

## 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, JUNE 5, 2023, BEGINNING AT 6:00 P.M.

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

- I. Call to order
- II. Roll call
- III. Pledge of Allegiance
- IV. Scheduled Matters from the Floor
  - A. County Update+
  - B. Adam Galea – Fresh Coast Tree Care (Irons Park Trees)
- V. Public hearing
  - A. Public Hearing for sewer rate
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
  - A. General Road Repair Bids
  - B. Park stump grinding
- IX. Unfinished Business
  - A. Water adjustment for 612 Parkway Dr.
- X. New Business
  - A. Bills
  - B. Excuse Members Pugh and Showalter from the special meeting held May 23, 2023.
  - C. Council Meetings available viz Zoom
  - D. Special Event – Home School Field Day
  - E. Special Event – Music in the Park/Summer Concert Series
  - F. Special Event – Midnight Madness hosted by the Ogemaw Orioles
  - G. Resolution 23-16 FY 2022/2023 Budget Amendment
  - H. Resolution 23-17 G’s Pizzeria sidewalk café.
- XI. Approval of the minutes and summary from the regular meeting and closed session held May 15, 2023 and the special meeting held May 23, 2023.
- XII. Consent Agenda

- A. Treasurer's Report and Investment Summary
- B. Minutes from the regular meeting of the DDA held April 25, 2023.

XIII. Communications

XIV. Reports

- A. Mayor
- B. Council
- C. Manager
  - 1. July 3, 2023 Council Meeting
  - 2. City Manager evaluation

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

June 6 NCMCF 7:30 am  
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 24 City Wide Garage Sale  
June 27 DDA 12:00 pm  
June 29 Music in the Park

## NOTICE OF PUBLIC HEARING

The West Branch City Council will hold a public hearing on June 5, 2023 at 6:02 p.m. in the Council Chamber of City Hall, 121 N. Fourth St. The purpose of the hearing is to take public comment on proposed changes to the rates for sewer and also the budgeting of annual sewer capital improvement amounts. Parties interested in sharing their views or commenting on this are asked to please attend this Public Hearing and share their comments. If you are unable to attend in person, please submit your comments in writing, either dropped off, mailed, or emailed, to City Clerk Lori Ann Clover prior to the meeting—preferably no later than noon on Thursday, June 1, so such written comments can be copied and included in each Council Member's packets. All written correspondence can be mailed to City Hall, 121 N. Fourth St., West Branch, MI 48661 or emailed to [clerk@westbranch.com](mailto:clerk@westbranch.com). 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 with as much advance notice as possible by contacting City Clerk, Lori Ann Clover at (989) 345-0500



08/15/2022

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
 PERIOD ENDING 06/30/2022  
 % Fiscal Year Completed: 100.00

GL NUMBER	DESCRIPTION	2021-22	2021-22	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND						
Revenues						
Dept 000.000						
590-000.000-625.400	BILLINGS	485,128.00	518,374.00	561,469.31	(43,095.31)	108.31
590-000.000-626.400	PENALTIES	100.00	3,500.00	3,294.01	205.99	94.11
590-000.000-634.400	GRANT	0.00	0.00	0.00	0.00	0.00
590-000.000-644.400	TAP FEES	0.00	1,800.00	1,800.00	0.00	100.00
590-000.000-648.400	LAB SERVICE FEES	24,000.00	69,500.00	69,383.40	116.60	99.83
590-000.000-664.400	INTEREST INCOME	20.00	20.00	0.06	19.94	0.30
590-000.000-695.400	MISCELLANEOUS	0.00	190.00	185.17	4.83	97.46
590-000.000-699.400	TRANSFER IN	40,000.00	40,000.00	0.00	40,000.00	0.00
590-000.000-699.401	TRANSFER IN AMERICAN RESCUE PLAN	18,055.00	0.00	0.00	0.00	0.00
590-000.000-699.402	TRANSFER IN FROM WB TWP	16,965.00	0.00	0.00	0.00	0.00
590-000.000-699.404	TRANSFER IN FROM OGEMAW TWP	5,287.00	0.00	0.00	0.00	0.00
Total Dept 000.000		589,555.00	633,384.00	636,131.95	(2,747.95)	100.43
TOTAL REVENUES		589,555.00	633,384.00	636,131.95	(2,747.95)	100.43
Expenditures						
Dept 000.000						
590-000.000-956.802	BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		0.00	0.00	0.00	0.00	0.00
Dept 567.000 - TREATMENT PLANT						
590-567.000-702.700	PROMOTION/BONUS	200.00	200.00	200.00	0.00	100.00
590-567.000-703.700	SALARIES AND WAGES	196,500.00	195,278.00	193,961.59	1,316.41	99.33
590-567.000-708.700	SICK LEAVE PAYOUT	0.00	0.00	0.00	0.00	0.00
590-567.000-710.700	OVERTIME	12,000.00	10,289.00	10,288.11	0.89	99.99
590-567.000-713.701	OTHER HEALTH BENEFITS	0.00	0.00	0.00	0.00	0.00
590-567.000-714.700	MANDATORY MEDICARE	3,044.00	3,044.00	2,966.42	77.58	97.45
590-567.000-715.700	SOCIAL SECURITY (EMPLOYER)	12,906.00	12,906.00	12,684.05	221.95	98.28
590-567.000-716.700	BC/BS HEALTH INSURANCE PREMIU	37,284.00	39,210.00	39,209.38	0.62	100.00
590-567.000-717.700	LIFE INSURANCE PREMIUM	628.00	663.00	662.94	0.06	99.99
590-567.000-718.700	MERS RETIREMENT (EMPLOYER)	41,500.00	51,550.00	51,549.68	0.32	100.00
590-567.000-718.701	EMPLOYER DEFERED COMP.	4,800.00	4,850.00	4,812.52	37.48	99.23
590-567.000-718.702	PENSION EXPENSE GASB 68	0.00	0.00	0.00	0.00	0.00
590-567.000-719.700	LONG TERM DISABILITY	1,874.00	1,980.00	1,979.16	0.84	99.96
590-567.000-720.700	WORKERS COMPENSATION PREMIUM	3,302.00	3,302.00	3,283.37	18.63	99.44
590-567.000-724.700	UNEMPLOYMENT INS. BENEFIT	130.00	30.00	22.73	7.27	75.77
590-567.000-727.700	OPERATING SUPPLIES	25,000.00	16,939.00	16,938.26	0.74	100.00
590-567.000-727.702	SAFETY SUPPLIES	1,500.00	1,598.00	1,597.75	0.25	99.98
590-567.000-727.703	LAB SUPPLIES	6,500.00	17,241.00	17,240.80	0.20	100.00
590-567.000-741.700	POSTAGE	600.00	123.00	122.50	0.50	99.59
590-567.000-752.700	LICENSES - PERMITS	4,000.00	3,810.00	3,809.24	0.76	99.98
590-567.000-782.700	ADMINISTRATION	50,000.00	50,000.00	49,996.00	4.00	99.99
590-567.000-801.700	CONTRACTUAL SERVICES	28,000.00	39,837.00	39,836.53	0.47	100.00
590-567.000-811.700	MEMBERSHIP AND DUES	500.00	570.00	569.50	0.50	99.91
590-567.000-817.700	UNIFORMS	3,500.00	2,605.00	2,604.36	0.64	99.98
590-567.000-818.700	INS. PREMIUM - LIABILITY	3,200.00	3,250.00	3,243.75	6.25	99.81
590-567.000-853.700	TELEPHONE/RADIO COMMUNICATION	2,500.00	2,123.00	2,122.14	0.86	99.96
590-567.000-865.700	PROFESSIONAL DEVELOPMENT	4,000.00	2,104.00	2,103.72	0.28	99.99
590-567.000-922.700	PUBLIC UTILITIES	92,000.00	78,280.00	78,279.65	0.35	100.00
590-567.000-934.700	FACILITY MAINTENANCE	9,000.00	1,281.00	1,280.54	0.46	99.96
590-567.000-936.700	EQUIPMENT MAINTENANCE	10,000.00	10,145.00	10,144.06	0.94	99.99
590-567.000-941.700	EQUIPMENT RENTAL	11,800.00	12,884.00	12,882.73	1.27	99.99
590-567.000-956.700	EXPENSES	0.00	0.00	0.00	0.00	0.00
590-567.000-966.700	DEPRECIATION	2,337.00	2,337.00	2,337.00	0.00	100.00
590-567.000-975.700	BUDGETED PERCENTAGE	12,950.00	13,126.00	13,126.00	0.00	100.00
Total Dept 567.000 - TREATMENT PLANT		581,555.00	581,555.00	579,854.48	1,700.52	99.71
Dept 965.573 - TRANSFER TO WWTP AUTHORITY						
590-965.573-999.700	TRANSFER TO OTHER ACCOUNTS	8,000.00	8,000.00	8,000.00	0.00	100.00
Total Dept 965.573 - TRANSFER TO WWTP AUTHORITY		8,000.00	8,000.00	8,000.00	0.00	100.00
TOTAL EXPENDITURES		589,555.00	589,555.00	587,854.48	1,700.52	99.71
Fund 590 - SEWER FUND:						
TOTAL REVENUES		589,555.00	633,384.00	636,131.95	(2,747.95)	100.43
TOTAL EXPENDITURES		589,555.00	589,555.00	587,854.48	1,700.52	99.71
NET OF REVENUES & EXPENDITURES		0.00	43,829.00	48,277.47	(4,448.47)	110.15

