

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, JANUARY 8, 2023.

Mayor Frechette called the meeting to order at 7:00 p.m.

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

Absent: None

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover, DPW Supervisor Mike Killackey, 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. Committee appointments were reviewed. The transit director and assistant job descriptions were reviewed in preparation for hiring an assistant. The meeting schedule for 2024 was reviewed. A transit rate map is being developed although the rate fees only make up approximately 25% of the transit budget. The Ogemaw recreation area on M-55 and Dam Rd. was leased to the Recreation Committee.

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Penny Payea gave a presentation on the EDC. She shared a magazine the committee created to celebrate successes and explain who the committee is made up of and is partnered with. Current focuses include business education and workforce development, the revolving loan fund, childcare and housing. They will be hosting workshops and events in 2024. There is also a section on surviving the downtown project this summer.

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Yvonne DeRoso updated council on the city's real estate. Friday will hopefully be the closing date for the M-30 property. A parcel in the Industrial Park was sold this past year. She provided a list of properties that are still up for sale.

MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO RENEW THE CITY REAL ESTATE CONTRACT WITH YVONNE DEROSO.

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

No – None

Absent – None

Motion carried

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Manager Dantzer informed Council that he used a public service program for the sale of the backhoe to see if the City could get a better deal. The winning bid of \$14,000 was what they would have given as a trade in. The bid was won by someone local.

MOTION BY PUGH, SECOND BY SHOWALTER, TO APPROVE THE BID FOR \$14,000 FOR THE BACKHOE.

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 \$78,387.87.

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

No – None Absent – None Motion carried

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Manager Dantzer explained the enactment of Ordinance 23-03 Building Department is in follow up to the introduction and if the enactment is approved it will be sent to the state for processing.

MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE THE ENACTMENT OF ORDINANCE 23-03 BUILDING DEPARTMENT.

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

No – None Absent – None Motion carried

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MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE RESOLUTION 24-01 MEETING PLACE AND TIME.

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

No – None Absent – None Motion carried

RESOLUTION #24-01

WHEREAS, the West Branch City Charter requires that the Council adopt a resolution stating the time and place of its regular meetings, and

WHEREAS, it is recommended that this be done on an annual basis,

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council will hold its regular meetings in the Council Chamber of City Hall, 121 N. Fourth St. unless there is a motion to change the meeting location due to special circumstances, and

FURTHER BE IT RESOLVED, that all regular Council meetings will begin at 6:00 p.m. unless the Charter dictates otherwise or there is a motion to change the meeting time due to special circumstances, and

FURTHER BE IT RESOLVED, that the West Branch City Council shall meet on the 1st and 3rd Monday of each month unless there is a motion to change the meeting date due to special circumstances.

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MOTION BY SHOWALTER, SECOND BY ADAIR, TO APPROVE RESOLUTION 24-02 STREET ADMINISTRATOR.

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

No – None

Absent – None

Motion carried

Resolution # 24-02

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, “the responsibility for street improvements, maintenance, and traffic operations work, and the development , construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for all shall represent the municipality in transactions with the State Transportation Department pursuant to this act.”

Now, therefore, be it resolved the Honorable Body designate City Manager, John Dantzer as the single Street Administrator for the City of West Branch for the calendar year of 2024 in all transactions with the State Transportation Department as provided in Section 13 of the Act.

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MOTION BY ADAIR, SECOND BY SHOWALTER, TO APPROVE RESOLUTION 24-03 ANNUAL BANKS AND CHECK SIGNERS.

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

No – None

Absent – None

Motion carried

RESOLUTION #24-03

WHEREAS, for audit purposes, at the first meeting of every year, it is recommended the City annually names all banks the City is allowed to conduct business with, and

WHEREAS, it is also recommended to approve all authorized signers and depositors for City funds, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby approves the following as authorized banks: Huntington Bank, Mercantile Bank, PNC Bank, Huron Community Bank, and Northland Area Federal Credit Union, and

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Communications shared included a letter from State Representative Mike Hoadley.

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MOTION BY FRECHETTE, SECOND BY SHOWALTER TO RE-APPOINT LOIS BERGQUIST TO THE RECREATION COMMITTEE FOR A THREE-YEAR TERM; APPOINT KIM ERVANS TO THE BOARD OF REVIEW FOR A PARTIAL TERM TO END 12/31/24; AND RE-APPOINT JOZANN BURGIN TO THE ZBA FOR A THREE-YEAR TERM.

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

No – None

Absent – None

Motion carried

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Mayor Frechette wished everyone a very happy new year and thanked City employees and Board Members for all their hard work.

Member Pugh reported that the bell ringing raised \$47,200 this year for the Salvation Army. There was a total of 464 bell ringers this year. Donations have gone up considerably from last years total of approximately \$35,000.

Member Bennett echoed Mayor Frechette and thanked Member Pugh for her hard work with the Salvation Army.

Manager Dantzer announced that the well sample came back for Well #5 and was fine so the well is up and running effective today.

Sean Gilbert thanked the City for the post on Facebook and is looking forward to helping get the sign in place.

Amy Hensel from the Herald introduced herself and will be attending Council meetings to report on City activities.

Mayor Frechette adjourned the meeting at 7:32 pm.

Paul Frechette, Mayor

Lori Ann Clover, Clerk