1,841,735.00
--------------------	--------------	--------------

NET OF REVENUES & EXPENDITURES	(19,103.00)	2,397.00
--------------------------------	-------------	----------

Fund 202 - MAJOR STREET FUND

Revenues

Dept 000.000

Total Dept 000.000	279,600.00	279,600.00
--------------------	------------	------------

TOTAL REVENUES	279,600.00	279,600.00
----------------	------------	------------

Expenditures

Dept 451.000 - CONSTRUCTION

202-451.000-703.700	SALARIES AND WAGES	0.00	0.00
---------------------	--------------------	------	------

202-451.000-710.700	OVERTIME	0.00	0.00
---------------------	----------	------	------

202-451.000-714.700	MANDATORY MEDICARE	0.00	0.00
---------------------	--------------------	------	------

202-451.000-715.700	SOCIAL SECURITY (EMPLOYER)	0.00	0.00
---------------------	----------------------------	------	------

202-451.000-718.700	MERS RETIREMENT (EMPLOYER)	0.00	0.00
---------------------	----------------------------	------	------

202-451.000-720.700	WORKERS COMPENSATION PREMIUM	0.00	0.00
---------------------	------------------------------	------	------

202-451.000-724.700	UNEMPLOYMENT INS. BENEFIT	0.00	0.00
---------------------	---------------------------	------	------

202-451.000-727.700	OPERATING SUPPLIES	0.00	0.00
---------------------	--------------------	------	------

202-451.000-801.700	CONTRACTUAL SERVICES	29,040.00	53,500.00
---------------------	----------------------	-----------	-----------

202-451.000-941.700	EQUIPMENT RENTAL	0.00	0.00
---------------------	------------------	------	------

202-451.000-956.700	EXPENSES	0.00	0.00
---------------------	----------	------	------

Total Dept 451.000 - CONSTRUCTION		29,040.00	53,500.00
-----------------------------------	--	-----------	-----------

Dept 463.000 - ROUTINE MAINTENANCE

202-463.000-703.700	SALARIES AND WAGES	10,100.00	10,100.00
---------------------	--------------------	-----------	-----------

202-463.000-710.700	OVERTIME	500.00	500.00
---------------------	----------	--------	--------

202-463.000-714.700	MANDATORY MEDICARE	155.00	155.00
---------------------	--------------------	--------	--------

202-463.000-715.700	SOCIAL SECURITY (EMPLOYER)	657.00	657.00
---------------------	----------------------------	--------	--------

202-463.000-716.700	HEALTH INSURANCE PREMIUM	1,200.00	1,200.00
202-463.000-718.700	MERS RETIREMENT (EMPLOYER)	160.00	160.00
202-463.000-718.701	EMPLOYER DEFERED COMP.	150.00	150.00
202-463.000-720.700	WORKERS COMPENSATION PREMIUM	550.00	550.00
202-463.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00
202-463.000-727.700	OPERATING SUPPLIES	800.00	800.00
202-463.000-801.700	CONTRACTUAL SERVICES	3,500.00	8,350.00
202-463.000-801.703	NON MOTORIZED TRANS.(SIDEWALK)	0.00	0.00
202-463.000-941.700	EQUIPMENT RENTAL	12,000.00	12,000.00
202-463.000-956.700	EXPENSES	0.00	0.00
Total Dept 463.000 - ROUTINE MAINTENANCE		29,777.00	34,627.00
Dept 470.000 - NON MOTORIZED TRANSPORTATION			
Total Dept 470.000 - NON MOTORIZED TRANSPORTATION		0.00	0.00
Dept 474.000 - TRAFFIC SERVICE			
Total Dept 474.000 - TRAFFIC SERVICE		0.00	0.00
Dept 478.000 - WINTER MAINTENANCE			
Total Dept 478.000 - WINTER MAINTENANCE		47,429.00	47,429.00
Dept 482.000 - ADMINISTRATION			
Total Dept 482.000 - ADMINISTRATION		9,200.00	9,200.00
Dept 485.000 - TRAFFIC SIGNAL TRUNKLINE			
Total Dept 485.000 - TRAFFIC SIGNAL TRUNKLINE		9,601.00	9,601.00
Dept 486.000 - SURFACE MAINTENANCE TRUNKLINE			
Total Dept 486.000 - SURFACE MAINTENANCE TRUNKLINE		4,138.00	4,138.00
Dept 487.000 - GUARD RAILS & POSTS TRUNKLINE			
Total Dept 487.000 - GUARD RAILS & POSTS TRUNKLINE		0.00	0.00
Dept 488.000 - SWEEPING & FLUSHING TRUNKLINE			
Total Dept 488.000 - SWEEPING & FLUSHING TRUNKLINE		3,415.00	3,415.00
Dept 489.000 - TRUNKLINE SNOW REMOVAL			
Total Dept 489.000 - TRUNKLINE SNOW REMOVAL		13,094.00	13,094.00
Dept 490.000 - TREES & SHRUBS TRUNKLINE			
Total Dept 490.000 - TREES & SHRUBS TRUNKLINE		361.00	361.00
Dept 491.000 - DRAINAGE & BACKSLOPES TRUNK.			

