

REGULAR 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, JUNE 17, 2019, 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. Public Hearing
- V. Additions to the agenda
- VI. Public Comment on Agenda Items Only (limited to 3 minutes)
- VII. Scheduled Matters from the Floor
- VIII. Bids
- IX. Unfinished Business
 - A. MERS addendum to Manager's contract
- X. New Business
 - A. Bills
 - B. Approval to join MME (Michigan Municipal Executives)
 - C. Approval to attend MME conference
 - D. Performance Resolution for MDOT
- XI. Approval of the minutes and summary from the regular meeting held June 3, 2019
- XII. Consent Agenda (These items are considered routine and can be enacted in one motion)

A. Treasurer's report and Investment summary

B. Minutes from the Planning Commission meeting held May 28, 2019

XIII. Communications

A. Rodeo Sponsorship

XIV. Reports and/or comments

A. Mayor

B. Council

C. Manager

XV. Public comment any topic

XVI. Adjournment

Call to Order

Roll Call

**Pledge of
Allegiance**

Public Hearings

Additions to the Agenda

**Public
Comment
-Agenda
Items**

**Scheduled
Matters
from the
Floor**

Bids

Unfinished Business

New Business

*ATTACHED IS A
LIST OF THE
BILLS TO BE APPROVED
AT THIS COUNCIL MEETING*

BILLS	\$10,846.27
<i>BILLS AS OF 6/12/19</i>	<i>\$10,846.27</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$303.05</i>
TOTAL BILLS	\$11,149.32

**BILLS ARE AVAILABLE
AT THE MEETING
FOR COUNCIL'S REVIEW**

Vendor Name	Amount	Description
CITY OF WEST BRANCH	242.82	WATER BILLS MAY
GOODROE, FRANK E	3,000.00	RELOCATION ASSISTANCE
INK & THREAD LLC	17.00	NAME PLATES
KRAWCZYK, ANNE	255.42	UB refund for account: 001910
MVW & ASSOCIATES INC	995.00	ASSESSOR CONTRACT JULY
NORTHERN MOW & TRIM	80.00	MOWING 340 COURT
OGEMAW COUNTY HERALD ADLINER	160.35	ADS
PITNEY BOWES	34.99	MONTHLY FEE POSTAGE METER
PORTER, MATTHEW	500.00	SUMMER MUSIC SERIES 6 27 19
PRINTING SYSTEMS	252.81	WATER BILLS
SELLEY'S CLEANERS	23.50	POLICE DRY CLEANING
SLC METERS LLC	326.40	WATER METER ADAPTERS
STATE OF MICHIGAN	95.00	D ROBB RENEWAL FEE WATER
STATE OF MICHIGAN	95.00	D ROBB RENEWAL FEE WASTEWATER
STATE OF MICHIGAN	32.00	WATER SAMPLES
ULTIMATE TRAINING MUNITIONS	2,224.15	POLICE EQUIPMENT
ULTIMATE TRAINING MUNITIONS	2,171.83	POLICE EQUIPMENT
WEST BRANCH GREENHOUSE	340.00	CITY HALL FLOWERS
TOTAL		10,846.27

PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way", or an "Annual Application and Permit for Miscellaneous Operations within State Highway Right of Way".

RESOLVED WHEREAS, the City of West Branch
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utilities or other facilities, or to conduct other activities, on, over, and under State Highway Right of Way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.
2. If any of the work performed for the GOVERNMENTAL AGENCY is performed by a contractor, the GOVERNMENTAL AGENCY shall require its contractor to hold harmless, indemnify and defend in litigation, the State of Michigan, the DEPARTMENT and their agents and employee's, against any claims for damages to public or private property and for injuries to person arising out of the performance of the work, except for claims that result from the sole negligence or willful acts of the DEPARTMENT, until the contractor achieves final acceptance of the GOVERNMENTAL AGENCY. Failure of the GOVERNMENTAL AGENCY to require its contractor to indemnify the DEPARTMENT, as set forth above, shall be considered a breach of its duties to the DEPARTMENT.
3. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without the DEPARTMENT'S specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
4. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

