

-- AGENDA --

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD
VIRTUALLY AND IN THE COUNCIL CHAMBERS AT WEST BRANCH CITY HALL, 121
N. FOURTH ST. ON MONDAY, AUGUST 3, 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
- 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. First Right of refusal
 - C. Updated Special Event permit
- XI. Approval of the minutes and summary from the meeting held July 20, 2020 and the minutes from the special meeting held July 28, 2020.
- XII. Consent Agenda
 - A. Treasurers report and investment summary
 - B. Minutes from the Board of Review meeting held July 20, 2020

C. Minutes from the DDA meeting held June 23, 2020

XIII. Communications

XIV. Reports and/or comments

A. Mayor

B. Council

C. Manager

XV. Public comment any topic

XVI. Adjournment

UPCOMING MEETINGS-EVENTS

Aug 4 Primary election 7:00 am-8:00 pm

August 13 Todd Michel Band – concert in the park 7:00 pm

August 11 Planning Commission 6:00 pm

August 17 City Council 6:00 pm

September 7 City Council 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.

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

Public Hearings

Additions to the Agenda

**Public
Comment
-Agenda
Items**

Bids

Unfinished Business

New Business

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

BILLS	\$37,548.24
<i>BILLS AS OF 7/29/20</i>	<i>\$37,548.24</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$336.35</i>
TOTAL BILLS	\$37,884.59

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

Vendor Name	Amount	Description
A & L GREAT LAKES LABORATORIES	56.10	WWTP SUPPLIES
BADER & SONS CO	78.80	PARTS
BUNTING SAND & GRAVEL PRO INC	192.53	STONE & SAND PARK
C2AE	231.26	CAT B APPLICATION
CITY OF WEST BRANCH	75.00	WATER TANK REPAIRS
CONSUMERS ENERGY	16.15	ELECTRIC
CUMMINS BRIDGEWAY LLC 774494	713.97	ANNUAL MAINTENANCE
DLL FINANCIAL SERVICES INC	70.08	POLICE COPIER
DO ALL INC	1,087.36	RECYCLING JUNE
ELECTION SOURCE	47.60	ELECTION SUPPLIES
HACH COMPANY	277.55	WWTP SUPPLIES
MEDLER ELECTRIC CO	147.68	STREET LIGHTS
MERS OF MICHIGAN	24,139.40	RETIREMENT JULY
MICHIGAN PIPE & VALVE	130.00	METER PARTS
MVW & ASSOCIATES INC	1,000.00	ASSESSOR AUGUST
MWEA	77.00	WIRTH MEMBERSHIP
NORTH CENTRAL FEED & SUPPLY	45.00	SEED
OGEMAW COUNTY EMERGENCY DISPATCH AU	25.00	WARRANT ENTRY
OGEMAW COUNTY EQUALIZATION	3,557.05	TAX ROLL MAINTENANCE
OGEMAW COUNTY HERALD ADLINER	88.36	ADS
T Z CONTRACTING LLC	920.00	HYDRO SEED
TODD MICHAEL MUSIC LLC	1,000.00	SMS 8/13 SHOW
UPS	16.00	WWTP SHIPPING
WEST BRANCH DIESEL REPAIR	151.35	WWTP INSPECTION
WEST BRANCH GREENHOUSE	3,405.00	DDA FLOWERS
TOTAL	37,548.24	

WAIVER OF FIRST RIGHT OF REFUSAL

DATE _____

TO: OGEMAW COUNTY TREASURER

SUBJECT: LANDS FORECLOSED 6/30/2020 PER ACT 123, P.A. 1999

In accordance with Act 123, the Township/City/Village has the right of refusal to acquire tax-foreclosed parcels. At this time, we are waiving our right to all parcels that were foreclosed on June 30, 2020.