Total Dept 491.000 - DRAINAGE & BACKSLOPES TRUNK.	35.00	35.00
Dept 497.000 - WINTER MAINTENANCE TRUNKLINE		
Total Dept 497.000 - WINTER MAINTENANCE TRUNKLINE	25,446.00	25,446.00
Dept 498.000 - TRUNKLINE TAXES/ADMINISTRATION		
Total Dept 498.000 - TRUNKLINE TAXES/ADMINISTRATION	2,000.00	2,000.00
Dept 965.000 - TRANSFERS		
Total Dept 965.000 - TRANSFERS	60,000.00	60,000.00
TOTAL EXPENDITURES	233,536.00	262,846.00
Fund 202 - MAJOR STREET FUND:		
TOTAL REVENUES	279,600.00	279,600.00
TOTAL EXPENDITURES	233,536.00	262,846.00
NET OF REVENUES & EXPENDITURES	46,064.00	16,754.00
Fund 592 - WATER REPLACEMENT FUND		
Revenues		
Dept 000.000		
592-000.000-634.400 GRANT	0.00	2,000,000.00
592-000.000-664.400 INTEREST INCOME	0.00	0.00
592-000.000-675.400 TRANSFER FROM WATER FUND	200,000.00	200,000.00
592-000.000-675.401 TRANSFER OF ARPA FUNDS	0.00	0.00
Total Dept 000.000	200,000.00	2,200,000.00
TOTAL REVENUES	200,000.00	2,200,000.00
Expenditures		
Dept 000.000		
592-000.000-801.700 CONTRACTUAL SERVICES	0.00	2,000,000.00
592-000.000-994.700 BOND	20,000.00	20,000.00
592-000.000-995.700 INTEREST DUE ON BONDS	6,350.00	6,350.00
Total Dept 000.000	26,350.00	2,026,350.00
TOTAL EXPENDITURES	26,350.00	2,026,350.00
Fund 592 - WATER REPLACEMENT FUND:		
TOTAL REVENUES	200,000.00	2,200,000.00
TOTAL EXPENDITURES	26,350.00	2,026,350.00

NET OF REVENUES & EXPENDITURES	173,650.00	173,650.00
--------------------------------	------------	------------

Fund 661 - EQUIPMENT FUND

Revenues

Dept 000.000

661-000.000-601.400	WATER FUND EQUIPMENT RENTAL	25,000.00	25,000.00
661-000.000-602.400	SEWER FUND EQUIPMENT RENTAL	12,000.00	12,000.00
661-000.000-602.402	SEWER COLLECITON EQUIP. RENT	16,000.00	16,000.00
661-000.000-603.400	LOCAL STREET EQUIPMENT RENTAL	20,700.00	20,700.00
661-000.000-604.400	MAJOR STREET EQUIPMENT RENTAL	26,000.00	26,000.00
661-000.000-607.400	CEMETERY EQUIPMENT RENTAL	10,000.00	10,000.00
661-000.000-608.400	INDUSTRIAL PARK EQUIP. RENTAL	2,300.00	2,300.00
661-000.000-609.400	TRUNKLINE EQUIPMENT RENTAL	25,000.00	25,000.00
661-000.000-613.400	DDA EQUIP. RENTAL	0.00	0.00
661-000.000-614.400	GENERAL FUND EQUIP. RENTAL	54,200.00	54,200.00
661-000.000-634.400	GRANT	45,450.00	45,450.00
661-000.000-664.400	INTEREST INCOME	500.00	500.00
661-000.000-673.000	SALE OF FIXED ASSETS	1,500.00	1,500.00
661-000.000-695.400	MISCELLANEOUS	0.00	0.00
661-000.000-695.408	INSURANCE CLAIM INCOME	0.00	5,052.00
Total Dept 000.000		238,650.00	243,702.00

