

## 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, JULY 18, 2022, 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
- 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. Enactment of Ordinance 22-04, Peddlers Ordinance
  - C. Special Event Little League Fishing Derby
  - D. Special Event Super Shogun Wrestling
  - E. Michigan Municipal League Workers' Compensation Fund Ballot
  - F. City Prosecutor Contract Renewal
- XI. Approval of the minutes and summary from the regular meeting held July 5, 2022 and the special meeting held July 11, 2022.
- XII. Consent Agenda
  - A. Treasurer's Report and Investment Summary
  - B. West Branch Police Department June 2022 Report
  - C. Minutes from the Ogemaw County Land Bank Authority held April 20, 2022
  - D. Minutes from the Planning Commission held May 10, 2022.
  - E. Minutes from the Election Commission held July 6, 2022
- XIII. Communications

XIV. Reports

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

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

July 20 Airport Board 12:15 pm

July 26 DDA 12:00 pm

August 1 City Council 6:00 pm

August 2 State Primary Election

August 9 Planning Commission 6:00 pm

August 15 City Council 6:00 pm

August 17 Airport Board 12:15 pm

August 23 DDA 12:00 pm

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

BILLS	\$65,583.98
<i>BILLS AS OF 7/15/22</i>	<i>\$65,583.98</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$1,675.60</i>
<b>TOTAL BILLS</b>	<b>\$67,259.58</b>

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

Vendor Name	Amount	Description
CHARTER COMMUNICATIONS	759.85	PHONE & INTERNET
CINTAS	426.69	UNIFORMS
CINTAS	27.90	WWTP SUPPLIES
CITY OF WEST BRANCH	510.04	WATER BILLS
CONSUMERS ENERGY	7,936.79	ELECTRIC
CONSUMERS ENERGY	47.43	ELECTRIC
FOSTER BLUE WATER OIL LLC	5,877.79	FUEL
GALLS LLC	631.50	POLICE UNIFORM SUPPLIES
GFL ENVIRONMENTAL	11,531.30	GARBAGE SERVICE JULY
GREAT LAKES TECH CONSULT LLC	187.50	VARIOUS WORK
GREAT LAKES TECH CONSULT LLC	934.28	POLICE WORK
HACH COMPANY	159.56	WWTP SUPPLIES
HAMILTON ELECTRIC CO	1,197.28	WWTP ANNUAL MAINTENANCE
KLIMASZEWSKI, THOMAS	1,300.00	SMS 7 21/22
MESSA	15,834.45	INSURANCE AUGUST
MESSA	388.36	M/L PORTION INSURANCE AUGUST
MICHIGAN PIPE & VALVE	1,160.00	WATER SUPPLIES
MILLER OFFICE MACHINES	213.89	POLICE COPIES
MUTT MITT	344.93	MUTT MITTS
MY MICHIGAN HEALTH	164.00	PRE EMPLOYMENTS
NAPCH	400.00	WORKSHOP REGISTRATION
NORTHERN MOW & TRIM	525.00	MOWINGS
OGEMAW COUNTY EMERGENCY DISPATCH AU	50.00	WARRANT ENTRY
OGEMAW COUNTY HERALD ADLINER	752.66	ADS
SAVE A LOT	58.88	VARIOUS SUPPLIES
SELLEY'S CLEANERS	21.00	POLICE DRY CLEANING
STATE OF MICHIGAN	368.00	WATER SAMPLES
SWEET BEAT PRODUCTIONS LLC	1,500.00	SMS 7 28 22
TROJAN TECHNOLOGIES	5,207.93	WWTP SUPPLIES
UNUM LIFE INSURANCE CO OF AMERICA	993.81	LT ST DISABILITY & LIFE
USA BLUE BOOK	90.59	WWTP SUPPLIES
VISA	4,300.15	VARIOUS CHARGES
WASTE MANAGEMENT INC	573.23	WWTP DUMPSTER
WEST SIDE MACHINE	1,089.19	WWTP REPAIRS
WIEGERINK, PATRICIA	20.00	REIMBURSEMENT FOR SMS PARADE ENTRY
<b>TOTAL</b>	<b>65,583.98</b>	

## Ordinance 22-04

The City of West Branch ordains:

### **CHAPTER 3. PEDDLERS, SOLICITORS AND MERCHANDISERS**

#### **ARTICLE I. IN GENERAL**

##### **Sec. 10-44. Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Fixed stand* means any type of cart, stand, truck, trailer, or other similar structure that is used to merchandise goods from a fixed location.

*Peddler* means any person traveling by foot, automotive vehicle or other conveyance, from place to place, from house to house, or from street to street, carrying, conveying or transporting goods, wares, merchandise, foods, meats, fish, vegetables, fruits, farm products or provisions, offering and exposing the same for sale or making sales and delivering articles to purchasers, or who, without traveling from place to place, shall sell or offer the same for sale from an automotive vehicle, or other vehicle or conveyance. Any person who solicits orders and as a separate transaction makes deliveries to purchasers as part of a scheme or design to evade the provision of this chapter, shall be deemed a peddler. The term "peddler" shall include the terms "hawker" and "huckster."

*Solicitor* means any individual, whether a resident of the city or not, traveling either by foot, automobile, vehicle, or any other type of conveyance, from place to place, from house to house or from street to street, taking or attempting to take orders for sale of goods, wares and merchandise, foods, books, magazines, personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such sale or whether he is collecting advance payments on such sales or not, and shall include any person who is soliciting funds or personal property by donation or for himself or any secular or religious organization. The term "solicitor" shall include the term "canvasser."

*Transient merchant* means any person, whether as owner, agent, consignee or employee, who engages in a temporary business of selling and delivering goods, wares and merchandise within the city; and who in the furtherance of such purpose hires, leases, uses or occupies any building, structure, motor vehicle, tent, box car, trailer or boat, public room in hotels, lodging houses, apartments, shops or any street, alley or other place within the city, for the exhibition and sale of such goods, wares and merchandise either privately or at public auction. This definition shall not include any person who, while occupying such temporary location, does not sell from stock, does not take deposits, but exhibits samples only for the purpose of securing orders for future delivery. The term "transient merchant" shall include the terms "itinerant merchants," "concession stand operators," "food truck operators," and "itinerant vendors."

(Code 1994, § 111.01; Ord. No. 165, 1-4-1982; Ord. No. 172, 10-2-1984; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

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### **Sec. 10-45. Inspections.**

The police chief shall make or cause to be made sufficient inspections to ensure compliance with the provisions of this chapter and any other applicable ordinances of the city by the personnel conducting such sales.

(Code 1994, § 111.91; Ord. No. 147, 9-14-1978; Ord. No. 200, 10-2-1989)

### **Sec. 10-46. Violations and penalty.**

Each day that a violation continues shall constitute a separate violation punishable as a municipal civil infraction, pursuant to section 1-50.

(Code 1994, § 111.40; Ord. No. 258, 6-21-1999; Ord. No. 01-04, 6-18-2001)

### **Secs. 10-47—10-65. Reserved.**

## ***ARTICLE II. LICENSING***

### **Sec. 10-66. License required; summary of procedure.**

No person covered by this article shall engage in the business of peddler, hawker, huckster, solicitor, transient merchant, itinerant merchant, or itinerant vendor in the city without first obtaining a license issued by the city. Applications for city-issued licenses shall be available at city hall and must fully be completed by the applicant and turned in to city hall staff for consideration. Decisions regarding the approval or denial of license applications are to be made by the city manager. Appeals of license application denials shall be made in writing and are to be decided by a majority vote of the city council.

(Code 1994, § 111.15; Ord. No. 165, 1-4-1982; Ord. No. 172, 10-2-1984; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

### **Sec. 10-67. Peddlers license.**

A standard license for peddling, soliciting, or merchandising goods within the city may be granted upon approval by the city manager or his designee, with a license fee as provided in the city fee schedule. Any such license is subject to the following provisions:

- (1) Any trucks, trailers, carts, or other such stands operating under a standard license shall be placed upon private or public property, including public parks, streets, alleys, sidewalks, parking lots, or parking spaces.
- (2) Any person placing a truck, trailer, cart, or other such stand upon private property must have permission from the owner or tenant of such property, and must also comply with section 1-44.

