

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, FEBRUARY 19, 2024.

Mayor Pro Tem Jackson called the meeting to order at 6:00 p.m.

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

Absent: Mayor Paul Frechette and Council Member Rusty Showalter

Other officers present: City Clerk Lori Ann Clover-Gambrel, DPW Supervisor Mike Killackey, Ogemaw County Commissioner Craig Scott, and City Realtor Yvonne DeRoso.

All stood for the Pledge of Allegiance.

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Commissioner Scott gave an update on county activities. He spoke with Clerk Gildner on the participation for early voting. There were 21-23 voters per day for the past three days. Two representatives from Isabella County spoke to the county concerning a multi county collaboration for material management to fulfill the state requirement. Resolutions were passed with job descriptions for both the transit director and assistant director. There were two bids for the medical services contract at the Corrections Department. Budget adjustments were approved for the first quarter. Parks and Recreation approved a roof replacement on the nature park hall with the cost covered by a grant.

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Pat Green spoke with Council concerning a land acquisition or zoning variance he was requesting.

MOTION BY ZIMMERMAN, SECOND BY PUGH, TO POSTPONE ANY DECISION REGARDING LAND ACQUISITION AND/OR REZONING REQUEST UNTIL MANAGER DANTZER RETURNS AND IS ABLE TO REVIEW THE ORIGINAL AGREEMENT FROM IRONS PARK AND DO FURTHER RESEARCH.

Yes —Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

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Yvonne DeRoso informed Council that there was an offer Saturday on Parcel #18 in the Industrial Park. Realtor DeRoso requested Council’s approval for her and Manager Dantzer to work on the offer when he returns.

MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE REALTOR DEROSO AND MANAGER DANTZER TO WORK WITH THE PROSPECTIVE BUYER AND BRING THE CONTRACT TO COUNCIL.

Yes —Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

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

WHEREAS, the revenues in Fund 251, Industrial Park Fund, were increased due to sale of a lot that was not budgeted for, and

WHEREAS, the expenses in Fund 251, Industrial Park Fund, were increased due to the understatement of labor for work done in the park, and

WHEREAS, the revenues in Fund 592, Water Replacement Fund were increased due to the recording of grant revenue, the contribution for the DDA for their part of the bond that was not originally budgeted for, and an understatement of interest income, and

WHEREAS, the expense in Fund 592, Water Replacement Fund, were increased due to the recording of the bond that was not budgeted for, and

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

GL NUMBER	DESCRIPTION	2023-24 CURRENT BUDGET	2023-24 AMENDED BUDGET
Fund 251 - INDUSTRIAL PARK FUND			
Revenues			
Dept 000.000			
251-000.000-642.400	SALES OF LOTS	0.00	37,380.00
251-000.000-664.400	INTEREST INCOME	300.00	300.00
Total Dept 000.000		300.00	37,680.00
TOTAL REVENUES		300.00	37,680.00
Expenditures			
Dept 000.000			
251-000.000-703.700	SALARIES AND WAGES	0.00	1,000.00
251-000.000-714.700	MANDATORY MEDICARE	0.00	10.00
251-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	0.00	50.00
251-000.000-718.700	MERS RETIREMENT (EMPLOYER)	0.00	205.00
251-000.000-718.701	EMPLOYER DEFERED COMP.	0.00	15.00
251-000.000-720.700	WORKERS COMPENSATION PREMIUM	0.00	30.00
251-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	0.00	1.00
251-000.000-782.700	ADMINISTRATION	1,000.00	1,000.00
251-000.000-801.700	CONTRACTUAL SERVICES	1,550.00	1,550.00
251-000.000-941.700	EQUIPMENT RENTAL	0.00	0.00

Total Dept 000.000		2,550.00	3,861.00
TOTAL EXPENDITURES		2,550.00	3,861.00
Fund 251 - INDUSTRIAL PARK FUND:			
TOTAL REVENUES		300.00	37,680.00
TOTAL EXPENDITURES		2,550.00	3,861.00
NET OF REVENUES & EXPENDITURES		(2,250.00)	33,819.00
CARRYOVER		129,237.00	163,056.00
		2023-24	2023-24
		CURRENT	AMENDED
GL NUMBER	DESCRIPTION	BUDGET	BUDGET