Clerk of _____



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: _____

Event Date: _____ Start Time: _____ End Time: _____

Name of Sponsoring Organization: _____

Address: _____

Contact Person: _____ Phone Number: _____

Describe the purpose of this event: _____

Point of Assembly and/or proposed route (attach separate diagram if needed):

If requesting a road closure Road closure Start time: _____ End time: _____

Road closure location _____

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

Chief of Police

Ogemaw County Posse - services NOT needed arrangements have been made

Chief of Police

West Branch City DPW – services NOT needed arrangement have been made

DPW Superintendent



City of West Branch

121 N 4th St, West Branch, Michigan 48661
(989)345-0500 • Fax (989)345-4390 • www.westbranch.com

Additional Terms and Conditions:

1. Sponsoring Organization agrees that it will fully comply with the terms of this permit and will also comply with all State, County, and Local ordinances that may pertain to the event.
2. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgements, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions of the special event.
3. Sponsoring Organization further agrees and understands that it shall hold harmless and indemnify the City, its officers, employees, contractors, subcontractors, representatives, and agents from and against any and all civil actions, claims, judgements, injuries and/or damages including attorney fees resulting and/or arising from the special event and/or from the actions and/or omissions from third parties hired or are volunteers of Sponsoring Organization.

Sponsor Organization signs this Agreement after having fully reviewed the terms and conditions set forth above and agree to be responsible for full compliance of such terms and conditions.

Applicant Signature

Date

For Office Use Only:

Permit Approved – Yes / No

Council meeting date_____

Manager / Clerk Signature

Approval of Council Minutes & Summary

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF THE WEST BRANCH CITY HALL, 121 N. FOURTH STREET ON MONDAY, JULY 20, 2020.

Mayor Frechette called the meeting to order at 6:02 p.m.

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

Absent: Council Member Rusty Showalter

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

All stood for the Pledge of Allegiance.

* * * * *

Roberta Beck, Angela Torrez and Michael Torrez with Coalition of Hope gave a presentation to Council on displaying flags in town in support of suicide awareness week September 6 – 12, 2020. Discussion on types of flags to be used along with maybe using push in signs and ribbons on light poles.

* * * * *

Brian Gilbert introduced himself as candidate for Sheriff and had discussion on qualifications for the position.

* * * * *

MOTION BY FRECHETTE, SECOND BY BENETT, TO EXCUSE MEMBER RUSTY SHOWALTER FROM THE MEETING.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY POWLEY, TO PAY BILLS IN THE AMOUNT OF \$35,825.71.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Discussion on Resolution 20-21 City wide sidewalk café permit approval good for rest of the 2020 year.

MOTION BY BENNETT, SECOND BY POWLEY, TO ADOPT RESOLUTION 20-21 CITY WIDE SIDEWALK CAFÉ PERMIT.

RESOLUTION #20-21

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 for any City business for the 2020 calendar season

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Discussion on the annual MML Workers' Comp Fund Board of Trustees nominations. There are only two candidates for two positions.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO COMPLETE THE OFFICIAL BALLOT FOR THE NOMINEES TO THE MML WORKERS' COMP FUNDBOARD OF TRUSTEES.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Discussion on the Development Plan and Sole Source Vendor request for engineering on the M-30 Housing Project. Council reviewed the preliminary drawings for all five phases of the Housing Project and considered the sole source vendor request based on Beckett & Raeder working with the City since

the beginning of the venture and the time savings for the City by sticking with Beckett & Raeder for the Development Plan. Details and samples will be brought to Council for each phase of the project.

MOTION BY JACKSON, SECOND BY POWLEY, TO AWARD THE SOLE SOURCE VENDOR REQUEST AND BID FOR THE M-30 HOUSING DEVELOPMENT PLAN TO BECKETT & RAEDER.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Mallory Benjamin addressed Council with a Special Event Permit to have a Back the Blue Parade through Downtown West Branch from 10am to 12 noon on Saturday, August 1, 2020. Parade route to go from Irons Park on S. Valley Street along Houghton Avenue to end at 5th Street.