- 5. The GOVERNMENTAL AGENCY will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
- 6. With respect to any activities authorized by a PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
- 7. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent the DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
- 8. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice provided to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Title and/or Name:

 Frank E. Goodroe - City Manager

 John Dantzer - City Clerk

 Bridget Charles - Office Assistant

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the _____
 (Name of Board, etc)

of the _____ of _____
 (Name of GOVERNMENTAL AGENCY) (County)

at a _____ meeting held on the _____ day

of _____ A.D. _____

Signed _____ Title _____

Approval of Minutes

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON MONDAY, JUNE 3, 2019.

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

Present: Mayor Paul Frechette and Council Members Joanne Bennett, William Ehinger, Mike Jackson, Ellen Pugh, Dan Weiler, and Cathy Zimmerman.

Absent: None

Other officers present: City Manager Frank Goodroe, Clerk/Treasurer John Dantzer, Deputy Clerk/Treasurer Michelle Frechette, DPW Superintendent Mike Killackey, Police Chief Ken Walters, DDA Chairperson Samantha Fabbri, Planning Commission Vice-Chairperson Robert David, and County Commissioner Bruce Reetz.

All stood for the Pledge of Allegiance.

* * * * *

Clerk Dantzer swore in Manager Frank Goodroe as the City Manager

* * * * *

Mayor Frechette opened the public hearing on a 425 agreement between the City and Ogemaw Township.

No one wished to speak on the subject.

MOTION BY FRECHETTE, SECOND BY ZIMMERMAN, TO CLOSE THE PUBLIC HEARING.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None

Absent – None

Motion carried

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As an addition to the agenda, County Commissioner Bruce Reetz gave a County update which included paying bills, an update on the new EMS building, an update on the open emergency manager position, a hospital open house update, and announced the new inductees for the wall of honor.

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As an addition to the agenda, Pete Fabbri updated Council on the Back to the Bricks event including the road closures.

* * * * *

MOTION BY FRECHETTE, SECOND BY PUGH, TO POSTPONE THE MERS ADDENDUM TO THE MANAGERS CONTRACT.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY JACKSON, SECOND BY BENNETT, TO PAY BILLS IN THE AMOUNT OF \$121,824.32.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY ZIMMERMAN, SECOND BY WEILER, TO APPROVE THE OPTIMIST FISHING DERBY AND STEAK FRY SPECIAL EVENT PERMITS.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY PUGH, SECOND BY EHINGER, TO NAME FRANK E. GOODROE, PAUL FRECHETTE, JOHN DANTZER, AND MIKE JACKSON AS AUTHORIZED DEPOSITORS AND SIGNERS FOR CHECKS AND BANK WITHDRAWALS ON ALL ACCOUNTS AT CHEMICAL BANK, PNC BANK, AND MERCANTILE BANK.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY ZIMMERMAN, SECOND BY WEILER, TO APPROVE FRANK GOODROE AS THE CITY'S STREET ADMINISTRATOR.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY BENNETT, SECOND BY JACKSON, TO APPOINT FRANK GOODROE TO THE IDC BOARD.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None

Absent – None

Motion carried

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Clerk Dantzer updated Council on a recent meeting with Jim Tischler of the Michigan Land Bank and noted that he did offer to meet with Council at a work session to go over what the Michigan Land Bank has to offer. It was the consensus to have Clerk Dantzer set up a work session with Mr. Tischler.

