

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, DECEMBER 18, 2023.

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

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

Absent: None

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, City Treasurer Michelle Frechette, City Office Assistant Rob Romps, DPW Supervisor Mike Killackey, Chief Ken Walters, and Ogemaw County Commissioner Craig Scott.

All stood for the Pledge of Allegiance.

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Commissioner Scott gave an update on county activities. Ogemaw County road patrol millage will be on the February ballot. There were resolutions to establish a special housing advisory committee, to purchase a new transit van through a transportation grant, support for the Northern Michigan Access Center of \$5,000, and to expand the EDC board by adding a couple of members. There were several board reappointments. Shawn Petri from COOR ISD presented on the millage they will have on the February ballot. The Nature Park Director has been having some medical issues and his son is filling in while he is out.

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Manager Dantzer stated that there was only one bid for the old snow pusher and it seemed to be a fair price.

**MOTION BY PUGH, SECOND BY SHOWALTER, TO APPROVE THE BID FOR \$750.00 FOR THE OLD SNOW PUSHER.**

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

**No – None**

**Absent – None**

**Motion carried**

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**MOTION BY BENNETT, SECOND BY ZIMMERMAN, TO APPROVE PAYMENT OF THE BILLS IN THE AMOUNT OF \$319,988.40.**

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

**No – None**

**Absent – None**

**Motion carried**

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Manager Dantzer explained to council that he enacted section 2-352 from the purchasing ordinance which allows the City Manager to forego bidding for emergency purposes in order to protect public health and safety when Pump #5 went down.

**MOTION BY BENNETT, SECOND BY SHOWALTER, TO APPROVE THE EMERGENCY PURCHASE AND QUOTE FROM NORTHERN PUMP AND WELL FOR THE REPAIR OF WELL AND PUMP #5 NOT TO EXCEED \$49,175.00.**

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

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

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Manager Dantzer explained that this was the authorization to apply for permits on the City’s behalf.

**MOTION BY SHOWALTER, SECOND BY FRECHETTE, TO APPROVE THE YEARLY PERFORMANCE RESOLUTION WITH MDOT.**

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

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

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Manager Dantzer explained that this budget amendment would cover the transfer of ARPA funds, work that was done at Houghton and Fairview intersection, sidewalk work on N. Fourth St., and DWAM grant work.

**MOTION BY ADAIR, SECOND BY JACKSON, TO APPROVE RESOLUTION 23-33 BUDGET AMENDMENT.**

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

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

**RESOLUTION #23-33**

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 101, General Fund, were increased due to the down payment required for the MDOT road project and the City’s approving of ARPA funds help to cover the streetscape project, and

WHEREAS, the revenues and expenses in Fund 202, Major Street Fund, were increased due to the Fairview St. and Houghton Ave intersection project, and

WHEREAS, the expenses in Fund 203, Local Street Fund, were increased due to sidewalk work on S. Fourth St that was not budgeted for, and

WHEREAS, the revenues and expenses in Fund 591, Water Fund, were increased due to the expenses incurred and reimbursement for the DWAM lead service line inventory grant, and

WHEREAS, the expenses in Fund 592, Water Replacement Fund, were increased due to work done on the City's wells that were not budgeted for, and