MOTION BY FRECHETTE, SECOND BY JACKSON, TO APPROVE THE SPECIAL EVENT PERMIT FOR A BACK THE BLUE PARADE CONTINGENT ON MDOT APPROVAL AND THE EXECUTIVE ORDERS.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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Discussion on the Council Goals and Objectives. Planning Commission discussed and had volunteers come forward to help with the four goals. It is going to the DDA Board Agenda scheduled for Tuesday, July 28, 2020. Council members chose the following to work on: Goal One – Frechette & Pugh, Goal 2 – Showalter & Zimmerman, Goal 3 – Dantzer & Jackson and Goal 4 – Bennett & Powley. One of the Council members in each goal will be the Chairperson for that group. Evaluations on the progress will be done quarterly starting in in October at the second Council meeting of the month.

MOTION BY JACKSON, SECOND BY POWLEY, TO ADOPT THE COUNCIL GOALS AND OBJECTIVES WITH A SPELLING CORRECTION TO #4.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Acting Manager Compensation was discussed. Clerk/Treasurer Dantzer was sworn in a Acting City Manager on June 17, 2020.

MOTION BY ZIMMERMAN, SECOND BY BENNETT, TO COMPENSATE ACTING CITY MANAGER DANTZER \$300.00 PER WEEK RETRO ACTIVE TO JUNE 17, 2020.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE THE MINUTES AND SUMMARY OF MINUTES FROM THE MEETING HELD JULY 6, 2020 AND THE MINUTES FROM THE WORKSESSION HELD JULY 13, 2020.

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

No – None

Absent – Showalter

Motion carried

* * * * *

MOTION BY ZIMMERMAN, SECOND BY JACKSON, TO ALLOW MEMBER PUGH TO ABSTAIN FROM VOTING ON THE APPROVAL OF THECLOSED SESSION MINUTES DATED JUNE 15, 2020 DUE TO HER NOT BEING IN PERSON TO READ THEM OVER.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

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MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE THE CLOSED SESSION MINUTES FROM THE MEETING HELD JUNE 15, 2020.

Yes — Bennett, Frechette, Powley, Jackson, Zimmerman

Abstain - Pugh

No – None

Absent – Showalter

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY POWLEY, TO RECEIVE AND FILE THE INVESTMENT SUMMARY AND TREASURER’S REPORT; MINUTES FROM THE AIRPORT BOARD MEETING HELD JUNE 17, 2020 AND ELECTION COMMISSION MEETING HELD JULY 20, 2020, THE JUNE POLICE REPORT AND THE JUNE CODE ENFORCEMENT REPORT.

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

No – None

Absent – Showalter

Motion carried

* * * * *

Discussion on appointing Member Showalter to fill the vacancy on the Wastewater Treatment Plant Authority Board with Member Zimmerman as an alternate.

MOTION BY FRECHETTE, SECOND BY JACKSON, TO APPOINT MEMBER SHOWALTER TO THE WASTEWATER TREATMENT PLANT AUTHORITY BOARD WITH MEMBER ZIMMERMAN AS THE ALTERNATE.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Reminder of the meet the Candidates on July 21st in Irons Park from 5pm to 7pm.

Discussion was held on the Census and the grant received. City has had a 64.7% response rate. Need to possibly have an event in the park, mail postcards or something to get more people to fill out the Census. Post on Facebook, maybe ad in the papers, reach out to the senior housing facilities.

Acting Manager Dantzer discussed his weekly report the July utility rates and not doing them this July. Sewer fund is struggling more, bad debt about \$20,000 to \$30,000, and the no shut offs extended through December 31, 2020. Landlords are concerned that they will be getting stuck with the renters outstanding bills.

Superintendent Killackey updated Council on two water line breaks and the fixes.