-(Code 1994, § 111.60; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

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## **Sec. 10-70. Solicitor license.**

A solicitor license for peddling, soliciting, or merchandising goods within the city may be granted, upon approval by the city manager or his designee, with a license fee as provided in the city fee schedule for a consecutive six-month period. The purpose of the license is to allow any peddler, solicitor or merchandiser operating within the city to sell or offer for sale goods and services, subject to the following provisions:

- (1) Door-to-door sales are allowed under a solicitor license, provided that all other provisions of this article are complied with, including sections 10-102 through 10-106.
- (2) The use of fixed stands of any kind are not allowed under a general peddler or solicitor license.

(Code 1994, § 111.63; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

## **Sec. 10-71. Application for license.**

The license applicant, under the provisions of this chapter, shall furnish the following information:

- (1) Name of the applicant, including date of birth, and driver license number.
- (2) Address of the applicant, along with contact information, such as telephone number or email address.
- (3) Name of any business or organization that may be associated with the applicant's use of the license, if granted, including the full address and contact information for any such entity.
- (4) If employed, the name and address of the employer, together with credentials establishing the exact relationship.
- (5) A brief description of the nature of the business and the goods to be sold.
- (6) The length of time for which the right to do business is desired, including specific dates.
- (7) A site plan showing the place or places where the goods or property are proposed to be sold or offered for sale, as well as a general listing of the type of goods to be offered, and the proposed method of delivery of goods after purchase. The site plan also must show the location and size of any trucks, trailers, carts, or stands proposed to be used, and applications involving the proposed use of fixed stands must also include in the site plan any buildings, structures, signs, roads, driveways, waste receptacles, restrooms, and parking areas in and around the area of proposed use.
- (8) A copy of the applicant's driver license or state identification card, or, if the photograph on the license or identification card is no longer an accurate likeness of the applicant, a photograph of the applicant, no less than two inches by two inches, taken within 60 days prior to the date of the filing of the application, showing the head and shoulders of the applicant in a clear and distinguishing manner.
- (9) A statement as to whether or not the applicant has been convicted of any crime, misdemeanor or violation of any municipal ordinance, the nature of the offense, and the punishment or penalty assessed therefor, with such statement being sworn and attested to before a notary public.
- (10) If the application proposes to handle or sell food or other items for human consumption, the applicant shall provide proof of any required health licenses issued by the local health department or state department of agriculture, or a written explanation as to why the applicant contends that such licenses are either not required or not yet available for inspection.
- (11) An indication as to which type of license is being sought: peddlers license or solicitor license.
- (13) A statement indicating that the applicant has read this chapter in its entirety and agrees to comply with all provisions stated therein.

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(Code 1994, § 111.16; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

### **Sec. 10-72. License fees.**

Aside from those persons otherwise exempted from such fees by state or federal law, all persons, corporations, co-partnership or firms who are now engaged, or who intend to engage in the business of peddling or soliciting, or merchandising goods within the corporate limits of the city, shall pay to the city a license fee to engage in that business according to the city fee schedule unless an application for waiver of the fees is completed by a non-profit organization and then approved by a majority vote of the city council.

(Code 1994, § 111.18; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

### **Sec. 10-73. Exemptions.**

- (a) The following persons and entities shall be exempt from the licensing requirements of this chapter, but shall be subject to the other provisions hereof:
- (1) Farmers or truck gardeners selling or offering for sale any products grown, raised or produced by them.
  - (2) Persons under 18 years of age, when engaged in peddling or soliciting on foot in the neighborhood of his residence under the direct supervision of a county school or a recognized charitable or religious organization. Children under the age of 14 years must be accompanied by a parent or adult. Accompaniment requires a physical presence within 100 feet of the child by the parent or adult.
  - (3) A person conducting a catalog party or other similar type of solicitation that occurs entirely inside a business or residence, provided that the person conducting the solicitation has secured advance permission to conduct the solicitation from the party with a possessory interest in the location where the indoor solicitation is to occur, and also, provided that such solicitation does not consist of door-to-door or cold-call types of solicitation.
  - (4) Members of churches, synagogues, mosques, and other religious organizations when such soliciting is solely for the benefit of the respective religious organization.
  - (5) Members of fraternal or charitable organizations, when such soliciting has been approved by and is done on behalf of the respective fraternal organization or charitable organization.
  - (6) A person soliciting exclusively to canvass or petition for a public official, political candidate, public policy or initiative being promoted for the purposes of public referendum, initiative, or election. These persons shall remain subject to the other provisions of this chapter.
  - (7) Any person who is exempt from such license under the terms of state or federal law. These persons shall remain subject to the other provisions of this chapter except as to those provisions which may be preempted by state or federal law.
  - (8) Any person operating in an approved City of West Branch special event permit. The applicant for the special event shall determine at their sole discretion what types and number of peddlers to allow in conjunction with the approved event.
- (b) Persons exempt from the licensing under this section shall still be required to complete and sign the license application prior to peddling, soliciting or merchandising goods in the city.

(Code 1994, §§ 111.17, 111.19; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)



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#### **Sec. 10-74. Review of application.**

Upon receipt of an application, the city manager, or the city manager's designee, shall determine if the license application requirements have been submitted and that any required license fees have been paid. If there is any information missing, or required fees have not been paid, the city manager, or the city manager's designee, shall notify the applicant via telephone or first-class mail. Applications missing information or with unpaid required license fees will not be reviewed until such deficiencies are corrected. The Chief of Police, who shall cause such investigation of the applicant's business and moral character to be made as he deems necessary for the protection of the public interest. The Chief of Police, at his discretion for the protection of the public interest and to aid in the investigation, may require a photograph and fingerprints of the applicant and such additional data as necessary to conduct the investigation.

(Code 1994, § 111.80; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

#### **Sec. 10-75. Approval.**

Applications will be submitted to the city manager, or the city manager's designee, for an administrative decision on whether to approve or disapprove the application, after it is determined by the city manager or his designee that all required contents of the application have been submitted and the license fee has been paid. If the applicant and application are then found to be satisfactory for the purposes of issuing a license under the provisions of this chapter, such approval shall be granted administratively by the city manager or his designee.

(Code 1994, § 111.81; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

#### **Sec. 10-76. Denial.**

In the event that an application is denied, the applicant shall be notified that the license request has been denied and the reason for such denial. Applications that are denied administratively may be appealed in writing to the city council, where the matter will be decided by a majority vote of the city council. Applications may be denied by the city manager or his designee, or by the city council for the following, non-exhaustive list of reasons:

- (1) Misleading or false information on the application.
- (2) Prior history or conduct which may be detrimental to the health, safety, and welfare of the citizens or visitors of the city.
- (3) Any conviction of a licensee that may jeopardize public health, safety, or welfare of the residents or visitors of the city.
- (4) Any other reason the city council, the city manager or his designee determines necessary to protect the safety or health of the public consistent with the purposes of this article.
- (5) The absence of any required documentation or the failure to pay license fees.
- (6) Failure to comply with municipal civil infractions or ordinance violations issued by the city or other municipalities.

Any applicant that receives a notice of denial shall have the right to appeal the decision to City Council. The appeal shall be taken by the City Clerk and included on the agenda of a City Council meeting within 30 days from the receipt of appeal. The decision of the Council shall be final

(Code 1994, § 111.82; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

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### **Sec. 10-77. Issuance.**

Upon approval, a license will be issued to the applicant by the city manager or his designee.

(Code 1994, § 111.83; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

### **Sec. 10-78. Required posting of city license.**

Any peddler or solicitor requiring a license under this chapter must carry proof of the issuance of such license at all times during which licensed activity is taking place. In addition, any trucks, trailers, carts, or other such stands operating under a city license issued under this article must post a copy of such license in an area that is readily viewable by any patrons or passersby.

(Code 1994, § 111.70; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

### **Sec. 10-79. Required posting of other licenses/permits.**

Any peddler or solicitor whose activities require a license or permit under any federal or state law or regulation must carry proof of the issuance of such license or permit at all times during which the licensed activity is taking place. In addition, any trucks, trailers, carts, or other such stands operating under such licenses or permits must post a copy of such in an area that is readily viewable by any patrons or passersby. Any health licenses required by the local health department or the state department of agriculture are also covered by this provision, and must also be posted or carried in the manner described above.