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

GL NUMBER	DESCRIPTION	2023-24 CURRENT BUDGET	2023-24 AMENDED BUDGET
Fund 101 - GENERAL FUND			
Revenues			
Dept 000.000			
101-000.000-401.000	TAXES CONTROL (MANDATORY)	0.00	0.00
101-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	950,000.00	950,000.00
101-000.000-404.400	CURRENT PROPERTY TAX REFUSE PERSONAL PROPERTY TAX LOSS	190,000.00	190,000.00
101-000.000-408.400	REIMBURSEMENT	65,000.00	65,000.00
101-000.000-446.400	PENALTIES AND INTEREST CUR.TA	11,400.00	11,400.00
101-000.000-448.400	ADMINISTRATIVE FEES ON CUR.TA	30,400.00	30,400.00
101-000.000-477.400	CABLE TV FRANCHISE FEES	36,000.00	36,000.00
101-000.000-528.000	OTHER FEDERAL GRANTS	0.00	215,432.00
101-000.000-564.400	INDUSTRIAL PARK ADMIN FEE	1,000.00	1,000.00
101-000.000-574.400	REVENUE SHARING (STATUTORY)	32,000.00	32,000.00
101-000.000-575.400	REVENUE SHARING (CONSTITUTIONAL)	230,000.00	230,000.00
101-000.000-576.400	REVENUE SHARING (PUBLIC SAFETY)	0.00	0.00
101-000.000-577.400	LIQUOR LICENSE	4,000.00	4,000.00
101-000.000-590.400	SEWER FUND ADMINISTRATION	50,000.00	50,000.00
101-000.000-590.401	SEWER COLLECTION ADMIN.	16,000.00	16,000.00
101-000.000-591.400	WATER FUND ADMINISTRATION	20,000.00	20,000.00
101-000.000-592.400	LOCAL STREET ADMIN. FEE	4,400.00	4,400.00
101-000.000-593.400	MAJOR STREET ADMIN. FEE	2,000.00	9,500.00
101-000.000-594.400	CEMETERY ADMIN. FEE	1,000.00	1,000.00
101-000.000-597.400	DDA ADMINISTRATIVE	2,400.00	2,400.00
101-000.000-634.400	GRANT	0.00	0.00
101-000.000-661.400	EQUIPMENT FUND ADMIN FEE	12,000.00	12,000.00

101-000.000-664.400	INTEREST INCOME	300.00	300.00
101-000.000-672.400	VETERAN BANNER CONTRIBUTIONS	1,500.00	1,500.00
101-000.000-695.400	MISCELLANEOUS	12,000.00	12,000.00
Total Dept 000.000		1,671,400.00	1,886,832.00
Dept 262.000 - ELECTIONS			
Total Dept 262.000 - ELECTIONS		5,500.00	5,500.00
Dept 301.000 - POLICE DEPARTMENT			
Total Dept 301.000 - POLICE DEPARTMENT		141,517.00	141,517.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT			
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		33,000.00	33,000.00
Dept 528.000 - SOLID WASTE			
Total Dept 528.000 - SOLID WASTE		12,000.00	12,000.00
Dept 721.000 - PLANNING AND ZONING			
Total Dept 721.000 - PLANNING AND ZONING		750.00	750.00
Dept 751.000 - PARKS AND RECREATION			
Total Dept 751.000 - PARKS AND RECREATION		1,000.00	1,000.00
TOTAL REVENUES		1,865,167.00	2,088,099.00
Expenditures			
Dept 101.000 - LEGISLATIVE			
Total Dept 101.000 - LEGISLATIVE		18,154.00	18,154.00
Dept 172.000 - CITY MANAGER'S OFFICE			
Total Dept 172.000 - CITY MANAGER'S OFFICE		140,433.00	140,433.00
Dept 201.000 - INTERNAL SERVICES			
Total Dept 201.000 - INTERNAL SERVICES		47,211.00	47,211.00
Dept 209.000 - PROPERTY ASSESSMENT REVIEW			
Total Dept 209.000 - PROPERTY ASSESSMENT REVIEW		13,912.00	13,912.00
Dept 215.000 - CITY CLERK			
Total Dept 215.000 - CITY CLERK		75,989.00	75,989.00
Dept 228.000 - TECHNOLOGY			