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MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE RESOLUTION 19-13

RESOLUTION #19-13

WHEREAS, City staff compares the year to date actual with the budgeted amount of all revenue and expenditures monthly; and

WHEREAS, during the review it was determined that the revenues and expenditures in Fund 101, General Fund; Fund 203, Local Street, Fund 248 DDA operating, and Fund 318 Sewer Debt will exceed their budget, and

WHEREAS, the revenues in Fund 101, general fund were understated in property taxes, statutory sales, revenue sharing, liquor licenses, interest income, and miscellaneous income, and the revenues were overstated in franchise fee revenue, sales of lots, and the expenditures were understated in the municipal properties due to the purchase of real property and the replacement of windows in City Hall, and

WHEREAS, the expenditures in the Fund 203, Local Street fund were understated in winter maintenance due to a heavy winter snowfall, and

WHEREAS, the revenues in Fund 248, DDA were understated in property taxes and miscellaneous income due to funds received from West Branch and Ogemaw Township DDA for the development of a joint downtown development plan, and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby adopts the following budget amendments:

FUND 101 – General Fund

Fund 101 -	GENERAL FUND	BUDGET	AMENDED
Revenues			

Dept 000.000			
101-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	935,505.00	939,400.00
101-000.000-404.400	CURRENT PROPERTY TAX REFUSE	186,458.00	186,458.00
101-000.000-446.400	PENALTIES AND INTEREST CUR.TA	11,000.00	11,150.00
101-000.000-448.400	ADMINISTRATIVE FEES ON CUR.TA	31,000.00	32,200.00
101-000.000-477.400	CABLE TV FRANCHISE FEES	39,500.00	41,400.00
101-000.000-540.400	MDOT FEDERAL REVENUE	2,000.00	2,000.00
101-000.000-564.400	INDUSTRIAL PARK	2,000.00	2,000.00
	LOCAL COMMUNITY STABILIZATION		
101-000.000-573.400	SHARE	14,800.00	14,800.00
101-000.000-574.400	SALES (STATUTORY)	26,544.00	28,260.00
101-000.000-575.400	REVENUE SHARING (CONSTITUTIONAL)	179,350.00	180,852.00
101-000.000-577.400	LIQUOR LICENSE	3,600.00	3,950.00
101-000.000-580.400	FRANCHISE FEE REVENUE	79,000.00	42,000.00
101-000.000-590.400	SEWER FUND ADMINISTRATION	60,000.00	60,000.00
101-000.000-590.401	SEWER COLLECTION ADMIN.	32,000.00	32,000.00
101-000.000-591.400	WATER FUND ADMINISTRATION	20,000.00	20,000.00
101-000.000-592.400	LOCAL STREET ADMIN. FEE	4,400.00	4,400.00
101-000.000-593.400	MAJOR STREET ADMIN. FEE	9,500.00	9,500.00
101-000.000-594.400	CEMETERY ADMIN. FEE	1,000.00	1,000.00
101-000.000-597.400	DDA ADMINISTRATIVE	9,000.00	9,000.00
101-000.000-634.400	GRANT	30,000.00	30,000.00
101-000.000-634.401	GRANT - ECONOMIC ADVANCEMENT	0.00	0.00
101-000.000-638.400	PROJECT INCOME	0.00	0.00
101-000.000-642.400	SALES OF LOTS	10,000.00	0.00
101-000.000-661.400	MOTOR VEHICLE FUND	12,000.00	12,000.00
101-000.000-664.400	INTEREST INCOME	2,800.00	7,400.00
101-000.000-671.400	CONTRIBUTIONS	500.00	500.00
101-000.000-695.400	MISCELLANEOUS	10,000.00	20,000.00
101-000.000-695.405	REFUSE RECYCLING DONATIONS	5,200.00	5,200.00
Total Dept 000.000		1,717,157.00	1,695,470.00

