

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, APRIL 19, 2021.

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

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

Absent: Mike Jackson and Chris Powley

Other officers present: City Manager John Dantzer, City Clerk Amanda Stang, Chief of Police Ken Walters, Public Works Superintendent Mike Killackey, Attorney Greg Meihn, and County Commissioner Mark Surbrook.

All stood for the Pledge of Allegiance.

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County Commissioner Mark Surbrook gave a County update including an update on the Kirtland Community College millage.

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Girl Scout Troop 50736 spoke to Council regarding the installation of a gaga ball pit. They noted that they have all the supplies and are just needing Council’s approval to install the pit in Iron’s Park.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO APPROVE THE INSTALLATION OF THE GAGA BALL PIT IN IRONS PARK.

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

No – None

Absent – Jackson, Powley

Motion carried

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MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE THE SIDEWALK BID A FOR \$11,226.00 AND BID B FOR \$7,640.00 FROM FINISHED CONCRETE TO REPLACE THE SIDEWALKS IN FRONT OF CITY HALL AND THE LIBRARY.

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

No – None

Absent – Jackson, Powley

Motion carried

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MOTION BY ZIMMERMAN, SECOND BY SCHMIEDER-KUPS, TO APPROVE THE STATE STREET PROJECT ENGINEERING BID FROM FLEIS & VANDERBRINK FOR \$46,550.00.

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

No – None

Absent – Jackson, Powley

Motion carried

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MOTION BY BENNETT, SECOND BY FRECHETTE, TO APPROVE BILLS IN THE AMOUNT OF \$37,834.02.

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

No – None

Absent – Jackson, Powley

Motion carried

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MOTION BY FRECHETT, SECOND BY PUGH, TO APPROVE RESOLUTION 21-11 MARCH BUDGET AMENDMENTS.

RESOLUTION #21-11

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 101, General Fund, were understated due to the receiving of insurance funds for damage occurred at the public works building, and

WHEREAS, the expenses in Fund 101, General Fund, were understated due to the overrun of expenses on the codification of the City ordinances, and

WHEREAS, the expenses in Fund 276, Housing Resource Fund, were understated due to the M-30 housing property development costs, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City

Council hereby adopts the following budget amendments:

GL NUMBER	DESCRIPTION	2020-21 CURRENT BUDGET	2020-21 AMENDED BUDGET
Fund 101 -			

Revenues

Dept 265.000 - MUNICIPAL PROPERTIES
 101-265.000-695.400 MISCELLANEOUS
 Total Dept 265.000 - MUNICIPAL PROPERTIES

0.00	31,405.00
0.00	31,405.00

TOTAL REVENUES

1,737,533.00	1,768,938.00
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Expenditures

Dept 266.000 - LEGAL ASSISTANCE
 101-266.000-800.700 OTHER SERVICES
 101-266.000-801.700 CONTRACTUAL SERVICES
 101-266.000-804.700 PROSECUTOR FEES
 101-266.000-956.700 EXPENSES
 Total Dept 266.000 - LEGAL ASSISTANCE

4,700.00	7,900.00
26,000.00	26,000.00
300.00	300.00
500.00	500.00
31,500.00	34,700.00

TOTAL EXPENDITURES

1,764,835.00	1,768,035.00
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Fund 101:

TOTAL REVENUES

1,737,533.00	1,768,938.00
	1,768,035.

TOTAL EXPENDITURES

1,764,835.00

NET OF REVENUES & EXPENDITURES

(27,302.00)	903.00
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CARRYOVER

1,587,875	1,588,778
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Fund 276 - HOUSING RESOURCE FUND

Revenues

Total Dept 000.000

9,637.00	9,637.00
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TOTAL REVENUES

9,637.00	9,637.00
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Expenditures

Total Dept 000.000

0.00	100.00
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Dept 493.000 - MEDC

