

-- AGENDA --

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS AT WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON MONDAY, JUNE 1, 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
 - A. Grange Bell – Downtown concert
 - B. Pete Fabbri- Classy Chassis
- 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. Resolution 20-15 – Replacement of Resolution 20-12
 - C. Resolution 20-16 – Water Replacement budget amendment
 - D. Resolution 20-17 – Cemetery budget amendment
- XI. Approval of the minutes and summary from the meetings held May 18, 2020.

- XII. Consent Agenda
 - A. Treasurers report and investment summary
- XIII. Communications
 - A. Charter Cable Lineup change
- XIV. Reports and/or comments
 - A. Mayor
 - 1. Evaluation
 - B. Council
 - C. Manager
 - 1. Cemetery
- XV. Public comment any topic
- XVI. Adjournment

UPCOMING MEETINGS-EVENTS

June 15 City Council meeting 6:00 pm
July 6 City Council meeting 6:00 pm
July 20 City Council meeting 6:00 pm

In response to the executive orders issued by Governor Whitmer, City Hall continues to be closed to the general public. City Council will be in attendance for the City Council 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 and with the requirement that facemasks must be worn inside City Hall at all times.

If you wish to speak in person, we ask that you call City Hall at 989-345-500 or email the City Clerk at clerktreasurer@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



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: DOWNTOWN CONCERT

Event Date: JULY 10/11 Start Time: 5:30 PM End Time: 11 PM

Name of Sponsoring Organization: WB AREA RETAIL MERCHANTS

Address: PO Box 22 - WB

Contact Person: GRANDE BELL Phone Number: 745-8355

Describe the purpose of this event: A LIVE MUSIC CONCERT

Point of Assembly: HOUGHTON AVE. + THIRD ST.

Proposed Route (start to finish, attach route diagram): _____

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 ☒

[Signature]
Chief of Police

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

[Signature]
Chief of Police

The applicant for a Special Event Permit and any other persons, organizations, firms or corporations on whose behalf the corporation is made, by filing this Permit, do represent, stipulate, contract and agree that they will jointly and severally indemnify and hold the City of West Branch harmless against liability for any and all claims for damage to property, injury to or death of persons arising out of or resulting from the issuance of this Permit or the conduct of the Event or its participants.

Initials of Applicant

Signature

Date

For Office Use Only:

Permit Approved – Yes / No

Manager / Clerk Signature

Public Hearings

Additions to the Agenda

Public Comment -Agenda Items

Bids

Unfinished Business

New Business

Due to Michelle being on vacation this week, all of the bills are not entered and will be done on Monday and presented to Council before the meeting.

RESOLUTION #20-15

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 made to Morris Richardson Real Estate, 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 the City Council authorizes to refund the \$1,000 deposit to Deshano Development, and

FURTHER BE IT RESOLVED, that Resolution 20-12 is hereby repealed and replaced by Resolution 20-15

RESOLUTION #20-16

WHEREAS, the City completed the reconstruction of Fairview St, during the 2019-20 fiscal year, and

WHEREAS, the City also replaced water line on Fairview St. at the same time, and

WHEREAS, the City financed the project with a ten-year bond, and

WHEREAS, the bond payment was not budgeted for in the original 19-20 budget, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby amends the budget in Fund 592, Water Replacement Fund; as follows:

		Budget	Amended
FUND 592 WATER REPLACEMENT FUND			
TOTAL REVENUES			
592-000.000-664.400	Interest Income	1,100	1,100
592-000.000-674.400	Transfer from Water fund	175,000	175,000
TOTAL REVENUES		176,100	176,100
EXPENDITURES			
592-000.000-994.700	Bond	0	19,275
592-000.000-995.700	Interest due on bond	0	6,777
TOTAL EXPENDITURES		0	26,052
FUND BALANCE		302,809	452,857

RESOLUTION #20-17

WHEREAS, the City is the owner of the Brookside cemetery, and

WHEREAS, the City experienced heavy rain storms resulting in the collapse of one of the banks in the cemetery, and

WHEREAS, the City was required to hire an excavator to bring in fill to repair the washed-out bank, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby amends the budget in Fund 209, Cemetery Fund; as follows:

FUND 209 CEMETERY FUND

Revenues		Budget	Amended
Dept 000.000			
209-000.000-610.400	TRANS FROM ECON. ADVANCE. 204	15,000.00	19,195.00
209-000.000-628.400	FOUNDATIONS	1,500.00	1,500.00
209-000.000-629.400	GRAVE OPENINGS	6,500.00	6,500.00
209-000.000-642.400	SALES OF LOTS	2,400.00	2,400.00
209-000.000-664.400	INTEREST INCOME	3,090.00	3,200.00
209-000.000-671.400	CONTRIBUTIONS	0.00	0.00
209-000.000-695.400	MISCELLANEOUS	0.00	0.00
209-000.000-696.400	TRANSFER FROM CEM. P.C.	0.00	0.00
Total Dept 000.000		28,490.00	32,795.00
TOTAL REVENUES		28,490.00	32,795.00
Expenditures			
Dept 000.000			
209-000.000-703.700	SALARIES AND WAGES	12,425.00	12,425.00
209-000.000-710.700	OVERTIME	500.00	500.00
209-000.000-714.700	MANDATORY MEDICARE	170.00	170.00
209-000.000-715.700	SOCIAL SECURITY (EMPLOYER)	750.00	750.00
209-000.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	4,200.00	4,200.00
209-000.000-718.700	MERS RETIREMENT (EMPLOYER)	150.00	150.00
209-000.000-720.700	WORKERS COMPENSATION PREMIUM	370.00	370.00
209-000.000-724.700	UNEMPLOYMENT INS. BENEFIT	25.00	25.00
209-000.000-727.700	OPERATING SUPPLIES	500.00	500.00
209-000.000-782.700	ADMINISTRATION	1,000.00	1,000.00
209-000.000-801.700	CONTRACTUAL SERVICES	0.00	4,305.00

209-000.000-922.700	PUBLIC UTILITIES	350.00	350.00
209-000.000-941.700	EQUIPMENT RENTAL	8,000.00	8,000.00
209-000.000-956.700	EXPENSES	50.00	50.00
209-000.000-986.000	REPURCHASE OF CEMETERY LOTS	0.00	0.00
Total Dept 000.000		28,490.00	32,795.00
TOTAL EXPENDITURES		28,490.00	32,795.00
Fund 209 - CEMETERY FUND:			
TOTAL REVENUES		28,490.00	32,795.00
TOTAL EXPENDITURES		28,490.00	32,795.00
NET OF REVENUES & EXPENDITURES		0.00	0.00

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 18, 2020.

Mayor Frechette called the meeting to order at 6:20 p.m.

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

Absent: None.

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

All stood for the Pledge of Allegiance.

* * * * *

MOTION BY FRECHETTE, SECOND BY SHOWALTER, TO EXCUSE MEMBERS SHOWALTER AND JACKSON FROM THE MAY 4 MEETING.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY POWLEY, TO APPROVE THE 20-21 BUDGET AS PRESENTED.

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

No – None

Absent – None

Motion carried

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MOTION BY SHOWALTER, SECOND BY JACKSON, TO PAY BILLS IN THE AMOUNT OF \$35,349.79.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY JACKSON, SECOND BY PUGH, TO APPROVE RESOLUTION 20-13

RESOLUTION #20-13

WHEREAS, 2011 Public Act 152 (the “Act”) was passed by the State Legislature and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 – “Hard Caps” Option – limits a public employer’s total annual health care costs for employees based on coverage levels, as defined in the Act;**
- 2) Section 4 – “80%/20% Option – limits a public employer’s share of total annual health care costs to not more than 80%. This option required an annual majority vote of the governing body;**
- 3) Section 8 – “Exemption” Option – a local unit of government, as defined in the Act, may exempt itself from the requirement of the Act by an annual 2/3 vote of the governing body;**

WHEREAS, the West Branch City Council has decided to adopt the annual “Exemption” option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED, the Council of the City of West Branch elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual “Exemption” option for the medical benefit plan coverage year July 1, 2020 through June 30, 2021

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

No – None

Absent – None

Motion carried

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MOTION BY JACKSON, SECOND BY SHOWALTER, TO APPROVE RESOLUTION 20-14

RESOLUTION #20-14

A RESOLUTION TO ESTABLISH A REQUEST FOR FUNDING, DESIGNATE AN AGENT, ATTEST TO THE EXISTENCE OF FUNDS AND COMMIT TO IMPLEMENTING A MAINTENANCE PROGRAM FOR THE MILLING AND RESURFACING OF PORTIONS OF LINSDAY, FOURTH, PROGRESS AND COLUMBUS STREETS FUNDED BY THE TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY B PROGRAM.

WHEREAS, the City of West Branch is applying for \$245,500 in funding through MDOT from the Transportation Economic Development Category B Program to construct HMA Pavement Milling and Resurfacing on portions of Lindsay, Fourth, Progress and Columbus Streets.

