

-- 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, SEPTEMBER 21, 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
 - A. Tree Cutting
 - B. Street repaving
- IX. Unfinished Business
- X. New Business
 - A. Bills
 - B. Chamber Christmas of Light Parade Special Event Permit
 - C. Chamber Light Pole Decorating Special Event Permit
 - D. Faith Alive Trunk or Treat Special Event Permit
 - E. Traffic Control Order 20-01-

- F. MERS Delegate Certification Form
- G. Coronavirus Relief Local Government Grant Opening Certification
- H. Approval of first half of 20-21 Airport budget payment
- I. Halloween
- XI. Approval of the minutes and summary from the meetings held August 31, 2020 and September 14, 2020 as well as the minutes from the closed session portion of the September 14 meeting.
- XII. Consent Agenda
 - A. Treasurers report and investment summary
 - B. Minutes from the Airport Board meeting held August 19, 2020
 - C. Minutes from the Wastewater Treatment Plant Authority meetings held June 17 and June 23, 2020
 - D. August Police Report
 - E. August Code Enforcement Report
- XIII. Communications
- XIV. Reports and/or comments
 - A. Mayor
 - B. Council
 - C. Manager
 - 1. Wastewater cell phones
 - 2. Updated housing plan
- XV. Public comment any topic
- XVI. Closed Session to discuss matters subject to attorney client privilege
- XVII. Adjournment

UPCOMING MEETINGS-EVENTS

September 21-October 2 – Annul Audit

September 22 - DDA 12:00 noon at Police Dept.

September 30- October 2 MML virtual conference

October 5 – Council meeting 6:00 City Hall
October 6 10:00-11:30 - MDOT road safety kickoff meeting
October 13 1:00-3:00 - MDOT road safety findings meeting
October 13 – Planning meeting 6:00 City Hall
October 19 – Council meeting 6:00 City Hall

In response to the executive orders issued by Governor Whitmer, City Hall is allowed a maximum of 10 for an indoor gathering. 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

Tree Removal RFP

The City of West Branch is seeking proposals/bids for various tree removal projects throughout the City. Additional information regarding this project can be obtained by contacting Department of Public Works Superintendent Mike Killackey at (989) 965-4982.

Sealed bids clearly marked "Tree Removal Bid" are due by Wednesday, September 2, 2020 at 4:30 pm and will be opened publicly on September 3 at 9:00 in the Council Chambers of City Hall, located at 121 N. 4th St, West Branch, MI 48661. Bids may be submitted via mail or in person, during regular business hours of Monday – Friday 8:00 a.m.-4:30 p.m., to the following address: 121 N. 4th St., West Branch, MI 48661. If you have any questions, please contact City Hall at (989) 345-0500.

All prices etc., listed in bids/proposals good for 90 days, unless indicated otherwise by bidder. City Council reserves the right to accept or reject any and all bids.



121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail clerktreasurer@westbranch.com
The City of West Branch is an equal opportunity provider, employer, and lender

At 9:00 am on 9/3/20, Clerk/Treasurer/Acting Manager John Dantzer and Deputy Clerk/Treasurer Michelle Frechette were on hand to open the bids for tree removal.

Two bids were received

1. Alliance Tree Service - \$4,500
2. Worthy Tree Service - \$1,400

108165

A-4705
T-46528

01-11



ALLIANCE TREE SERVICE

311 Pearl Street
Mio, MI 48647
Office: 989-826-2304
Licensed and Insured

Thank's

Date		8-18-2020
Customer Name		
City of West Branch		
Address		
Phone		
989-965-4982 Mike		
CASH	CHARGE	ON ACCT.

Tree Removal	Removal of 4 maple Tree on city prop.
Tree Trimming	Total clean up leave wood chip brush
Stump Removal	Grind 3 cut one in park 3-4 foot high
Lot Clearing	

Received By _____

Tax
Total \$4,500.00

Thank-You



121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500, Fax 989-345-4390, e-mail clerktreasurer@westbranch.com
The City of West Branch is an equal opportunity provider, employer, and lender

Request for Bid/Proposals

The City of West Branch is seeking competitive bids/proposals for paving including:

- Remove and replace asphalt
 - o Pulverize existing asphalt.
 - o Place and grade pulverized material as needed to improve base.
 - o Dispose of any unused pulverized material to an approved recycle facility
 - o Fine grade and compact
 - o Pave asphalt two courses, 2" Leveling course +1 ½" wearing course total 3 ½"

For the following roads:

1. Lindsay St. from N. 7th St. to N. 4th.
2. S. Fourth St. from Wright St. to Ripley St.
3. Intersection of N. Fourth & Annie St

Manhole and valve box repairs will be done by DPW. Concrete curbs & gutter will remain as is.

Bids Due: September 9, 2020 at 4:30 pm

Sealed bids stating "Street Paving" on the envelope may be mailed, or delivered in person during regular business hours (Monday – Friday, 8am – 4:30pm) to West Branch City Hall, 121 N. 4th St., West Branch, MI 48661. Bids will be opened at 9:00 am on September 10 in the Council Chambers of West Branch City Hall, 121 N. 4th St., West Branch, MI 48661, and will be on the agenda of the West Branch City Council meeting scheduled for Monday, September 14th at 6 pm, which also takes place in the Council Chambers of West Branch City Hall.

Further details regarding the RFP can be obtained by contacting DPW Superintendent Mike Killackey 989-965-4982 or by contacting City Hall 989-345-0500 and asking for Clerk/Treasurer/Acting Manager John Dantzer.

Pricing for all bids submitted is deemed valid for a period of 90 days, unless indicated otherwise on the bid documents. City Council reserves the right to accept or reject any and all bids.

At 9:00 am on 9/10/20, Clerk/Treasurer/Acting Manager Dantzer and DPW Superintendent were on hand to open the road repaving bids.