276-493.000-801.700 CONTRACTUAL SERVICES

0.00	40,000.00
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276-493.000-850.700	GRANT EXPENDITURES	0.00	0.00
276-493.000-956.700	EXPENSES	0.00	0.00
Total Dept 493.000 - MEDC		0.00	40,000.00
Dept 965.000 - TRANSFERS			
Total Dept 965.000 - TRANSFERS		0.00	0.00
TOTAL EXPENDITURES		0.00	40,100.00
Fund 276 - HOUSING RESOURCE FUND:			
TOTAL REVENUES		9,637.00	9,637.00
TOTAL EXPENDITURES		0.00	40,100.00
NET OF REVENUES & EXPENDITURES		9,637.00	(30,463.00)
CARRYOVER		229,825	199,362

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

No – None

Absent –Jackson, Powley

Motion carried

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MOTION BY BENNETT, SECOND BY SCHMIEDER-KUPS, TO APPROVE THE CULPEPPER MERRIWEATHER CIRCUS SPECIAL EVENT PERMIT CONTINGENT ON CURRENT HEALTH ORDERS.

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

No – None

Absent – Jackson, Powley

Motion carried

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MOTION BY PUGH, SECOND BY BENNETT, TO APPROVE THE SPECIAL EVENT PERMIT FOR WALLEYE’S OPEN MIC NIGHT IN IRONS PARK CONTINGENT ON CURRENT HEALTH ORDERS.

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

No – None

Absent – Jackson, Powley

Motion carried

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MOTION BY FRECHETTE, SECOND BY BENNETT, TO POSTPONE THE SPECIAL EVENT PERMIT FOR THE AKTION CLUB CARNIVAL UNTIL COUNCIL COULD OBTAIN MORE INFORMATION REGARDING THE EVENT.

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

No – None **Absent – Jackson, Powley** **Motion carried**

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MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO APPROVE THE BANNER PERMIT FOR THE EAA CHAPTER 1253 FLY OVER EVENT.

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

No – None **Absent – Jackson, Powley** **Motion carried**

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MOTION BY PUGH, SECOND BY FRECHETTE, TO APPROVE THE FEE WAIVER FOR THE CULPEPPER MERRIWEATHER CIRCUS HOSTED BY THE WEST BRANCH AREA CHAMBER OF COMMERCE.

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

No – None **Absent – Jackson, Powley** **Motion carried**

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MOTION BY ZIMMERMAN, SECOND BY FRECHETTE, TO APPROVE CHANGES TO THE ADMINISTRATIVE UTILITY ADJUSTMENT POLICY ALLOWING THE CITY MANAGER TO DETERMINE THE ADJUSTMENTS AND COUNCIL TO HAVE THE FINAL DETERMINATION IF NEEDED.

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

No – None **Absent – Jackson, Powley** **Motion carried**

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MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE THE MINUTES AND SUMMARY AS WELL AS CLOSED SESSION MINUTES WITH CORRECTIONS FROM THE CITY COUNCIL MEETING HELD ON APRIL 5, 2021.

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

No – None **Absent – Jackson, Powley** **Motion carried**

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MOTION BY PUGH, SECOND BY SCHMIEDER-KUPS, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; THE MINUTES FROM THE PLANNING COMMISSION MEETING AND WORK SESSION MEETING HELD ON MARCH 23, 2021; AND THE MARCH POLICE REPORT.

Yes — Bennett, Frechette, Pugh, Showalter, Zimmerman

No – None

Absent – Jackson, Powley

Motion carried

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A Consumers Energy communication was shared.

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Council Member Schmieder-Kups noted that she had been informed that Family Fare would be closing the end of May.

Manager Dantzer informed Council that the Senate Bill 241 water shut off moratorium had come to an end on March 31, 2021 and asked Council for guidance on the City's late payment policy. It was consensus of the Council to reinstate the City late payment policy. Manager Dantzer also requested guidance on the City-wide garage sale. It was the consensus of Council to allow the annual City-wide garage sale.

Attorney Meihn informed Council that he is currently working on a drone ordinance for the City.

Mayor Frechette adjourned the meeting at 6:42 pm.

Paul Frechette, Mayor

Amanda Stang, City Clerk