(Code 1994, § 111.71; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

### **Secs. 10-80—10-101. Reserved.**

## ***ARTICLE III. PROHIBITED ACTS AND PRACTICES***

### **Sec. 10-102. Prohibited conduct.**

The following conduct, in addition to any other prohibitions imposed by this chapter, shall be prohibited and shall be punishable as a violation of this chapter:

- (1) Entering a private residence under pretenses other than for soliciting or peddling.
- (2) Remaining in a private residence or on the premises thereon after the owner or occupant thereof has requested any such person to leave.
- (3) Going in and upon the premises of a private residence by such person to solicit or peddle when the owner or occupant thereof has displayed a "no soliciting" or "no peddling" sign on such premises.
- (4) Soliciting or peddling at a private residence prior to 10:00 a.m. or after official sunset time, or at any time on a Sunday, or on a state or national holiday.

(Code 1994, § 111.20; Ord. No. 258, 6-21-1999)

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**Sec. 10-103. Obstruction of public areas; safety hazards and nuisances.**

- (a) No person covered by this article shall, in the sale of goods, wares and merchandise, obstruct any street, alley, sidewalk or driveway, or remain, barter, sell, offer or expose for sale any goods, wares, or merchandise in front of or at the side of any property against the wish or desire of the property owner or the tenant or occupant of such property.
- (b) No person covered by this article shall engage in peddling on any street, alley or public place after having been requested to desist by any police officer of the city because of congested or dangerous traffic conditions.

(Code 1994, §§ 111.31, 111.90; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

**Sec. 10-104. Fixed stands prohibited absent proper license.**

- (a) No person covered by this article shall stop or remain in any one place upon any street, alley or public place longer than necessary to make a sale to a customer wishing to buy, unless the person is in possession of a valid license allowing for such action.

(Code 1994, § 111.32; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

**Sec. 10-105. Curb service prohibited.**

- (a) No person covered by this article shall operate or maintain any stand, vehicle, store or place of business on or near any highway in such a manner that the customers of or traders with such person occupy or congregate within the limits of any street, highway or public place within the city.

(Code 1994, § 111.33; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

**Sec. 10-106. Shouting or use of other devices to attract attention.**

No person covered by this article shall shout or cry out his goods or merchandise, nor blow any horns, or use any other similar device to attract the attention of the public, absent special permission approved in advance by a majority vote of the city council.

(Code 1994, § 111.34; Ord. No. 165, 1-4-1982; Ord. No. 258, 6-21-1999; Ord. of 4-20-2015)

**Sec. 10-107. Suspension/Revocation**

The city manager or the city manager's designee shall have the power to suspend or revoke any permit issued under this Ordinance for the following reasons.

- A. Any fraud or misrepresentation contained in the license application or any accompanying documents.
- B. Fraud, misrepresentation, or false statement in the course of carrying on his business or failure to conduct the business under the terms of the permit.
- C. Any violation of this chapter.

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- D. Conviction of the licensee of any felony, or conviction of the licensees of any misdemeanor involving mora turpitude.
  - E. Conducting the business licensed in an unlawful manner or in such a way as to constitute a menace to the health, safety, or general welfare of the public.

Any applicant that has a license suspended/revoked may appeal that decision to City Council. The process shall follow the same procedures as a denied applicant as noted in section 10-76

**Secs. 10-108—10-125. Reserved.**



Phone 989-345-0500, Fax 989-345-4390, e-mail [cityhall@westbranch.com](mailto:cityhall@westbranch.com)

The City of West Branch is an equal opportunity provider, employer, and lender

### CHAPTER 3: PEDDLERS AND SOLICITORS

“No person covered by the Ordinance shall engage in the business of peddler, hawker, huckster, solicitor, transient merchant, itinerant merchant, itinerant vendor in the City without first obtaining a license issued by the City. Applications for City issued licenses shall be available at City Hall and must be fully completed by the applicant and turned into City Hall staff for consideration. Decisions regarding the approval or denial of license applications are to be made by the City Manager. Appeals of license application denials shall be made in writing and are to be decided by a majority vote of the City Council.” The license applicant, under the provisions of this chapter [Chapter 3], shall furnish the following information:

Name (including nicknames and aliases): \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Valid Driver's License: ☐ Yes ☐ No License or State ID Number: \_\_\_\_\_

[Please include a copy of the drivers license or a 2x2 picture taken within the last 60 days]

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

Telephone Number(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Name of any business or organization that may be associated with the applicant's use of the license, if granted, including the full address and contact information for any such entity: \_\_\_\_\_

The applicant ☐ does ☐ does not propose to handle or sell food or other items for human consumption.

[If the applicant does propose to handle or sell food or other items for human consumption, the applicant must provide proof of any required health license/s issued by the local Health Department or Michigan Department of Agriculture, or a written explanation as to why the applicant contends that such licenses are either not required or not yet available for inspection].

Brief description of the nature of the business and the goods to be sold: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

If a vehicle is to be used, license number and state of issue \_\_\_\_\_

#### Type of License Sought:

- ☐ Peddlers License (public or private property) [\$10 per day or \$50 for six-month license]
- ☐ Solicitor License (door to door sales) [\$10 per day, or \$50 for six-month license]

☐ The applicant is a non-profit organization and request to have the license fees waived by vote of City Council.  
(Include a copy of the non-profit license)

**Violations and Penalties**

Each day that a violation [of the City of West Branch’s Peddlers and Solicitors Ordinance] continues shall constitute a separate violation punishable as a Municipal Civil Infraction, pursuant to Section 1-50 of the City of West Branch Code of Ordinances.

**Sworn Statement:**

I, the applicant signed below, hereby state that I ☐ have ☐ have not been convicted of any crime, misdemeanor or violation of any municipal ordinance (and if I have been so convicted, the following statement explains the nature of the offense and the punishment or penalty assessed therefore): \_\_\_\_\_

**Site Plan:**

Please use the lines below (or attach additional pages, if needed) to submit a site plan showing the place or places where the goods or property are proposed to be sold or offered for sale, as well as a general listing of the type of goods to be offered, and the proposed method of delivery of goods after purchase. The site plan must also show the location and size of any trucks, trailers, carts, or stands proposed to be used, and applications involving the proposed use of fixed stands must also include in the site plan any buildings, structures, signs, roads, driveways, waste receptacles, restrooms, and parking areas in and around the area of proposed use.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Check off list**

- ☐ Completed application
- ☐ Copy of driver’s license
- ☐ Copy of approved permit from a local health department or Michigan Department of Agriculture (if applicant proposes to sell any food or other item for human consumption.
- ☐ Copy of approval of landowner if operating on private property
- ☐ Copy of approved non-profit license if asking for waiver of fees.

By signing this application, I hereby state that I have read the entirety of the ordinance that applies to peddling/soliciting/vending within the City of West Branch and I that I agree to comply with all the provisions.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Applicant

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved	Date: _____	Signature: _____
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# City of West Branch

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

## Special Event Permit

Event Name: Little League Fishing Derby

Event Date: 7-22-22 7-23-22 Start Time: 4:00 7-22 End Time: 4:00 7-23

Name of Sponsoring Organization: West Branch Little League

Address: 610 Page St West Branch Mi 48661

Contact Person: Paul Miller Phone Number: 989-312-1346

Describe the purpose of this event: fishing derby for 8-10 State All Star Players

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

Irons Park Ogemaw Creek

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

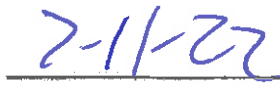
121 N 4<sup>th</sup> St, West Branch, Michigan 48661  
(989)345-0500 • Fax (989)345-4390 • [www.westbranch.com](http://www.westbranch.com)

## 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.

  
\_\_\_\_\_  
Applicant Signature

  
\_\_\_\_\_  
Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date \_\_\_\_\_

\_\_\_\_\_  
Manager / Clerk Signature





# City of West Branch

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

## Special Event Permit

Event Name: Super Shogun Wrestling

Event Date: 09-02-2022 Start Time: 7:00 pm End Time: 9:00 pm

Name of Sponsoring Organization: WBARMA

Address: 224 West Houghton Av. West Branch MI 48661

Contact Person: Jared Warren Phone Number: 989-329-9264

Describe the purpose of this event: Pro Wrestling Show to raise money for special Olympics and for family Entertainment

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

NA

If requesting a road closure Road closure Start time: NOON End time: 10:00 pm

Road closure location: South 3rd 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 ☐

[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 ☒

[Signature]  
DPW Superintendent



# City of West Branch

121 N 4<sup>th</sup> St, West Branch, Michigan 48661  
(989)345-0500 • Fax (989)345-4390 • [www.westbranch.com](http://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.

