

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, APRIL 15, 2024.

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

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

Absent: None

Other officers present: City Manager John Dantzer, City Clerk Lori Ann Clover-Gambrel, DPW Supervisor Mike Killackey, Chief Ken Walters, and Commissioner Craig Scott.

All stood for the Pledge of Allegiance.

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Commissioner Scott gave a county update. The purchase of new security cameras was approved for the county building. EMS was expanded. They completed the audit with a lot less issues than last year. There was a resolution to accept quotes for a heavy-duty wash system for the transit busses. The meeting schedule was amended to Thursday's at 5:30 in the annex building. The roof is done and there will be a spaghetti dinner at the Clear Lake Bar for the Deer Park. Parks and Recs will be meeting the second Tuesday of each month. The Airport held a cook out during which they were presented recognition on being voted the General Aviation Airport of the Year. The Road Commission is starting work on all of its summer projects. The second half of the Fiscal year budget was reviewed

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Sue Jennings spoke on the millage request for the West Branch District Library. They are asking for a ~~0.04~~ 0.4 millage to help fund the library. She reviewed the existing funding sources and explained that the majority of funding came from a portion of penal fines. That however, has decreased from \$166,000 to \$55,000 in the past year. She also reviewed some of the wonderful services offered by our library including books, magazines, DVD's, CD's, computers, Wi-Fi, printing, faxing, copying, etc. She also reminded Council and public present that the libraries millage is on the back of the ballot.

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Manager Dantzer explained that Mike attempted to put the current VFD back in on Well Number Five and it failed immediately so that is no longer an option. It would be possible to use one from the WWTP but it would have to be moved back again in July and there would be approximately a \$6,000 charge for the electrical work to go with this option. The other option would be to replace the VFD with a new one.

MOTION BY ZIMMERMAN, SECOND BY PUGH, TO APPROVE THE BID AND SOLE SOURCE VENDOR REQUEST FROM NORTHERN PUMP AND WELL FOR THE VFD FOR WELL NUMBER FIVE NOT TO EXCEED \$11,783.45.

Yes — Adair, Bergquist, Frechette, Jackson, Pugh, Showalter, and Zimmerman

RESOLUTION #24-10

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 increased due to the addition of the State of Michigan grant for the police officer cadet schooling, and

WHEREAS, the expenses in Fund 101, General Fund, were increased due to an increase in the contractual services for the police officer cade schooling cost, the cost for the mobile ticket printer system, and the consulting cost for the development of the City marketing strategy as part of the requirements for the Redevelopment Ready Community certification that was originally budgeted for in a prior fiscal year, 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 101 - GENERAL FUND			
Revenues			
Dept 000.000			
	Total Dept 000.000	1,894,332.00	1,894,332.00
Dept 262.000 - ELECTIONS			
	Total Dept 262.000 - ELECTIONS	5,500.00	5,500.00
Dept 301.000 - POLICE DEPARTMENT			
101-301.000-478.000	MARIJUANA PERMITS	10,000.00	10,000.00
101-301.000-528.000	OTHER FEDERAL GRANTS	41,667.00	41,667.00
101-301.000-572.401	IN-SERVICE TRAINING	500.00	500.00
101-301.000-634.401	GRANT	0.00	0.00
101-301.000-634.402	GRANT - STATE OF MI	0.00	48,000.00
101-301.000-640.400	K-9 REVENUE	500.00	500.00
101-301.000-654.400	TRAFFIC BUREAU	12,000.00	12,000.00
101-301.000-655.400	ACCIDENT REPORTS	350.00	350.00
101-301.000-656.400	DISTRICT COURT FINES	1,500.00	1,500.00
101-301.000-674.000	CONTRIBUTIONS AND DONATIONS	0.00	0.00
101-301.000-692.400	MISCELLANEOUS	0.00	0.00
101-301.000-695.415	OTHER GOV'T UNITS	75,000.00	75,000.00
	Total Dept 301.000 - POLICE DEPARTMENT	141,517.00	189,517.00
Dept 400.000 - BOND REVENUE			