#### **Sec. 4-240. - Rates charged to user.**

(a) Charges for sewer service to each premises within the city connected to the system shall be as prescribed by the most recent resolution passed by the city council that addresses sewer rates. The structure of how charges for sewer services are calculated shall also be set by resolution of council, and the pricing structure may contain a ready-to-serve fee, fees related to debt service payments, tiered pricing based on meter size or gallons used, and any other price-setting mechanism that council deems fair and viable.

(b) In September of each year, the city council shall review current sewer rates and compare anticipated sewer revenues for the following fiscal year to anticipated sewer expenditures for the following fiscal year. Capital improvement set aside amounts for sewer shall also be considered at that time. Within 90 days of the annual review, the city council shall vote to set the amount for capital improvement set asides for the sewer budget for the following fiscal year, with the public works superintendent and city manager providing recommendations regarding the same. The amount for sewer capital improvement set aside amounts approved by council shall be utilized by the city manager when creating the sewer budget for the following fiscal year. The sewer capital improvement set aside amounts shall also be used by the public works superintendent, the city manager, and the council to analyze whether current sewer rates are anticipated to generate enough revenue to cover all sewer expenditures for the following fiscal year, and if such an analysis indicates that revenues are not anticipated to cover expenditures for the following fiscal year, the city council shall be required to have a vote within 30 days of such a determination to decide whether rates need to be adjusted, and if so, what the new rates should be set at.

(c) Prior to a council vote to adjust sewer rates, a public hearing must be held on the matter with such public hearing being noticed at least 60 days prior to council voting on the subject.

(d) Following the holding of such a duly noticed public hearing, the city council may vote to set sewer rates via resolution of council. Sewer rates set in this manner shall remain in effect until modified by a subsequent resolution approved by council, except that at the beginning of each fiscal year the sewer rates in effect at that time shall automatically be adjusted by the city treasurer either up or down to reflect the increase or decrease of inflation calculated as consumer price index (CPI) inflation by the federal department of labor, bureau of labor statistics. An example of how this automatic adjustment will occur is as follows:

(1) Effective July 1 of each year, without needing an additional vote of council, sewer rates will be automatically adjusted by the percentage of CPI inflation for the period of January 1 of the preceding year compared to January 1 of the current year. For instance, if inflation for the most recent year showed an increase of 1.8 percent, the city treasurer would automatically increase sewer rates by 1.8 percent on July 1 of that year, with no need for council to vote on the matter.

(2) However, the city treasurer shall calculate whether sewer rates are going to be adjusted in such a manner during the preparation of each year's annual budget, and shall include a presentation of such anticipated adjustment to council during the formulation of each year's budget, and the city treasurer shall likewise ensure that a public hearing on the subject is noticed at least 60 days prior to such automatic adjustment taking effect so that the public is afforded an opportunity to be heard on the matter, and so that council has an opportunity to request that such matter be placed on the agenda prior to it automatically taking effect in the event that the city council should desire to set the sewer rates at some other amount via formal council resolution.

## Request for Bids/Proposals

The City of West Branch is seeking sealed bids/proposals for the following road repair services:

(A) General Road Repair and Asphalt Patchwork

- The City of West Branch requests bids on asphalt patchwork as follows
- Contractor prepares surface for paving.

1. Patch work for the season (May thru November) price per sq. ft. @ 2" thick:

Up to 250 sq. ft. \$\_\_\_\_\_ over 250 sq. ft. \$\_\_\_\_\_

2. Patch work for the season (May thru November) price per sq. ft. @ up to 3" thick:

Up to 250 sq. ft. \$\_\_\_\_\_ over 250 sq. ft. \$\_\_\_\_\_

***Bids Due: May 31, 2023 at 12:00 pm***

Bids stating "General Road Repair" on the envelope may be mailed, or delivered in person during regular business hours (Monday - Friday, 8:00 a.m. - 4:30 p.m.) to West Branch City Hall, 121 N. 4th St., West Branch, MI 48661. Further details regarding the above RFP can be obtained by contacting DPW Superintendent Mike Killackey at 989-965-4982 or by contacting City Hall at 989-345-0500 and asking for City Manager John Dantzer.

Pricing for all bids submitted is deemed valid for a period of 90 days, unless indicated otherwise on the bid documents.

Bids will be opened on May 31, 2023 at 12:00 pm in the Council Chambers of West Branch City Hall, located at 121 N. 4th St., West Branch, MI, 48661.



**HODGINS ASPHALT PAVING INC.**

P.O. Box 720 \* 1659 S. Dow Road  
West Branch, MI 48661

**RECEIVED**  
MAY 15 2023  
3:55 PM  
BT

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

General Road Repair

Due: May 31, 2023 12:00 PM



# Hodgins Asphalt Paving Inc.

## Request for Bids/Proposals

The City of West Branch is seeking sealed bids/proposals for the following road repair services:

### (A) General Road Repair and Asphalt Patchwork

- The City of West Branch requests bids on asphalt patchwork as follows
- Contractor prepares surface for paving.