  
Applicant Signature

7-6-22  
Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date \_\_\_\_\_

\_\_\_\_\_  
Manager / Clerk Signature

**To:** Members of the MML Workers' Compensation Fund  
**From:** Michael J. Forster, Fund Administrator  
**Date:** June 25, 2022  
**Subject:** Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. One incumbent Trustee has agreed to seek re-election. You also may write in one or more candidates if you wish.

A brief biographical sketch of the candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 12<sup>th</sup>. You may also submit your ballot online by going to [www.mml.org](http://www.mml.org). Click on *Insurance*, then *Workers' Compensation Fund*; the link to the ballot form is in the yellow banner.

The MML Workers' Compensation Fund is owned and controlled by its members. Your comments and suggestions on how we can serve you better are very much appreciated. Thank you again for your membership in the Fund, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster  
Fund Administrator  
[mforster@mml.org](mailto:mforster@mml.org)



**THE CANDIDATES**  
**Four-year terms beginning October 1, 2022**



***Lee Kilbourn, Mayor, City of Auburn***

Lee Kilbourn has been mayor of Auburn since 2011 and is past president of the Michigan Association of Mayors. He previously served as mayor when elected in 1981. Kilbourn has served on several community organizations and the Auburn-Williams Fire District for 25 years. He is currently a member of the Auburn-Williams Lions Club, the Auburn Downtown Development Authority, and the Auburn-Williams Intergovernmental Committee. Kilbourn graduated from Oral Roberts University with a bachelor's degree in business. He and his wife, Kathy, are second generation owners of their family's 57-year-old furniture business and proud grandparents of two children. Lee is seeking election to his second term.

Michigan Municipal League  
Workers' Compensation Fund

OFFICIAL BALLOT - 2022

Vote for one Trustee by marking the line to  
the left of the name for a four-year term  
beginning October 1, 2022.

\_\_\_\_ Lee Kilbourn, Incumbent  
Mayor, City of Auburn

\_\_\_\_ Write-in Candidate

I hereby certify that

\_\_\_\_  
(Municipality/Agency)

by action of its governing body, has  
authorized its vote to be cast for the above  
persons to serve as Trustees of the Michigan  
Municipal League Workers' Compensation  
Fund.

\_\_\_\_  
Official Signature  
Date:

**Ballot deadline:  
August 12, 2022**

NO POSTAGE  
NECESSARY  
IF MAILED  
IN THE  
UNITED STATES



**BUSINESS REPLY MAIL**  
FIRST-CLASS MAIL PERMIT NO. 1251 ANN ARBOR MI

POSTAGE WILL BE PAID BY ADDRESSEE

MICHIGAN MUNICIPAL LEAGUE  
1675 GREEN RD  
ANN ARBOR MI 48105-9921



## MEMORANDUM OF UNDERSTANDING FOR SERVICES

THIS MEMORANDUM OF UNDERSTANDING (MOU) made this \_\_\_\_ Day of \_\_\_\_\_ 2022, between the City of West Branch City hereinafter referred to as "City", and LaDonna A. Schultz, Attorney at Law, hereinafter referred to as "Attorney".

WITNESSETH:

WHEREAS, there is a need for an efficient and economical system for providing an Attorney to prosecute those individuals who are charged in the City of West Branch by the West Branch Police Department under a local ordinance offense(s) cognizable by the District Court, and

WHEREAS, the system which appears to offer the most satisfactory fulfillment of that need is that of a contract between the City and the above-named Attorney to provide such services as may be needed, and

WHEREAS, Attorney has represented that she is ready, willing and able to provide such services on a contract basis;

NOW, THEREFORE, the parties do hereby mutually agree as follows:

1. The term of this agreement shall be for a term of one (1) year from the \_\_\_\_ day of \_\_\_\_, 2022, through the \_\_\_\_ day of \_\_\_\_ 2023, renewable on a yearly basis. The agreement will automatically renew unless it is terminated by either party upon at least one (1) month written notice prior to the expiration of this MOU, which may be served by first class mail, postage pre-paid.
2. This MOU shall not hinder, interfere or in any way diminish the authority of the City to assign or replace counsel as provide by law.
3. The Attorney reserves the right to refuse any case which may be in conflict with her duties as Ogemaw County Prosecuting Attorney.
4. During said period, the Attorney agrees to provide complete prosecution services for all traffic related civil infractions issued by the West Branch City Police Department and cognizable with the 82<sup>nd</sup> District Court during the term of this MOU and shall continue such representation of each case until final disposition in any Court within said County, even should that extend beyond the termination date of this Contract.

5. For the purposes of this Agreement, District Court Ordinance violations shall include all civil traffic ordinance violations that have been codified and properly passed by the City of West Branch City Council.
6. The City and Attorney agree that a reasonable compensation shall be at the rate of \$1.00 (one dollar) per year.

ATTORNEY:

THE CITY OF WEST BRANCH:

\_\_\_\_\_  
LaDonna A. Schultz

\_\_\_\_\_  
Paul Frechette, Mayor

Dated \_\_\_\_\_

Dated \_\_\_\_\_

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 TUESDAY, JULY 5, 2022.

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, and Cathy Zimmerman.

Absent: Rusty Showalter

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, DPW Superintendent Mike Killackey, Chief Kenneth Walters, and County Commissioner Mark Surbrook.

All stood for the Pledge of Allegiance.

\* \* \* \* \*

Commissioner Surbrook gave a report. The annual report is in from MSU. Ogemaw County voted to transfer money for the match 75/25 for marine patrol. County fees were updated. BCBS will be purchased for inmates who have no insurance. Juneteenth was not voted as a holiday for the county. The attorney is reviewing the ORV Ordinance. A mistake was made regarding unemployment insurance for certain employees that were considered contractual. They are meeting with the collective bargaining committees. ARPA funds will be used to lay new lines for M33 Access to improve internet access.

\* \* \* \* \*

Additions to the agenda were G. Special Event Midnight Madness Softball Tournament under X. New Business.

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY ZIMMERMAN, TO APPROVE THE PAYMENT OF BILLS IN THE AMOUNT OF \$197,559.17.**

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

**No — None**

**Absent — Showalter**

**Motion carried**

\* \* \* \* \*

**MOTION BY FRECHETTE, SECOND BY JACKSON, TO APPROVE THE ENACTMENT OF ORDINANCE 22-02, THE ORV ORDINANCE.**

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

**No — None**

**Absent — Showalter**

**Motion carried**

\* \* \* \* \*



**MOTION BY JACKSON, SECOND BY ADAIR, TO APPROVE THE ENACTMENT OF ORDINANCE 22-03, OFFENSES.**

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

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

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE THE INTRODUCTION OF ORDINANCE 22-04, THE PEDDLERS ORDINANCE.**

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

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

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY ADAIR, TO APPROVE THE SPECIAL EVENT PERMITS JJKN BASKETBALL CLINIC, CHURCH BALL TOURNAMENT-THE OHFMC BASKETBALL MINISTRY, AND THE MIDNIGHT MADNESS SOFTBALL TOURNAMENT.**

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

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

\* \* \* \* \*

**MOTION BY PUGH, SECOND BY BENNETT, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD JUNE 20, 2022.**

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

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

\* \* \* \* \*

**MOTION BY ZIMMERMAN, SECOND BY PUGH, TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; APPROVE THE MINUTES FROM THE OGEMAW FIRE DEPARTMENT MEETING HELD JANUARY 25, 2022; MINUTES FROM THE DDA MEETING HELD MAY 24, 2022; AND MINUTES FROM THE AIRPORT BOARD MEETING HELD JUNE 15, 2022.**

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

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

\* \* \* \* \*

**MOTION BY JACKSON, SECOND BY BENNETT, TO EXCUSE MEMBER SHOWALTER FROM THE MEETING.**

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

**No – None**

**Absent – Showalter**

**Motion carried**

\* \* \* \* \*

Mayor Frechette reported that the car show was well attended.

Member Adair reported that the recycle center was pretty messy with people just leaving their recycling with no bins. Manager Dantzer reported that recycle workers had been trying to keep it clean. Republic only picked up half of their equipment and GFL had not dropped any off yet.

Member Pugh reported that the steel beams were up at the old hospital site.

Member Bennett reported that the 4<sup>th</sup> of July Parade was great.

Member Jackson reported that it was good to see lots of families and kids participating in the activities downtown.

Manager Dantzer reported that we received our second installment of ARPA Funds. Fireworks will be held July 9<sup>th</sup> in the field by Walmart. Council allowed parking at the city well house for city employees and their families.