Total Dept 400.000 - BOND REVENUE	0.00	0.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT		
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT	33,000.00	33,000.00
Dept 528.000 - SOLID WASTE		
Total Dept 528.000 - SOLID WASTE	12,000.00	12,000.00
Dept 701.000 - PLANNING AND ZONING		
Total Dept 701.000 - PLANNING AND ZONING	750.00	750.00
Dept 751.000 - PARKS AND RECREATION		
Total Dept 751.000 - PARKS AND RECREATION	1,000.00	1,000.00
TOTAL REVENUES	2,088,099.00	2,136,099.00
Expenditures		
Dept 101.000 - LEGISLATIVE		
Total Dept 101.000 - LEGISLATIVE	18,859.00	18,859.00
Dept 172.000 - CITY MANAGER'S OFFICE		
Total Dept 172.000 - CITY MANAGER'S OFFICE	140,433.00	140,433.00
Dept 209.000 - PROPERTY ASSESSMENT REVIEW		
Total Dept 209.000 - PROPERTY ASSESSMENT REVIEW	13,763.00	13,763.00
Dept 215.000 - CITY CLERK		
Total Dept 215.000 - CITY CLERK	75,989.00	75,989.00
Dept 228.000 - TECHNOLOGY		
Total Dept 228.000 - TECHNOLOGY	14,275.00	14,275.00
Dept 253.000 - CITY TREASURER		
Total Dept 253.000 - CITY TREASURER	118,046.00	118,046.00
Dept 261.000 - INTERNAL SERVICES		
Total Dept 261.000 - INTERNAL SERVICES	47,211.00	47,211.00
Dept 262.000 - ELECTIONS		
Total Dept 262.000 - ELECTIONS	8,501.00	8,501.00
Dept 265.000 - MUNICIPAL PROPERTIES		
Total Dept 265.000 - MUNICIPAL PROPERTIES	273,199.00	273,199.00

Dept 266.000 - LEGAL ASSISTANCE		
Total Dept 266.000 - LEGAL ASSISTANCE	47,300.00	47,300.00
Dept 267.000 - COMMUNITY PROMOTIONS		
Total Dept 267.000 - COMMUNITY PROMOTIONS	12,303.00	12,303.00
Dept 268.000 - CITY SERVICES		
Total Dept 268.000 - CITY SERVICES	53,995.00	53,995.00
Dept 271.000 - INSURANCE AND RISK MANAGEMENT		
Total Dept 271.000 - INSURANCE AND RISK MANAGEMENT	16,426.00	16,426.00
Dept 301.000 - POLICE DEPARTMENT		
101-301.000-702.700 PROMOTION/BONUS	350.00	350.00
101-301.000-703.700 SALARIES AND WAGES	328,440.00	328,440.00
101-301.000-705.700 CHIEF OF POLICE	73,078.00	73,078.00
101-301.000-708.700 SICK LEAVE PAYOUT	450.00	450.00
101-301.000-710.700 OVERTIME	12,000.00	12,000.00
101-301.000-713.700 EMP. HEALTH OPTION	2,550.00	2,550.00
101-301.000-714.700 MANDATORY MEDICARE	6,037.00	6,037.00
101-301.000-715.700 SOCIAL SECURITY (EMPLOYER)	25,638.00	25,638.00
101-301.000-716.700 HEALTH INSURANCE PREMIUM	60,480.00	60,480.00
101-301.000-717.700 LIFE INSURANCE PREMIUM	1,305.00	1,305.00
101-301.000-718.700 MERS RETIREMENT (EMPLOYER)	91,486.00	91,486.00
101-301.000-718.701 EMPLOYER DEFERED COMP.	8,450.00	8,450.00
101-301.000-719.700 LONG TERM DISABILITY	3,864.00	3,864.00
101-301.000-720.700 WORKERS COMPENSATION PREMIUM	10,010.00	10,010.00
101-301.000-724.700 UNEMPLOYMENT INS. BENEFIT	50.00	50.00
101-301.000-727.700 OPERATING SUPPLIES	5,000.00	9,000.00
101-301.000-801.700 CONTRACTUAL SERVICES	3,000.00	20,000.00
101-301.000-811.700 MEMBERSHIP AND DUES	2,100.00	2,100.00
101-301.000-817.700 UNIFORMS	6,000.00	6,000.00
101-301.000-853.700 TELEPHONE/RADIO COMMUNICATION	5,000.00	5,000.00
101-301.000-941.700 EQUIPMENT RENTAL	10,000.00	10,000.00
101-301.000-955.700 PROFESSIONAL DEVELOPMENT	0.00	0.00
101-301.000-955.701 DATA PROCESSING	6,410.00	6,410.00
101-301.000-956.700 EXPENSES	2,590.00	2,590.00
101-301.000-956.702 YOUTH SAFETY EXPENSE	2,000.00	2,000.00
101-301.000-956.703 K-9 EXPENSES	500.00	500.00
101-301.000-956.707 FORFEITURE EXPENSE	50.00	50.00
101-301.000-957.700 EDUCATION AND TRAINING LOCAL	6,000.00	6,000.00
101-301.000-957.701 EDUCATION 302	500.00	500.00