Two bids were received:

1. Mid Michigan Asphalt
 - a. Lindsay from N. 7th to N. 4th - \$103,201
 - b. S. 4th from Wright St to Ripley St - \$43,222
 - c. Intersection at N. 4th & Annie St – \$15,051
2. Hodgins Asphalt
 - a. Lindsay from N. 7th to N. 4th - \$85,427
 - b. S. 4th from Wright St to Ripley St - \$31,800
 - c. Intersection at N. 4th & Annie St – \$4,668

Hodgins Asphalt Paving Inc.

P.O. Box 720

West Branch, MI 48661

P-989-345-0326, F-989-345-0240

hodginsasphalt@yahoo.com

PROPOSAL

DATE	ESTIMATE NO.
9/8/2020	5898059

NAME / ADDRESS
City of West Branch 121 N. Fourth Street West Branch, MI 48661

www.hodginsasphalt.com

DESCRIPTION

Bid #1 Lindsay St. From N. 7th St. To N. 4th St.

Approximately 37,012 sq. ft. of asphalt paving

01. Completely pulverize existing asphalt

02. Saw cut and remove radi and areas where pulverizer can not reach. Dispose of

03. Fine grade pulverized base to allow for 3.5" of new asphalt. Note: will have to remove excess material

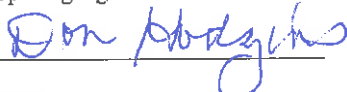
04. Compact pulverized base with a 5 ton vibratory roller

05. Clean all curbs and contact joints and apply tack coat to all contact joints

06. Pave entire area @ a rate of 220#/sy (2") base course and 165#/sy (1.5") top course with 13A bituminous mix (3.5" total compacted depth)

** Allow for proper drainage

**Supply and place proper signage and traffic control

Authorized Signature: 

MDOT Prequalified #06585

Fully Insured/Bonded

Note: 2.75% fee applies to all payment made by credit card

Thank you for the invitation to bid!

TOTAL

\$85,427.00

ACCEPTANCE OF PROPOSAL- The above prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work specified.

SIGNATURE _____

HODGINS ASPHALT PAVING INC.

City of West Branch
121 N. Fourth St.

4th St.

Fix Low spot

Lindsay St. From N. 7th to N. Fourth

24' x 323

2 ←

5th

27' x 1073'

7th St.

Start
5' x 10' area
(8' into)
Newer
Asphalt

Hodgins Asphalt Paving Inc.

P.O. Box 720

West Branch, MI 48661

P-989-345-0326, F-989-345-0240

hodginsasphalt@yahoo.com

PROPOSAL

DATE	ESTIMATE NO.
9/8/2020	5898060

NAME / ADDRESS
City of West Branch 121 N. Fourth Street West Branch, MI 48661

www.hodginsasphalt.com

DESCRIPTION

Bid #2 South 4th St. From Wright St. To Ripley St. (35' x 394')

Approximately 13,790 sq. ft. of asphalt paving

01. Completely pulverize existing asphalt

02. Saw cut and remove radi and areas where pulverizer can not reach. Dispose of

03. Fine grade pulverized base to allow for 3.5" of new asphalt. Note: will have to remove excess material

04. Compact pulverized base with a 5 ton vibratory roller

05. Clean all curbs and contact joints and apply tack coat to all contact joints

06. Pave entire area @ a rate of 220#/sy (2") base course and 165#/sy (1.5") top course with 13A bituminous mix (3.5" total compacted depth)

**Allow for proper drainage

**Supply and place proper signage and traffic control

Authorized Signature: Don Hodgins

MDOT Prequalified #06585

Fully Insured/Bonded

Note: 2.75% fee applies to all payment made by credit card

Thank you for the invitation to bid!

TOTAL

\$31,800.00

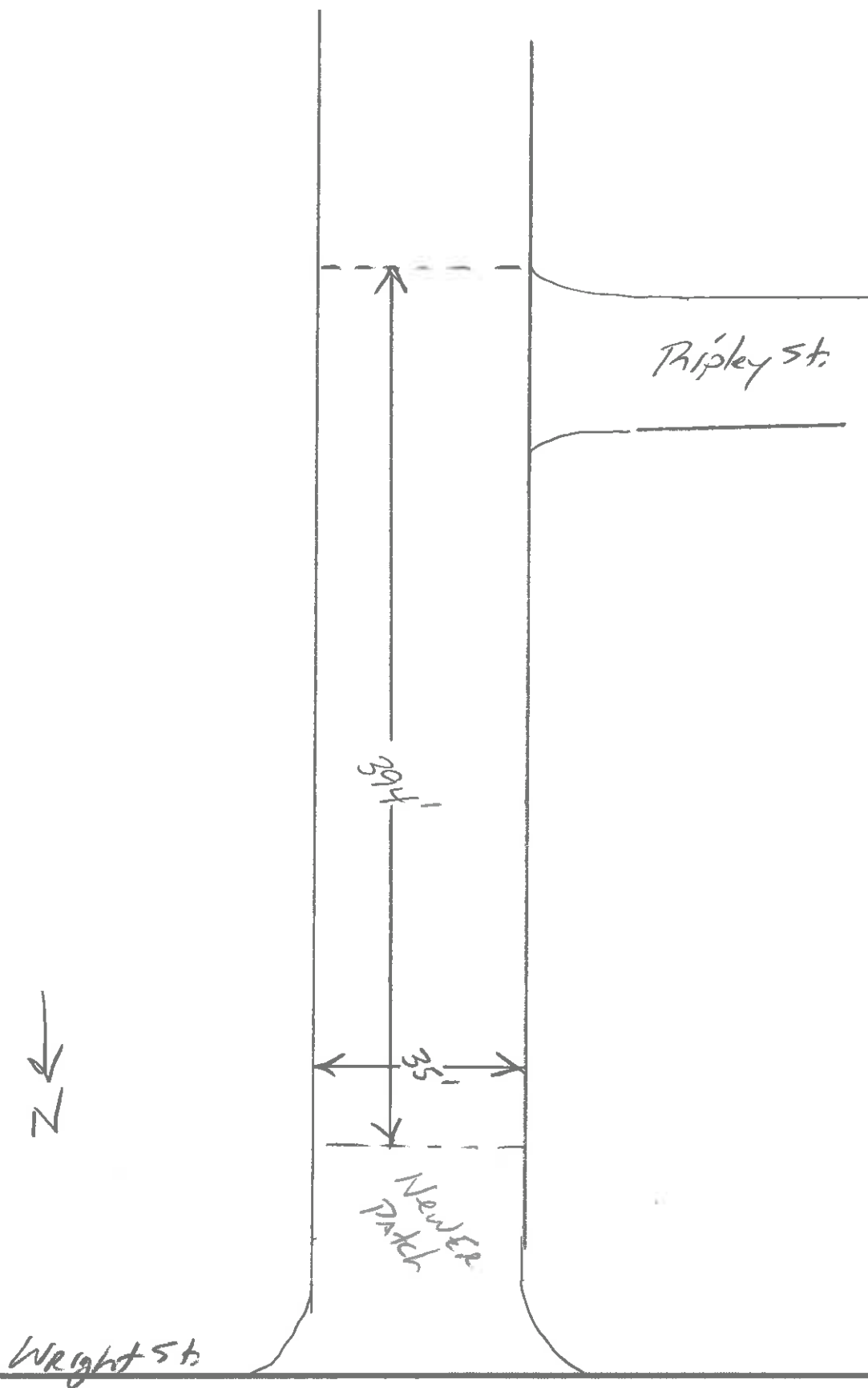
ACCEPTANCE OF PROPOSAL- The above prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work specified.