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects.

NOW, THEREFORE, BE IT RESOLVED THAT, the City has authorized Frank E. Goodroe to act as agent on behalf of the City to request Transportation Economic Development Fund Category B Program funding, to act as

the applicant’s agent during the project development, and to sign a project agreement upon receipt of a funding award.

BE IT FURTHER RESOLVED THAT, the City attests to the existence of, and commits to, providing at least **\$245,500** toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns.

BE IT FURTHER RESOLVED THAT, the City commits to owning operating, funding and implementing a maintenance program over the design life of the facilities constructed with Transportation Economic Development Fund Category B Program funding.

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

No – None Absent – None Motion carried

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MOTION BY PUGH, SECOND BY POWLEY, TO APPROVE THE MINUTES AND SUMMARY OF MINUTES FROM THE MEETING HELD MAY 11, 2020.

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

No – None Absent – None Motion carried

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MOTION BY SHOWALTER, SECOND BY JACKSON, TO RECEIVE AND FILE THE TREASURER’S REPORT, THE APRIL POLICE REPORT, AND THE MAY WASTEWATER REPORT.

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

No – None Absent – None Motion carried

* * * * *

A Charter line up communication was shared.

A CDBG infrastructure grant notice was shared and it was noted that the City was not chosen for the 2020 rounds of grants.

* * * * *

Mayor Frechette gave an update on correspondence on the Mayors MML list serv dealing with the handling of executive orders.

Member Bennett noted concerns over this years Surline PTO Color Run. It was noted that the Color Run was just recently cancelled.

Manager Goodroe noted the recycling center will be opening up on May 19, gave an update on the police administrative position, gave a City Hall update, gave grant updates, and noted his concern for any State funding for the upcoming fiscal year due to lowered State revenues.

Chief Walters updated Council on the hiring of a new police officer.

* * * * *

Mayor Frechette adjourned the meeting at 6:46 pm.

Paul Frechette, Mayor

John Dantzer, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD VIA VIDEO CONFERENCE ON MONDAY, MAY 18, 2020.

Mayor Frechette called the meeting to order at 6:20 pm.

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

Absent: None.

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

Council excused Members Showalter and Jackson from the May 4 meeting.

Council approved the 20-21 budget as presented.

Council approved bills in the amount of \$35,349.79.

Council approved Resolution 20-13, health insurance opt out.

Council approved Resolutions 20-14, Category B Road funding grant.

Council approved the minutes and summary from the meeting held May 11, 2020.

Council received and filed the treasurer's report and investment summary, April Police Report, and May Wastewater Report.

A Charter Cable line up was shared.

A CDBF Infrastructure grant letter noting the City was not chosen was shared.

Mayor Frechette, Member Bennett, Manager Goodroe, and Chief Walters gave a report.

Mayor Frechette adjourned the meeting at 6:46 pm.