* * * * *

Chief Walters and Acting Manager Dantzer discussed a CARES ACT Hazard Pay Bonus reimbursement grant for Police payroll. The grant will reimburse for wages, overtime wages and benefits for the months of April and May and well as allow for a one-time Hazard Pay Bonus to Police Department employees that worked during that time. The bonus is to be paid out to police officers only if awarded the Cares Act Grant.

MOTION BY JACKSON, SECOND BY ZIMMERMAN, TO APPROVE A ONE-TIME HAZARD PAY BONUS UP TO \$1,000 TO POLICE OFFICERS CONTINGENT UPON APPROVAL OF THE CARES ACT GRANT BY THE STATE.

Yes – Bennett, Frechette, Jackson, Powley, Pugh, Zimmerman

No – None

Absent – Showalter

Motion carried

* * * * *

Mayor Frechette adjourned the meeting at 7:32 pm.

Paul Frechette, Mayor

Michelle Frechette, Deputy Clerk/Treasurer

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE ON MONDAY, JULY 20, 2020.

Mayor Frechette called the meeting to order at 6:02 pm.

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

Absent: Council Member Showalter

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

Members from Coalition of Hope gave a presentation for suicide prevention awareness week.

Brian Gilbert introduced himself to Council as Sheriff candidate.

Council approved bills in the amount of \$35,825.71

Council approved Resolution 20-21 City wide café permit.

Council approved MML Workers' Comp Fund Board of Trustees nominations.

Council approved and awarded a sole source vendor request and bid for the M-30 Housing Development project to Beckett & Raeder.

Council approved a special use permit for a Back the Blue parade on August 1, 2020.

Council adopted the Council Goals and Objectives.

Council approved a compensation for Acting City Manager Dantzer.

Council approved the minutes and summary from the meeting held July 6, 2020 and minutes from the worksession held July 13, 2020.

Council approved Pugh to abstain from voting on closed session minutes.

Council approved closed session minutes from the meeting held June 15, 2020.

Council received and filed the treasurer's report and investment summary; minutes from the Airport Board meeting held June 17, 2020 and the Election Commission meeting held July 20, 2020, the June police Report and June Code Enforcement Report.

Council appointed Member Showalter to sit on the Wastewater Treatment Plant Authority Board with Member Zimmerman as alternate.

Mayor Frechette, Acting Manager Dantzer, and Superintendent Killackey gave reports.

Council approved a one-time hazard pay bonus up to \$1,000 to police officers contingent upon approval of the Cares Act Grant by the State.

Mayor Frechette adjourned the meeting at 7:32 pm.

SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD WITH WEST BRANCH TOWNSHIP AND OGEMAW TOWNSHIP IN THE WEST BRANCH TOWNSHIP HALL, 1705 S. FAIRVIEW RD, ON MONDAY, JULY 28, 2020.

The meeting was called to order at 6:00 p.m.

Present: Council Members Joanne Bennett, Mike Jackson, Ellen Pugh.

Absent: Mayor Paul Frechette, Council Members Chris Powley, Rusty Showalter, and Cathy Zimmerman

Other officers present: Clerk/Treasurer/Acting Manager John Dantzer and WWTP Superintendent Dan Robb.

All stood for the Pledge of Allegiance.

* * * * *

A quorum of Council Members was not present and no business took place.

* * * * *

Discussion took place on the water/sewer rates.

* * * * *

Meeting was adjourned at 6:20 pm.