Mayor Frechette adjourned the meeting at 6:20 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 TUESDAY, JULY 5, 2022.**

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

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

Absent: Member Showalter.

Other officers present: City Manager Dantzer, City Clerk Clover, DPW Superintendent Killackey, Chief Walters, and Commissioner Surbrook.

All stood for the Pledge of Allegiance.

Commissioner Surbrook gave an update on County activities

Additions to the agenda were G. Special Event Midnight Madness Softball Tournament under X. New Business.

Council approved bills in the amount of \$197,559.17.

Council approved the enactment of Ordinance 22-02, the ORV Ordinance.

Council approved the enactment of Ordinance 22-03, Offenses.

Council approved the introduction of Ordinance 22-04, the Peddlers Ordinance.

Council approved the special event permits for JJKN Basketball Clinic, Church Ball Tournament-The OHFMC Basketball Ministry, and the Midnight Madness Softball Tournament.

Council approved the minutes and summary from the meeting held June 20, 2022.

Council approved the treasurer's report and investment summary; the minutes from the Ogemaw Fire Department meeting held January 25, 2022; minutes from the DDA meeting held May 24, 2022; and minutes from the Airport Board meeting held June 15, 2022.

Council approved excusing Member Showalter from the meeting.

Mayor Frechette, Council Members Adair, Pugh, Bennett, and Jackson gave reports.

Manager Dantzer gave an update.

Mayor Frechette adjourned the meeting at 6:20 pm.

**SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, JULY 11, 2022.**

Mayor Pro-Tem Jackson called the meeting to order at 12:02 p.m.

Present: City Mayor Pro Tem Mike Jackson, Council Members Carol Adair, Joanne Bennett. Mike Jackson, Ellen Pugh, and Cathy Zimmerman.

Absent: Paul Frechette and Rusty Showalter

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

All stood for the Pledge of Allegiance.

\* \* \* \* \*

**MOTION BY JACKSON, SECOND BY BENNETT, TO EXCUSE MAYOR PAUL FRECHETTE AND COUNCIL MEMBER RUSTY SHOWALTER**

Yes — Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY ZIMMERMAN, TO APPROVE THE RESOLUTION AUTHORIZING NOTICE OF INTENT TO ISSUE BONDS IN THE OGEMAW COUNTY HERALD**

**RESOLUTION AUTHORIZING NOTICE OF INTENT AND DECLARING  
INTENT TO REIMBURSE**

---

CITY OF WEST  
BRANCH COUNTY  
OF OGEMAW  
STATE OF  
MICHIGAN

---

Minutes of a special meeting of the City Council of the City of West Branch, County of Ogemaw, State of Michigan, held on the 11<sup>th</sup> day of July, 2022, at \_\_\_\_\_ Time. p.m., prevailing Eastern

**PRESENT:** Members

---

ABSENT:       Members

The following preamble and resolution were offered by Member  
\_\_\_\_\_ and supported by Member  
\_\_\_\_\_

WHEREAS, the City of West Branch, County of Ogemaw, State of Michigan (the "City"), has determined that it is necessary for the public health, safety and welfare of the City to acquire, construct, furnish and equip improvements to the City's water supply system (the "System"), including, but not limited to, the removal, replacement and installation of water mains and lead service lines in the City, construction of a water treatment plant, and drilling of new water wells, together with all necessary interests in land, rights-of way, appurtenances and attachments thereto (collectively, the "Project"); and

WHEREAS, the City has been advised by the Michigan Department of Environment, Great Lakes and Energy ("EGLE"), that financial assistance to accomplish the acquisition and construction of the Project is available through the Drinking Water State Revolving Fund ("DWSRF") Loan Program administered by EGLE and the Michigan Finance Authority (the "MFA"); and

WHEREAS, the City has made application for participation in the DWSRF loan program; and

WHEREAS, a notice of intent to issue revenue bonds must be published before the issuance of the Bonds in order to comply with the requirements of Section 33 of Act 94, Public Acts of Michigan, 1933, as amended; and

WHEREAS, the City intends at this time to state its intentions to be reimbursed from proceeds of the Bonds for any expenditures undertaken by the City for the Project prior to issuance of the Bonds. NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is hereby authorized and directed to publish a notice of intent to issue the Bonds in the *Ogemaw County Herald*, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a display advertisement not less than one-quarter (1/4) page in size in substantially the form attached to this resolution as Exhibit A.

3. The City Council does hereby determine that the foregoing form of Notice of Intent to Issue Bonds, and the manner of publication directed, is adequate notice to the electors of the City and users of the System, and is the method best calculated to give them notice of the City's intent to issue the Bonds, the purpose of the Bonds, the security for the Bonds, and the right of referendum of the electors with respect thereto, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

- (a) As of the date hereof, the City reasonably expects to reimburse the City for the expenditures described in (b) below with proceeds of debt to be incurred by the City.
- (b) The expenditures described in this paragraph (b) are for the costs of acquiring and constructing the Project which were or will be paid subsequent to sixty (60) days prior to the date hereof.
- (c) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$8,000,000.

5. The City hereby confirms the retention of Miller, Canfield, Paddock and Stone, P.L.C. ("Miller Canfield"), as bond counsel in connection with the Bonds. The City has been advised that Miller Canfield has represented the MFA in the past and may be representing the MFA presently in connection with various matters including the DWSRF loan program and the City consents to the representation of the MFA by Miller Canfield in connection with the DWSRF loan program that may be utilized by the City in connection with the Bonds.

6. The City hereby confirms the retention of Baker Tilly Municipal Advisors, LLC as municipal advisor in connection with the Bonds.

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

AYES:           Members

.....

NAYS:           Members

..... RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Lori Ann Clover, City Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of West Branch, County of Ogemaw, State of Michigan, at a special meeting held on July 11, 2022, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

\_\_\_\_\_  
Lori Ann Clover, City Clerk

EXHIBIT A

NOTICE TO TAXPAYERS AND ELECTORS OF THE CITY OF WEST  
BRANCH AND TO USERS OF THE CITY'S WATER SUPPLY SYSTEM

OF INTENT TO ISSUE REVENUE BONDS  
AND THE RIGHT OF REFERENDUM  
RELATING THERETO

PLEASE TAKE NOTICE that the City Council of the City of West Branch, County of Ogemaw, State of Michigan (the "City"), intends to issue and sell revenue bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended, in one or more series, in a total amount not to exceed Eight Million Dollars (\$8,000,000), for the purpose of paying all or part of the cost to acquire, construct, furnish and equip improvements to the City's existing water supply system, including, but not limited to, the removal, replacement and installation of water mains and lead service lines in the City, construction of a water treatment plant, and drilling of new water wells, together with all necessary interests in land, rights-of way, appurtenances and attachments thereto.

## SOURCE OF PAYMENT OF REVENUE BONDS

### THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS SHALL BE PAYABLE

solely from the revenues received by the City from the operations of the water supply system (the "System"). The City expects the revenue bonds to be sold to the Michigan Finance Authority in connection with the Michigan Department of Environment, Great Lakes and Energy Drinking Water State Revolving Fund program in which case the bonds sold to Michigan Finance Authority may also be payable as described below. The revenues will consist of rates and charges billed to the users of the System, a schedule of which is presently on file in the office of the City Clerk. The rates and charges may from time to time be revised to provide sufficient revenues to provide for the expenses of operating and maintaining the System, to pay the principal of and interest on the bonds and to pay other obligations of the System.

### BOND DETAILS

THE REVENUE BONDS will be payable in not more than forty (40) years from the date of issuance of each series of bonds and will bear interest at the rate or rates to be determined at public or private sale but in no event to exceed such rates as may be permitted by law on the unpaid balance from time to time remaining outstanding on said bonds.

### ADDITIONAL SOURCE OF PAYMENT FOR BONDS

#### SOLD TO MICHIGAN FINANCE AUTHORITY

THE CITY MAY BE REQUIRED TO PLEDGE FOR THE PAYMENT OF THE BONDS SOLD TO THE MICHIGAN FINANCE AUTHORITY MONEY RECEIVED OR TO BE RECEIVED BY THE CITY DERIVED FROM IMPOSITION OF TAXES BY THE STATE AND RETURNED OR

TO BE RETURNED TO THE CITY AS PROVIDED BY LAW, except for money the use of which is prohibited for such purposes by the State Constitution. The City may enter into an agreement providing for the payment of taxes, which taxes are collected by the State and returned to the City as provided by law, to the authority or a trustee, and such funds may be pledged for the payment of the revenue bonds.

