

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF THE WEST BRANCH CITY HALL, 121 N. FOURTH STREET ON MONDAY, JULY 20, 2020.

Mayor Frechette called the meeting to order at 6:02 p.m.

Present: Mayor Paul Frechette, Council Members Joanne Bennett, Mike Jackson, Chris Powley, Ellen Pugh, and Cathy Zimmerman.

Absent: Council Member Rusty Showalter

Other officers present: Clerk/Treasurer/Acting Manager John Dantzer, DPW Superintendent Mike Killackey, Deputy Clerk/Treasurer Michelle Frechette, and Police Chief Ken Walters.

All stood for the Pledge of Allegiance.

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Roberta Beck, Angela Torrez and Michael Torrez with Coalition of Hope gave a presentation to Council on displaying flags in town in support of suicide awareness week September 6 – 12, 2020. Discussion on types of flags to be used along with maybe using push in signs and ribbons on light poles.

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Brian Gilbert introduced himself as candidate for Sheriff and had discussion on qualifications for the position.

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MOTION BY FRECHETTE, SECOND BY BENNETT, TO EXCUSE MEMBER RUSTY SHOWALTER FROM THE MEETING.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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MOTION BY BENNETT, SECOND BY POWLEY, TO PAY BILLS IN THE AMOUNT OF \$35,825.71.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Discussion on Resolution 20-21 City wide sidewalk café permit approval good for rest of the 2020 year.

MOTION BY BENNETT, SECOND BY POWLEY, TO ADOPT RESOLUTION 20-21 CITY WIDE SIDEWALK CAFÉ PERMIT.

RESOLUTION #20-21

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council does hereby approve the sidewalk café permit for any City business for the 2020 calendar season

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Discussion on the annual MML Workers’ Comp Fund Board of Trustees nominations. There are only two candidates for two positions.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO COMPLETE THE OFFICIAL BALLOT FOR THE NOMINEES TO THE MML WORKERS’ COMP FUNDBOARD OF TRUSTEES.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Discussion on the Development Plan and Sole Source Vendor request for engineering on the M-30 Housing Project. Council reviewed the preliminary drawings for all five phases of the Housing Project and considered the sole source vendor request based on Beckett & Raeder working with the City since

the beginning of the venture and the time savings for the City by sticking with Beckett & Raeder for the Development Plan. Details and samples will be brought to Council for each phase of the project.

MOTION BY JACKSON, SECOND BY POWLEY, TO AWARD THE SOLE SOURCE VENDOR REQUEST AND BID FOR THE M-30 HOUSING DEVELOPMENT PLAN TO BECKETT & RAEDER.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Mallory Benjamin addressed Council with a Special Event Permit to have a Back the Blue Parade through Downtown West Branch from 10am to 12 noon on Saturday, August 1, 2020. Parade route to go from Irons Park on S. Valley Street along Houghton Avenue to end at 5th Street.

MOTION BY FRECHETTE, SECOND BY JACKSON, TO APPROVE THE SPECIAL EVENT PERMIT FOR A BACK THE BLUE PARADE CONTINGENT ON MDOT APPROVAL AND THE EXECUTIVE ORDERS.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Discussion on the Council Goals and Objectives. Planning Commission discussed and had volunteers come forward to help with the four goals. It is going to the DDA Board Agenda scheduled for Tuesday, July 28, 2020. Council members chose the following to work on: Goal One – Frechette & Pugh, Goal 2 – Showalter & Zimmerman, Goal 3 – Dantzer & Jackson and Goal 4 – Bennett & Powley. One of the Council members in each goal will be the Chairperson for that group. Evaluations on the progress will be done quarterly starting in in October at the second Council meeting of the month.

MOTION BY JACKSON, SECOND BY POWLEY, TO ADOPT THE COUNCIL GOALS AND OBJECTIVES WITH A SPELLING CORRECTION TO #4.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Acting Manager Compensation was discussed. Clerk/Treasurer Dantzer was sworn in a Acting City Manager on June 17, 2020.

MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO COMPENSATE ACTING CITY MANAGER DANTZER \$300.00 PER WEEK RETRO ACTIVE TO JUNE 17, 2020.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE THE MINUTES AND SUMMARY OF MINUTES FROM THE MEETING HELD JULY 6, 2020 AND THE MINUTES FROM THE WORKSESSION HELD JULY 13, 2020.

Yes — Bennett, Frechette, Powley, Pugh, Jackson, Zimmerman

No – None

Absent – Showalter

Motion carried

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MOTION BY ZIMMERMAN, SECOND BY JACKSON, TO ALLOW MEMBER PUGH TO ABSTAIN FROM VOTING ON THE APPROVAL OF THECLOSED SESSION MINUTES DATED JUNE 15, 2020 DUE TO HER NOT BEING IN PERSON TO READ THEM OVER.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE THE CLOSED SESSION MINUTES FROM THE MEETING HELD JUNE 15, 2020.

Yes — Bennett, Frechette, Powley, Jackson, Zimmerman

Abstain - Pugh

No – None

Absent – Showalter

Motion carried

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MOTION BY BENNETT, SECOND BY POWLEY, TO RECEIVE AND FILE THE INVESTMENT SUMMARY AND TREASURER’S REPORT; MINUTES FROM THE AIRPORT BOARD MEETING HELD JUNE 17, 2020 AND ELECTION COMMISSION MEETING HELD JULY 20, 2020, THE JUNE POLICE REPORT AND THE JUNE CODE ENFORCEMENT REPORT.

Yes — Bennett, Frechette, Powley, Pugh, Jackson, Zimmerman

No – None

Absent – Showalter

Motion carried

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Discussion on appointing Member Showalter to fill the vacancy on the Wastewater Treatment Plant Authority Board with Member Zimmerman as an alternate.

MOTION BY FRECHETTE, SECOND BY JACKSON, TO APPOINT MEMBER SHOWALTER TO THE WASTEWATER TREATMENT PLANT AUTHORITY BOARD WITH MEMBER ZIMMERMAN AS THE ALTERNATE.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Reminder of the meet the Candidates on July 21st in Irons Park from 5pm to 7pm.

Discussion was held on the Census and the grant received. City has had a 64.7% response rate. Need to possibly have an event in the park, mail postcards or something to get more people to fill out the Census. Post on Facebook, maybe ad in the papers, reach out to the senior housing facilities.

Acting Manager Dantzer discussed his weekly report the July utility rates and not doing them this July. Sewer fund is struggling more, bad debt about \$20,000 to \$30,000, and the no shut offs extended through December 31, 2020. Landlords are concerned that they will be getting stuck with the renters outstanding bills.

Superintendent Killackey updated Council on two water line breaks and the fixes.

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Chief Walters and Acting Manager Dantzer discussed a CARES ACT Hazard Pay Bonus reimbursement grant for Police payroll. The grant will reimburse for wages, overtime wages and benefits for the months of April and May and well as allow for a one-time Hazard Pay Bonus to Police Department employees that worked during that time. The bonus is to be paid out to police officers only if awarded the Cares Act Grant.

MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE A ONE-TIME HAZARD PAY BONUS UP TO \$1,000 TO POLICE OFFICERS CONTINGENT UPON APPROVAL OF THE CARES ACT GRANT BY THE STATE.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Mayor Frechette adjourned the meeting at 7:32 pm.

Paul Frechette, Mayor

Michelle Frechette, Deputy Clerk/Treasurer