Mike Jackson, Mayor Pro Tem

John Dantzer, Clerk/Acting City Manager

Consent Agenda

User: MICHELLE

West Branch City

Bank Code		Beginning Balance 07/01/2020	Total Debits	Total Credits	Ending Balance 07/31/2020
GEN1 GEN1 - GENERAL CHECKING					
101		415,720.76	97,668.64	147,698.20	365,691.20
150	CEMETERY PERPETUAL CARE	27,045.85	120.00	120.00	27,045.85
209	CEMETERY FUND	4,613.78	280.00	5,002.43	(108.65)
248	DDA OPERATING FUND	110,339.89	0.00	200.00	110,139.89
251	INDUSTRIAL PARK FUND	15,617.95	0.00	1,632.58	13,985.37
276	HOUSING RESOURCE FUND	229,560.71	1,019.71	0.00	230,580.42
318	SEWER DEBT FUND	56,787.27	29,885.39	17.38	86,655.28
319	WATER DEBT FUND	27,172.81	6,763.29	4.09	33,932.01
571	COLLECTION REPLACEMENT FUND	95.97	0.00	0.00	95.97
572	PLANT REPLACEMENT FUND (R&I)	11,734.76	0.00	11,734.44	0.32
590	SEWER FUND	245,050.02	34,580.30	65,863.62	213,766.70
591	WATER FUND	551,973.21	41,532.35	15,709.08	577,796.48
592	WATER REPLACEMENT FUND	258,843.75	0.00	0.00	258,843.75
593	SEWER COLLECTION	154,379.39	7,878.26	3,652.65	158,605.00
561	EQUIPMENT FUND	130,029.89	17,396.62	26,263.03	121,163.48
704	PAYROLL CLEARING	(11,206.67)	112,741.20	76,684.63	24,849.90
705	IRONS PARK ENTERTAINMENT FUND	3,761.52	2,410.28	3,900.00	2,271.80
707	YOUTH SAFETY PROGRAM	8.90	0.00	0.00	8.90
714	RECYCLING CENTER	28.50	0.00	0.00	28.50
GEN1 - GENERAL CHECKING		2,231,558.26	352,276.04	358,482.13	2,225,352.17
MAJ/LST MAJOR/ LOCAL STREETS					
202	MAJOR STREET FUND	481,294.77	12,211.01	10,719.46	482,786.32
203	LOCAL STREET FUND	314,790.60	7,157.34	5,950.02	315,997.92
MAJOR/ LOCAL STREETS		796,085.37	19,368.35	16,669.48	798,784.24
PAY PAYROLL					
704	PAYROLL CLEARING	49,478.42	76,608.87	109,990.57	16,096.72
PAYROLL		49,478.42	76,608.87	109,990.57	16,096.72
CHEM SAVINGS					
101		459,464.14	0.00	0.00	459,464.14
150	CEMETERY PERPETUAL CARE	1,679.03	0.00	0.00	1,679.03
251	INDUSTRIAL PARK FUND	244.16	0.00	0.00	244.16
571	COLLECTION REPLACEMENT FUND	0.86	0.00	0.00	0.86
591	WATER FUND	26,401.49	0.00	0.00	26,401.49
592	WATER REPLACEMENT FUND	19,788.33	0.00	0.00	19,788.33
593	SEWER COLLECTION	3,181.14	0.00	0.00	3,181.14
561	EQUIPMENT FUND	103,468.29	0.00	0.00	103,468.29
714	RECYCLING CENTER	0.34	0.00	0.00	0.34
SAVINGS		614,227.78	0.00	0.00	614,227.78
TAX TAXES					
701	TAX AGENCY	12,487.31	448,720.67	277,116.06	184,091.92
TAXES		12,487.31	448,720.67	277,116.06	184,091.92
TOTAL - ALL FUNDS		3,703,837.14	896,973.93	762,258.24	3,838,552.83

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
 FROM 07/01/2020 TO 07/31/2020
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 07/01/2020	Total Debits	Total Credits	Ending Balance 07/31/2020
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
		<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	25,000.00	0.00	0.00	25,000.00
	INDUSTRIAL PARK FUND	<u>125,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>125,000.00</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>854,972.80</u>	<u>0.00</u>	<u>0.00</u>	<u>854,972.80</u>

City of West Branch
121 N Fourth St
Board of Review
July 20, 2020

Chairman Peters called the July meeting of the City of West Branch Board of Review to order @ 11:00a.m.
Present were Dale Peters, Tom Hornbacher, and Assessor Van Wormer Public Comment: None

The following corrections were made to the 2020 tax roll:

PRE Exemptions:

052-640-001-50 100%

The following corrections were made to the 2020 tax roll:

Veterans Exemption:

Property Number

052-655-017-00 Granted

The following corrections were made to the 2019 tax roll:

Clerical Error

Property Number	Original AV	Original TV	Revised AV	Revised TV
052-900-201-00	27,250	27,250	0	0

Appeals:

052-629-006-00 Denied

There being no further business before the board, the meeting was recessed @ 11:35a.m.