### RIGHT OF REFERENDUM



THE REVENUE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY- FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS OF THE CITY VOTING THEREON.

MILLER, CANFIELD, PADDOCK AND STONE, P.L.C.

A-1

THIS NOTICE is given pursuant to the requirements of Section 33, Act 94, Public Acts of Michigan, 1933, as amended.

ADDITIONAL INFORMATION will be furnished at the office of the City Clerk upon request.

Lori Ann Clover  
City Clerk  
City of West Branch

39336750.2/095815.00019

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

**No – None**

**Absent – Frechette and Showalter**

**Motion carried**

\* \* \* \* \*

Mayor Pro Tem Jackson adjourned the meeting at 12:05 pm.

---

Mike Jackson, Mayor Pro Tem

---

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, JULY 11, 2022.**

**Mayor Pro-Tem Jackson called the meeting to order at 12:02 p.m.**

**Present: City Mayor Pro Tem Jackson, Council Members Adair, Bennett. Jackson, Pugh, and Zimmerman.**

**Absent: Frechette and Showalter**

**Other officers present: City Manager Dantzer, and City Clerk Clover.**

**All stood for the Pledge of Allegiance.**

**Council approved excusing Mayor Frechette and Member Showalter from the meeting.**

**Council approved the Resolution authorizing notice of intent to issue bonds in the Ogemaw County Herald.**

**Mayor Pro Tem Jackson adjourned the meeting at 12:05 pm.**

User: MICHELLE

West Branch City

Bank Code		Beginning			Ending
Fund	Description	Balance	Total	Total	Balance
		07/01/2022	Debits	Credits	07/31/2022
GEN1	GEN1 - GENERAL CHECKING				
101		660,880.02	172,743.80	99,229.52	734,394.30
150	CEMETERY PERPETUAL CARE	37,646.35	280.20	0.00	37,926.55
209	CEMETERY FUND	(1,433.07)	1,462.71	2,761.77	(2,732.13)
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	999.95	0.00	0.00	999.95
248	DDA OPERATING FUND	232,195.84	200.00	14,660.00	217,735.84
251	INDUSTRIAL PARK FUND	6,141.06	0.00	97.86	6,043.20
276	HOUSING RESOURCE FUND	178,892.56	517.77	0.00	179,410.33
318	SEWER DEBT FUND	17,605.91	4,893.34	41.69	22,457.56
319	WATER DEBT FUND	59,483.20	1,220.49	10.20	60,693.49
372	PLANT REPLACEMENT FUND (R&I)	0.90	0.00	0.00	0.90
390	SEWER FUND	312,902.66	8,836.42	27,174.38	294,564.70
391	WATER FUND	712,142.61	8,413.44	61,531.36	659,024.69
392	WATER REPLACEMENT FUND	522,654.46	0.00	0.00	522,654.46
393	SEWER COLLECTION	236,658.87	1,150.34	1,704.62	236,104.59
361	EQUIPMENT FUND	36,666.45	7,941.34	28,208.77	16,399.02
704	PAYROLL CLEARING	24,849.90	41,225.10	41,225.10	24,849.90
705	IRONS PARK ENTERTAINMENT FUND	10,600.81	1,068.85	1,300.00	10,369.66
707	YOUTH SAFETY PROGRAM	15.00	0.00	0.00	15.00
	GEN1 - GENERAL CHECKING	3,048,903.48	249,953.80	277,945.27	3,020,912.01
MAJOR/	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	663,202.89	18,837.23	6,255.04	675,785.08
203	LOCAL STREET FUND	339,121.20	6,320.74	1,871.64	343,570.30
	MAJOR/ LOCAL STREETS	1,002,324.09	25,157.97	8,126.68	1,019,355.38
PAY	PAYROLL				
704	PAYROLL CLEARING	30,359.06	41,225.10	38,712.02	32,872.14
	PAYROLL	30,359.06	41,225.10	38,712.02	32,872.14
CHEM	SAVINGS				
101		459,706.36	0.00	0.00	459,706.36
150	CEMETERY PERPETUAL CARE	1,683.12	0.00	0.00	1,683.12
251	INDUSTRIAL PARK FUND	245.08	0.00	0.00	245.08
371	COLLECTION REPLACEMENT FUND	0.65	0.00	0.00	0.65
391	WATER FUND	26,421.15	0.00	0.00	26,421.15
392	WATER REPLACEMENT FUND	19,791.49	0.00	0.00	19,791.49
393	SEWER COLLECTION	3,184.09	0.00	0.00	3,184.09
361	EQUIPMENT FUND	103,541.00	0.00	0.00	103,541.00
	SAVINGS	614,572.94	0.00	0.00	614,572.94
TAX	TAXES				
701	TAX AGENCY	10,559.65	172,127.55	0.00	182,687.20
	TAXES	10,559.65	172,127.55	0.00	182,687.20
	TOTAL - ALL FUNDS	4,706,719.22	488,464.42	324,783.97	4,870,399.67

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH  
 FROM 07/01/2022 TO 07/31/2022  
 FUND: ALL FUNDS  
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 07/01/2022	Total Debits	Total Credits	Ending Balance 07/31/2022
Fund 101					
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
		<hr/> 250,306.70	<hr/> 0.00	<hr/> 0.00	<hr/> 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	115,271.06	0.00	0.00	115,271.06
	CEMETERY PERPETUAL CARE	<hr/> 227,770.80	<hr/> 0.00	<hr/> 0.00	<hr/> 227,770.80
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	<hr/> 125,050.19	<hr/> 0.00	<hr/> 0.00	<hr/> 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	<hr/> 250,200.75	<hr/> 0.00	<hr/> 0.00	<hr/> 250,200.75
	TOTAL - ALL FUNDS	<hr/> 853,328.44	<hr/> 0.00	<hr/> 0.00	<hr/> 853,328.44



# **West Branch Police Department**

**Chief Kenneth W. Walters**

**130 Page St.**

**West Branch, Michigan 48661**

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

7/5/2022

Honorable Mayor and Council,

This is the June month end report. For the month of June, the department handled 92 Law Enforcement complaints and 16 blight / ordinance complaints. The department further made two Felony Methamphetamine related arrests and located one stolen vehicle in the city this month. The located stolen auto was an MSP complaint from the Ogemaw Township area. The vehicle was used in burglaries in the area and the subjects were believed to have been armed as well. The department further referred two additional subjects / properties to STING for surveillance.

We are still awaiting the arrival of the new in-car radios from Motorola under the District 3 Homeland Security Grant. Unfortunately, chip shortages have affected Motorola just like the automotive manufacturers.

Respectfully,

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

**Chief Kenneth W. Walters**

## Offense Count Report

Page: 1

## Report Criteria:

Start Offense	End Offense	Officer	
01000	99009	ALL	
JUNE 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
06/01/2022-06/30/2022	01/01/2022-06/30/2022	01/01/2021-12/31/2021	01/01/2020-12/31/2020

Offense	Description	JUNE 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	1	1	0
11002	SEXUAL PENETR'N PENIS/VAGINA CSC3	0	0	0	2
11007	SEXUAL CONTACT FORCIBLE CSC2	0	1	0	0
11008	SEXUAL CONTACT FORCIBLE CSC4	0	1	1	1
13001	NONAGGRAVATED ASSAULT	3	14	19	27
13002	AGGRAVATED/FELONIOUS ASSAULT	0	1	4	2
13003	INTIMIDATION/STALKING	0	0	2	3
20000	ARSON	0	0	0	1
22001	BURGLARY - FORCED ENTRY	0	0	1	1
22002	BURGLARY - ENTRY W/OUT FORCE/INTENT	0	0	1	2
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	1	1	0	2
23002	LARCENY - PURSE SNATCHING	0	0	2	0
23003	LARCENY - THEFT FROM BUILDING	1	1	2	7
23005	LARCENY - THEFT FROM MOTOR VEHICLE	0	1	9	3
23007	LARCENY - OTHER	1	4	8	11
24001	MOTOR VEHICLE THEFT	0	1	1	0
25000	FORGERY/COUNTERFEITING	0	1	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	0	0	0	1
26002	FRAUD - CREDIT CARD/ATM	0	0	1	1
26003	FRAUD - IMPERSONATION	0	0	1	0
26005	FRAUD - WIRE	0	0	1	0
26006	FRAUD - BAD CHECKS	0	1	1	0
26007	FRAUD - IDENTITY THEFT	0	2	0	0
27000	EMBEZZLEMENT	0	1	0	0
28000	STOLEN PROPERTY	0	1	0	0
29000	DAMAGE TO PROPERTY	1	7	15	15
30002	RETAIL FRAUD - THEFT	1	1	0	3
35001	VIOLATION OF CONTROLLED SUBSTANCE	1	5	4	2
36004	SEX OFFENSE - OTHER	0	0	3	0
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	0	2	0
38003	FAMILY - OTHER	0	0	1	0
41002	LIQUOR VIOLATIONS - OTHER	0	0	1	0
42000	DRUNKENNESS	0	0	1	0
48000	OBSTRUCTING POLICE	1	1	5	3
49000	ESCAPE/FLIGHT	0	1	0	0
50000	OBSTRUCTING JUSTICE	2	22	29	29
52001	WEAPONS OFFENSE - CONCEALED	0	0	0	1
52003	WEAPONS OFFENSE - OTHER	0	0	2	1
53001	DISORDERLY CONDUCT	0	0	1	4
54001	HIT & RUN MOTOR VEHICLE ACCIDENT	0	0	0	6
54002	OUIL OR OUID	0	5	4	6
54003	DRIVING LAW VIOLATIONS	4	22	10	25
57001	TRESPASS	3	6	21	18
70000	JUVENILE RUNAWAY	0	2	0	4
70001	Incorrigible	0	1	0	1
70004	Juvenile Issues	0	0	3	0