1. Patch work for the season (May thru November) price per sq. ft. @ 2" thick:

Up to 250 sq. ft. \$ 4.90 over 250 sq. ft. \$ 3.15

2. Patch work for the season (May thru November) price per sq. ft. @ up to 3" thick:

Up to 250 sq. ft. \$ 5.40 over 250 sq. ft. \$ 3.60

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**Hodgins Asphalt Paving Inc.**

PO Box 720

West Branch, MI 48661

989-345-0326

hodginsasphalt@yahoo.com

**PROPOSAL**

DATE	ESTIMATE NO.
5/15/2023	69607367535

**NAME / ADDRESS**

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

www.hodginsasphalt.com

**DESCRIPTION**

Patchwork repair work for the 2023 season.  
Asphalt paving patch work up to 250 sq. ft. @ 2" depth  
Saw cutting where needed  
Removal of existing asphalt  
Gravel/grading and compacting  
Pave 2" depth with 13A bituminous mix  
\$4.90/sq. ft.

Asphalt paving patch work over 250 sq. ft. @ 2" depth  
Saw cutting where needed  
Removal of existing asphalt  
Gravel/grading and compacting  
Pave 2" depth with 13A bituminous mix  
\$3.15/sq. ft.

Asphalt paving patch work up to 250 sq. ft. @ 3" depth  
Saw cutting where needed  
Removal of existing asphalt  
Gravel/grading and compacting  
Pave 1.5" base course and 1.5" top course with 13a bituminous mix  
Apply tack coat to contact joints  
\$5.40/sq. ft.

Asphalt paving patch work over 250 sq. ft. @ 3" depth  
Saw cutting where needed  
Removal of existing asphalt  
Gravel/grading and compacting  
Pave 1.5" base course and 1.5" top course with 13A bituminous mix  
\$3.60/sq. ft.

Thank you for allowing our company to bid this project

**TOTAL**

**Hodgins Asphalt Paving Inc.**

PO Box 720

West Branch, MI 48661

989-345-0326

hodginsasphalt@yahoo.com

**PROPOSAL**

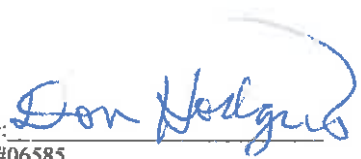
DATE	ESTIMATE NO.
5/15/2023	69607367535

**NAME / ADDRESS**

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

www.hodginsasphalt.com

**DESCRIPTION**

Authorized Signature:   
MDOT Prequalified #06585  
Fully Insured/Bonded

Thank you for allowing our company to bid this project

**TOTAL**

\$0.00

ACCEPTANCE OF PROPOSAL- The above prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work specified.



**Mid-Michigan Asphalt Paving**

P.O. Box 849

West Branch MI, 48661



"General Road Repair"

## Request for Bids/Proposals

The City of West Branch is seeking sealed bids/proposals for the following road repair services:

(A) General Road Repair and Asphalt Patchwork

- The City of West Branch requests bids on asphalt patchwork as follows

- Contractor prepares surface for paving.

1. Patch work for the season (May thru November) price per sq. ft. @ 2" thick:

Up to 250 sq. ft. \$ \$5.00 over 250 sq. ft. \$ \$3.75

2. Patch work for the season (May thru November) price per sq. ft. @ up to 3" thick:

Up to 250 sq. ft. \$ \$5.25 over 250 sq. ft. \$ \$4.25

***Bids Due: May 31, 2023 at 12:00 pm***

Bids stating "General Road Repair" on the envelope may be mailed, or delivered in person during regular business hours (Monday - Friday, 8:00 a.m. - 4:30 p.m.) to West Branch City Hall, 121 N. 4th St., West Branch, MI 48661. Further details regarding the above RFP can be obtained by contacting DPW Superintendent Mike Killackey at 989-965-4982 or by contacting City Hall at 989-345-0500 and asking for City Manager John Dantzer.

Pricing for all bids submitted is deemed valid for a period of 90 days, unless indicated otherwise on the bid documents.

Bids will be opened on May 31, 2023 at 12:00 pm in the Council Chambers of West Branch City Hall, located at 121 N. 4th St., West Branch, MI, 48661.

Mid-Michigan Asphalt Paving

P. O. Box 849

West Branch, MI 48661

989-345-2437

mmapaving@gmail.com

# Bidding Invoice

## J's Tree Cutting and Bucket Service LLC



Date <b>5-25-23</b>	To <b>City of WB</b>	Address <b>Irons park</b>
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Instructions: This bid expires after 30 days. We kindly ask that you state where any obstructions in the yard would be such as sprinkler heads, septic tank, ect...

**Stumps**

Quantity	Description	Unit Price	Total
5	Basketball ct	120	600
3	Dark forest	40	120
4	flat section	45	180
1	big decks	100	100
4	Wet section	75	300
8	@50.00 hrly		400
Subtotal			1700.00
Sales Tax			
Shipping			
Total Due To			Time of Completion

Email:

Tel: 1-586-822-6233; Joe Maubrey

1-989-312-1182; Jason Winter

Fax:

Customer Signature

## Red's Property Maintenance LLC

PO BOX 213

West Branch, MI 48861 US

lucas@redswb.com



## Estimate

### ADDRESS

Mike Killackey

City Of West Branch

121 N 4th

West Branch, MI

ESTIMATE

1008

DATE

05/24/2023

EXPIRATION DATE

07/31/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Stump Grinding	Stump grinding - 17 stumps at Irons Park. Light cleanup would include raking out debris and removal of access material.	1	1,800.00	1,800.00
	Stump Grinding	Stump grinding- one stump at corner of S 6th and Wright St	1	150.00	150.00

Expiration date would be extended within two weeks of accepted date, unless otherwise requested.

Thank you for the opportunity to bid this job. Please reach out with any question.

TOTAL

**\$1,950.00**

Accepted By

Accepted Date



# Job Proposal

Job #:

Date: 5/30/2023

## Fresh Coast Tree Care

2914 Maes Rd  
West Branch, MI 48661  
(989) 915-2423

Client Name: City of West Branch

Street Address: \_\_\_\_\_

City, State: West Branch, MI

Phone: \_\_\_\_\_

Email: [Publicworks@westbranch.com](mailto:Publicworks@westbranch.com)

Description of tree work: We will grind many stumps throughout Irons Park and clean up the mess.

Service	Amount
Stump grinding	\$2,125
Total	\$ 2,125.00

Additional Notes:

Thank you for your business. We look forward to working with you!

\*This estimate is not a contract or a bill.





121 North Fourth Street, West Branch, Michigan 48661  
Phone 889-345-0500, Fax 889-345-4390, e-mail [cityhall@westbranch.com](mailto:cityhall@westbranch.com)  
The City of West Branch is an equal opportunity provider, employer, and lender

**WATER/SEWER BILL**  
**ADMINISTRATIVE ADJUSTMENT REQUEST FORM**

Name and contact information of individual requesting the administrative adjustment:

**Tracy Slieff    810-965-8296    [tracys@ljinc.biz](mailto:tracys@ljinc.biz)**

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

**Up North Storage 612 Parkway Dr, West Branch**  
**(mailing address: 6359 Miller Road, Swartz Creek)**

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

**03/01/2023-03/31/2023**

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:

**unknown if the DPW has but we as the property owner has.**

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.

Each bill so far has been only around \$60; this bill is over \$2600. Something just isn't right here. Especially since the building is used very minimal

Once a determination regarding a request for administrative adjustment is made, the requestor will be notified in writing as to the final decision, at which time the amount determined to be due and owing will be due at that time.