Consent Agenda

Jser: JOHN

FROM 05/01/2020 TO 05/31/2020

West Branch City

Bank Code		Beginning Balance 05/01/2020	Total Debits	Total Credits	Ending Balance 05/31/2020
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101		507,209.23	92,449.69	138,144.35	461,514.57
150	CEMETERY PERPETUAL CARE	26,842.57	0.00	0.00	26,842.57
209	CEMETERY FUND	8,013.35	4,990.12	3,107.89	9,895.58
248	DDA OPERATING FUND	109,951.93	1,045.53	720.00	110,277.46
251	INDUSTRIAL PARK FUND	(1,241.31)	35,513.95	631.96	33,640.68
276	HOUSING RESOURCE FUND	226,392.25	1,118.21	0.00	227,510.46
318	SEWER DEBT FUND	253,233.08	17,561.42	280.76	270,513.74
319	WATER DEBT FUND	72,057.47	3,715.98	55.28	75,718.17
371	COLLECTION REPLACEMENT FUND	31,101.23	0.00	31,101.23	0.00
372	PLANT REPLACEMENT FUND (R&I)	9,230.97	2,503.03	0.00	11,734.00
390	SEWER FUND	252,666.68	18,572.68	47,816.71	223,422.65
391	WATER FUND	521,990.19	23,826.13	9,709.76	536,106.56
392	WATER REPLACEMENT FUND	284,017.56	0.00	0.00	284,017.56
393	SEWER COLLECTION	115,114.59	35,536.29	2,958.06	147,692.82
361	EQUIPMENT FUND	114,665.17	10,653.40	4,212.89	121,105.68
704	PAYROLL CLEARING	25,202.65	76,232.32	76,232.32	25,202.65
705	IRONS PARK ENTERTAINMENT FUND	3,029.47	150.00	0.00	3,179.47
707	YOUTH SAFETY PROGRAM	3,517.65	0.00	3,517.65	0.00
714	RECYCLING CENTER	9,184.15	0.00	9,184.15	0.00
	GEN1 - GENERAL CHECKING	2,572,178.88	323,868.75	327,673.01	2,568,374.62
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	450,436.24	16,896.90	11,634.39	455,698.75
203	LOCAL STREET FUND	299,952.83	9,903.78	3,867.05	305,989.56
	MAJOR/ LOCAL STREETS	750,389.07	26,800.68	15,501.44	761,688.31
PAY	PAYROLL				
704	PAYROLL CLEARING	14,071.26	76,232.32	74,690.44	15,613.14
	PAYROLL	14,071.26	76,232.32	74,690.44	15,613.14
CHEM	SAVINGS				
101		437,693.88	1,043.28	0.00	438,737.16
150	CEMETERY PERPETUAL CARE	1,678.85	0.00	0.00	1,678.85
251	INDUSTRIAL PARK FUND	20,951.74	0.00	0.00	20,951.74
371	COLLECTION REPLACEMENT FUND	2,391.43	0.00	2,390.57	0.86
391	WATER FUND	26,399.79	0.00	0.00	26,399.79
392	WATER REPLACEMENT FUND	19,787.47	0.00	0.00	19,787.47
393	SEWER COLLECTION	790.35	2,390.57	0.00	3,180.92
361	EQUIPMENT FUND	103,464.13	0.00	0.00	103,464.13
714	RECYCLING CENTER	1,043.62	0.00	1,043.28	0.34
	SAVINGS	614,201.26	3,433.85	3,433.85	614,201.26
TAX	TAXES				
701	TAX AGENCY	12,597.10	0.00	0.00	12,597.10
	TAXES	12,597.10	0.00	0.00	12,597.10
	TOTAL - ALL FUNDS	3,963,437.57	430,335.60	421,298.74	3,972,474.43

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
FROM 05/01/2020 TO 05/31/2020
FUND: ALL FUNDS
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 05/01/2020	Total Debits	Total Credits	Ending Balance 05/31/2020
Fund 101					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	150,000.00	0.00	0.00	150,000.00
		<hr/> 250,000.00	<hr/> 0.00	<hr/> 0.00	<hr/> 250,000.00
Fund 150 CEMETERY PERPETUAL CARE					
004.300	CERTIFICATE OF DEPOSIT C	114,701.74	0.00	0.00	114,701.74
004.400	CERTIFICATE OF DEPOSIT D	115,271.06	0.00	0.00	115,271.06
	CEMETERY PERPETUAL CARE	<hr/> 229,972.80	<hr/> 0.00	<hr/> 0.00	<hr/> 229,972.80
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,000.00	0.00	0.00	100,000.00
	INDUSTRIAL PARK FUND	<hr/> 200,000.00	<hr/> 0.00	<hr/> 0.00	<hr/> 200,000.00
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,000.00	0.00	0.00	100,000.00
	EQUIPMENT FUND	<hr/> 250,000.00	<hr/> 0.00	<hr/> 0.00	<hr/> 250,000.00
	TOTAL - ALL FUNDS	<hr/> 929,972.80	<hr/> 0.00	<hr/> 0.00	<hr/> 929,972.80

Communications



May 15, 2020

T1 P1 71 *****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 June 16, 2020 Charter Communications (“Charter”), locally known as Spectrum, will launch **two new channels** on the West Branch, MI channel line-up serving your community:

- **Hallmark Drama Channel HD** featuring iconic dramas, original movies, series and timeless favorites. **Hallmark Drama Channel** will be carried on Spectrum Digital View Tier 1 channel 179.
- **UPtv** is the destination for uplifting entertainment, exclusive romantic movies, theatricals & beloved series like *Gilmore Girls* and *Reba*. UPtv will be carried on Spectrum Lifestyle Tier channels 174 & 876 (HD).

To view a current Spectrum channel lineup visit www.spectrum.com/channels. Should you have any questions related to this change, please do not hesitate to contact me at (810) 652-1422.

Sincerely,

Karen Coronado

Karen Coronado
Manager, Charter State Government Affairs, Michigan
Charter Communications

Reports

Mayor

Council

City Manager

**Public
Comment
-Any
Topic**

Adjournment