## Offense Count Report

Page: 2

## Report Criteria:


Start Offense	End Offense	Officer	
01000	99009	ALL	
JUNE 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
06/01/2022-06/30/2022	01/01/2022-06/30/2022	01/01/2021-12/31/2021	01/01/2020-12/31/2020

Offense	Description	JUNE 2022	TOTAL 2022	TOTAL 2021	TOTAL 2020
73000	MISCELLANEOUS CRIMINAL OFFENSE	1	1	4	15
90001	Vehicle Lockouts	5	37	88	103
90002	Motorist Assists	1	5	15	13
90003	Assist E.M.S.	4	57	120	105
90005	City Ordinance Violations	1	6	29	41
90007	Parking Complaints	0	0	4	1
90008	ANIMAL COMPLAINTS	0	4	13	5
91001	Delinquent Minors	0	2	15	3
91002	Runaway	0	1	2	0
91003	K-9 Assists	1	10	7	0
91004	Abandoned Vehicle	0	0	2	3
92003	Walk Away (Ment. & Host.)	0	3	5	4
92004	Insanity	1	7	30	34
92005	MIP Civil	0	1	0	0
93001	PROPERTY DAMAGE ACCIDENT/PI	2	21	51	43
93002	Accident, Non-Traffic	1	10	32	18
93004	Parking Violations	0	1	1	1
93006	Traffic Policing	0	4	21	9
93007	Traffic Safety Public Relations	0	8	35	13
93008	Inspections/Investigations -Breathalyzer	0	0	1	4
94001	Valid Alarm Activations	0	0	3	3
94002	False Alarm Activations	9	39	63	51
95001	Accident, Fire	0	1	1	1
95003	Inspection, Fire	0	1	3	0
95004	Hazardous Condition	0	1	6	2
97001	Accident, Traffic	0	1	0	0
97003	Accident, Other Shooting	0	0	0	1
97006	Accident, All Other	0	0	2	2
98002	Inspections/Investigations -Motor Vehicles	0	0	0	1
98003	Inspections/Investigations -Property	0	1	7	8
98004	Inspections/Investigations -Other	1	11	7	5
98006	Civil Matters/Family Disputes	7	24	88	81
98007	Suspicious Situations/Subjects	6	45	178	191
98008	Lost/Found Property	2	4	13	10
98009	Inspections/Investigations -Drug Overdose	0	1	3	2
99001	Suicide	0	0	0	1
99002	Natural Death	0	4	5	6
99004	Natural Disaster	0	0	0	1
99007	PR Activities	0	5	4	22
99008	General Assistance	27	161	283	206
99009	General Non-Criminal	4	22	35	56
Totals:		92	604	1334	1247

CODE ENFORCEMENT 2022:				
Address	Date	Offense	Action Taken / Comments	Officer
543 Progress Street	5/3/2022	Blight- Trash Complaint	Photos taken/ Voicemail left for construction foreman	JA
	5/5/2022	Blight- Trash Complaint	Recheck/ Trash cleaned up/ closed	JA
134 S 2nd Street	5/5/2022	Blight- Trash & Unregistered Trailer	Photos taken/ Notice sent	JA
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Trash & Unregistered Trailer	No change on blight/ No answer at the door	JA
	5/24/2022	Blight- Lawn Violation	Lawn not cut/ Contractor contacted to cut lawn	JA
	5/24/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA
	5/31/2022	Blight- Trash & Unregistered Trailer	No change on blight/ Citation issued #903439	JA
	6/14/2022	Blight- Trash & Unregistered Trailer	No change on blight/ Updated photos/ Will cite when owner back in State	JA
	6/14/2022	Blight- Lawn Violation	Lawn not cut/Photos taken/ Contractor contacted to cut lawn	JA
511 Victory Street	6/15/2022	Blight- Lawn Violation	Contractor cut the lawn/ closed	JA
	5/10/2022	Blight- Unregistered/ Junk Vehicles	Updated photos/ One vehicle removed/ Will recheck	JA
	5/18/2022	Blight- Unregistered/ Junk Vehicles	Tx with owner- last vehicle to be removed in a week	JA
Vacant Lot/ Fairview Road Parcel number 052-304-007-00	5/24/2022	Blight- Unregistered/ Junk Vehicles	Last junk vehicle removed/ closed	JA
	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
376 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
372 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2020	Blight- Lawn Violation	Lawn cut/ closed	JA
284 N Burgess Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
311 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
315 State Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
250 N 2nd Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
129 Lindsay Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
424 W Wright Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
450 Morrison Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA



403 S 6th Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
340 Court Street	5/17/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ closed	JA
152 Alto Court	5/18/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/24/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
243 N Burgess Street	5/18/2022	Blight- Trash Compliant	2 previous City citations unpaid- District Court warning letter sent via mail	JA
	5/24/2022	Blight- Trash Compliant	Changed noted/ Unreg. Camper removed/ will re-check	JA
	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/27/2022	Blight- Trash Compliant	No response to warning letter- 2 State citations issued #27320 & 27321	JA
	6/1/2022	Blight- Lawn Violation	Front yard cut, back not cut/ owner states will be done/ Recheck 6/3/2022	JA
	6/6/2022	Blight- Lawn Violation	No change on the back yard/ Photo taken/ Contractor contacted to cut	JA
	6/8/2022	Blight- Lawn Violation	Contractor cut the lawn/ Lawn violation Closed	JA
141 Alto Court	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
105 N Burgess Street	5/24/2022	Blight- Lawn Violation	Verbal notice given	JA
	5/31/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
210 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	5/31/2022	Blight- Lawn Violation	Lawn Cut/ Closed	JA
270 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	5/31/2022	Blight- Lawn Violation	Lawn Cut/ Closed	JA
279 N Burgess Street	5/24/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
201 N 8th Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
323 N 3rd Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
321 Sidney Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
317 S Burgess Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
S 1st Street vacant lot	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
Parcel ID No. # 052-126-003-00	6/10/2022	Blight- Lawn Violation	Lawn not cut/ Contractor contacted to cut	JA
	6/10/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
122 N Valley Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn not cut/ Photo taken/ Contractor contacted to cut lawn on 6/7/2022	JA
	6/7/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA

164 N Valley Street	5/31/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
301 W Houghton Ave	6/1/2022	Blight- Lawn Violation	Photo taken/ Verbal Notice	JA
	6/6/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
214 Court Street	6/1/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
419 N 3rd Street	6/2/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Front yard cut, back/ side yard not cut/ Will recheck 6/14/2022	JA
	6/14/2022	Blight- Lawn Violation	No change/ Photos taken/ Contractor contacted to cut the lawn	JA
	6/14/2022	Blight- Lawn Violation	Contractor cut the lawn/ Closed	JA
149 Page Street	6/2/2022	Blight- Lawn Violation	Photos taken/ Notice sent	JA
	6/10/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
235 N 1st Street	6/14/2022	Blight- Brush Violation	Brush out early and in the roadway/ Notice Posted/ Will recheck	JA
	6/21/2022	Blight- Brush Violation	Brush removed from the roadway/ Closed	JA
301 S 4th Street	6/14/2022	Blight- Lawn Violation	Photos taken/ Verbal notice given	JA
	6/21/2022	Blight- Lawn Violation	Lawn cut/ Closed	JA
Lieutenant Joseph Adams:  Date: 6/21/2022				
West Branch Police Department				

*Ogemaw County  
Land Bank Authority  
Meeting Minutes  
04/20/2022*

Caren Piglowski called the meeting to order at 10:002 a.m. Present: Sue Delahanty, Liz Steinhurst, Caren Piglowski, Denise Simmons, Scott Bell. All recited The Pledge of Allegiance to the American Flag.