TOTAL REVENUES

238,650.00	243,702.00
------------	------------

Expenditures

Dept 000.000

661-000.000-703.700	SALARIES AND WAGES	12,500.00	12,500.00
661-000.000-710.700	OVERTIME	145.00	145.00
661-000.000-714.700	MANDATORY MEDICARE	183.00	183.00
661-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	700.00	700.00
661-000.000-716.700	HEALTH INSURANCE PREMIUM	1,720.00	1,720.00
661-000.000-718.700	MERS RETIREMENT (EMPLOYER)	180.00	180.00
661-000.000-718.701	EMPLOYER DEFERED COMP.	180.00	180.00
661-000.000-720.700	WORKERS COMPENSATION PREMIUM	400.00	400.00
661-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	2.00	2.00
661-000.000-782.700	ADMINISTRATION	12,000.00	12,000.00
661-000.000-801.700	CONTRACTUAL SERVICES	0.00	0.00
661-000.000-805.700	REPAIR/PARTS	28,434.00	45,000.00
661-000.000-806.700	REPAIR/PARTS POLICE	4,000.00	11,000.00
661-000.000-818.700	INS. PREMIUM - LIABILITY	24,631.00	24,631.00
661-000.000-856.700	FUEL	35,000.00	35,000.00

661-000.000-868.700	FLUIDS	0.00	0.00
661-000.000-956.700	EXPENSES	60.00	60.00
661-000.000-956.708	INSURANCE CLAIM EXPENSE	0.00	0.00
661-000.000-966.700	DEPRECIATION	0.00	0.00
661-000.000-966.701	DEP.EXP. PUBLIC SAFETY	0.00	0.00
661-000.000-977.700	CAPITAL ACQUISITIONS	60,600.00	60,600.00
661-000.000-992.000	INTEREST EXPENSE	0.00	0.00
661-000.000-994.700	BOND	40,850.00	40,850.00
661-000.000-995.700	INTEREST DUE ON BONDS	5,040.00	5,040.00
Total Dept 000.000		226,625.00	250,191.00
TOTAL EXPENDITURES		226,625.00	250,191.00
Fund 661 - EQUIPMENT FUND:			
TOTAL REVENUES		238,650.00	243,702.00
TOTAL EXPENDITURES		226,625.00	250,191.00
NET OF REVENUES & EXPENDITURES		12,025.00	(6,489.00)

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE
IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, APRIL 17, 2023.

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

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

Absent: None

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, DPW Supervisor Mike Killackey, Chief Ken Walters, Commissioner Craig Scott, and City Realtor Yvonne DeRoso.

All stood for the Pledge of Allegiance.

* * * * *

Commissioner Scott gave an update on county activities. The county has approved the 2023 equalization value. Parks and Recreation will be holding a fundraiser at Clear Lake Bar for the Deer Park. MTA has been re-instituted. The County is supporting STING with AARPA funds in the amount of \$10,000. The County has received OPIOID money and are looking at the possibility of a body scanner for the correctional facility.

* * * * *

MOTION BY BENNETT, SECOND BY PUGH TO AWARD THE BID AND SOLE SOURCE VENDOR REQUEST FOR THE CITY TAX ASSESSOR TO MVW AND ASSOCIATES FOR THE SAME FEE AS LAST YEAR AND AUTHORIZES MANAGER DANTZER TO SIGN ON THE CITY'S BEHALF.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY JACKSON, SECOND BY ADAIR, TO APPROVE PAYMENT OF THE BILLS IN THE AMOUNT OF \$381,476.34.

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

No – None

Absent – None

Motion carried

* * * * *

STING requested \$2994.60 which was based on our population. However, \$4,000 was budgeted this year for STING.

Motion carried

* * * * *

MOTION BY JACKSON, SECOND BY BENNETT TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD APRIL 3, 2023 AND THE WORK SESSION HELD APRIL 10, 2023.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY JACKSON TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; WEST BRANCH POLICE DEPARTMENT REPORT FROM MARCH 2023; MINUTES FROM THE OGEMAW COUNTY LAND BANK AUTHORITY MEETING HELD MARCH 1, 2023; AND MINUTES FROM THE PLANNING COMMISSION MEETING HELD MARCH 14, 2023.