Fund 592 - WATER REPLACEMENT FUND

Revenues

Dept 000.000

592-000.000-581.248	CONTRIBUTIONS FROM LOCAL GOVT -DDA	0.00	96,981.00
592-000.000-634.400	GRANT	2,600,000.00	2,548,568.00
592-000.000-634.404	GRANT	0.00	0.00
592-000.000-634.405	GRANT	0.00	45,432.00
592-000.000-634.406	GRANT	0.00	6,000.00
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	10,500.00
592-000.000-675.400	TRANSFER FROM WATER FUND	250,000.00	250,000.00
Total Dept 000.000		2,850,000.00	2,957,481.00

TOTAL REVENUES

2,850,000.00 2,957,481.00

Expenditures

Dept 000.000

592-000.000-801.700	CONTRACTUAL SERVICES	2,650,000.00	2,650,000.00
592-000.000-801.701	INFRASTRUCTURE PROJECT	0.00	0.00
592-000.000-956.700	EXPENSES	0.00	500.00
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		2,726,000.00	2,726,500.00

TOTAL EXPENDITURES

2,726,000.00 2,726,500.00

No – None

Absent – Frechette and Showalter

Motion carried

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MOTION BY ZIMMERMAN, SECOND BY PUGH, TO APPROVE THE RESOLUTION SUPPORTING THE APPROVAL OF THE USDA GRANT FOR THE ECONOMIC DEVELOPMENT OF DOWNTOWN.

Yes —Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

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MOTION BY PUGH, SECOND BY BENNETT, TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD FEBRUARY 5, 2024.

Yes —Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

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MOTION BY ADAIR, SECOND BY BENNETT, TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; WEST BRANCH POLICE DEPARTMENT JANUARY 2024 REPORT; MINUTES FROM THE WWTPA MEETING HELD DECEMBER 12, 2023; MINUTES FROM THE ELECTION COMMISSION PUBLIC ACCURACY TEST HELD FEBRUARY 14, 2024; AND MINUTES FROM THE PLANNING COMMISSION MEETINGS HELD JANUARY 9 AND FEBRUARY 5, 2024.

Yes —Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

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Communications included a letter from Charter explaining some upcoming changes, and a fact sheet from COOR CTE. Also included was a letter awarding the West Branch Community Airport the General Aviation Airport of the Year. This is a great testament to the work of the airport staff and Director Ben Evergreen.

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MOTION BY PUGH, SECOND BY ADAIR TO APPOINT ALAN BRUDER AND MARK DANTZER TO THE IDC AND BRA BOARDS WITH A TERM TO EXPIRE 12/31/24, APPOINT CHARLIE ELLIOT AND TERRY MCLAREN TO THE IDC AND BRA BOARDS WITH A TERM TO EXPIRE 12/31/25, AND TO APPOINT DAN GRENIER AND HEATHER NEUHAUS TO THE IDC AND BRA BOARDS WITH A TERM TO EXPIRE 12/31/26.

Yes —Adair, Bennett, Jackson, Pugh, Zimmerman

No – None

Absent – Frechette and Showalter

Motion carried

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Mayor Pro Tem Jackson thanked DPW for their work on snow removal during the last storm and for their fast and efficient work on the last water main break. He stated that the construction downtown seemed to be going well. DPW Supervisor Killackey said that DTE should be on their last phase.

Member Pugh informed Council that COOR would be presenting on the millage request at the Kiwanis meeting tomorrow at noon at China Inn.

Member Bennett asked DPW Superintendent Killackey with DTE and Charter being able to work all winter if that would speed up the process of road construction this summer. DPW Superintendent Killackey did not think so but it should make for less construction work in one specific area.

Mayor Pro Tem Jackson adjourned the meeting at 6:44 pm.

Mike Jackson, Mayor Pro Tem

Lori Ann Clover- Gambrel, Clerk