Committee meeting minutes of 08/20/2022 were reviewed. Motion by Denise Simmons, support by Sue Delahanty to approve the minutes. Ayes all, motion approved.

Caren Piglowski presented the current financial activity report.

Board members Scott Bell, Sue Delahanty and John Dantzer term appointments have been renewed with expiration dates of 12/31/2024.

Caren Piglowski mailed funding request letters to all the local units and the County. Caren attended an Edwards Township meeting to discuss the funding request. Caren will continue to make verbal requests to the County board for funding.

Caren Piglowski mailed letters to the neighbors of the Hill Township property with sale offer. The letters generated no response. Caren presented information regarding First Right of Refusal for property purchase by the Land Bank.

Caren Piglowski attended a zoom meeting for Michigan Association of Land Banks (MALB) and had a one-hour phone meeting with Eric Schertzing, MALB. Caren provided information regarding a Blight Elimination Program Proposal being presented by MALB to the State Appropriations Committee and requested everyone to contact Senator VanderWall and ask for his support of the proposal.

Caren Piglowski presented an idea generated from her phone meeting regarding the placement of a dumpster on the blighted property for a neighborhood clean-up project day. There was discuss regarding the topic. Motion by Sue Delahanty, second by Scott Bell, a dumpster be placed at the Land Bank owned property located at 2408 E 1<sup>st</sup> Street, Prescott with a cost up to \$1000.00. Ayes all, motion carried. May 21, 2022 will be a neighborhood clean-up project day and a dumpster will be placed on the Land Bank property located at 2408 E 1<sup>st</sup> Street, Prescott. Liz Steinhurst and Sue Delahanty will attend the May 10, <sup>2022</sup> Mills Township meeting to inform the board and request volunteers for the project. Denise Simmons will make the dumpster arrangements. Caren Piglowski will notify the local newspapers of the upcoming event.

Caren Piglowski presented copies of a 2008 Land Bank Priorities, Policies and Procedures document she located. There was discuss regarding document. Denise Simmons will make updates and present the new document at the next scheduled meeting.

Caren Piglowski received an email from Lars Hegdahl regarding Land Bank sale properties. Information regarding the current properties owned by the Land Bank were emailed to Lars. The topic of listing properties for sale on the county website Land Bank tab to be added to the next meeting agenda.

Next meeting scheduled for July 13, 2022 at 11:00 a.m.

Meeting adjourned 11:13 a.m.

Minutes prepared by Caren Piglowski

REGULAR MEETING OF THE WEST BRANCH PLANNING COMMISSION HELD IN THE COUNCIL CHAMBERS  
OF CITY HALL, 121 NORTH FOURTH STREET, ON TUESDAY, MAY 10, 2022.

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

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

Absent: Yvonne DeRoso, Josh Erickson, Kara Fachting

Others officers in attendance: John Dantzer

\*\*\*\*\*

All stood for the Pledge of Allegiance.

\*\*\*\*\*

**MOTION BY DAVID, SECOND BY SHOWALTER, TO APPROVE THE MINUTES WITH A SPELLING  
CORRECTION FROM THE MEETING HELD APRIL 12, 2022.**

**Yes — David, Lucynski, Jackson, and Showalter**

**No – None**

**Absent – DeRoso, Erickson, Fachting**

**Motion carried**

\*\*\*\*\*

**MOTION BY JACKSON, SECOND BY SHOWALTER, TO APPROVE THE FOLLOWING UPDATES TO  
THE 2020-2026 CIP PLAN PROJECT DESCRIPTIONS**

- **CHANGE THE GATHERING PLACE EXPECTED YEAR OF COMPLETION FROM 2021-2022  
TO 2023-2024**
- **REMOVE POCKET PARK BATHROOM UPGRADES FROM THE LIST.**
- **CHANGE IRONS PARK HANDICAP AREA ADDITION FROM 2022-2023 TO 2024-2025**
- **REMOVE ADDITION OF BUCKET TRUCK FROM THE LIST OF EQUIPMENT AS IT HAS BEEN  
PURCHASED.**
- **REMOVE PICKUP TRUCKS FROM THE LIST OF EQUIPMENT AS THEY HAVE BEEN  
PURCHASED**
- **REMOVE 2021 PURCHASE OF POLICE VEHICLE AS IT HAS ALREADY BEEN PURCHASED.**
- **REMOVE SAFE ROUTES TO SCHOOL FROM LIST AS IT IS NO LONGER BEING  
CONSIDERED**
- **CHANGE WRIGHT ST EXPECTED YEAR OF COMPLETION FROM 2022-2023 TO 2023-2024**
- **CHANGE COLUMBUS ST EXPECTED YEAR OF COMPLETION FROM 2021-2022 TO 2022-  
2024**
- **CHANGE BUSINESS LOOP EXPECTED YEAR OF COMPLETION FROM 2020-2021 TO 2022-  
2023**
- **CHANGE PROGRESS ST EXPECTED YEAR OF COMPLETION FROM 2021-2022 TO 2022-  
2024**

- **CHANGE M-30 DEVELOPMENT EXPECTED YEAR OF COMPLETION FROM 2020-2021 TO 2022-2023**
- **CHANGE WELL #5 REHAB EXPECTED YEAR OF COMPLETION FROM 2021-2022 TO 2023-2024**
- **ADD 2023 AND 2024 TO EXPECTED YEAR FOR METER CHANGE OUT.**

**Yes — David, Lucynski, Jackson, and Showalter**

**No – None**

**Absent – DeRoso, Erickson, Fachting**

**Motion carried**

\*\*\*\*\*

**MOTION BY SHOWALTER, SECOND BY DAVID, TO EXCUSE MEMBER ERICKSON FROM THE MEETING DUE TO ILLNESS.**

**Yes — David, Lucynski, Jackson, and Showalter**

**No – None**

**Absent – DeRoso, Erickson, Fachting**

**Motion carried**

\*\*\*\*\*

Member David noted the discussion downtown revolving around the road project planned by MDOT for Houghton Ave.

Member Showalter mourned the passing of Gary DeShano noting Mr. DeShano has made huge investments and has been a huge part of the development of West Branch. He further noted his company will continue to invest in the community.

\*\*\*\*\*

Meeting was adjourned at 6:57 pm

**MEETING OF THE WEST BRANCH CITY ELECTION BOARD HELD IN COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON WEDNESDAY, JULY 7 2022.**

City Clerk Lori Ann Clover called the meeting to order at 11:00 am.

Present: Dianne Gavitt, Maryanne Steelman, and Lori Ann Clover

Absent: None

Others in attendance: None

City Clerk Clover announced that the Public Accuracy Test would be held July 20, 2022 at 1:30 pm.

Clara Roach, Caroline Belisle, Samantha Brown, Jazmine Ewald, Willow Ewald, Elaine Urban, Nancy Ranger, and Yvonne Williams were named as election inspectors for the August 2, 2022 election.

Meeting was adjourned at 11:30 am.

**CITY OF WEST BRANCH  
CITY COUNCIL MEETING  
JULY 18, 2022**

PLEASE TAKE NOTICE that the West Branch City Council meeting scheduled for Monday, July 18, 2022 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: Jul 18, 2022 06:00 PM Eastern Time (US and Canada)

#### **Join Zoom Meeting**

<https://us02web.zoom.us/j/85452434387?pwd=WXp3SEZ3WDVFN296R05Db1JXN2Uydz09>

Meeting ID: 854 5243 4387

Passcode: 326540

One tap mobile

+13126266799,,85452434387#,,,,\*326540# US (Chicago)

+16465588656,,85452434387#,,,,\*326540# US (New York)

#### **Dial by your location**

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 854 5243 4387

Passcode: 326540

Find your local number: <https://us02web.zoom.us/j/85452434387?pwd=WXp3SEZ3WDVFN296R05Db1JXN2Uydz09>