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

No – None

Absent – None

Motion carried

* * * * *

Member Showalter informed Mayor Frechette that the MML does help with recruiting for positions. He then asked about the restitution for the Alley case. Manager Dantzer responded that it is no longer in the court system as she is off probation. Attn. Meihn is aware and working on acquiring a payment solution. Manager Dantzer will request an update from Attn. Meihn.

Manager Dantzer informed members that there had been some vandalism at the park and Little League Fields. Chief Walters was able to catch the perpetrator in the act and make an arrest.

Ms. Fabbri announced that the wine walk would be held April 29th from 5:00 pm – 9:00 pm.

Mayor Frechette adjourned the meeting at 6:32 pm.

Paul Frechette, Mayor

Lori Ann Clover, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, APRIL 17, 2023.

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

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

Absent: None

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

All stood for the Pledge of Allegiance.

Commissioner Scott gave an update.

Council approved the bid and sole source vendor request for the city tax assessor to MVW and Associates and authorized Manager Dantzer to sign the contract.

Council approved bills in the amount of \$381,476.34.

Council approved the contribution of \$4,000.00 to STING.

Council waived the City's right to the foreclosed property at the corner of S. Second and Wright St. and authorized Manager Dantzer to sign.

Council approved Richard Wing and Wing Properties LLC's Adult Use Retail Marihuana License at 109 A Plaza Dr.

Council approved special events Classy Chassis and Jeep Jam.

Council approved the minutes and summary of minutes from the regular meeting held April 3, 2023 and the work session April 10, 2023.

Council received and filed the treasurer's report and investment summary; West Branch Police Department report from March 2023; minutes from the Ogemaw County Land Bank Authority meeting held March 1, 2023; and minutes from the Planning Commission meeting held March 14, 2023.

Member Showalter and Manager Dantzer gave updates.

Ms. Fabbri announced the wine walk on April 29, 2023.

Mayor Frechette adjourned the meeting at 6:32 pm.

SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON TUESDAY, APRIL 25, 2023.

Mayor Frechette called the meeting to order at 6:01 p.m.

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

Absent: Carol Adair and Rusty Showalter

Other officers present: City Manager John Dantzer and City Clerk Lori Ann Clover

All stood for the Pledge of Allegiance.

* * * * *

Mayor Frechette opened the Public Hearing for the CDBG grant application at 6:02 pm. Manager Dantzer explained this would not exceed \$1,000,000 for the downtown Gathering Place Park and City Park amphitheater with a match requirement of \$30,000 from General Fund and \$50,000 from DDA.

No one from the public wished to speak on the subject and no communication was received by City Hall prior to the meeting.

* * * * *

MOTION BY FRECHETTE, SECOND BY BENNETT TO CLOSE THE PUBLIC HEARING AT 6:03 PM.

Yes — Bennett, Frechette, Jackson, Pugh, Zimmerman

No – None

Absent – Adair, Showalter

Motion carried

* * * * *

MOTION BY PUGH, SECOND BY JACKSON TO APPROVE RESOLUTION 23-09 AUTHORIZING MANAGER DANTZER TO APPLY FOR THE PUBLIC SPACES COMPETITIVE GRANT, REQUESTING AN AMOUNT NOT TO EXCEED \$1,000,000, AND TO SIGN THE APPLICATION ON BEHALF OF THE CITY.

Yes — Bennett, Frechette, Jackson, Pugh, Zimmerman

No – None

Absent – Adair, Showalter

Motion carried

ATTACHMENT G – AUTHORIZING RESOLUTION TEMPLATE

Resolution 23-09

AUTHORIZING RESOLUTION

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Public Gathering Spaces (PGS) Competitive Funding Round; and

WHEREAS, the City of West Branch desires to request an amount not to exceed \$1,000,000 in CDBG funds for the construction of the downtown “Gathering Place” park and City park amphitheater; and

WHEREAS, the City of West Branch commits local funds from its DDA in the amount of \$50,000 and from its General fund in the amount of \$30,000 for a committed match; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 59.91% percent of the residents of the City of West Branch are low- and moderate-income persons as determined by the MEDC’s Low/Mod income Community Customers and Project Areas List; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated and will not be incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to incur costs from the Michigan Economic Development Corporation.