SIGNATURE _____

HODGINS ASPHALT PAVING INC.

City of West Branch

S. Fourth St.



Hodgins Asphalt Paving Inc.

P.O. Box 720

West Branch, MI 48661

P-989-345-0326, F-989-345-0240

hodginsasphalt@yahoo.com

PROPOSAL

DATE	ESTIMATE NO.
9/8/2020	5898058

NAME / ADDRESS
City of West Branch 121 N. Fourth Street West Branch, MI 48661

www.hodginsasphalt.com

DESCRIPTION

Bid #3 Intersection of N. Fourth & Annie Street
Approximately 1500 sq. ft. of asphalt paving
01. Saw cut and remove existing asphalt, dispose of
02. Prepare a proper base, supply and place stabilized gravel where needed
03. Fine grade and compact gravel base
04. Clean existing asphalt edges and apply tack coat to contact joints
05. Pave area at 2" base course and 1.5" top course with 13A bituminous mix

Authorized Signature: Don Hodgins

MDOT Prequalified #06585

Note: 2.75% fee applies to all payment made by credit card

Fully Insured/Bonded

Thank you for the invitation to bid!

TOTAL

\$4,668.00

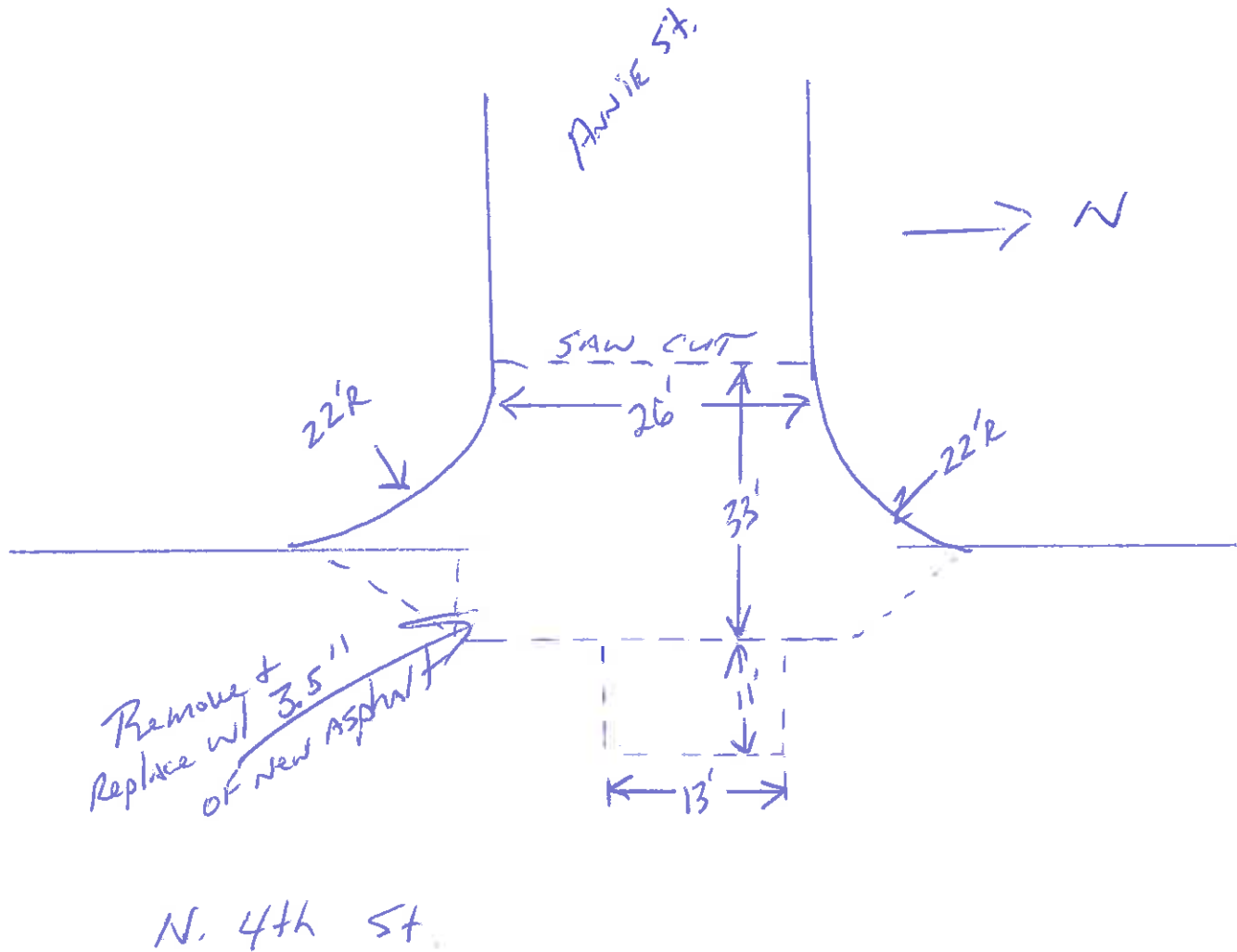
ACCEPTANCE OF PROPOSAL- The above prices, specifications and conditions are satisfactory and are here by accepted. You are authorized to do the work specified.