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**NOTE—Only ONE (1) water and/or sewer bill adjustment per water customer for the life of the water customer. This rule applies to landlords who own multiple properties as well as individual homeowners. Landlords (as well as individual homeowners) are advised to do regular inspections of their property and perform maintenance as needed to avoid unnecessary plumbing leaks, etc. Water customers are also advised to regularly inspect toilets, sinks, etc. for leaks, as proper maintenance of all internal plumbing and fixtures is the responsibility of the property owner NOT the City of West Branch.**

<b>Tracy Slett</b> 	<b>May 10, 2023</b>
Signature of individual requesting administrative adjustment	Date

If this form was mailed or faxed to you it must be returned to the City of West Branch, 121 N. Fourth St., West Branch, MI 49681 or faxed to (888) 345-4380 or scanned and emailed to [cityhall@westbranch.com](mailto:cityhall@westbranch.com) within three (3) business days of receipt in order to maintain status of any verbal indication that a bill would be held in abeyance during an administrative review period.

**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.**

For office use only.

Decision

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Signed \_\_\_\_\_ Date \_\_\_\_\_

Up North Storage  
612 Parkway Dr.

	READ	GALLONS	BILL
November 2022	139000	0	\$ 26.23
December 2022	139000	0	\$ 26.23
January 2023	139000	0	\$ 26.23
February 2023	140000	1,000	\$ 45.59
Actual March Read	265,000	125,000	\$ 2,609.13
April 2023	265000	0	\$ 26.23
Average		1,000	\$ 45.59
Adjustment Amount		124,000	\$ 2,563.54

Because the refund amount is greater than \$700 it must be approved by Council. They have not had a prior water adjustment approved. Adjusting back down to a read of 1,000 gallons at a cost of \$45.59 for the month of March will result in a \$2,563.54 credit.

Up North Storage  
612 Parkway Dr.

		\$ 124,000.00	125,000	1,000	difference
01	WATER	\$ 720.52	\$726.80	\$5.23	\$721.57
02	SEWER	\$ 694.06	\$700.10	\$5.05	\$695.05
03	SEWER COLLECTION	\$ 209.18	\$211.00	\$1.52	\$209.48
07	WATER DEBT	\$ 161.20	\$162.50	\$1.30	\$161.20
08	SEWER DEBT	\$ 776.24	\$782.50	\$6.26	\$776.24
16	WATER RTS	\$ 17.69	\$17.69	\$17.69	\$0.00
17	SEWER RTS	\$ 8.54	\$8.54	\$8.54	\$0.00
TOTAL		\$ 2,587.43	\$2,609.13	\$45.59	\$2,563.54

BILL FOR WATER USAGE ONLY \$ 907.95

FORGIVE SEWER \$ 1,679.48

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

BILLS	\$116,107.96
<i>BILLS AS OF 6/2/23</i>	<i>\$116,107.96</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$60,675.17</i>
<b>TOTAL BILLS</b>	<b>\$176,783.13</b>

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

Vendor Name	Amount	Description
BADGER METER	1,074.23	CELLULAR SERVICE MAY
BECKETT & RAEDER	10,388.53	DDA STREETSCAPE PROJECT
CITY OF WEST BRANCH	8,600.00	DDA MAINTENANCE
CITY OF WEST BRANCH	495.06	WATER BILLS MAY
CONSUMERS ENERGY	44.75	ELECTRIC
DO ALL INC	488.87	RECYCLING APRIL
DTE ENERGY	781.63	GAS
FLEIS & VANDENBRINK	27,868.35	HOUGHTON WATER MAIN & UPGRADES
GRAINGER	423.34	WWTP SUPPLIES
MERS OF MICHIGAN	29,141.58	RETIREMENT MAY
MESSA	19,787.16	INSURANCE
MESSA	549.39	INSURANCE M/L PORTION
MUTT MITT	344.93	MUTT MITTS
MVW & ASSOCIATES INC	1,000.00	ASSESSOR CONTRACT JUNE
NORTH AMERICAN UV INC	2,005.00	WWTP SUPPLIES
OGEMAW COUNTY EMERGENCY DISPATCH AU	25.00	WARRANT ENTRY
OGEMAW COUNTY VOICE	191.25	ADS
PITNEY BOWES INC RENTAL ACCT	34.99	MONTHLY FEE
QUALITY ASSURANCE SERVICES LLC	365.00	WWTP SERVICE
SILVERSMITH INC	1,850.00	WATER ANNUAL HOSTING DATA PLAN
STATE OF MICHIGAN	1,668.33	STATE ST
STING	4,000.00	NARCOTICS SERVICES
TRACTOR SUPPLY CREDIT PLAN	65.48	VARIOUS SUPPLIES
UNUM LIFE INSURANCE CO OF AMERICA	1,154.53	LT ST DISABILITY & LIFE
VERIZON WIRELESS	277.04	CELL PHONES
VIC BOND SALES INC	22.51	WWTP SUPPLIES
VISA	2,641.52	VARIOUS CHARGES
WASTE MANAGEMENT INC	277.51	WWTP DUMPSTERS
WEST BRANCH ACE HARDWARE	450.17	VARIOUS SUPPLIES
WEST BRANCH AUTOMOTIVE	41.81	VARIOUS SUPPLIES
WILLETT, SIMONE	50.00	REFUND PAVILION RENTAL
<b>TOTAL</b>	<b>116,107.96</b>	



121 North Fourth Street • West Branch, Michigan 48661  
(989) 345-0500 • Fax (989) 345-4390 • e-mail: cityhall@westbranch.com

## Special events permit

Event Name: Home school field Day  
Event Date: 6/21/2023 Start Time: 9:00 am End Time: 2 pm  
Name of Sponsoring Organization: Truth Co-op  
Address: 3454 Gater Drive West Branch, MI 48661  
Contact Person: Amanda Salisbury Phone Number: 419-236-4202  
Describe the purpose of this event: Our homeschool co-op day at the park we  
play games  
Point of Assembly: Stay within park grounds  
Proposed Route: \_\_\_\_\_  
(start to finish, attach route diagram if needed)

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

West Branch City DPW -



services NOT needed



arrangements have been made

[Signature]  
Superintendent of Public Works

By signing below, the applicant for the Special Event Permit agrees to hold harmless and indemnify the City and its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all 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 sponsor and/or their officers, employees, contractors, subcontractors, representative and/or agents.

Amanda Salisbury  
Signature

5/25/2023  
Date

For Office Use Only  
Permit Approved - Yes / No

[Signature]  
City Council Manager

7/6/2020



121 North Fourth Street • West Branch, Michigan 48661  
(989) 345-4500 • Fax (989) 345-4300 • e-mail: cityhall@westbranch.com

## Special events permit

Event Name: Music in the Park - Summer Concert Series

Event Date: See below Start Time: 7:00 pm End Time: 9:00 pm

Name of Sponsoring Organization: Music in the Park

Address: City Hall, West Branch MI 48661

Contact Person: Dawn Budge Phone Number: 989-345-4778

Describe the purpose of this event: To provide musical concerts for West Branch and the surrounding areas.

Dates: June 29, July 6,13, 20, 27 and August 3 2023 Thursday nights.

Point of Assembly: Irons Park Pavilion and surrounding area

Proposed Route: \_\_\_\_\_  
(start to finish, attach route diagram if needed)

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

West Branch City DPW -



services NOT needed



arrangements have been made

\_\_\_\_\_  
Superintendent of Public Works

By signing below, the applicant for the Special Event Permit agrees to hold harmless and indemnify the City and its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all 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 sponsor and/or their officers, employees, contractors, subcontractors, representative and/or agents.