NOW, THEREFORE, BE IT RESOLVED that the City of West Branch hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

* * * * *

Manager Dantzer informed Council Members that Representative Hoadley submitted a letter of support for the grant.

Mayor Frechette adjourned the meeting at 6:04 pm.

Paul Frechette, Mayor

Lori Ann Clover, Clerk

SUMMARY OF THE SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, APRIL 25, 2023.

Mayor Frechette called the meeting to order at 6:01 p.m.

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

Absent: Members Adair and Showalter

Other officers present: Manager Dantzer and Clerk Clover

All stood for the Pledge of Allegiance.

Mayor Frechette opened the public hearing for the CDBG Grant at 6:02 pm.

No one wished to speak on the subject.

Council approved closing the public hearing at 6:03 pm.

Council approved Resolution 23-09 CDBG Grant and authorized Manager Dantzer to sign on behalf of the City.

Manager Dantzer informed members that Representative Hoadley submitted a letter of support for the grant.

Mayor Frechette adjourned the meeting at 6:04 pm.

Place Holder for the Treasurers Report and Investment Summary

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON TUESDAY,
MARCH 28, 2023.

The meeting was called to order by Vice-Chairperson Joe Clark at 12:15 pm.

Present: Anthony Bair, Joe Clark, Autum Hunter, Sandy Rabidue, and Ken Walters.

Absent: Joanne Bennett, Samantha Fabbri, Erin Resteiner, and Cathy Zimmerman.

Others in attendance: Acting Secretary/City Manager John Dantzer

* * * * *

**MOTION BY RABIDUE, SECOND BY HUNTER, TO EXCUSE MEMBERS BENNETT,
FABBRI, RESTEINER, AND ZIMMERMAN FROM THE MEETING.**

Yes – Bair, Clark, Hunter, Rabidue, and Walters	No – None
Absent – Bennett, Fabbri, Resteiner, and Zimmerman	Motion carried.

* * * * *

**MOTION BY RABIDUE, SECOND BY CLARK, TO APPROVE THE MINUTES FROM
THE MEETINGS HELD JANUARY 17, 2023 AND FEBRUARY 6, 2023.**

Yes – Bair, Clark, Hunter, Rabidue, and Walters	No – None
Absent – Bennett, Fabbri, Resteiner, and Zimmerman	Motion carried.

* * * * *

**MOTION BY CLARK, SECOND BY RABIDUE, TO APPROVE THE BILLS IN THE
AMOUNT OF \$4,635.00**

Yes – Bair, Clark, Hunter, Rabidue, and Walters	No – None
Absent – Bennett, Fabbri, Resteiner, and Zimmerman	Motion carried.

* * * * *

**MOTION BY BAIR, SECOND BY RABIDUE, TO APPROVE THE
RECOMMENDATION OF THE DDA BUDGET AS SUBMITTED.**

Yes – Bair, Clark, Hunter, Rabidue, and Walters	No – None
--	------------------

Absent – Bennett, Fabbri, Resteiner, and Zimmerman

Motion carried.

* * * * *

Kevin Schaedig and Kim Mullins of MDOT gave an update on the MDOT road reconstruction project.

* * * * *

Member Hunter noted the possibility of having a concert to go along with this year's downtown car show.

Member Rabidue gave a flower update.

Member Walters discussed looking into seasonal banners again to coincide with the new streetscape.

* * * * *

A communication was shared reminding everyone of the joint DDA meeting at the Ogemaw Township Hall on March 30th at 6:00 pm.

* * * * *

The meeting was adjourned at 12:59 pm.

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, APRIL 11, 2023.

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

Present: Bob David, Yvonne DeRosio, Kara Fachting, Mike Jackson, Cori Lucynski, and Rusty Showalter.

Absent: Josh Erickson

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

* * * * *

All stood for the Pledge of Allegiance.

* * * * *

**MOTION BY FACHTING, SECOND BY DAVID, TO APPROVE THE MINUTES FROM THE MEETING
HELD MARCH 14, 2023.**

Yes — David, DeRosio, Fachting, Jackson, Lucynski, Showalter

No – None

Absent –Erickson

Motion carried

* * * * *

Zoning permit ZP 23-04 for Alexander Limited Partnership was discussed. Ryan Smith from Gemini Capital Management spoke on the plan on behalf of his client Alexander Limited Partnership.

