

-- AGENDA --

SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD IN THE COUNCIL CHAMBERS AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, OR BY VIDEO CONFERENCE ON MAY 11, 2020, 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 please remove hats and/or sunglasses during meetings and 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 John Dantzer 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
- V. Public Hearing
  - A. Proposed 20-21 budget
- VI. Additions to the agenda
- VII. Public Comment on Agenda Items Only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished Business
  - A. 20-21 Draft budget
- X. New Business
- XI. Approval of the minutes and summary from the meetings held May 4, 2020.
- XII. Consent Agenda
- XIII. Communications
- XIV. Reports and/or comments
  - A. Mayor

**Call to Order**

**Roll Call**

**Pledge of  
Allegiance**

# **Scheduled Matters from the Floor**

# Public Hearings

CITY OF WEST BRANCH  
NOTICE OF SPECIAL MEETING  
AND PUBLIC HEARING

The West Branch City Council will hold a public hearing during a Special Meeting on Monday, May 11, 2020 at 6:00 p.m. via videoconference from the Council Chambers of City Hall, 121 N. Fourth St. on the 2020-2021 fiscal year budget. The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. Copies of the proposed budget are available for review on the City website at [www.westbranch.com](http://www.westbranch.com) and can be made available by appointment by calling City Hall at (989) 345-0500, during business hours Monday-Friday from 8:00 am -12:00 pm. Accommodations and necessary reasonable auxiliary aids and services are available upon request to persons with disabilities, as well as the hearing impaired, who require alternately formatted materials or auxiliary aids to ensure effective communication and access to meetings or hearings. All requests for accommodation should be made with as much advance notice as possible by contacting City Clerk/Treasurer John Dantzer at (989) 345-0500; 121 N. 4<sup>th</sup> St., West Branch, MI 48661; email: [clerktreasurer@westbranch.com](mailto:clerktreasurer@westbranch.com).

John Dantzer  
West Branch City Clerk

# **Additions to the Agenda**

**Public  
Comment  
-Agenda  
Items**

# Bids



# **Unfinished Business**

# **New Business**

# **Approval of Council Minutes & Summary**

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF THE WEST BRANCH CITY HALL, 121 N. FOURTH STREET ON MONDAY, MAY 4, 2020.

Mayor Frechette called the meeting to order at 6:05 p.m.

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

Absent: Mike Jackson, and Rusty Showalter.

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

All stood for the Pledge of Allegiance.

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY POWLEY, TO PAY BILLS IN THE AMOUNT OF \$69,633.99.**

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

**No – None**

**Absent – Jackson, Showalter**

**Motion carried**

\* \* \* \* \*

Fred Garcia of Typsy Bear Bistro presented Council with a request to have a sidewalk café in front of his business.

**MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO APPROVE RESOLUTION 20-10**

**RESOLUTION #20-10**

**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 to Alfredo Garcia of Typsy Bear Bistro**

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

**No – None**

**Absent – Jackson, Showalter**

**Motion carried**

**\* \* \* \* \***

Yvonne Deroso of Morris Richardson, who is the City agent, presented Council with paperwork for the sale of lot 22 in the Industrial Park West.

**MOTION BY FRECHETTE, SECOND BY BENNETT, TO APPROVE RESOLUTION 20-11 AND 20-12**

**RESOLUTION #20-11**

**WHEREAS, the City of West Branch is in the process of selling Lot 22, Industrial Park West, and**

**WHEREAS, the purchaser is interested in signing a purchase agreement,**

**NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby authorizes City Manager Frank Goodroe to sign the purchase agreement for Lot 22, Industrial Park West with West Branch Leases Limited Partnership, and**

**FURTHER BE IT RESOLVED, that as long as all the conditions of the purchase agreement are met that Mayor Paul Frechette and City Manager Frank Goodroe are hereby authorized to sign all documents pertaining to the sale of Lot 22, Industrial Park West.**

**RESOLUTION #20-12**

**WHEREAS, the City of West Branch had a purchase agreement on Lot 21, Industrial Park West, and**

**WHEREAS, the agreement had a contingency clause with a \$1,000 down payment, and**

**WHEREAS, the purchaser has informed the City that he will not be enacting his purchase, and**

**NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby authorizes City Manager Frank Goodroe to sign all documents pertaining to the recall of the purchase agreement, and**

**FURTHER BE IT RESOLVED, that City Council authorize the City Treasurer to refund the \$1,000 deposit to West Branch Leases Limited Partnership.**

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

**No – None**

**Absent – Jackson, Showalter**

**Motion carried**

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Council discussed the 2020 City wide garage sales. It was the consensus of Council to proceed with the City garage sale as planned.