Dawn M. Budge

5/24/2023

Signature

Date

For Office Use Only:  
Permit Approved – Yes / No

\_\_\_\_\_  
City Council/Manager



121 North Fourth Street • West Branch, Michigan 48661  
(989) 345-0500 • Fax (989) 345-4390 • e-mail: cityhall@westbranch.com

### Special events permit

Event Name: MIDNIGHT MADNESS hosted by Ogemaw Orioles

Event Date: June 9th-11th Start Time: 4pm End Time: 1am

Name of Sponsoring Organization: OGEMAW ORIOLES

Address: PO BOX 574, WEST BRANCH, MI 48661

Contact Person: GREG WOOD OR BOB DACK Phone Number: 989-387-1643

Describe the purpose of this event: YOUTH BASEBALL TOURNAMENT

Point of Assembly: WEST BRANCH LITTLE LEAGUE COMPLEX

Proposed Route: \_\_\_\_\_  
(start to finish, attach route diagram if needed)

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

West Branch City DPW -



services NOT needed



arrangements have been made

\_\_\_\_\_  
Superintendent of Public Works

By signing below, the applicant for the Special Event Permit agrees to hold harmless and indemnify the City and its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all 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 sponsor and/or their officers, employees, contractors, subcontractors, representative and/or agents.

[Signature]  
Signature

05/30/2023

Date

For Office Use Only:  
Permit Approved – Yes / No

\_\_\_\_\_  
City Council/Manager

7/6/2020



**RESOLUTION #23-16**

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

WHEREAS, the revenues and expenses in Fund 243, Brownfield Fund, were increased due to the understatement of expenses and revenues due to the West Branch Pharmacy grant that were incurred, and

WHEREAS, the expenses in Fund 276, Housing Fund, were increased due to the recording of a loan payoff that was not budgeted for, and

WHEREAS, the expenses in Fund 661, Equipment Fund, were increased due to an understatement of repair expenses and due to the repairs for a damaged police vehicle., and

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

GL NUMBER	DESCRIPTION	2022-23 CURRENT BUDGET	2022-23 AMENDED BUDGET
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND			
Revenues			
Dept 000.000			
243-000.000-634.400	GRANT	1,728.50	19,000.00
243-000.000-664.400	INTEREST INCOME	0.00	0.00
Total Dept 000.000		1,728.50	19,000.00
TOTAL REVENUES		1,728.50	19,000.00
Expenditures			
Dept 000.000			
243-000.000-801.700	CONTRACTUAL SERVICES	1,560.00	18,000.00
243-000.000-956.700	EXPENSES	168.50	168.50
Total Dept 000.000		1,728.50	18,168.50
TOTAL EXPENDITURES		1,728.50	18,168.50

**Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:**

TOTAL REVENUES	1,728.50	19,000.00
TOTAL EXPENDITURES	1,728.50	18,168.50
NET OF REVENUES & EXPENDITURES	0.00	831.50
FUND BALANCE	0.00	831.50

**Fund 276 - HOUSING RESOURCE FUND**

**Revenues**

Dept 000.000

Total Dept 000.000	6,700.00	6,700.00
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TOTAL REVENUES	6,700.00	6,700.00
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**Expenditures**

Dept 000.000

Total Dept 000.000	0.00	0.00
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Dept 493.000 - MEDC

276-493.000-801.700	CONTRACTUAL SERVICES	0.00	0.00
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276-493.000-850.700	GRANT EXPENDITURES	0.00	0.00
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276-493.000-956.700	EXPENSES	0.00	62.00
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Total Dept 493.000 - MEDC	0.00	62.00
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Dept 965.000 - TRANSFERS

Total Dept 965.000 - TRANSFERS	0.00	0.00
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TOTAL EXPENDITURES	0.00	62.00
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**Fund 276 - HOUSING RESOURCE FUND:**

TOTAL REVENUES	6,700.00	6,700.00
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TOTAL EXPENDITURES	0.00	62.00
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NET OF REVENUES & EXPENDITURES	6,700.00	6,638.00
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FUND BALANCE	178,892.00	178,831.00
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	2022-23	2022-23
	CURRENT	AMENDED
GL NUMBER	BUDGET	BUDGET

**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
	MAJOR STREET EQUIPMENT		
661-000.000-604.400	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	5,052.00	5,052.00
Total Dept 000.000		243,702.00	243,702.00
TOTAL REVENUES		243,702.00	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	2,136.00	2,136.00
661-000.000-718.700	MERS RETIREMENT (EMPLOYER)	200.00	200.00
661-000.000-718.701	EMPLOYER DEFERED COMP.	210.00	210.00
	WORKERS COMPENSATION		
661-000.000-720.700	PREMIUM	457.00	457.00
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	45,000.00	47,000.00
661-000.000-806.700	REPAIR/PARTS POLICE	11,000.00	13,000.00
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	5,215.00

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	4,517.00	4,517.00
Total Dept 000.000		250,191.00	259,406.00
TOTAL EXPENDITURES		250,191.00	259,406.00
Fund 661 - EQUIPMENT FUND:			
TOTAL REVENUES		243,702.00	243,702.00
TOTAL EXPENDITURES		250,191.00	259,406.00
NET OF REVENUES & EXPENDITURES		(6,489.00)	(15,704.00)
CARRYOVER		690,011.00	674,307.00

## **RESOLUTION #23-17**

WHEREAS, the City of West Branch does allow for sidewalk cafes as per section 7.20 of the zoning ordinance, and

WHEREAS, any sidewalk café request from a business located off of Houghton Ave. must file a permit with MDOT, and

WHEREAS, a requirement to approval by MDOT requires a resolution of support from the local City Council, and

WHEREAS, upon approval by MDOT, it is the responsibility of the City to monitor the requirements of the permit, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council does hereby approve the sidewalk café permit for G's Pizzeria for the 2023 calendar season

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, MAY 15, 2023.

Mayor Frechette called the meeting to order at 6:01 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, Chief Ken Walters, Commissioner Craig Scott, City Realtor Yvonne DeRoso, and City Attorney Gregory Meihn via Zoom.

All stood for the Pledge of Allegiance.

\* \* \* \* \*

Commissioner Scott gave an update on county activities. The county has accepted a quote to build a bus wash bay for the transit. They have amended their contract procedural policy. As the fiduciary for the Emergency Manager they accepted some grant funds. Their second quarter budget amendment was approved. They provided \$10,000 to STING. They provided a letter of support for a DNR Grant Rose City was writing. They are currently discussing a car for the corrections department. There was a complaint on the Deer Park so the USDA had to investigate and have a veterinarian come in and check the deer. The veterinarian said that they were going through their natural shed for this time of year and they were not too thin. There still has not been anything decided on the Highbanks.

\* \* \* \* \*

Mayor Frechette opened the Public Hearing for the DNR SPARK Grant at 6:15 pm.

Manager Dantzer explained that this will be for upgrades to the "Gathering Place" in the amount of \$499,514.00, 90% of that would be funded through the grant with 10% match by the 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 FOR THE DNR SPARK GRANT AT 6:16 PM.**

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

**No – None**

**Absent – None**

**Motion carried**

\* \* \* \* \*

Mayor Frechette opened the Public Hearing for the DWSRF Grant at 6:17 pm.