Zoning Administrator Dantzer noted he did not see any issues with the plan other than it called for zero-foot setbacks on all four sides which was not in line with the setback requirements of the CBD district; however, section 3.27(b)(3) of the zoning code allowed the Planning Commission to deviate from the district standards in order to accommodate the preservation of a historic building. That section designates that any building built prior to 1930 may be enlarged, increased, or extended to occupy a greater area of land that was occupied at the effective date of the ordinance provided such approval does not affect surrounding uses or properties. He further recommended approval of the site plan as presented with the deviation of a zero-foot setback on all sides being approved.

Mr. Smith noted the majority of the building in the CBD district were already built to zero-foot setbacks and noted the building was built in the early 1900's and noted a history of the building was included in his plans.

**MOTION BY FACHTING, SECOND BY SHOWALTER, TO APPROVE THE SITE PLAN AS PRESENTED
FOR ZONING PERMIT ZP 23-04, ALEXANDER LIMITED PARTNERSHIP, PROPERTY COMMONLY
KNOWN AS 111 N. THIRD ST. AND TO ALLOW A REAR SETBACK OF ZERO FEET TO ALLOW FOR
THE REDEVELOPMENT OF A HISTORIC BUILDING AS PER SECTION 3.27(b)(3) OF THE ZONING
ORDINANCE.**

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

No – None

Absent –Erickson

Motion carried

Chairperson Lucynski provided an update on the Booze, Bands, and Bike event planned for this summer and noted how proud she was of the support the community provided for the recent procession for the local fallen soldier.

Member DeRoso noted a signed purchase agreement for the old bicycle factory was received. She further noted the developer/purchaser was still working on things such as environmental testing before the sale would be finalized.

Member Jackson noted updates to DTE meters that would be taking place in the town.

Member Fachting noted updates to Spectrum Cable that were available for the community.

Chairperson Lucynski closed the meeting at 6:33 pm

4-26-23

Dear W.B. City Mayor, Manager, Clerk & Council Members

I am incredibly grateful for the opportunity
I have had serving on the Election Board.
It has been a wonderful experience.
However for health issues I feel its time
for me to retire/resign. This was not an easy
decision. Thank you for giving me this
wonderful time in my life.

Heather Smith



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

APPLICATION FOR OPEN CITY BOARD OR COMMISSION POSITION

Application for: BOARD REVIEW DALE A. PETERS Board/Commission

Name DALE A. PETERS

Address 434 VICTORIAN CT.

Phone 989-345-1644 (cell/phone)

Email daleandhelen@charter.net

City Resident? Yes ☒ No ☐ How Long? 30 yrs

Please list any previous City appointments or offices _____

Please list any relevant employment or professional activities _____

BANKER

Other community affiliations/activities you feel would be a benefit to this position _____

Are you aware of the meeting schedule for this Board or Commission, and are you available to attend regularly scheduled meetings?

Aware of schedule? Yes ☒ No ☐ Can attend? Yes ☒ No ☐ Unsure ☐

Why are you interested in serving of the City Board or Commission? _____

GOOD QUESTION!

What talents or experience would you bring to the position? _____

STRONG BODY and a BRILLIANT MIND

What are your primary interests in City Government and City services? _____

FAIRNESS

Please relate any special goals you may have for the City _____

LOWER TAXES!

Any other information you wish to provide for Mayor and Council consideration?
(If you need more room please feel free to use another piece of paper)

NO

Signature

Date

Thank you for your interest in serving as a volunteer Board or Commission member.

Appointments to City Council advisory Board and Commissions are nominated by the Mayor and confirmed by consent of the City Council. If you are applying for a specific and currently open position, you will be notified of City Council's decision once it is made.

Upon appointment, you will be required to stop by City Hall to complete a W-4, MI W-4 and an I-9 form along with supplying a copy of your driver's license and social security card or a copy of your passport.