Total Dept 228.000 - TECHNOLOGY		15,100.00	15,100.00
Dept 253.000 - CITY TREASURER			
Total Dept 253.000 - CITY TREASURER		117,196.00	117,196.00
Dept 262.000 - ELECTIONS			
Total Dept 262.000 - ELECTIONS		7,441.00	7,441.00
Dept 265.000 - MUNICIPAL PROPERTIES			
101-265.000-703.700	SALARIES AND WAGES	8,150.00	8,150.00
101-265.000-710.700	OVERTIME	100.00	100.00
101-265.000-714.700	MANDATORY MEDICARE	120.00	120.00
101-265.000-715.700	SOCIAL SECURITY (EMPLOYER)	512.00	512.00
101-265.000-716.700	HEALTH INSURANCE PREMIUM	1,920.00	1,920.00
101-265.000-718.700	MERS RETIREMENT (EMPLOYER)	2,628.00	2,628.00
101-265.000-718.701	EMPLOYER DEFERED COMP.	120.00	120.00
101-265.000-720.700	WORKERS COMPENSATION PREMIUM	285.00	285.00
101-265.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00
101-265.000-727.700	OPERATING SUPPLIES	4,300.00	4,300.00
101-265.000-801.700	CONTRACTUAL SERVICES	5,000.00	220,432.00
101-265.000-853.700	TELEPHONE/RADIO COMMUNICATION	2,760.00	2,760.00
101-265.000-922.700	PUBLIC UTILITIES	18,700.00	18,700.00
101-265.000-941.700	EQUIPMENT RENTAL	2,200.00	2,200.00
101-265.000-956.700	EXPENSES	500.00	500.00
101-265.000-977.700	CAPITAL ACQUISITIONS	0.00	0.00
Total Dept 265.000 - MUNICIPAL PROPERTIES		47,300.00	262,732.00
Dept 266.000 - LEGAL ASSISTANCE			
Total Dept 266.000 - LEGAL ASSISTANCE		47,300.00	47,300.00
Dept 284.000 - COMMUNITY PROMOTIONS			
Total Dept 284.000 - COMMUNITY PROMOTIONS		12,978.00	12,978.00
Dept 299.000 - CITY SERVICES			
Total Dept 299.000 - CITY SERVICES		53,995.00	53,995.00
Dept 301.000 - POLICE DEPARTMENT			
Total Dept 301.000 - POLICE DEPARTMENT		677,338.00	677,338.00
Dept 336.000 - FIRE			
Total Dept 336.000 - FIRE		28,165.00	28,165.00

Dept 345.000 - CROSSING GUARDS		
Total Dept 345.000 - CROSSING GUARDS	8,357.00	8,357.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT		
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT	143,112.00	143,112.00
Dept 528.000 - SOLID WASTE		
Total Dept 528.000 - SOLID WASTE	219,292.00	219,292.00
Dept 537.000 - AIRPORT		
Total Dept 537.000 - AIRPORT	54,365.00	54,365.00
Dept 721.000 - PLANNING AND ZONING		
Total Dept 721.000 - PLANNING AND ZONING	9,768.00	9,768.00
Dept 728.000 - ECONOMIC DEVELOPMENT		
Total Dept 728.000 - ECONOMIC DEVELOPMENT	1,000.00	1,000.00
Dept 729.000 - CODE ENFORCEMENT		
Total Dept 729.000 - CODE ENFORCEMENT	0.00	0.00
Dept 751.000 - PARKS AND RECREATION		
Total Dept 751.000 - PARKS AND RECREATION	74,266.00	74,266.00
Dept 851.000 - INSURANCE AND RISK MANAGEMENT		
Total Dept 851.000 - INSURANCE AND RISK MANAGEMENT	16,426.00	16,426.00
Dept 965.000 - TRANSFERS		
Total Dept 965.000 - TRANSFERS	20,000.00	20,000.00
Dept 965.204 - TRANS TO OTHER ACCOUNTS 204		
Total Dept 965.204 - TRANS TO OTHER ACCOUNTS 204	0.00	0.00
Dept 965.209 - TRANSFER TO CEMETERY		
Total Dept 965.209 - TRANSFER TO CEMETERY	20,310.00	20,310.00
TOTAL EXPENDITURES	1,869,408.00	2,084,840.00
TOTAL REVENUES	1,865,167.00	2,088,099.00
TOTAL EXPENDITURES	1,869,408.00	2,084,840.00
NET OF REVENUES & EXPENDITURES	(4,241.00)	3,259.00