Gary Bartow was present and gave a presentation on the aspects of the grant. Water Systems Improvements is the project selected in the grant. Within that project there are several components including watermain replacement, a new water storage tower, service line replacement, a backup generator and SCADA controls. He also shared the proposed timeline. The water and sewer lines under Houghton Ave are scheduled to be replaced during the MDOT construction. This new project would take place the following year.

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 SHOWALTER TO CLOSE THE PUBLIC HEARING FOR THE DWSRF GRANT AT 6:24 PM.**

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

**No – None                                  Absent – None                                  Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY SHOWALTER, TO APPROVE PAYMENT OF THE BILLS IN THE AMOUNT OF \$345,749.16.**

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

**No – None                                  Absent – None                                  Motion carried**

The graffiti removal of \$700 will be paid in restitution by the offender and \$247,067.71 is the June bond payment.

\* \* \* \* \*

Mayor Frechette presented Dianne Gavitt with Proclamation 23-01 from the City of West Branch for her 15 years of service on the Election Commission Board. Council and Clerk expressed their gratitude for her service.

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY BENNETT TO APPROVE RESOLUTION 23-12 FISCAL YEAR 2023/2024 HEALTH INSURANCE OPT OUT.**

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

**No – None                                  Absent – None                                  Motion carried**

**RESOLUTION #23-12**

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 – “Hard Caps” Option – limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;
- 2) Section 4 – “80%/20% Option – limits a public employer’s share of total annual health care costs to not more than 80%. This option required an annual majority vote of the governing body;
- 3) Section 8 – “Exemption” Option – a local unit of government, as defined in the Act, may exempt itself from the requirement of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the West Branch City Council has decided to adopt the annual “Exemption” option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED, the Council of the City of West Branch elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual “Exemption” option for the medical benefit plan coverage year July 1, 2023 through June 30, 2024

\* \* \* \* \*

Manager Dantzer informed council that there were no changes from the draft presented at the public hearing during the last meeting. There was a question on the carry over at that meeting and the answer is 30% however that will be reduced with the expenditures in 2025.

**MOTION BY FRECHETTE, SECOND BY ZIMMERMAN TO APPROVE RESOLUTION 23-13 FISCAL YEAR 2023/2024 BUDGET.**

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

**No – None**

**Absent – None**

**Motion carried**

#### **RESOLUTION #23-13**

WHEREAS, the City Charter of the City of West Branch states that “the Council shall, by resolution, adopt the budget for the next fiscal year and shall, in such resolution, appropriate the money required for such budget and provide for a levy of the amount necessary to be raised by taxes upon real and personal property for municipal purposes.”



NOW, THEREFORE, BE IT RESOLVED that the budget for the City fiscal year beginning July 1, 2023 as recommended by the City Manager and as adopted by the City Council, as described in the summary as follows:

	REVENUES	EXPENDITURES
GENERAL FUND	1,865,167	1,862,608

be and the same is hereby adopted, and the amount therein provided as recommended; appropriations are hereby appropriated according to the departmental total, and

BE IT FURTHER RESOLVED, that in order to carry out the provisions of the above described budget, the current tax rate shall be applied to the completed assessment roll taxable valuation of sixty-six million six thousand three hundred fifty-three dollars (\$66,006,353) as required by Michigan Constitution.

#### TOTAL CITY TAX LEVY FOR GENERAL FUND PURPOSES

July 1, 2023 14.546 per \$1,000.00 of Taxable Value for General Operating, and tax levy of 2.9105 per \$1,000.00 for Refuse Collection

#### CITY TAX LEVY FOR THE DDA DISTRICT ONLY

July 1, 2023 1.9301 per \$1,000.00 of Taxable Value levied on the property in the DDA District and,

BE IT FURTHER RESOLVED, to adopt the following budgets:

#### INDEPENDENT REVENUE FUNDS

<u>Fund Name</u>	<u>Revenues</u>	<u>Expenditures</u>
Cemetery Perpetual Care Fund	1,850	0
Major Street Fund	291,000	252,183
Local Street Fund	143,050	142,984
Cemetery Fund	31,610	31,610
Marijuana Fund	10,000	10,000
Brownfield Redevelopment Authority Fund	75,000	75,000
DDA Operating Fund	131,500	131,500
Building Dept Fund	2,000	2,000
Industrial Park Fund	300	2,550
Housing Resource Fund	5,568	0
Sewer Debt Fund	354,865	341,000
Water Debt Fund	81,162	70,000
Sewer Fund	661,515	661,434
Water Fund	534,900	534,023
Water Replacement Fund	2,850,000	2,676,000
Sewer Collection	92,643	92,553
Equipment Fund	261,900	302,409

and,

IT FURTHER RESOLVED that the City Manager is allowed to exceed any line item or department summation within any specific department or fund including both revenues and expenditures providing that the total end of the year expenditures for any fund does not exceed the original appropriation. A

council resolution is required to appropriate additional amounts to any expenditure fund total; however, no resolution is required to exceed any revenue fund total.

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY PUGH TO APPROVE RESOLUTION 23-14 SPARK GRANT.**

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

**No – None**

**Absent – None**

**Motion carried**

**RESOLUTION #23-14**

**A RESOLUTION ADOPTING A FINAL PROJECT PLANNING  
DOCUMENT FOR DRINKING WATER SYSTEM  
IMPROVEMENTS  
AND DESIGNATING AN AUTHORIZED PROJECT  
REPRESENTATIVE**

WHEREAS, the City of West Branch  
recognizes the need to make improvements to the water distribution and storage  
systems; and

WHEREAS, the City of West Branch authorized  
Fleis & VandenBrink Engineering to prepare a Project Planning Document, which  
recommends upgrades of the city's water distribution system which includes; new  
water tower with mixing equipment, added mixing equipment to existing tower,  
replacement of undersized water mains, replacements of lead service lines and  
associated restoration work, and;

WHEREAS, said Project Planning Document was presented at a Public Hearing held on  
May 15, 2023, 6:00 pm and all public comments have been considered and addressed.

NOW THEREFORE BE IT RESOLVED, that the City of West Branch formally adopts said  
Project Planning Document and agrees to implement the selected alternative  
Alternative 4 – Water System Improvements

BE IT FURTHER RESOLVED, that the City Manager, a position currently held by John  
Dantzer, is designated as the authorized representative for all activities associated  
with the project referenced above, including the submittal of said Project Planning  
Document as the first step in applying to the State of Michigan for a Drinking Water  
State Revolving Fund Loan to assist in the implementation of the selected alternative.

\* \* \* \* \*

Council Members asked if Office Central had been made aware of the event to be held in the alley.  
Member Dantzer assured them that they would be informed.

**MOTION BY SHOWALTER, SECOND BY BENNETT TO APPROVE SPECIAL EVENT PERMIT SUPER HERO DAY.**

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

**No – None    Absent – None    Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY PUGH TO APPROVE SPECIAL EVENT PERMIT CHURCH BALL 3X3 TOURNAMENT.**

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

**No – None    Absent – None    Motion carried**

\* \* \* \* \*

Discussion took place regarding the water adjustment for 612 Parkway Drive. They are asking for forgiveness of \$2,563.54. They currently have an old radio read meter and the cause of the leak was not found as they are living elsewhere and were not available when DPW went to look at the meter and check out the leak.