SIGNATURE _____

HODGINS ASPHALT PAVING INC.

City of West Branch
121 N. Fourth Street

Intersection of N. Fourth
+ Annie St.





Mid-Michigan Asphalt Paving

PO Box 849
West Branch, MI 48661

Office (989) 345-2437 Fax (989) 345-3374
MmaPaving@gmail.com



Name	City of West Branch	Date	9-4-2020
Address		Phone	
City		Cell	
Zip Code		Fax	
Job Name		Email	

We hereby submit specifications and estimate for:

Remove and Replace Lindsay St. from 7 th St. to 4 th St. Approx. 40,555 sq. ft.	Cost
1. Saw cut asphalt as per drawing.	
2. Pulverize existing asphalt surface.	
3. Use pulverized material to improve base.	
4. Remove unused pulverized material from site.	
5. Fine grade and compact.	
6. Pave asphalt in two courses, 2" leveling course + 1 ½" wearing course equaling 3 ½" thick.	\$103,201.00
Note: This proposal includes the intersection of Lindsay St. and 4 th St.	

TOTAL AMOUNT OF PROPOSAL:

\$103,201.00

We propose hereby to furnish material and labor-complete in accordance with the above specifications for the total amount above. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. PAYMENT TO BE MADE UPON COMPLETION. THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS.

Authorized Signature: Robert Winder Date: 9/9/20

Acceptance of Proposal-The above prices, specifications and conditions are satisfactory and are hereby accepted. Mid-Michigan Asphalt Paving is authorized to complete work as specified. Payment will be made as outlined above.

Signature of Purchaser _____ Date: _____

Printed Name of Purchaser _____ Date: _____



Mid-Michigan Asphalt Paving

PO Box 849
West Branch, MI 48661

Office (989) 345-2437 Fax (989) 345-3374
MmaPaving@gmail.com



Name	City of West Branch	Date	9-4-2020
Address		Phone	
City		Cell	
Zip Code		Fax	
Job Name		Email	

We hereby submit specifications and estimate for:

Remove and Replace S. 4 th St. from Wright St. to Ripley St. Approx. 17,403 sq. ft.	Cost
1. Saw cut asphalt as per drawing.	
2. Pulverize existing asphalt surface.	
3. Use pulverized material to improve base.	
4. Remove unused pulverized material from site.	
5. Fine grade and compact.	
6. Pave asphalt in two courses, 2" leveling course + 1 ½" wearing course equaling 3 ½" thick.	\$43,222.00
Note: This proposal includes intersection of 4 th St. and Ripley St.	

TOTAL AMOUNT OF PROPOSAL:

\$43,222.00

We propose hereby to furnish material and labor-complete in accordance with the above specifications for the total amount above. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. PAYMENT TO BE MADE UPON COMPLETION. THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS.

Authorized Signature: Robert Winter Date: 9/9/2020

Acceptance of Proposal-The above prices, specifications and conditions are satisfactory and are hereby accepted. Mid-Michigan Asphalt Paving is authorized to complete work as specified. Payment will be made as outlined above.

Signature of Purchaser _____ Date: _____

Printed Name of Purchaser _____ Date: _____



Mid-Michigan Asphalt Paving

PO Box 849
West Branch, MI 48661

Office (989) 345-2437 Fax (989) 345-3374
MmaPaving@gmail.com



Name	City of West Branch	Date	9-4-2020
Address		Phone	
City		Cell	
Zip Code		Fax	
Job Name		Email	

We hereby submit specifications and estimate for:

Remove and Replace Intersection of N. 4 th St. and Annie St.	Cost
Approx. 4,056 sq. ft.	
1. Saw cut asphalt as per drawing	
2. Remove asphalt from site, dispose of at recycle facility.	
3. Place new 23-A gravel as needed to improve base.	
4. Fine grade and compact.	
5. Pave asphalt in two courses, 2" leveling course + 1 ½" wearing course equaling 3 ½" thick.	\$15,051.00

TOTAL AMOUNT OF PROPOSAL:

\$15,051.00

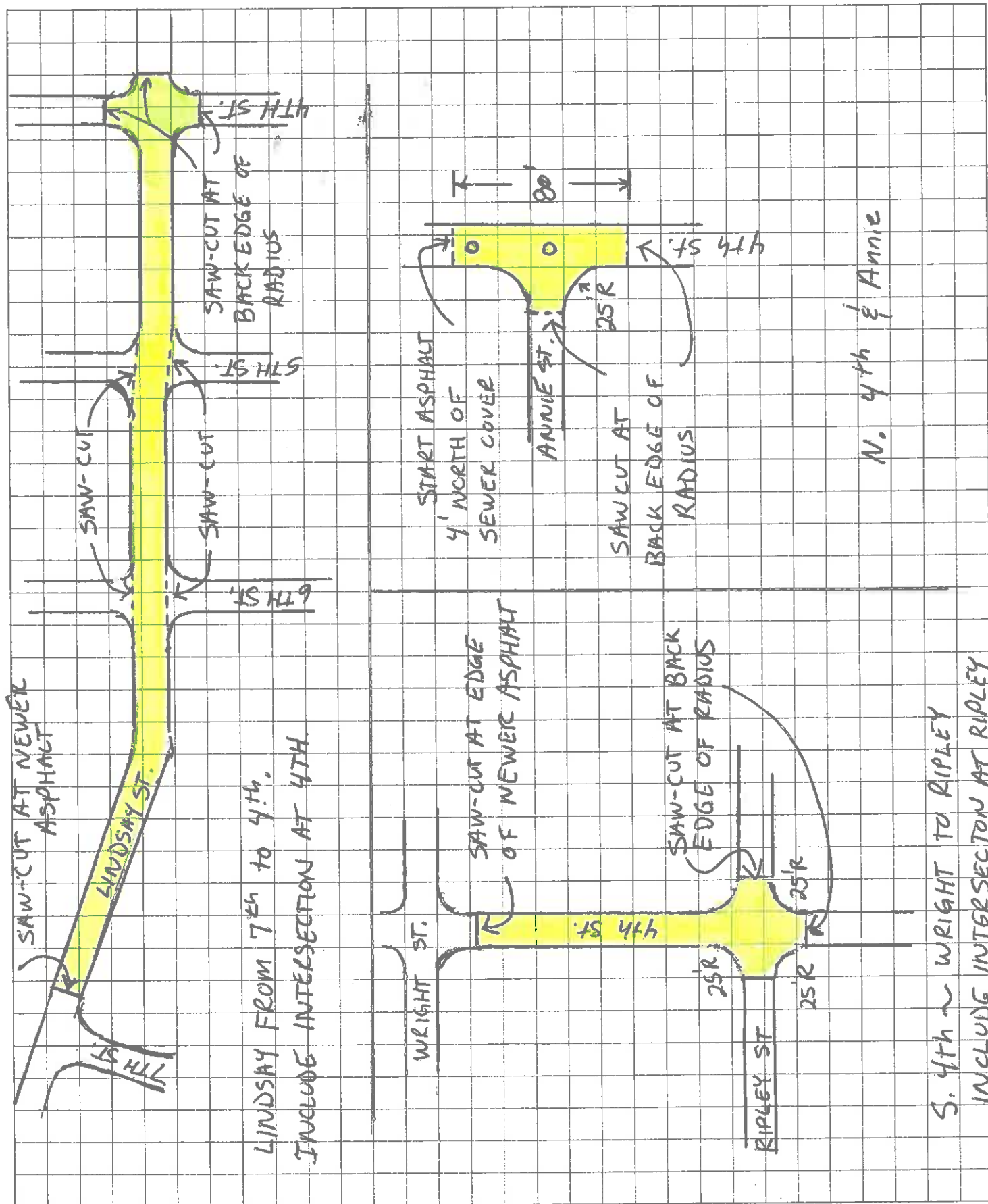
We propose hereby to furnish material and labor-complete in accordance with the above specifications for the total amount above. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. PAYMENT TO BE MADE UPON COMPLETION. THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS.

Authorized Signature: *Kalut Winder* Date: 9/9/2020

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. Mid-Michigan Asphalt Paving is authorized to complete work as specified. Payment will be made as outlined above.

Signature of Purchaser _____ Date: _____

Printed Name of Purchaser _____ Date: _____



Unfinished Business

New Business

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

BILLS	\$80,002.49
<i>BILLS AS OF 9/16/20</i>	\$80,002.49
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$379.35</i>
TOTAL BILLS	\$80,002.49

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

Vendor Name	Amount	Description
ADVANCED CHEMICAL & SUPPLY INC	175.42	WWTP SUPPLIES
BADGER METER	627.45	CELLULAR SERVICE AUGUST PHONE & INTERNET WWTP, DPW,
CHARTER COMMUNICATIONS	684.83	POLICE, CITY HALL
CINTAS	323.22	UNIFORMS
CINTAS	218.49	WWTP SUPPLIES
CITY OF WEST BRANCH	450.72	WATER BILLS AUGUST
CONSUMERS ENERGY	2,395.02	ELECTRIC
CONSUMERS ENERGY	9,797.76	ELECTRIC BILLS
CONSUMERS ENERGY	173.10	M/L PORTION
DLL FINANCIAL SERVICES INC	70.08	POLICE COPIER
ELHORN ENGINEERING COMPANY	1,001.00	WATER & WWTP SUPPLIES
FOSTER BLUE WATER OIL LLC	1,974.91	FUEL
GRAINGER	100.37	WWTP SUPPLIES
GREAT LAKES TECH CONSULT LLC	226.24	IT SERVICES
GREEN ACE HARDWARE	101.36	VARIOUS SUPPLIES
GRIFFIN BEVERAGE COMPANY	9,680.00	WASTEWATER HAUL
HACH COMPANY	643.52	WWTP LAB SUPPLIES
HODGINS ASPHALT PAVING INC	2,525.00	PATCH WORK
HOME DEPOT	322.84	VARIOUS SUPPLIES
LIVINGSTON MICROGRAPHICS LLC	1,205.84	WWTP EQUIPMENT MAINTENANCE
MERS OF MICHIGAN	21,763.86	RETIREMENT AUGUST
MICHIGAN PIPE & VALVE	300.00	WATER SUPPLIES
MJ HICK	37.00	STEEL
MML	1,500.00	ANNUAL DUES & LEGAL DEFENSE FUND
MUNICODE	2,200.00	UPDATES
MVW & ASSOCIATES INC	1,000.00	ASSESSOR CONTRACT OCTOBER
NORTHERN MOW & TRIM	80.00	AUGUST ORDINANCE MOWINGS
OFFICE CENTRAL	291.96	SUPPLIES
OGEMAW COUNTY HERALD ADLINER	58.90	AD
OGEMAW COUNTY HERALD ADLINER	107.99	ADS
OGEMAW COUNTY VOICE	49.30	AD AUGUST
PITNEY BOWES	34.99	MONTHLY POSTAGE METER FEE
REPUBLIC SERVICES 237	13,440.27	GARBAGE SERVICE AUGUST
SELLEY'S CLEANERS	27.00	POLICE UNIFORM CLEANING
SLC METERS LLC	1,115.90	WATER METER SUPPLIES
SPARTAN STORES LLC	57.68	VARIOUS SUPPLIES
ST HELEN ROSCOMMON MONUMENT	754.00	HEADSTONE REPAIR DUE TO WASH OUT
STATE OF MICHIGAN	32.00	WATER SAMPLES
UPS	10.50	WATER SAMPLE SHIPPING
VIC BOND SALES INC	70.06	VARIOUS SUPPLIES
VISA	1,344.31	VARIOUS SUPPLIES
WASTE MANAGEMENT INC	206.15	WWTP DUMPSTERS
WEST BRANCH TOWNSHIP TREASURER	2,823.45	2020 WALGREENS 425 AGREEMENT
TOTAL	80,002.49	