Dept 301.000 - POLICE DEPARTMENT

101-301.000-578.400	IN-SERVICE TRAINING	400.00	400.00
101-301.000-634.400	GRANT	10,000.00	10,000.00
101-301.000-654.400	TRAFFIC BUREAU	19,750.00	2,050.00
101-301.000-655.400	ACCIDENT REPORTS	300.00	450.00
101-301.000-656.400	DISTRICT COURT FINES	2,350.00	5,000.00
101-301.000-693.400	NSF FEES	0.00	0.00
101-301.000-695.400	MISCELLANEOUS	1,550.00	1,550.00
101-301.000-695.401	MISC. ED. & TRAINING 302	650.00	650.00
101-301.000-695.406	POLICE SAFETY INCOME	0.00	0.00
101-301.000-695.407	FORFEITURE FUNDS	400.00	0.00

Total Dept 301.000 - POLICE DEPARTMENT	35,400.00	20,100.00
Dept 441.000 - PUBLIC WORKS DEPARTMENT		
101-441.000-673.400 TRANSFER FROM DDA FUND	15,000.00	15,000.00
101-441.000-695.400 MISCELLANEOUS	200.00	700.00
101-441.000-695.410 MDOT REVENUE	35,000.00	35,000.00
101-441.000-695.415 OTHER GOV'T UNITS	4,000.00	4,000.00
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT	54,200.00	54,700.00
Dept 721.000 - PLANNING AND ZONING		
101-721.000-598.400 PLANNING DEPARTMENT ADMIN FEE	0.00	0.00
101-721.000-657.400 PLANNING AND ZONING	7,700.00	1,000.00
Total Dept 721.000 - PLANNING AND ZONING	7,700.00	1,000.00
Dept 751.000 - PARKS AND RECREATION		
101-751.000-405.400 RENT REVENUE - 5120	1,600.00	1,600.00
101-751.000-409.400 VENDING MACHINES	2,200.00	2,200.00
101-751.000-634.400 GRANT	10,000.00	0.00
101-751.000-671.400 CONTRIBUTIONS	10,000.00	0.00
Total Dept 751.000 - PARKS AND RECREATION	23,800.00	3,800.00
TOTAL REVENUES	1,838,317.00	1,775,130.00
Expenditures		
Dept 265.000 - MUNICIPAL PROPERTIES		
101-265.000-703.700 SALARIES AND WAGES	5,400.00	5,400.00
101-265.000-710.700 OVERTIME	225.00	225.00
101-265.000-714.700 MANDATORY MEDICARE	81.00	81.00
101-265.000-715.700 SOCIAL SECURITY (EMPLOYER)	360.00	360.00
101-265.000-716.700 BC/BS HEALTH INSURANCE PREMIUM	925.00	925.00
101-265.000-718.700 MERS RETIREMENT (EMPLOYER)	77.00	77.00
101-265.000-720.700 WORKERS COMPENSATION PREMIUM	215.00	215.00
101-265.000-724.700 UNEMPLOYMENT INS. BENEFIT	30.00	30.00
101-265.000-727.700 OPERATING SUPPLIES	6,400.00	6,400.00
101-265.000-801.700 CONTRACTUAL SERVICES	13,500.00	19,400.00
101-265.000-850.701 GRANT - CAMERAS	0.00	0.00
101-265.000-853.700 TELEPHONE/RADIO COMMUNICATION	2,050.00	2,050.00
101-265.000-922.700 PUBLIC UTILITIES	21,300.00	21,300.00
101-265.000-941.700 EQUIPMENT RENTAL	2,100.00	2,100.00
101-265.000-956.700 EXPENSES	1,300.00	1,300.00
101-265.000-977.700 CAPITAL ACQUISITIONS	0.00	137,350.00
Total Dept 265.000 - MUNICIPAL PROPERTIES	53,963.00	197,213.00
TOTAL EXPENDITURES	1,675,773.00	1,819,023.00

Fund 101:		
TOTAL REVENUES	1,838,317.00	1,775,130.00
TOTAL EXPENDITURES	1,675,773.00	1,819,023.00
NET OF REVENUES & EXPENDITURES	162,544.00	-43,893.00
ANTICIPATED CARRYOVER	892,096	848,203