**MOTION BY FRECHETTE, SECOND BY SHOWALTER TO POSTPONE THE DECISION ON THE ADJUSTMENT UNTIL DPW HAS A CHANCE TO GO IN AND INSPECT THE PIPES AND INSTALL A NEW CELL READ WATER METER AT THE ADDRESS. LATE FEES WILL BE WAIVED UNTIL THIS IS ADDRESSED.**

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

**No – None    Absent – None    Motion carried**

\* \* \* \* \*

**MOTION BY ZIMMERMAN, SECOND BY SHOWALTER TO APPROVE THE LICENSING AND SUPPORT AGREEMENT WITH BS&A FOR THE BUILDING DEPARTMENT SOFTWARE AND TO AUTHORIZE MANAGER DANTZER TO SIGN ON BEHALF OF THE CITY.**

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

**No – None    Absent – None    Motion carried**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY JACKSON TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD MAY 1, 2023.**

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

No – None

Absent – None

Motion carried

\* \* \* \* \*

**MOTION BY SHOWALTER, SECOND BY ADAIR TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; WEST BRANCH POLICE DEPARTMENT APRIL 2023 REPORT; AND MINUTES FROM THE PLANNING COMMISSION SPECIAL MEETING HELD APRIL 14, 2023.**

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

No – None

Absent – None

Motion carried

\* \* \* \* \*

Communications received included a letter from the Michigan Liquor Control Commission informing council that the Liquor License from Topsy Bear was transferred to the new owners.

Manager Dantzer also shared an article about the legislative efforts to remove the mining operation oversight out of the local governmental authority and into the hands of the state. They are requesting support in opposition to House Bills 4526, 4527, and 4528.

\* \* \* \* \*

**MOTION BY ZIMMERMAN, SECOND BY SHOWALTER TO REAPPOINT CORINE LUZYNSKI TO THE PLANNING COMMISSION.**

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

No – None

Absent – None

Motion carried

\* \* \* \* \*

Mayor Frechette announced that the Golf Outing on Friday had a good turn out and went well. The Chamber golf outing is coming up soon.

Member Jackson announced that the last of the old hospital was demolished today.

Member Bennett informed council she has had her water meter changed and camping is in full swing now.

Member Pugh requested we speak with MDOT again regarding the traffic study they had done and ask them to conduct another for the corner of Valley and Houghton and the corner of Fourth and Houghton. Manager Dantzer stated that they have already agreed to the corner of Valley and Houghton which will include traffic counts of Shrigley and Houghton as most locals take that route to avoid the corner on Valley.

Member Adair requested some repairs of the bricks by the bathrooms in the Pocket Park.

Chief Walters thanked the Council for approving the Health Insurance Opt Out Resolution. Manager Dantzer informed members that there is currently a shortage in the funds for police vehicles.

\* \* \* \* \*

**AT 7:04 PM. MOTION BY FRECHETTE, SECOND BY JACKSON TO GO INTO CLOSED SESSION PURSUANT TO MCL 15.268(d) TO CONSIDER THE PURCHASE OR LEASE OF REAL PROPERTY UP TO THE TIME AN OPTION TO PURCHASE OR LEASE THAT REAL PROPERTY IS OBTAINED.**

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

**No – None                                  Absent – None                                  Motion carried**

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY BENNETT TO GO BACK INTO OPEN SESSION AT 7:34 PM.**

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

**No – None                                  Absent – None                                  Motion carried**

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY PUGH THAT AFTER REVIEWING THE WRITINGS PROVIDED BY THE CITY ATTORNEY, AND DISCUSSION FROM COUNCIL, TO MOVE FORWARD WITH THE COMMERCIAL PURCHASE AGREEMENT.**

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

**No – None                                  Absent – None                                  Motion carried**

\* \* \* \* \*

Rob Pallarito spoke during public comment for Senator Michele Hoytenga. He informed council that she would be available should they be in need. Manager Dantzer requested support for the different grants and would like to see more grants awarded to the Northern region. Member Zimmerman requested support with MDOT projects.

Ms. DeRoso stated that she attended an MTA training during which there were a lot of issues between townships and municipalities. She expressed her thanks to Council for working so well with the townships and the county. She also invited Council to the Chamber After Hours on June 15<sup>th</sup>.

Mayor Frechette adjourned the meeting at 7:48 pm.

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Paul Frechette, Mayor

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Lori Ann Clover, Clerk

SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON TUESDAY, MAY 23, 2023.

Mayor Frechette called the meeting to order at 12:00 p.m.

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

Absent: Ellen Pugh and Rusty Showalter

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

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY JACKSON TO APPROVE RESOLUTION 23-15 AUTHORIZING MANAGER DANTZER TO APPLY FOR THE SPARK GRANT.**

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

**No – None**

**Absent – Pugh, Showalter**

**Motion carried**

**RESOLUTION 23-15**

**RESOLUTION OF AUTHORIZATION – LOCAL UNIT OF GOVERNMENT MATCH WITHOUT DONATED FUNDS**

WHEREAS, the City of West Branch supports the submission of an application titled, “City of West Branch Placemaking and Park Expansion” to the Spark grant program for the creation of the “Gathering Place Downtown Park” at 404 W. Houghton Ave. and,

WHEREAS, the SPARK City of West Branch is hereby making a financial commitment to the project in the amount of \$50,000.00 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that the City of West Branch hereby authorizes submission of a Spark Application for \$499,514, and further resolves to make available its financial obligation amount of \$50,000.00 (10%) of a total \$499,514.00 project cost, during the 2023-2024 fiscal year.

Mayor Frechette adjourned the meeting at 12:01 pm.

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Paul Frechette, Mayor

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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, MAY 23, 2023.**

Mayor Frechette called the meeting to order at 12:00 p.m.

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

Absent: Members Pugh and Showalter

Other officers present: Manager Dantzer and Clerk Clover

Council approved Resolution 23-15 Spark Grant.

Mayor Frechette adjourned the meeting at 12:01 pm.

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, MAY 15, 2023.

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

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

Absent: None

Other officers present: Manager Dantzer, Clerk Clover, Chief Walters, Commissioner Scott, City Realtor DeRoso, and Attn. Meihn via Zoom.

All stood for the Pledge of Allegiance.

Commissioner Scott gave an update.

Mayor Frechette opened the Public Hearing for the DNR SPARK Grant at 6:15 pm.

Council approved closing the public hearing at 6:16 pm.

Mayor Frechette opened the Public Hearing for the DWSRF Grant at 6:17 pm.

Council approved closing the public hearing at 6:24 pm.

Council approved bills in the amount of \$345,749.16.

Council presented Dianne Gavitt with Proclamation 23-01 for fifteen years on the Election Commission Board.

Council approved Resolution 23-12 Fiscal Year 2023/2024 Health Insurance Opt Out, Resolution 23-13 Fiscal Year 2023/2024 Budget, and Resolution 23-14 SPARK Grant.

Council approved special events Super Hero Day and Church Ball 3x3 Tournament.

Council approved postponing the decision on the water adjustment for further research and requirements.

Council approved the licensing and support agreement with BS&A for the building department software and authorized Manager Dantzer to sign on behalf of the city.

Council approved the minutes and summary of minutes from the regular meeting held May 1, 2023.

Council received and filed the treasurer's report and investment summary; West Branch Police Department April 2023 report; and minutes from the Planning Commission special meeting held April 14, 2023.

Communications were shared.

Council approved the reappointment Corine Luzynski to the Planning Commission.

Mayor Frechette; Members Jackson, Bennett, Pugh, and Adair; Manager Dantzer; and Chief Walters gave updates.

Council approved closed session at 7:04 pm and opened the meeting to the public at 7:34 pm.