West Branch Area Chamber of Commerce invites you to participate in this Great opportunity..... "Christmas Memories" themed parade. Whether it's the movie, the toys or the stories of the holiday season.

2020 Christmas Light Parade

Saturday, December 12 at 7 p.m. down Houghton Ave.

****Christmas Light Parade will be "People's Choice" and voted through Chamber Facebook. Please submit your photo to wbchamberdirector@gmail.com by December 15th. Voting will begin on December 16th and run until December 22nd at noon.**

Line-up begins at 6:00 p.m. and is on a first come basis.

(All Semi Trucks will be at the back of the line.)

The Parade starts promptly at 7:00 p.m.

No entrant will be accepted without prior registration

Start: By Smiley Face Water Tower Griffin St. & Valley St.

Finish: Houghton Ave. & Eighth St.

2020 Christmas Light Parade Rules:

It is the responsibility of the individual who signs this form to ensure that all participants of their organization receive a copy of these rules.

- *No Santas- The West Branch Area Chamber of Commerce will provide Santa.
- *Parade entries must continue through entire route of the Parade. Line-up begins at 6:00 p.m. and is on a first come basis. The parade starts promptly at 7:00 p.m. All entries in place by 6:45 p.m. No entrant will be accepted without prior registration. Start will be by the Smiley Face Water Tower, Griffin St. & Valley St. Finish will be Houghton Ave. & Eighth St.
- *All entries must be family oriented.
- *All pets must be on a leash and person holding leash strong enough to control & manage pet.
- *No drugs, alcohol, weed etc. Anyone intoxicated will be turned over to the police.
- *All items must be given HAND-TO-HAND at the curb by walking along the parade route next to spectators. It is very dangerous for spectators to run into the street for candy or other hand-outs. No throwing is permitted. The Chamber reserves the right to inspect and approve any items distributed during the parade.
- * All Large Semi Trucks will be in the back of parade.
- *All vehicles in parade must carry SUFFICIENT AUTO LIABILITY INSURANCE.
- *All participants, in consideration of participation in this event, agree to indemnify, hold harmless and release the West Branch Area Chamber of Commerce, West Branch Visitors Bureau & City of West Branch, its agents and employees, from any and all liability for any injury or damage which may arise out of or in any way be connected with participation in the Parade.

By signing this you agree to follow ALL the rules of the parade.

Print Name _____ Signature _____ Date _____

*The Parade Committee reserves the right to bar, AT ANY TIME, any entry not conforming to the rules and regulations, or refusing to follow instructions of police or parade officials from the Parade. The Parade committee also reserves the right of final decision on entries accepted for the Parade.

Please return form to 422 W Houghton Ave, West Branch, MI 48661.
REMIT APPLICANTS CHECK PAYABLE TO: West Branch Area Chamber of Commerce
422 W Houghton Ave, West Branch, MI 48661
Questions please contact us at 989-345-2821 or email wbchamberdirector@gmail.com
www.wbacc.com

\$20 Non Chamber Members
\$15 Chamber Members

Organization/Business _____

Phone _____ Address _____

Contact Person _____ Phone _____ Email _____

Address _____

Description of Parade Entry



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: West Branch Area Chamber of Commerce
Light Pole Decorating

Event Date: October 18 - November 4 2020 Start Time: _____ End Time: _____

Name of Sponsoring Organization: West Branch Area Chamber of Commerce

Address: 422 Houghton Ave

Contact Person: Heather Neubaus Phone Number: 989-345-2521

Describe the purpose of this event: Businesses involved decorating
light poles

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

Decorated Light Poles throughout town

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

Road closure location None

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

West Branch City DPW - services NOT needed ☐ arrangement have been made ☐

DPW Superintendent



West Branch Area Chamber of Commerce Decorated Light Pole Decorating Contest

The West Branch Light Pole decorating contest has become a great success. Light poles are a great way for all businesses and organizations to promote. If you have a light pole at your location you can decorate it there or we will place you at a location. Why should your business/organization participate?. Your business/organization gets promoted, people notice, it's a great way to get staff involved and there is no entry fee.

Plus, it makes the West Branch Area look festive!

There are plenty of poles, **YOU MUST REGISTER WITH THE CHAMBER FIRST!**

RULES:

1. You **MUST** fill out form and find out what pole you will be decorating through the **Chamber only**. There are selected light poles to decorate. If you have a light pole at your business/organization and want to participate please fill out this form. Once form is filled out your pole will be marked as taken.
2. Decorations should be light and weather proof to go on light poles.
3. All decorations need to be tied on with a string or zip tie so they don't fly around and away.
4. Organization/Business name must appear on the light pole with decorations especially for the community and judges to see.
5. All poles **MUST BE** decorated by **October 16th** and taken down no later than **November 2nd**.