FUND 203 LOCAL STREET

Fund 203	LOCAL STREET FUND		
Revenues			
Dept 000.000			
203-000.000-570.400	ACT 51 - STATE OF MICHIGAN	59,059.00	61,150.00
203-000.000-634.400	GRANT	0.00	2,000.00
203-000.000-664.400	INTEREST INCOME	352.00	925.00
203-000.000-680.400	TRANSFER FROM MAJOR STREET	40,000.00	40,000.00
203-000.000-695.400	MISCELLANEOUS	0.00	0.00
Total Dept 000.000		99,411.00	104,075.00
TOTAL REVENUES		99,411.00	104,075.00
Expenditures			
Dept 451.000 - CONSTRUCTION			
203-451.000-703.700	SALARIES AND WAGES	1,200.00	1,200.00
203-451.000-710.700	OVERTIME	40.00	40.00
203-451.000-714.700	MANDITORY MEDICARE	32.00	32.00
203-451.000-715.700	SOCIAL SECURITY (EMPLOYER)	31.00	31.00
203-451.000-718.700	MERS RETIREMENT (EMPLOYER)	36.00	36.00
203-451.000-720.700	WORKERS COMPENSATION PREMIUM	10.00	10.00
203-451.000-724.700	UNEMPLOYMENT INS. BENEFIT	200.00	200.00
203-451.000-801.700	CONTRACTUAL SERVICES	2,304.00	7,100.00
203-451.000-941.700	EQUIPMENT RENTAL	0.00	0.00
203-451.000-956.700	EXPENSES	0.00	0.00
Total Dept 451.000 - CONSTRUCTION		3,853.00	8,649.00
TOTAL EXPENDITURES		74,997.00	79,793.00
Fund 203 - LOCAL STREET FUND:			
TOTAL REVENUES		99,411.00	104,075.00
TOTAL EXPENDITURES		74,997.00	79,793.00
NET OF REVENUES & EXPENDITURES		24,414.00	24,282.00
ANTICIPATED CARRYOVER		369,118	393,400

FUND 248 DDA OPERATING

Revenues			
Dept 000.000			
248-000.000-400.400	TAX INCREMENT FINANCING	42,000.00	48,000.00
248-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	13,000.00	11,000.00
248-000.000-634.400	GRANT	0.00	0.00
248-000.000-664.400	INTEREST INCOME	50.00	250.00
248-000.000-695.400	MISCELLANEOUS	0.00	5,500.00
Total Dept 000.000		55,050.00	64,750.00

TOTAL REVENUES		55,050.00	64,750.00
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Fund 248 - DDA OPERATING FUND:

TOTAL REVENUES		55,050.00	64,750.00
TOTAL EXPENDITURES		54,565.00	54,565.00
NET OF REVENUES & EXPENDITURES		485.00	10,185.00
ANTICIPATED CARRYOVER		21,566	31,751

FUND 318 SEWER DEBT

Fund 318 - SEWER DEBT FUND

Revenues

Dept 000.000			
318-000.000-625.400	BILLINGS	351,428.00	420,000.00
318-000.000-626.400	PENALTIES	3,122.00	3,122.00
318-000.000-627.400	TRANSFER FROM GENERAL FUND	0.00	0.00
318-000.000-664.400	INTEREST INCOME	45.00	575.00
Total Dept 000.000		354,595.00	423,697.00

TOTAL REVENUES		354,595.00	423,697.00
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Expenditures

Dept 000.000			
318-000.000-802.700	CONTRIBUTION EXPENSE	18,795.00	18,795.00
318-000.000-994.700	BOND	95,184.86	150,140.00
318-000.000-995.700	INTEREST DUE ON BONDS	175,954.14	175,955.00
Total Dept 000.000		289,934.00	344,890.00

TOTAL EXPENDITURES		289,934.00	344,890.00
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Fund 318 - SEWER DEBT FUND:

TOTAL REVENUES		354,595.00	423,697.00
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TOTAL EXPENDITURES	289,934.00	344,890.00
NET OF REVENUES & EXPENDITURES	64,661.00	78,807.00
ANTICIPATED CARRYOVER	1,240,837	1,319,644

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY ZIMMERMAN, SECOND BY PUGH, TO APPROVE THE SALE OF A USED OFFICE COUCH TO MICHELLE FRECHETTE IN THE AMOUNT OF \$200.00

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY ZIMMERMAN, SECOND BY JACKSON, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD MAY 20, 2019.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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MOTION BY BENNETT, SECOND BY EHINGER, TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY, THE MINUTES FROM THE PLANNING COMMISSION MEETING HELD APRIL 23, 2019, AND THE MINUTES FROM THE DOWNTOWN DEVELOPMENT BOARD MEETINGS HELD APRIL 23, 2019 AND MAY 10, 2019.

Yes — Bennett, Ehinger, Frechette, Jackson, Pugh, Weiler, Zimmerman

No – None Absent – None Motion carried

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A MERS communication was shared.

A Charter cable update was shared.

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Mayor Frechette noted he attended the recent hospital open house and commented on the great attendance at the Memorial Day parade.

Member Bennett welcomed Manager Goodroe.

Member Ehinger also welcomed Manager Goodroe.

Member Pugh also welcomed Manager Goodroe.

Member Jackson also welcomed Manager Goodroe and reminded everyone of the upcoming Airport Fly-in.

Member Weiler also welcomed Manager Goodroe.

Member Zimmerman also welcomed Manager Goodroe.

Member Bennett reminded everyone of the upcoming open house for Manager Goodroe and the PTO Color Run.

Manager Goodroe addressed Council and noted that he is delighted to be in West Branch and is looking forward to working with the community.

Superintendent Killackey gave an update on the Fairview Road project.

* * * * *

Mayor Frechette adjourned the meeting at 6:45 pm.

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD MONDAY, JUNE 3, 2019.

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

Present: Mayor Frechette, Council Members Bennett, Ehinger, Jackson, Pugh, Weiler and Zimmerman.

Absent: None.

Other officers present: City Manager Goodroe, Clerk/Treasurer Dantzer, Deputy Clerk/Treasurer Frechette, DPW Superintendent Killackey, Police Chief Walters, DDA Chair Fabbri, Planning Vice-Chair David, and Commissioner Reetz.

Clerk Dantzer swore in Manager Goodroe.

Mayor Frechette opened a public hearing on a 425 agreement between the City and Ogemaw Township.

With no one wishing to speak on the subject, Council approved closing the open public hearing.

As an addition to the agenda, Commissioner Reetz gave a County updated.

As another addition to the agenda, Pete Fabbri gave a Back to the Bricks update.

Council approved postponing an addendum to the City Manager contract.

Council approved bills in the amount of \$121,824.32.

Council approved special event permits for the Optimist fishing derby and steak fry.

Council approved authorized depositors and signers at all banks.

Council approved naming Manager Goodroe as the City's street administrator.

Council approved the appointment of Manager Goodroe to the IDC Board.

It was the consensus of Council to schedule a work session with Jim Tischler of the Michigan Land Bank.

Council approved resolution 19-13 a budget amendment.

Council approve the sale of office equipment.

Council approved the minutes and summary from the meeting held May 20, 2019.

Council received and filed the treasurer's report and investment summary, the minutes from the Planning meeting held April 23, 2019, and the minutes from the DDA Board meetings held April 23 and May 10, 2019.

Communications were shared.

Mayor Frechette, Council Members Bennett, Ehinger, Pugh, Jackson, Weiler, and Zimmerman, and DPW Superintendent Killackey gave a report.

Mayor Frechette adjourned the meeting at 6:45 pm.

