

-- AGENDA --

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD
VIRTUALLY AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY,
APRIL 5, 2021, 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, unless you have signed in and requested additional speaking time, and that the request is then approved by either the Mayor or a majority vote of Council. 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 Amanda Stang 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 Commissioner Mark Surbrook
 - B. Darlene Jones-Yellow Curbs by Buccillis Pizza
- 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. Second reading of the codification of ordinances
 - C. WB High School Alumni Banner Permit
 - D. 2021 Summer Music Series Special Event Permit

- XI. Approval of the minutes and summary from the meeting and work session held March 15, 2021.
- XII. Consent agenda
 - A. Treasurers report and investment summary
 - B. Minutes from the WWTPA meeting held on January 21, 2021
 - C. Minutes from the Airport meeting held on February 17, 2021
 - D. Minutes from the DDA meetings held February 23 & March 12, 2021
 - E. Minutes from the Land Bank meeting held March 16, 2021
 - F. Minutes from the Zoning Board of Appeals work session meeting held March 23, 2021
- XIII. Communications
 - A. Charter
- XIV. Reports and/or comments
 - A. Mayor
 - B. Council
 - C. Manager
- XV. Public comment any topic
- XVI. Adjournment

UPCOMING MEETINGS-EVENTS

April 13th – Planning Commission 6PM
April 19th – Council Meeting 6PM
April 27th – DDA Meeting 12 Noon
April 27th – Planning Work Session 6PM

In response to the COVID -19 pandemic, City Council meetings will be broadcasted virtually. Council may be in attendance for the meeting with social distancing and facemasks requirements. If someone would like to address Council in person, special arrangements can be made to allow for in person comments subject to social distancing requirements. If you wish to speak in person, we ask that you call City Hall at 989-345-500 or email the City Clerk at clerk@westbranch.com in order for the Council Chambers to be prepared for the in-person comments.

Call to Order

Roll Call

**Pledge of
Allegiance**

Scheduled Matters from the Floor

Public Hearings

Additions to the Agenda

Public Comment -Agenda Items

Bids

Unfinished Business

New Business

Michelle is out sick, so bills won't be available for viewing until Monday's Council Meeting.

NOTICE

NOTICE is hereby given that the foregoing Ordinance was introduced to pass on first reading at a meeting of the City Council of West Branch held on March 15, 2021 and ordered published in accordance with the law. Said Ordinance will be considered for final reading and adoption at a meeting of the West Branch City Council to be held on April 5 at 6:00 p.m. at the West Branch City Hall, Council Chambers, 121 N. Fourth St, West Branch, MI, at which time all persons interested may appear for or against the passage of said Ordinance.

ORDINANCE 21-01

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF WEST BRANCH, MICHIGAN; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

THE WEST BRANCH CITY ORDAINS:

Section 1. The Code entitled "Code of Ordinances of the City of West Branch, Michigan," published by Municipal Code Corporation, consisting of Titles 1 through 15, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before January 18, 2021, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine up to the maximum amount permitted or required by state law. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the city council may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the city council to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after January 18, 2021, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.



121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail cityhall@westbranch.com
The City of West Branch is an equal opportunity provider, employer, and lender

Name of Organization West Branch High School Orioles Forever Advisory Committee
Address 2699 So 1st West Branch, MI
Contact Person & Phone Number Nancy Griffin

Applications are subject to City Council approval and conditions.

1. **"LINK LETTER" or vinyl mesh type banners only with a maximum size of 2'x35' (NO EXCEPTIONS!!)**
2. **Rendering showing color, size and design of banner must be submitted with application**
3. ALL banners MUST be in a box clearly marked with the name of the banner, contact name & phone number
4. **ALL banners MUST be picked up within 2 weeks after the event; failure to do so will result in disposal of the banner.**
5. One (1) banner per organization per year
6. Two (2) week maximum
7. Each placement must be approved by City Council at least two (2) weeks prior to scheduled placement
8. One banner displayed at any one time - priority based on "first come" basis (applications accepted beginning January 1 each year)
9. Organization holds City harmless and agrees to defend City from liability claims arising as a result of activity or event announced on banner
10. Banners allowed May 1 - October 31
11. Meid Street only
12. No commercial advertising allowed on banner
13. City Council reserves the right to limit the number of banners

Message displayed on banner: West Branch High School Alumni

Banner to be displayed: FROM 5 / 17 / 21 TO 5 / 31 / 21

Nancy Griffin
Signature

For Office Use Only
Application Number _____
Placement of banner approved at Council meeting held on _____

Conditions approved by City Council on 5/7/18.