2020 Pole Decorating Entry Form

Organization/Business Name _____ Contact Person _____

Phone Number _____ Email _____

Pole theme: You can do more than one if you would like:

Please mark what kind of pole you are decorating. You can decorate more than one.

☐ Halloween themed pole **MUST BE DECORATED BY OCTOBER 16th**

☐ Fall themed pole **MUST BE DECORATED BY OCTOBER 16th**

2020 Premier Sponsors



For questions please contact the Chamber Office at 989-345-2821 or 422 W. Houghton Ave.

Pole Assigned _____ (Chamber Staff Only)



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: Trunk or Treat
Event Date: 10 Start Time: 5:30p End Time: 7:00p
Name of Sponsoring Organization: Faith Alive Church
Address: 2945 Hansen Rd
Contact Person: Jane Westheim Phone Number: 345-5440
820-8089
Describe the purpose of this event: Halloween treats for kids

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

See attached map

If requesting a road closure Road closure Start time: 5p End time: 7p
Road closure location: Hansen Rd - One Way

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

West Branch City DPW - services NOT needed ☐ arrangement have been made ☐

DPW Superintendent



TRAFFIC CONTROL ORDER
20-01

WHEREAS, Hansen St is a local street under the jurisdiction of the City of West Branch; and

WHEREAS, under the authority granted in accordance with Section 257.71 of the Vehicle Code of the State of Michigan, the City of West Branch can alter the flow of traffic; and

WHEREAS, the City of West Branch has reviewed the special event permit submitted by Faith Alive Church and conditions along the above-named road; and

NOW THEREFORE BE IT RESOLVED, that the City of West Branch hereby designates Hansen St. from M-30 to Progress St. a one-way street from 5:00 pm-7:00 pm on October 31, 2020; and

BE IT FURTHER RESOLVED, that signs will be installed to give notice of the regulation herein established



Municipal Employees' Retirement System of Michigan
1134 Municipal Way • Lansing, MI 48917
800.767.MERS (6377) • Fax: 517.703.9707
www.mersofmich.com



Voting this year will be held virtually. Delegates will need a computer, phone, or device that connects to the internet to vote.

2020 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | September 24, 2020

Please print clearly • Scan and attach this file when you register online • Retain a copy for your records

IMPORTANT: If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please **DO NOT** submit this form. A **delegate** is **NOT** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

John Dantzer

Officer Alternate name

Mike Killackey

Officer delegate and alternate listed above were appointed to serve during the 2020 MERS Business Meeting by official action of the governing body (or chief judge for a participating court) on 9/14, 2020.

2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

Michelle Frechette

Employee Alternate name

Mike Killackey

Employee delegate and alternate listed above were elected to serve during the 2020 MERS Business Meeting by secret ballot election conducted by an authorized officer on 8/19, 2020.

3. Certification

NOTE: Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. An electronic signature is permissible.

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name*

City of West Branch

Municipality number*

6505

Email address

clerktreasurer@westbranch.com

Employer address

121 N 4th St

Employer city

West Branch

Employer state

MI

Employer zip code

48661

Printed name

John Dantzer

Title of authorized authority*

Acting City Manager/Clerk/Treasurer

Authorized signature*

Date

9/2/20

* Required field

2
ways to
complete

1. You may complete it electronically (an electronic authorized signature is permissible), then save it and upload it when registering your delegate(s). (OR)
2. You may print it off and complete it, then scan and upload it to your computer for uploading when you register your delegate(s).

**Michigan Department of Treasury
Coronavirus Relief Local Government Grants (CRLGG) Program
Grant Opening Certification**

PART 1: LOCAL UNIT INFORMATION

Local Unit Name City of West Branch		Local Unit County Name Ogemaw	
Local Unit Code 65-2020	Contact Name John Dantzer	SAM DUNS Number 109298380	
Contact E-Mail Address clerktreasurer@westbranch.com	Contact Title Clerk/Treasurer/Acting Manager	Contact Telephone Number 989-345-0500	Extension

PART 2: OUTCOME METRICS (Enter at least one program outcome metric relating to what the local unit hopes to achieve utilizing the CRLGG funding. Attach additional pages if necessary.)

To help reimburse for payroll expenses required for the extra duties required in response to the executive orders issued in response to the corona virus including, but not limited to, the monitoring and enforcement of the orders.

PART 3: CERTIFICATION

I, John Dantzer, am the chief administrative officer of the City of West Branch (subrecipient's legal name), and I certify that:

1. I have the authority on behalf of the City of West Branch (subrecipient's legal name) to accept the Coronavirus Relief Local Government Grants (CRLGG) Program payment received from the State of Michigan. The grantee understands that the CRLGG Program is funded by the allocation of funds to the State of Michigan from the Coronavirus Relief Fund as created in the CARES Act.
2. I understand the State of Michigan will rely on this certification as a material representation that the City of West Branch (subrecipient's legal name) has accepted the CRLGG Program payment and will expend the funds in accordance with the CARES Act.
3. the City of West Branch (subrecipient's legal name), is receiving CRLGG Program funds to be used for eligible expenditures under the CARES Act and will be used only to cover those eligible costs under the CARES Act.
4. All subrecipients receiving funds under the CRLGG Program shall retain documentation of all uses of the funds, including but not limited to invoices and/or receipts, supporting the reports submitted in accordance with this document. Such documentation shall be provided to the State of Michigan upon request and maintained by the grantee for five (5) years.
5. CRLGG Program funds accepted pursuant to this certification cannot be used as a revenue replacement for lower than expected tax or other revenue collections.