CARRYOVER		678,213.00	710,803.00
Fund 202 - MAJOR STREET FUND			
Revenues			
Dept 000.000			
202-000.000-419.400	METRO ACT	10,000.00	10,000.00
202-000.000-570.400	ACT 51 - STATE OF MICHIGAN	250,000.00	250,000.00
202-000.000-634.400	GRANT	0.00	0.00
202-000.000-664.400	INTEREST INCOME	1,000.00	1,000.00
202-000.000-677.400	TRUNKLINE MAINT. REIMBURSEMEN	30,000.00	30,000.00
202-000.000-677.401	TRUNKLINE ADDT'L PROJECT REIMBURSEMENT	0.00	86,199.00
Total Dept 000.000		291,000.00	377,199.00
TOTAL REVENUES		291,000.00	377,199.00
Expenditures			
Dept 451.000 - CONSTRUCTION			
202-451.000-801.700	CONTRACTUAL SERVICES	0.00	79,500.00
Total Dept 451.000 - CONSTRUCTION		0.00	79,500.00
Dept 463.000 - ROUTINE MAINTENANCE			
Total Dept 463.000 - ROUTINE MAINTENANCE		50,908.00	50,908.00
Dept 470.000 - ROUTINE MAINTENANCE			
Total Dept 470.000 - NON-MOTORIZED TRANSPORTATION		10,000.00	10,000.00
Dept 478.000 - WINTER MAINTENANCE			
Total Dept 478.000 - WINTER MAINTENANCE		49,274.00	49,274.00
Dept 482.000 - ADMINISTRATION			
Total Dept 482.000 - ADMINISTRATION		9,260.00	9,260.00
Dept 485.000 - TRAFFIC SIGNAL TRUNKLINE			
Total Dept 485.000 - TRAFFIC SIGNAL TRUNKLINE		9,500.00	9,500.00
Dept 486.000 - SURFACE MAINTENANCE TRUNKLINE			
Total Dept 486.000 - SURFACE MAINTENANCE TRUNKLINE		7,405.00	7,405.00
Dept 488.000 - SWEEPING & FLUSHING TRUNKLINE			
Total Dept 488.000 - SWEEPING & FLUSHING TRUNKLINE		3,083.00	3,083.00

Dept 489.000 - TRUNKLINE SNOW REMOVAL		
Total Dept 489.000 - TRUNKLINE SNOW REMOVAL	17,912.00	17,912.00
Dept 490.000 - TREES & SHRUBS TRUNKLINE		
Total Dept 490.000 - TREES & SHRUBS TRUNKLINE	728.00	728.00
Dept 491.000 - DRAINAGE & BACKSLOPES TRUNK.		
Total Dept 491.000 - DRAINAGE & BACKSLOPES TRUNK.	43.00	43.00
Dept 497.000 - WINTER MAINTENANCE TRUNKLINE		
Total Dept 497.000 - WINTER MAINTENANCE TRUNKLINE	29,570.00	29,570.00
Dept 498.000 - TRUNKLINE TAXES/ADMINISTRATION		
Total Dept 498.000 - TRUNKLINE TAXES/ADMINISTRATION	2,000.00	2,000.00
Dept 965.000 - TRANSFERS		
Total Dept 965.000 - TRANSFERS	62,500.00	62,500.00
TOTAL EXPENDITURES	252,183.00	331,683.00
Fund 202 - MAJOR STREET FUND:		
TOTAL REVENUES	291,000.00	377,199.00
TOTAL EXPENDITURES	252,183.00	331,683.00
NET OF REVENUES & EXPENDITURES	38,817.00	45,516.00
CARRYOVER		
Fund 203 - LOCAL STREET FUND		
Revenues		
Dept 000.000		
Total Dept 000.000	143,050.00	143,050.00
TOTAL REVENUES	143,050.00	143,050.00
Expenditures		
Dept 451.000 - CONSTRUCTION		
Total Dept 451.000 - CONSTRUCTION	68,000.00	68,000.00
Dept 463.000 - ROUTINE MAINTENANCE		
Total Dept 463.000 - ROUTINE MAINTENANCE	37,964.00	37,964.00
Dept 470.000 - NON-MOTORIZED TRANSPORTATION		