Called on ____ / ____ / ____



City of West Branch

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

Special Event Permit

Event Name: 2021 Summer Music Series

Event Date: 7/1,7/15,7/22,7/29,8/5 Start Time: 7:00 PM End Time: 9:00PM

Name of Sponsoring Organization: Music In the Park Committee

Address: _____

Contact Person: Dawn Budge Phone Number: 989-701-0006

Describe the purpose of this event: Summer Concert Series in Irons Park

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

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 ☐

Chief of Police

Ogemaw County Posse - services NOT needed ☐ arrangements have been made ☐

Chief of Police

West Branch City DPW – services NOT needed ☐ arrangement have been made ☐

DPW Superintendent

Approval of Council Minutes & Summary

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIRTUALLY ON MONDAY, MARCH 15, 2021.

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

Present: Mayor Frechette, Council Members Bennett, Jackson, Powley, Pugh, Schmieder-Kups and Zimmerman.

Absent: None

Other officers present: City Manager Dantzer, City Clerk Stang, City Treasurer Frechette (via Zoom), DPW Superintendent Killackey, and Police Chief Walters.

Everyone stood for the pledge of allegiance.

County Commissioner Mark Surbrook gave a County update.

Council approved the sole source vendor request and quote for the water tower inspection through Dixon Engineering.

Council approved bills in the amount of \$70, 241.84.

Council approved the first reading of the codification of ordinances.

Council approved Resolution 21-08, sidewalk cafes.

Council approved Resolution 21-09, Act 51 transfer.

Council approved Resolution 21-10, Houghton Ave correction.

Council approved the additional cost for Municode.

Council approved the minutes and summary from the meeting held March 1, 2021.

Council approved the treasurer's report and investment summary; minutes from the Planning Commission meetings held January 12, February 1 and February 9, 2021.

Mayor Frechette appointed Jozann Burgin to the Zoning Board of Appeals.

Mayor Frechette and Council Member Jackson gave reports.

Mayor Frechette adjourned the meeting at 6:22 pm.

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
MONDAY, MARCH 15, 2021.

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

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

Absent: None

Other officers present: City Manager John Dantzer, Clerk Amanda Stang, Treasurer Michelle
Frechette (via Zoom), Public Works Superintendent Mike Killackey, and Police Chief Ken Walters.

All stood for the Pledge of Allegiance.

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County Commissioner Mark Surbrook gave County updates.

* * * * *

**MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO APPROVE THE SOLE SOURCE VENDOR
REQUEST AND QUOTE FOR THE WATER TOWER THROUGH DIXON ENGINEERING NOT TO
EXCEED \$4,200.00.**

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No – None Absent – None Motion carried

* * * * *

**MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE BILLS IN THE AMOUNT OF
\$70,241.84.**

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No – None Absent – None Motion carried

* * * * *

**MOTION BY FRECHETTE, SECOND BY SCHMIEDER-KUPS, TO APPROVE THE FIRST READING OF
THE CODIFICATION OF ORDINANCES.**

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No – None Absent – None Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE RESOLUTION 21-08, SIDEWALK CAFES.

RESOLUTION #21-08

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 2021 calendar season.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No — None

Absent — None

Motion carried

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MOTION BY JACKSON, SECOND BY PUGH, TO APPROVE RESOLUTION 21-09, ACT 51 TRANSFER.