Respectfully submitted,

James Van Wormer,
Secretary

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY
HELD IN PERSON AND VIA VIDEO CONFERENCE AT THE WEST BRANCH CITY HALL AT
121 N. FOURTH ST. ON TUESDAY, JUNE 23, 2020.

Chairperson Fabbri called the meeting to order at 12:00 pm.

Present: Members Anthony Bair, Joanne Bennett, Samantha Fabbri, Sandy Rabidue, Erin Resteiner (arrived at 12:05), Ken Walters, and Cathy Zimmerman.

Absent: Joe Clark, Autum Hunter

Others present: City Clerk/Treasurer/Acting City Manager John Dantzer.

* * * * *

**MOTION BY FABBRI, SECOND BY BENNETT, TO EXCUSE MEMBERS HUNTER
AND CLARK FROM THE MEETING**

Yes – Bair, Bennett, Fabbri, Rabidue, Walters, Zimmerman

No – None Absent – Clark, Hunter, Resteiner Motion carried.

* * * * *

**MOTION BY RABIDUE, SECOND BY BENNETT, TO APPROVE THE MINUTES
FROM THE MEETING HELD APRIL 28, 2020.**

Yes – Bair, Bennett, Fabbri, Rabidue, Walters, Zimmerman

No – None Absent – Clark, Hunter, Resteiner Motion carried.

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**MOTION BY ~~FABBRI RABIDUE~~, SECOND BY ~~CLARK BENNETT~~, TO APPROVE
BILLS IN THE AMOUNT OF \$454.26.**

Yes – Bair, Bennett, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No – None Absent – Clark, Hunter Motion carried.

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Chairperson Fabbri gave an update on the Gathering Place, discussed the use of the DDA emails, and discussed the possibility of having someone fill the open City seat on the Ogemaw EDC Board.

Chairperson Fabbri also discussed a request she had received from the Chamber asking if the DDA would be interested in participating in the City of West Branch shopping guide. Questions were raised on if they only advertised for chamber members, the cost, and the length of time the brochures were good for. It was the consensus to find out more information before a decision was made on participation.

Member Resteiner discussed changes being discussed by the Liquor Control Commission that would allow for municipalities to designate outside seating areas that can be used for takeout cocktails and food.

Member Resteiner also discussed the continued work on downtown seasonal banners.

Member Bair noted how nice the Chamber golf outing was and discussed the possibility of having a downtown food event.

Member Rabidue gave an update on the downtown flowers and issues with the watering of the flowers. The Board also discussed possible changes to future plantings.

Acting Manager Dantzer noted he was recently in talks with the COOR work program that would provide four high school students and a job coach who was a local teacher that would be able to assist the City in any way. He further noted that it was discussed to use this work group to weed the flower areas downtown and keep them watered.

MOTION BY ZIMMERMAN, SECOND BY RABIDUE, TO APPROVE UP TO \$500 TO FIX THE DDA WATERING TRAILER.

Yes - Bair, Bennett, Fabbri, Rabidue, Resteiner, Walters, Zimmerman

No - None

Absent - Clark, Hunter

Motion carried.

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Member Rabidue also updated the Board on the personal property tax loss reimbursement form noting that she had completed it and it was turned into the Department of Treasury and the DDA could estimate a reimbursement of \$30,000.

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Chairperson Fabbri adjourned the meeting at 12:59 pm.

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City Manager

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