203-470.000-801.700	CONTRACTUAL SERVICES	0.00	2,180.00
Total Dept 470.000 - NON-MOTORIZED TRANSPORTATION		0.00	2,180.00
Dept 478.000 - WINTER MAINTENANCE			
Total Dept 478.000 - WINTER MAINTENANCE		30,861.00	30,861.00
Dept 482.000 - ADMINISTRATION			
Total Dept 482.000 - ADMINISTRATION		6,160.00	6,160.00
TOTAL EXPENDITURES		142,985.00	145,165.00
Fund 203 - LOCAL STREET FUND:			
TOTAL REVENUES		143,050.00	143,050.00
TOTAL EXPENDITURES		142,985.00	145,165.00
NET OF REVENUES & EXPENDITURES		65.00	(2,115.00)
CARRYOVER			
Fund 591 - WATER FUND			
Revenues			
Dept 000.000			
591-000.000-625.400	BILLINGS	505,000.00	505,000.00
591-000.000-626.400	PENALTIES	6,800.00	6,800.00
591-000.000-634.400	GRANT	0.00	55,000.00
591-000.000-644.400	TAP FEES	0.00	0.00
591-000.000-645.400	TURN ON CHARGES	100.00	100.00
591-000.000-646.400	HYDRANT RENTAL	17,995.00	17,995.00
591-000.000-647.400	METER SALES	0.00	0.00
591-000.000-664.400	INTEREST INCOME	5.00	5.00
591-000.000-669.400	TRANSFER FROM CIVIC FUND	0.00	0.00
591-000.000-695.400	MISCELLANEOUS	5,000.00	5,000.00
Total Dept 000.000		534,900.00	589,900.00
TOTAL REVENUES		534,900.00	589,900.00
Expenditures			
Dept 000.000			
591-000.000-703.700	SALARIES AND WAGES	78,000.00	78,000.00
591-000.000-710.700	OVERTIME	4,488.00	4,488.00
591-000.000-714.700	MANDATORY MEDICARE	1,197.00	1,197.00
591-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	5,084.00	5,084.00
591-000.000-716.700	HEALTH INSURANCE PREMIUM	15,987.00	15,987.00

591-000.000-718.700	MERS RETIREMENT (EMPLOYER)	19,220.00	19,220.00
591-000.000-718.701	EMPLOYER DEFERED COMP.	885.00	885.00
591-000.000-718.702	PENSION EXPENSE GASB 68	0.00	0.00
591-000.000-720.700	WORKERS COMPENSATION PREMIUM	2,080.00	2,080.00
591-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	10.00	10.00
591-000.000-727.700	OPERATING SUPPLIES	68,766.00	68,766.00
591-000.000-741.700	POSTAGE	4,000.00	4,000.00
591-000.000-782.700	ADMINISTRATION	20,000.00	20,000.00
591-000.000-801.700	CONTRACTUAL SERVICES	32,475.00	32,475.00
591-000.000-811.700	MEMBERSHIP AND DUES	900.00	900.00
591-000.000-818.700	INS. PREMIUM - LIABILITY	2,624.00	2,624.00
591-000.000-853.700	TELEPHONE/RADIO COMMUNICATION	360.00	360.00
591-000.000-865.700	PROFESSIONAL DEVELOPMENT	2,722.00	2,722.00
591-000.000-922.700	PUBLIC UTILITIES	17,000.00	17,000.00
591-000.000-941.700	EQUIPMENT RENTAL	20,000.00	75,000.00
591-000.000-956.700	EXPENSES	1,700.00	1,700.00
591-000.000-966.700	DEPRECIATION	0.00	0.00
Total Dept 000.000		297,498.00	352,498.00
Dept 000.592 - TRANSFER TO REPLACEMENT			
Total Dept 000.592 - TRANSFER TO REPLACEMENT		250,000.00	250,000.00
TOTAL EXPENDITURES		547,498.00	602,498.00
Fund 591 - WATER FUND:			
TOTAL REVENUES		534,900.00	589,900.00
TOTAL EXPENDITURES		547,498.00	602,498.00
NET OF REVENUES & EXPENDITURES		(12,598.00)	(12,598.00)
CARRYOVER		507,510.00	507,510.00
Fund 592 - WATER REPLACEMENT FUND			
Revenues			
Dept 000.000			
592-000.000-581.248	CONTRIBUTIONS FROM LOCAL GOVT -DDA	0.00	0.00
592-000.000-634.400	GRANT	2,600,000.00	2,600,000.00
592-000.000-634.404	GRANT	0.00	0.00
592-000.000-634.405	GRANT	0.00	0.00
592-000.000-634.406	GRANT	0.00	0.00
592-000.000-634.407	GRANT	0.00	0.00
592-000.000-634.408	GRANT	0.00	0.00
592-000.000-664.400	INTEREST INCOME	0.00	0.00
592-000.000-675.400	TRANSFER FROM WATER FUND	250,000.00	250,000.00