RESOLUTION #21-09

THEREFORE, BE IT RESOLVED, that the West Branch City Council does hereby authorize the transfer of up to 25% of the Act 51 money from Major Street to Local Street.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No — None

Absent — None

Motion carried

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MOTION BY JACKSON, SECOND BY POWLEY, TO APPROVE RESOLUTION 21-10, HOUGHTON AVE CORRECTION.

Resolution 21-10
City of West Branch
Acceptance of Three lane Configuration 1-75 BI (Houghton Ave.)
Fairview St. to M-30

Whereas, the Michigan Department of Transportation (MDOT) is planning some roadway construction on this section of roadway within the City of West Branch in 2023 and,

Whereas, the MDOT TSC is in agreement that this roadway will operate in a safer and more efficient manner for both vehicles and all other modes of transportation as a three-lane roadway as opposed to its current four-lane configuration, and

Whereas, MDOT feels that this is an ideal time in which to make this change with the upcoming construction activities, and

Whereas, the City of West Branch agrees with the analysis of the MDOT and wishes to see the changes made to safely move this section of roadway from a four-lane roadway to a three-lane roadway, and

Whereas, the MDOT and City of West Branch agree to revisit and review data after one year from the time the change is made to evaluate the operations of this roadway and its impact on safety, commerce and operation for the community. A return to the old four lane configuration will be acceptable to both MDOT and the City of West Branch if analysis performed by MDOT indicates that traffic operations and safety have been compromised as defined by MDOT as a result of the change except in the downtown area between second and fourth if the sidewalk is widened from its current size.

Now Therefore Be It Resolved, that the City Council of the City of West Branch supports the intentions of the MDOT to change the traffic lane configuration of the 1-75 BL from Fairview St. to M-30 in the City of West Branch from a four-lane roadway to a three-lane roadway when the construction takes place on this roadway section, and

Further it be resolved, that the West Branch City Council hereby repeals Resolution 21-07

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups

No – Zimmerman

Absent – None

Motion carried

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MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE THE ADDITIONAL COST FOR MUNICODE IN THE AMOUNT OF \$3,299.40.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY JACKSON, SECOND BY BENNETT, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD MARCH 1, 2021.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No – None

Absent – None

Motion carried

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MOTION BY PUGH, SECOND BY POWLEY, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; THE MINUTES FROM THE PLANNING COMMISSION MEETINGS HELD ON JANUARY 12, FEBRUARY 1, AND FEBRUARY 9, 2021; AND THE FEBRUARY POLICE REPORT.

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

No – None

Absent – None

Motion carried

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MOTION BY FRECHETTE, SECOND BY POWLEY, TO APPROVE THE APPOINTMENT OF JOZANN BURGIN TO THE ZONING BOARD OF APPEALS.

Yes — Bennett, Frechette, Jackson, Powley, Pugh, Schmieder-Kups, Zimmerman

No – None

Absent – None

Motion carried

* * * * *

Mayor Frechette updated Council on board meetings coming up.

Member Jackson noted that there is a lot of progress being made with the new Meijer building site and he is happy to see new things coming to that side of town.

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Mayor Frechette adjourned the meeting at 6:22 pm.

Paul Frechette, Mayor

Amanda Stang, Clerk

SPECIAL WORK 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 MONDAY, MARCH 15, 2021.

Mayor Frechette opened the work session at 7:00 p.m.

Present: Mayor Paul Frechette, Members Joanne Bennett, Mike Jackson, Ellen Pugh, Chris Powley, Tiffany Schmieder-Kups, and Cathy Zimmerman.

Absent: None

Others present: City Manager John Dantzer, Clerk Amanda Stang, Treasurer Michelle Frechette (via Zoom), DPW Superintendent Mike Killackey and Chief of Police Ken Walters.

City Attorney Greg Meihn gave Council information regarding Marijuana licensing.

City Manager John Dantzer went over the budget for the 2021-2022 year.

Work Session ended at 8:27 pm.

Consent Agenda

Michelle is out sick, so the Treasurers report and investment summary will be sent out on Monday and available at the Council Meeting that night.