Consent Agenda

Bank Code	Description	Beginning Balance 06/01/2019	Total Debits	Total Credits	Ending Balance 06/30/2019
GEN1	GEN1 - GENERAL CHECKING				
101		559,217.07	20,607.07	60,899.75	518,924.39
150	CEMETERY PERPETUAL CARE	20,558.38	0.00	0.00	20,558.38
209	CEMETERY FUND	9,342.03	0.00	2,188.59	7,153.44
248	DDA OPERATING FUND	59,583.60	0.00	8,000.00	51,583.60
251	INDUSTRIAL PARK FUND	7,532.88	0.00	318.56	7,214.32
276	HOUSING RESOURCE FUND	203,625.62	0.00	0.00	203,625.62
318	SEWER DEBT FUND	64,043.86	5,706.78	194.56	69,556.08
319	WATER DEBT FUND	72,884.27	1,235.18	60,960.09	13,159.36
571	COLLECTION REPLACEMENT FUND	30,922.91	0.00	0.00	30,922.91
572	PLANT REPLACEMENT FUND (R&I)	9,018.52	6.51	0.20	9,024.83
590	SEWER FUND	269,210.33	5,482.00	27,636.66	247,055.67
591	WATER FUND	444,846.52	6,871.11	9,114.27	442,603.36
592	WATER REPLACEMENT FUND	282,389.15	0.00	0.00	282,389.15
593	SEWER COLLECTION	67,217.93	1,408.55	3,373.49	65,252.99
661	EQUIPMENT FUND	143,802.12	7,501.18	1,500.90	149,802.40
704	PAYROLL CLEARING	(6.78)	36,747.93	36,747.93	(6.78)
705	IRONS PARK ENTERTAINMENT FUND	4,558.72	0.00	0.00	4,558.72
707	YOUTH SAFETY PROGRAM	4,514.73	0.00	282.00	4,232.73
714	RECYCLING CENTER	8,724.86	457.00	0.00	9,181.86
	GEN1 - GENERAL CHECKING	2,261,986.72	86,023.31	211,217.00	2,136,793.03
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	613,585.07	24,856.87	8,203.86	630,238.08
203	LOCAL STREET FUND	374,013.06	9,321.33	1,823.60	381,510.79
	MAJOR/ LOCAL STREETS	987,598.13	34,178.20	10,027.46	1,011,748.87
PAY	PAYROLL				
704	PAYROLL CLEARING	10,816.14	36,747.93	34,161.98	13,402.09
	PAYROLL	10,816.14	36,747.93	34,161.98	13,402.09
CHEM	SAVINGS				
101		436,343.75	0.00	0.00	436,343.75
150	CEMETERY PERPETUAL CARE	1,674.70	0.00	0.00	1,674.70
251	INDUSTRIAL PARK FUND	20,894.85	0.00	0.00	20,894.85
571	COLLECTION REPLACEMENT FUND	2,377.33	0.00	0.00	2,377.33
591	WATER FUND	26,231.52	0.00	0.00	26,231.52
592	WATER REPLACEMENT FUND	19,649.25	0.00	0.00	19,649.25
593	SEWER COLLECTION	784.96	0.00	0.00	784.96
661	EQUIPMENT FUND	103,374.51	0.00	0.00	103,374.51
714	RECYCLING CENTER	1,041.38	0.00	0.00	1,041.38
	SAVINGS	612,372.25	0.00	0.00	612,372.25
TAX	TAXES				
701	TAX AGENCY	1,146.47	0.00	0.00	1,146.47
	TAXES	1,146.47	0.00	0.00	1,146.47
	TOTAL - ALL FUNDS	3,873,919.71	156,949.44	255,406.44	3,775,462.71