Total Dept 000.000		2,850,000.00	2,850,000.00
TOTAL REVENUES		2,850,000.00	2,850,000.00
Expenditures			
Dept 000.000			
592-000.000-801.700	CONTRACTUAL SERVICES	2,600,000.00	2,650,000.00
592-000.000-994.700	BOND	22,000.00	22,000.00
592-000.000-994.705	BOND PLANT	38,000.00	38,000.00
592-000.000-995.700	INTEREST DUE ON BONDS	6,000.00	6,000.00
592-000.000-995.705	INTEREST DUE ON BOND PLANT	10,000.00	10,000.00
Total Dept 000.000		2,676,000.00	2,726,000.00
TOTAL EXPENDITURES		2,676,000.00	2,726,000.00
Fund 592 - WATER REPLACEMENT FUND:			
TOTAL REVENUES		2,850,000.00	2,850,000.00
TOTAL EXPENSES		2,676,000.00	2,726,000.00
NET OF REVENUES & EXPENDITURES		174,000.00	124,000.00

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**MOTION BY SHOWALTER, SECOND BY ZIMMERMAN, TO APPROVE THE INTRODUCTION OF ORDINANCE 23-03 BUILDING ORDINANCE.**

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

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

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Discussion was held as to the cost of banners, the increase in cost due to the size of the banners on the new light poles, and the cost of man power and equipment to hang the banners.

**MOTION BY ZIMMERMAN, SECOND BY JACKSON, TO APPROVE CHANGES IN THE VETERANS BANNER PROGRAM INCLUDING THE INITIAL SET UP FEE FOR THE ACTUAL BANNER OF \$100 IN THE FIRST YEAR WITH EACH CONSECUTIVE YEAR BEING \$25 UP TO FIVE YEARS. THE EXISTING BANNERS THAT ARE PAID FOR ANOTHER YEAR WOULD BE REPLACED AT THE CITY'S COST.**

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

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

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**MOTION BY BENNETT, SECOND BY PUGH TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD DECEMBER 4, 2023.**

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

**No – None**

**Absent – None**

**Motion carried**

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**MOTION BY SHOWALTER, SECOND BY ADAIR TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; WEST BRANCH POLICE DEPARTMENT NOVEMBER 2023 REPORT; WWTPA MINUTES FROM OCTOBER 2, 2023; BOR MINUTES FROM DECEMBER 11, 2023; OGEMAW COUNTY FIRE DEPARTMENT MINUTES FROM OCTOBER 17, 2023; AND DDA MINUTES FROM NOVEMBER 28, 2023.**

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

**No – None**

**Absent – None**

**Motion carried**

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Communications shared included the Happy Holidays ad in the Voice from the City of West Branch and the Michigan Public Policy Survey December 2023 edition.

Member Pugh reported that the bell ringing has gone extremely well this year. Just this week end over \$17,000 was collected. This coming week will be the final week until next year.

Manager Dantzer informed council that Mr. Gilbert was present to take pictures in front of the city sign tonight. He also informed members that there was an incident where the gator was backed into a worker’s personal vehicle. The damage to the bumper was only \$1,955.08. Filing a claim with the insurance company would still make the city responsible for the deductible and raise the insurance rate. Manager Dantzer suggested paying out of the motor vehicle fund.

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**MOTION BY ZIMMERMAN, SECOND BY SHOWALTER TO PAY FOR THE DAMAGE IN THE AMOUNT OF \$1,955.08 OUT OF THE MOTOR VEHICLE FUND.**

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

**No – None**

**Absent – None**

**Motion carried**

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Bill Ehinger asked about curb and gutter replacements on S. First St. Manager Dantzer explained that the repaving would not happen until 2025 and it would depend on the quote at that time whether the curb and gutter would be replaced on S. First along with N. Burgess, Second, and Third.

Commissioner Scott asked about the Building Department and Manager Dantzer explained that now that it was approved by council it would have to go to the state for their approval.

Heather Neuhaus from the Chamber expressed her thanks to all who participated in the Santa Train and the Christmas Parade and made the events so successful. She also expressed thanks for all the wonderful work the City Workers do.

Mayor Frechette adjourned the meeting at 6:23 pm.

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Paul Frechette, Mayor

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Lori Ann Clover, Clerk