WEST BRANCH AREA WASTEWATER TREATMENT PLANT AUTHORITY

A special meeting of the West Branch Area Wastewater Treatment Plant Authority was held on Thursday, January 21, 2021 at the West Branch City Hall.

Chairman Stephens called the meeting to order at 12:00 p.m.

Present: John Dantzer, City of West Branch; Jim Morris, West Branch Township; Paul Frechette, City of West Branch (arrived at 12:02); Denis Stephens, Ogemaw Township.

Absent: None.

Others in attendance: DPW Superintendent Mike Killackey and WWTP Superintendent Dan Robb

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Motion by Morris, second by Stephens, to appoint Denis Stephens as the Chair, Jim Morris as the Vice-Chair, and John Dantzer as the secretary and treasurer for the 2021 calendar year.

Yes –Dantzer, Morris, Stephens

No – None

Absent –Frechette

Motion carried

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Motion by Stephens, second by Morris, to approve Denis Stephens, Paul Frechette, Jim Morris, and John Dantzer as authorized signers for all WWTPA bank accounts.

Yes –Dantzer, Morris, Stephens

No – None

Absent –Frechette

Motion carried

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It was the consensus to have Member Stephens review and sign for monthly bank reconciliations.

* * * * *

Superintendent Robb went over some laboratory equipment that was needed for the plant.

Motion by Morris, second by Frechette, to approve the purchase of laboratory equipment from the reserve and replacement account not to exceed \$6,043.50.

Yes –Dantzer, Frechette, Morris, Stephens

No – None

Absent –None

Motion carried

* * * * *

Motion by Morris, second by Morris, to approve the minutes from the meeting held December 15, 2020

Yes –Dantzer, Frechette, Morris, Stephens No – None Absent –None

Motion carried

* * * * *

Chairperson Stephens adjourned the meeting at 12:12 pm.

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan, as well as remotely via Zoom. The meeting was called to order at 12:17 p.m. by Chairman Terry Hodges.

Present: Craig Scott, Mike Jackson, Terry Hodges, Paul Frechette, Brad Neubecker and Breck Gildner. Absent: John Dantzer. Also, in attendance was W.B. Airport manager Ben Evergreen.

Motion by Scott, second by Hodges, the meeting minutes of the January 20,2021 meeting be approved. Voice vote. Ayes – all. Motion carried. [2-1-#1]

Motion by Scott, second by Jackson, claims in the amount of \$15,820.34 be approved for payment. Voice vote. Ayes – all. Motion carried. [2-1-#2]

Ben gave the financial report, with a combined account balance is \$265,680.84. He stated that the final payment for the lumber had been received.

Ben submitted the FY 2021-2022 Budget for board approval. The budget total remains unchanged from the prior year, as well as the contributions from the City and County remain unchanged.

Motion by Scott, second by Neubecker, to approve the budget for the fiscal year 2021-2022. Voice vote: Ayes- all. Motion carried. [2-1-#3]

Ben informed the board that an invoice in the amount of \$118,080.00 had been paid to ECC as part of the Hangar Construction Project.

Ben informed the board that the old VOR station, owned by the State of Michigan, had been sold to the State of Minnesota.

Discussion was held regarding a message from Phil Shaw, of the EAA, regarding his insistence regarding the hanging of airplane pictures in the airport meeting room. Member Scott read the message, which had been sent to manager Evergreen.

Motion by Scott, second by Jackson, reaffirming the boards position of having 3 of the requested pictures being hung in the pilot lounge. Voice Vote: Ayes- All. Motion Carried. [2-1-4]

Discussion was held regarding board participation in the EAA. An invitation will be sent to Mr. Shaw, if he would like to attend the next board meeting.

No further business remaining, Chairman Hodges adjourned the meeting at 12:47 p.m.

Minutes by Michael Jackson, Board Secretary

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD VIRTUALLY AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY,
FEBRUARY 23, 2021.

The meeting was called to order by Chairperson Samantha Fabbri at 12:01 pm.

Present: Joe Clark, Sandy Rabidue, Ken Walters, and Cathy Zimmerman in person; Anthony Bair (West Branch-COVID), Joanne Bennett (West Branch-COVID), Samantha Fabbri (West Branch-COVID), and Erin Resteiner (West Branch-COVID) attended virtually.