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
 FROM 06/01/2019 TO 06/30/2019
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2019	Total Debits	Total Credits	Ending Balance 06/30/2019
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
		<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>
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	<u>229,972.80</u>	<u>0.00</u>	<u>0.00</u>	<u>229,972.80</u>
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	<u>200,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200,000.00</u>
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	<u>250,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>250,000.00</u>
	TOTAL - ALL FUNDS	<u>929,972.80</u>	<u>0.00</u>	<u>0.00</u>	<u>929,972.80</u>

City of West Branch Planning Commission

Meeting Minutes for May 28, 2019

Meeting called to order at 6:00pm by Chairman Lucynski

Roll Call – Present – Kara Fachting, Ken Kish, Bob David, Mike Jackson and Cori Lucynski
Absent – Jan Hasty

Pledge of Allegiance

Public Hearings – None

Additions to Agenda – Annual 2018 Report

Motion by Mike Jackson, second by Bob David to approve the Annual 2018 Report with the two additions provided on the hard copy given to John Dantzer. Ayes - All

Public Comment – None

Approval of Minutes – No corrections were needed.

Motion by Mike Jackson, second by Ken Kish to approve the minutes as presented.

Ayes – All.

Site Plans – None

Sign Permits – None

Unfinished Business – Denise Cline was Absent due to illness

Regarding the new zoning draft – Denise needs to make sure our definition for exotic animals is correct. How do other government entities insert it into their ordinances?

Any further questions need to be forwarded to John Dantzer before the next meeting so he has time to get with Denise.

New Business – None

Communications – None

Chairman Report – A coffee shop is coming to the corner where Downtown Café use to be. An art gallery will be moving into the old Weinlander Fitzhugh space. Cuzins Pit Stop (outdoor motor sports) is acquiring the old NAPA/Printing Company building. Buccilli's Pizza is opening today. Noted some stores downtown are staying open longer on Saturdays and some Sundays.

Member Reports –

Jackson – Airport Fly-In will be June 15th. Noted the Memorial Day Parade and ceremony was very nice.

David –Jeff Brindley of the City DPW noted on the Fairview Rd project there were more water main problems than originally anticipated due to poor documentation. Noted the City looks great. Rusty Showalter of MML let David know of MML trainings that will be geared toward Planning Members.

Kish – Attended the new ER open house. Noted it looks fantastic. There are no curtains anymore but doors and walls.

Fachting – None

Meeting was adjourned at 7:01pm per Chairman Lucynski

Meeting minutes taken and typed by Kara Fachting

Communications

2019 Rodeo Sponsorship Options

Sponsorship: _____

LEVEL	DESCRIPTION	AMOUNT
Major <input type="checkbox"/> <i>(Limited Number Available)</i>	<ul style="list-style-type: none"> • Banner on Bucking Shout • Paper Ad • Radio Ad • Social Media 	\$1,000.00
Gold <input type="checkbox"/>	<ul style="list-style-type: none"> • Banner on Interior of Rodeo Arena • Mentioned in Paper Ad • Mentioned on Radio Ad • Mentioned on Social Media Channels 	\$500.00
Silver <input type="checkbox"/>	<ul style="list-style-type: none"> • Half Banner at Event • Mentioned in Paper Ad • Mentioned on Radio Ad • Mentioned on Social Media Channels 	\$250.00
Bronze <input type="checkbox"/>	<ul style="list-style-type: none"> • Quarter Banner at Event • Mentioned in Social Media Channels 	\$100.00
Supporter <input type="checkbox"/>	<ul style="list-style-type: none"> • Listed on Banner at Event • Mentioned in Social Media Channels 	\$25 to \$99.00

Make check payable to: **WBARMA**

Send check to: 224 W. Houghton Ave., West Branch, MI 48661

If you have any questions regarding sponsorship, please contact:

Kathy Collins - 989-450-6163

Grange Bell - 989-745-8355

Contact: _____

Phone: _____

Email: _____

Sponsor Signature: _____

THANK YOU FOR YOUR SUPPORT!

Reports

Mayor

Council

City Manager

**Public
Comment
-Any
Topic**