Council approved the purchase agreement.

Rob Pallarito and Yvonne DeRoso spoke during public comment.

Mayor Frechette adjourned the meeting at 7:48 pm.



CASH SUMMARY BY BANK FOR WEST BRANCH  
 FROM 06/01/2023 TO 06/30/2023

Bank Code		Beginning Balance 06/01/2023	Total Debits	Total Credits	Ending Balance 06/30/2023
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101	GENERAL FUND	1,044,220.30	290.00	30,030.95	1,014,479.35
150	CEMETERY PERPETUAL CARE	41,045.19	0.00	0.00	41,045.19
209	CEMETERY FUND	4,704.50	0.00	1,519.14	3,185.36
237	MARIJUANA FUND	4,500.00	0.00	0.00	4,500.00
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	1,964.95	0.00	0.00	1,964.95
248	DDA OPERATING FUND	327,636.93	0.00	0.00	327,636.93
251	INDUSTRIAL PARK FUND	2,574.68	0.00	51.86	2,522.82
276	HOUSING RESOURCE FUND	186,080.98	0.00	0.00	186,080.98
318	SEWER DEBT FUND	21,091.42	752.19	0.00	21,843.61
319	WATER DEBT FUND	129,874.18	163.68	60,175.00	69,862.86
572	PLANT REPLACEMENT FUND (R&I)	2.70	0.00	0.00	2.70
590	SEWER FUND	368,499.59	879.63	9,464.20	359,915.02
591	WATER FUND	888,671.23	1,201.44	3,342.95	886,529.72
592	WATER REPLACEMENT FUND	538,169.62	0.00	0.00	538,169.62
593	SEWER COLLECTION	278,161.55	182.64	1,381.54	276,962.65
561	EQUIPMENT FUND	(47,126.93)	7,816.53	519.28	(39,829.68)
704	PAYROLL CLEARING	(18,443.18)	42,940.02	0.00	24,496.84
705	IRONS PARK ENTERTAINMENT FUND	13,376.57	0.00	0.00	13,376.57
707	YOUTH SAFETY PROGRAM	115.00	0.00	0.00	115.00
	GEN1 - GENERAL CHECKING	3,785,119.28	54,226.13	106,484.92	3,732,860.49
MAJOR/	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	742,596.20	11,871.46	3,856.59	750,611.07
203	LOCAL STREET FUND	387,635.03	0.00	1,061.40	386,573.63
	MAJOR/ LOCAL STREETS	1,130,231.23	11,871.46	4,917.99	1,137,184.70
PAYROLL					
704	PAYROLL CLEARING	83,375.93	0.00	40,359.53	43,016.40
	PAYROLL	83,375.93	0.00	40,359.53	43,016.40
CHEM SAVINGS					
101	GENERAL FUND	459,763.43	0.00	0.00	459,763.43
150	CEMETERY PERPETUAL CARE	1,684.82	0.00	0.00	1,684.82
251	INDUSTRIAL PARK FUND	245.48	0.00	0.00	245.48
571	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
591	WATER FUND	26,428.78	0.00	0.00	26,428.78
592	WATER REPLACEMENT FUND	19,791.93	0.00	0.00	19,791.93
593	SEWER COLLECTION	3,185.28	0.00	0.00	3,185.28
561	EQUIPMENT FUND	103,558.35	0.00	0.00	103,558.35
	SAVINGS	614,658.72	0.00	0.00	614,658.72
TAX TAXES					
701	TAX AGENCY	10,726.22	0.00	0.00	10,726.22
	TAXES	10,726.22	0.00	0.00	10,726.22
	TOTAL - ALL FUNDS	5,624,111.38	66,097.59	151,762.44	5,538,446.53

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH  
FROM 06/01/2023 TO 06/30/2023  
FUND: ALL FUNDS  
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2023	Total Debits	Total Credits	Ending Balance 06/30/2023
Fund 101 GENERAL FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,306.70	0.00	0.00	150,306.70
	GENERAL FUND	250,306.70	0.00	0.00	250,306.70
Fund 150 CEMETERY PERPETUAL CARE					
004.300	CERTIFICATE OF DEPOSIT C	112,499.74	0.00	0.00	112,499.74
004.400	CERTIFICATE OF DEPOSIT D	113,500.06	0.00	0.00	113,500.06
	CEMETERY PERPETUAL CARE	225,999.80	0.00	0.00	225,999.80
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	25,050.19	0.00	0.00	25,050.19
	INDUSTRIAL PARK FUND	125,050.19	0.00	0.00	125,050.19
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,200.75	0.00	0.00	100,200.75
	EQUIPMENT FUND	250,200.75	0.00	0.00	250,200.75
	TOTAL - ALL FUNDS	851,557.44	0.00	0.00	851,557.44

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY  
HELD AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. WEST BRANCH, MI ON TUESDAY,  
APRIL 25, 2023.

The meeting was called to order by Chairperson Samantha Fabbri at 12:00 pm.

Present: Anthony Bair, Joanne Bennet, Samantha Fabbri, Autum Hunter, Sandy Rabidue,  
and Cathy Zimmerman.

Absent: Joe Clark, Erin Resteiner, and Ken Walters.

Others in attendance: Acting Secretary/City Manager John Dantzer

\* \* \* \* \*

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

**Yes – Bair, Bennett, Fabbri, Hunter, Rabidue, and Zimmerman      No – None**

**Absent – Clark, Resteiner, and Walters      Motion carried.**

\* \* \* \* \*

**MOTION BY RABIDUE, SECOND BY HUNTER, TO APPROVE THE MINUTES FROM  
THE MEETING HELD MARCH 28, 2023.**

**Yes – Bair, Bennett, Fabbri, Hunter, Rabidue, and Zimmerman      No – None**

**Absent – Clark, Resteiner, and Walters      Motion carried.**

\* \* \* \* \*

Chairperson Fabbri reminded everyone about and gave updates on the Classy Chassis Car Show, Jeep Jam, and Art and Wine Walk events coming up.

Manager Dantzer introduced an MEDC Façade Restoration grant program and recommended having MEDC representative, Lindsey Miller, attend an upcoming meeting to discuss the program. It was the consensus of the Board to have Manager Dantzer contact Ms. Miller to set something up.

Manager Dantzer also noted the release of a grant that could be used for the Gathering Place called the Revitalization and Placemaking Program (RAP) 2.0. He noted the grant would cover 50% of the project costs. He wanted to get the Board direction on applying for this grant in addition to the MEDC CDBG grant they were already applying for. It was noted that if they were awarded both, they could respectfully decline this one because it

only pays 50% of the cost instead of 90%. It was the consensus of the Board to have Manager Dantzer apply for the grant on the Board's behalf.

Manager Dantzer provided a communication on banners.

Manager Dantzer gave an update on the estimated Houghton Ave project costs.

\* \* \* \* \*

The meeting was adjourned at 12:15 pm.

**CITY OF WEST BRANCH  
CITY COUNCIL MEETING  
JUNE 5, 2023**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, June 5, 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](mailto: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](https://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

Time: Jun 5, 2023 06:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88674929938?pwd=cWkzenluYWxCMVVo0NWtPK24yTHVPQT09>

Meeting ID: 886 7492 9938

Passcode: 741773

One tap mobile

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Dial by your location

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+1 305 224 1968 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

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Meeting ID: 886 7492 9938

Passcode: 741773

Find your local number: <https://us02web.zoom.us/j/88674929938>