Absent: Members: Autum Hunter.

Others present: City Manager John Dantzer.

* * * * *

MOTION BY FABBRI, SECOND BY BENNETT, TO EXCUSE MEMBERS BAIR AND HUNTER FROM THE JANUARY 26 MEETING AND EXCUSE MEMBER HUNTER FROM THE CURRENT MEETING.

Yes – Bair, Bennett, Clark, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Hunter

Motion carried.

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MOTION BY BENNETT, SECOND BY RABIDUE, TO APPROVE THE MINUTES FROM THE MEETINGS HELD JANUARY 26 AND FEBRUARY 1, 2021.

Yes – Bair, Bennett, Clark, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Hunter

Motion carried.

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MOTION BY RABIDUE, SECOND BY CLARK, TO APPROVE BILLS IN THE AMOUNT OF \$6,320.00

Yes – Bair, Bennett, Clark, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Hunter

Motion carried.

* * * * *

John Iacoangeli of Beckett and Raeder gave a presentation on providing consulting for a streetscape design to be done along with the Houghton Avenue redesign.

The Board discussed the pros and cons of the streetscape plan and the consensus was to get a formal proposal from Becket and Raider and then schedule a special meeting to go over it.

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MOTION BY CLARK, SECOND BY FABBRI, TO MOVE THE MARCH 23 MEETING LOCATION TO THE WEST BRANCH POLICE DEPARTMENT DUE TO COUNCIL CHAMBERS BEING USED BY THE BOARD OR REVIEW.

Yes – Bair, Bennett, Clark, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Hunter

Motion carried.

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The Board discussed a pocket park issue and the consensus was to get a legal opinion from the City attorney.

* * * * *

Manager Dantzer discussed the Christmas decorations purchased so far and went over light pole snowflake decoration options. The Board discussed options and the consensus for the snowflakes was to purchase the 4' option. That option was more than the original amount approved.

MOTION BY FABBRI, SECOND BY RESTEINER, TO APPROVE AN ADDITIONAL \$2,000 TO BE USED FOR CHRISTMAS DECORATIONS RESULTING IN A TOTAL AMOUNT NOT TO EXCEED OF \$27,000

Yes – Bair, Bennett, Clark, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None

Absent – Hunter

Motion carried.

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The meeting was adjourned at 1:17 pm.

SPECIAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD IN PERSON AND VIRTUALLY AT THE WEST BRANCH CITY HALL, 121 N. FOURTH ST.
ON FRIDAY, MARCH 12, 2021.

The meeting was called to order by Chairperson Samantha Fabbri at 9:00 am.

Present: Joe Clark and Ken Walters in person; Anthony Bair (West Branch-COVID),
Samantha Fabbri (Lupton-COVID), Sandy Rabidue (West Branch-COVID), and Erin
Resteiner (West Branch-COVID) attended virtually.

Absent: Members: Joanne Bennett, Autum Hunter, and Cathy Zimmerman.

Others present: City Manager John Dantzer.

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**MOTION BY FABBRI, SECOND BY RESTEINER, TO EXCUSE MEMBERS BENNET,
HUNTER, AND ZIMMERMAN FROM THE MEETING.**

Yes – Bair, Clark, Fabbri, Rabidue, Resteiner, Walters

No – None Absent – Bennet, Hunter, Zimmerman Motion carried.

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**MOTION BY FABBRI, SECOND BY RABIDUE, TO APPROVE THE STREETSCAPE
PLAN AS SUBMITTED FROM BECKETT AND RAEDER NOT TO EXCEED
\$22,000.00.**

Yes – Bair, Clark, Fabbri, Rabidue, Resteiner, Walters

No – None Absent – Bennet, Hunter, Zimmerman Motion carried.

* * * * *

Chairperson Fabbri noted that part of the streetscape plan was to have two members serve
on a development subcommittee to work on the project

It was the consensus of the Board to have Members Clark and Resteiner serve as the DDA
subcommittee.