City of West Branch

121 N. Fourth St., West Branch, MI 48661

Phone 989-345-0500 © Fax 989-345-4390 © email clerk@westbranch.com

APPLICATION FOR OPEN CITY BOARD OR COMMISSION POSITION

Application for: Planning Commission/Zoning Board Board/Commission

Name Kara Fachting

Address 345 N 5th Street West Branch MI 48661

Phone 989-701-0166 (cell/phone)

Email fachting1970@gmail.com

City Resident? Yes ☒ No ☐ How Long? 13 years

Please list any previous City appointments or offices Planning Commission & Zoning Board

Please list any relevant employment or professional activities clerk Building & Zoning, Secretary - County ZBA, Crime victim advocate - Ogemaw Co. Prosecutor's office

Other community affiliations/activities you feel would be a benefit to this position _____

Are you aware of the meeting schedule for this Board or Commission, and are you available to attend regularly scheduled meetings?

Aware of schedule? Yes ☒ No ☐ Can attend? Yes ☒ No ☐ Unsure ☐

Why are you interested in serving of the City Board or Commission? Requesting continuation of current appointments

What talents or experience would you bring to the position? Ability to write
a zoning ordinance with planning

What are your primary interests in City Government and City services? making
West Branch Great !!

Please relate any special goals you may have for the City tourism

Any other information you wish to provide for Mayor and Council consideration? _____
Hi Frenchie ... and Board ☺

Kyra Fackling
Signature

4/25/2023
Date

Thank you for your interest in serving as a volunteer Board or Commission member.

Appointments to City Council advisory Board and Commissions are nominated by the Mayor and confirmed by consent of the City Council. If you are applying for a specific and currently open position, you will be notified of City Council's decision once it is made.

If you are submitting an application to be considered in the future as openings occur, you will be contacted by City staff when the vacancy is announced in order to confirm your interest in this specific opportunity.

Upon appointment, you will be required to stop by City Hall to complete a W-4, MI W-4 and an I-9 form along with supplying a copy of your driver's license and social security card or a copy of your passport.

**CITY OF WEST BRANCH
CITY COUNCIL MEETING
MAY 1, 2023**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, May 1, 2023 at 6:00 pm will be conducted both in person and virtually (online and/or by phone), due to health concerns surrounding Coronavirus/COVID-19 pandemic.

Public comment will be handled by the "Raise Hand" method as instructed below within Participant Controls.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting, and/or to obtain this notice in alternate formats, please contact the City Clerk by phone at (989) 345-0500 from 8:00 am-4:30 pm Monday- Friday or by email at clerk@westbranch.com, at least five business days prior to the meeting.

Zoom Instructions for Participants

To join the conference by phone:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.

Before a videoconference:

1. You will need a computer, tablet, or smartphone with speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. Details, phone numbers, and links to videoconference or conference call is provided below. The details include a link to "**Join via computer**" as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

2. At the start time of your meeting, enter the link to **join via computer**. You may be instructed to download the Zoom application.
3. You have an opportunity to test your audio at this point by clicking on "Test Computer Audio." Once you are satisfied that your audio works, click on "Join audio by computer."

You may also join a meeting without the link by going to join.zoom.us on any browser and entering the Meeting ID provided below.

If you are having trouble hearing the meeting, you can join via telephone while remaining on the video conference:

1. On your phone, dial the teleconferencing number provided below.
2. Enter the **Meeting ID number** (also provided below) when prompted using your touch-tone (DTMF) keypad.
3. If you have already joined the meeting via computer, you will have the option to enter your 2-digit participant ID to be associated with your computer.

Participant controls in the lower left corner of the Zoom screen:



Using the icons in the lower left corner of the Zoom screen, you can:

- Mute/Unmute your microphone (far left)
- Turn on/off camera (“Start/Stop Video”)
- Invite other participants
- View Participant list – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand during Call to the Public
- Change your screen name that is seen in the participant list and video window
- Share your screen

Somewhere (usually upper right corner on your computer screen) on your Zoom screen you will also see a choice to toggle between “speaker” and “gallery” view. “Speaker view” shows the active speaker. “Gallery view” tiles all of the meeting participants.

Meeting Information:

Topic: West Branch City Council Meeting

Time: May 1, 2023 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83859783890?pwd=c2VYSTZhRG9KbnF6TkIMNUJUN1hKUT09>

Meeting ID: 838 5978 3890

Passcode: 023557

One tap mobile

+16465588656,,83859783890#,,,,*023557# US (New York)

+16469313860,,83859783890#,,,,*023557# US

Dial by your location

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

Meeting ID: 838 5978 3890

Passcode: 023557

Find your local number: <https://us02web.zoom.us/j/83859783890>