101-301.000-968.700	STING	4,000.00	4,000.00
101-301.000-977.700	CAPITAL ACQUISITIONS	7,405.00	7,405.00
Total Dept 301.000 - POLICE DEPARTMENT		684,743.00	701,743.00
Dept 315.000 - CROSSING GUARDS			
Total Dept 315.000 - CROSSING GUARDS		8,357.00	8,357.00
Dept 336.000 - FIRE			
Total Dept 336.000 - FIRE		28,165.00	28,165.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT			
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		143,112.00	143,112.00
Dept 528.000 - SOLID WASTE			
Total Dept 528.000 - SOLID WASTE		219,292.00	219,292.00
Dept 595.000 - AIRPORT			
Total Dept 595.000 - AIRPORT		54,358.00	54,358.00
Dept 701.000 - PLANNING AND ZONING			
Total Dept 701.000 - PLANNING AND ZONING		9,775.00	9,775.00
Dept 728.000 - ECONOMIC DEVELOPMENT			
101-728.000-801.700	CONTRACTUAL SERVICES	0.00	5,000.00
101-728.000-945.700	EDC DUES	1,000.00	1,000.00
Total Dept 728.000 - ECONOMIC DEVELOPMENT		1,000.00	6,000.00
Dept 729.000 - CODE ENFORCEMENT			
Total Dept 729.000 - CODE ENFORCEMENT		0.00	0.00
Dept 751.000 - PARKS AND RECREATION			
Total Dept 751.000 - PARKS AND RECREATION		74,766.00	74,766.00
Dept 965.000 - TRANSFERS			
Total Dept 965.000 - TRANSFERS		20,000.00	20,000.00
Dept 965.204 - TRANS TO OTHER ACCOUNTS 204			
Total Dept 965.204 - TRANS TO OTHER ACCOUNTS 204		0.00	0.00
Dept 965.209 - TRANSFER TO CEMETERY			
Total Dept 965.209 - TRANSFER TO CEMETERY		20,310.00	20,310.00

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MOTION BY SHOWALTER, SECOND BY PUGH, TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY, INCLUDING THE CEMETARY FUND CD; WEST BRANCH POLICE DEPARTMENT MARCH 2024 REPORT; MINUTES FROM THE BOARD OF REVIEW MARCH SESSION; MINUTES FROM THE PLANNING COMMISSION MEETING HELD MARCH 12, 2024; AND MINUTES FROM THE ELECTION COMMISSION MEETING HELD APRIL 10, 2024.

Yes — Adair, Bergquist, Frechette, Jackson, Pugh, Showalter, and Zimmerman

No – None

Absent – None

Motion carried

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Communications included a letter from Charter and the Fiscal Health of Michigan Local Governments 2021/2022.

Mayor Frechette made note that the City’s prior clerk, Jane Tennant, was in attendance with Nate Harrington who was in attendance to earn his “All American Award”.

Member Showalter welcomed Member Bergquist to her first City Council meeting as a member. He also informed Council he would be absent next meeting.

Member Zimmerman also welcomed Member Bergquist.

Member Bergquist announced that the Art and Wine Walk was a huge success. There were 700-800 people in attendance and they were sold out of the wine glasses within 20 minutes.

Manager Dantzer informed Council that the water lines are 95% done and should be up and running by next week. MDOT is doing well. They were able to bore under the river in one day.

Chief Walters informed Council that he has a patrol car in the shop again.

DPW Supervisor Killackey informed Council that the project is going very well and the team that we have in West Branch is a good group to work with.

Doug Marsh introduced himself. He is from the Ogemaw Herald, today is his first day. He has moved into the City with his family and will be attending our meetings.

Mayor Frechette adjourned the meeting at 6:34 pm.

Paul Frechette, Mayor

Lori Ann Clover-Gambrel, Clerk