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The meeting was adjourned at 9:27 am.

*Ogemaw County
Land Bank Authority
Organizational Meeting Minutes
03/16/2021*

Present: Sue Delahanty, Alan Bruder, Liz Steinhurst, Caren Piglowski, John Dantzer

Caren Piglowski called the meeting to order at 10:05 a.m.

There was no review of prior board minutes due to the last meeting being approximately ten years ago.

Vacancies of the board were discussed. Those present suggested names for filling board vacancies from different areas of the community. John Dantzer accepted a vacancy for the West Branch City area. Sue Delahanty, Alan Bruder, Liz Steinhurst and Caren Piglowski accept appointment for their seats. Caren will reach out to the suggested people for acceptance of the other vacancies and will take the appointments to the Ogemaw County Board of Commissioners for approval to fill the expired positions with staggered term expiration dates.

John Dantzer presented project site plans for development of Ogemaw Vista Estates, proposed apartment housing. The City of West Branch would like to transfer property to the Land Bank Authority to utilize grant and TIF funds for the housing project. The City of West Branch is working with local investors and developers for the project.

Caren Piglowski stated the current balance of funds in the Land Bank is \$22,694.66. The balance was verified by Liz Steinhurst.

Discussion regarding property liability insurance during Land Bank ownership, legal fees and due diligence for site contamination. The City of West Branch will pay the legal fees for necessary paperwork preparation for the transfer of property to the Land Bank similar to the sample from Ottawa County/City of Grand Haven.

Next meeting to be held April 13, 2021 at 2:00 p.m.

Meeting adjourned.

Minutes prepared by Caren Piglowski

WORK SESSION OF THE WEST BRANCH ZONING BOARD OF APPEALS HELD
IN THE COUNCIL CHAMBER OF CITY HALL, 121 NORTH FOURTH STREET, ON
TUESDAY, MARCH 23, 2021

Present: Jozann Burgin, Glenda Colclasure, and Ellen Pugh

Absent: Kara Fachting and Thom Jones

Others present: City Manager John Dantzer

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Wendy Rampson of the Michigan Association of Planners gave a presentation on
Planning and Zoning essentials.

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Meeting adjourned at 7:38 p.m.

Communications



March 11, 2021

T1 P1 72 *****AUTO**ALL FOR AADC 480

City of West Branch
121 N. Fourth Street
West Branch, MI 48661-1217



Re: Charter Communications – Upcoming Changes

Dear Franchise Official:

This letter will serve as notice that on or around April 9, 2021, Spectrum Mid-America, LLC (“Charter”), locally known as Spectrum, will launch four *new channels* on the West Branch, MI channel line-up serving your community.

- **Pets.TV** Sit back, relax, and put those paws up as the animal kingdom is presented as it has never been seen before. **Pets.TV** will be available on Spectrum SPP Tier 1 & Spectrum TV Essentials.
- **Recipe.TV** Bringing together some of the world’s greatest culinary artists, superb restaurants, and unique recipes that satisfy the ‘inner-chef’ in all of us. **Recipe.TV** will be available on Spectrum SPP Tier 1 & Spectrum TV Essentials.
- **Cars.TV** A front-seat view of auto show premieres, amazing private collections, radical customizations and innovations, exclusive auctions, racing and more. **Cars.TV** will be available on Spectrum SPP Tier 1 & Spectrum TV Essentials.
- **Justice Central.TV** A new network featuring the sassiest and savviest judges in all of court television. The people are ruling in our favor. Watch **Justice Central.TV** on Spectrum SPP Tier 1 & Spectrum TV Essentials.

To view a current Spectrum channel lineup visit www.spectrum.com/channels.

Should you have any questions about this change, please feel free to contact me at (810) 652-1422.

Sincerely,

A handwritten signature in blue ink that reads "Karen Coronado".

Karen Coronado
Manager, State Government Affairs, Michigan
Charter Communications

Reports

Mayor

Council

City Manager

**Public
Comment
-Any
Topic**

Adjournment