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**MOTION BY FRECHETTE, SECOND BY POWLEY, TO SCHEDULE A SPECIAL MEETING AND PUBLIC HEARING FOR THE 20-21 BUDGET FOR MONDAY, MAY 11 AT 6:00 PM AT WEST BRANCH CITY HALL.**

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

**No – None**

**Absent – Jackson, Showalter**

**Motion carried**

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Manager Goodroe discussed police staffing changes including the addition of a sixth full time officer in order to have two officers on duty at night and the elimination of the police administrative position.

Manager Goodroe went over shortfalls to the water/sewer revenues.

\* \* \* \* \*

Mayor Frechette called for a 10-minute recess at 8:08 pm.

Mayor Frechette resumed the meeting at 8:18 pm.

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Manager Goodroe gave a presentation on the proposed 20-21 budget.

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**MOTION BY BENNETT, SECOND BY POWLEY, TO APPROVE THE MINUTES AND SUMMARY OF THE MINUTES FROM THE MEETING HELD APRIL 20, 2020.**

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

**No – None**

**Absent – Jackson, Showalter**

**Motion carried**

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**MOTION BY SHOWALTER, SECOND BY JACKSON, TO RECEIVE AND FILE THE TREASURER'S REPORT AND THE MINUTES FROM THE DDA MEETING HELD FEBRUARY 25, 2020.**

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

**No – None**

**Absent – Jackson, Showalter**

**Motion carried**

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A Charter line up communication was shared.

\* \* \* \* \*

Manager Goodroe went over changes to the front desk area in preparation for future City Hall opening.

Council discussed recent executive orders.

Dan Corcoran of the Ogemaw Herald asked questions on upcoming meeting and Manager Goodroe updated the City Council upcoming meetings.

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Mayor Frechette adjourned the meeting at 10:35 pm.

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Paul Frechette, Mayor

\_\_\_\_\_  
John Dantzer, Clerk

**SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD VIA VIDEO CONFERENCE ON MONDAY, MAY 4, 2020.**

Mayor Frechette called the meeting to order at 6:05 pm.

Present: Mayor Frechette, Council Members Bennett, Powley, Pugh, and Zimmerman.

Absent: Jackson and Showalter.

Other officers present: Manager Goodroe, Clerk/Treasurer Dantzer, DPW Superintendent Killackey, Police Chief Walters, and Deputy Clerk/Treasurer Frechette.

Council approved bills in the amount of \$69,633.99.

Fred Garcia of Typsy Bear Bistro presented a side walk café permit application.

Council approved Resolution 20-10, a sidewalk café approval.

Yvonne DeRoso presented a purchase agreement for lot 22 in the Industrial Park West.

Council approved Resolutions 20-11 and 20-12, approval of purchase agreement.

Council was in consensus to continue the 2020 City wide garage sales as planned.

Council scheduled a special meeting and public hearing on the proposed 20-21 budget for Monday, May 11 at 6:00 pm.

Manager Goodroe discussed police department staffing changes.

Manager Goodroe discussed water/sewer revenue shortfalls.

Mayor Frechette called for a 10-minute recess.

Manager Goodroe gave a presentation on the proposed 20-21 budget

Council approved the minutes and summary from the meeting held April 20, 2020.

Council received and filed the treasurer's report and investment summary and the minutes from the DDA meeting held February 25, 2020.

A Charter Cable line up was shared.

Manager Goodroe gave a City Hall update

Dan Corcoran of the Ogemaw Herald asked questions on future Council meetings.

Mayor Frechette adjourned the meeting at 10:35 pm.



# Consent Agenda

# Communications

# **Reports**

**Mayor**

**Council**

**City Manager**

**Public  
Comment  
-Any  
Topic**

**Adjournment**