PART 3: CERTIFICATION (continued)

6. CRLGG Program funds accepted pursuant to this certification cannot be used for expenditures for which the subrecipient has received any other federal funds or emergency COVID-19 supplemental funding (whether state, federal, or private in nature) for the same expense. If an expenditure is reimbursed by any other federal funds or emergency COVID-19 funding, the subrecipient will return said funds to the State of Michigan.
7. CRLGG Program funds accepted pursuant to this certification cannot be used to reimburse or subaward another subrecipient or local unit of government.
8. Any CRLGG Program funds not incurred on or before December 30, 2020 must be returned to the Michigan Department of Treasury by January 30, 2021. Repayments must be submitted using the "CRLGG Return of Funds Received Form" (Form 5733).
9. I have read and agree on behalf of the City of West Branch (subrecipient's legal name) to comply with all applicable provisions and requirements corresponding to the receipt of funds required in the Coronavirus Aid, Relief, and Economic Securities (CARES) Act, Public Law 116-136 and Uniform Guidance 2 CFR 200.
10. Further, I understand and agree on behalf of the City of West Branch (subrecipient's legal name) that any funds received under the CRLGG Program and incurred in any manner that does not comply with the Coronavirus Aid, Relief, and Economic Securities Act, Public Law 116-136 and Uniform Guidance 2 CFR 200, as applicable shall be returned to the State of Michigan. Any funds that are provided by the State of Michigan under the CRLGG Program that are found to be based on inaccurate, nonqualifying, or fraudulent information will be returned to the State of Michigan. Funds provided under the CRLGG Program must adhere to official federal guidance issued or to be issued on what constitutes a necessary expenditure as described in the guidance for the U.S. Treasury Coronavirus Relief Fund at <https://home.treasury.gov/policy-issues/cares/state-and-local-governments>. I reviewed the guidance prior to completing this acceptance certification.
11. The governing body has been notified of the submission of this certification, and are aware of the Federal statutes, regulations and terms and conditions of the grant award.

I certify under the penalties of perjury set forth in Michigan Penal Code, MCL 750.423, that I have read the above certification and my statements contained herein are true and correct to the best of my knowledge.

By: John Dantzer

Signature: _____

Title: Clerk/Treasurer/Acting Manager

Date: 9/22/20

Subscribed and sworn before me this 22nd day of September, 2020.

Notary Public

My commission expires _____

WEST BRANCH COMMUNITY AIRPORT

October 1, 2020

City of West Branch

Ref: 2020-2021 Airport Budget

The West Branch Community Airport Board would like to request payment of the first half of the 2020-2021 airport budget appropriation in the amount of \$24,300.00

Thank you, if you have any questions please contact me at 345-1453

Thanks again



Ben Evergreen
Airport Manager
West Branch Community Airport



1519 W. Airport Rd.
P.O. Box 183
West Branch, MI 48661
989-345-1453

PERIOD ENDING 07/31/2020

% Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	2020-21		2020-21		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD
		ORIGINAL BUDGET	AMENDED BUDGET	NORM	(ABNORM)	07/31/2020	(ABNORM)	MONTH 07/31/20	INCR (DECR)	NORM (ABNORM)	BALANCE	USED
Fund 101	Expenditures											
101-528.000-714.700	MANDATORY MEDICARE	232.00	232.00			26.38		26.38		205.62	11.37	
101-528.000-715.700	SOCIAL SECURITY (EMPLOYER)	990.00	990.00			112.83		112.83		877.17	11.40	
101-528.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	7,389.00	7,389.00			333.60		333.60		7,055.40	4.51	
101-528.000-718.700	MERS RETIREMENT (EMPLOYER)	235.00	235.00			24.56		24.56		210.44	10.45	
101-528.000-720.700	WORKERS COMPENSATION PREMIUM	1,050.00	1,050.00			105.84		105.84		944.16	10.08	
101-528.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00			0.00		0.00		5.00	0.00	
101-528.000-764.700	REFUSE/RECYCLING EXPENSE	5,500.00	5,500.00			0.00		0.00		5,500.00	0.00	
101-528.000-801.700	CONTRACTUAL SERVICES	157,473.00	157,473.00			0.00		0.00		157,473.00	0.00	
101-528.000-801.800	CONTRACTUAL SERVICES RECYCLE	5,000.00	5,000.00			0.00		0.00		5,000.00	0.00	
101-528.000-922.700	PUBLIC UTILITIES	950.00	950.00			68.57		68.57		881.43	7.22	
101-528.000-941.700	EQUIPMENT RENTAL	14,000.00	14,000.00			946.12		946.12		13,053.88	6.76	
Total Dept 528.000 - SOLID WASTE		208,792.00	208,792.00			3,437.56		3,437.56		205,354.44	1.65	
Dept 537.000 - AIRPORT												
101-537.000-703.700	SALARIES AND WAGES	600.00	600.00			0.00		0.00		600.00	0.00	
101-537.000-714.700	MANDATORY MEDICARE	9.00	9.00			0.00		0.00		9.00	0.00	
101-537.000-715.700	SOCIAL SECURITY (EMPLOYER)	37.00	37.00			0.00		0.00		37.00	0.00	
101-537.000-718.700	MERS RETIREMENT (EMPLOYER)	0.00	0.00			0.00		0.00		0.00	0.00	
101-537.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00			0.00		0.00		5.00	0.00	
101-537.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00			0.00		0.00		5.00	0.00	
101-537.000-956.700	EXPENSES	0.00	0.00			0.00		0.00		0.00	0.00	
101-537.000-975.700	BUDGETED PERCENTAGE	48,600.00	48,600.00			0.00		0.00		48,600.00	0.00	
Total Dept 537.000 - AIRPORT		49,256.00	49,256.00			0.00		0.00		49,256.00	0.00	
Dept 721.000 - PLANNING AND ZONING												
101-721.000-703.700	SALARIES AND WAGES	2,500.00	2,500.00			0.00		0.00		2,500.00	0.00	
101-721.000-714.700	MANDATORY MEDICARE	36.00	36.00			0.00		0.00		36.00	0.00	
101-721.000-715.700	SOCIAL SECURITY (EMPLOYER)	155.00	155.00			0.00		0.00		155.00	0.00	
101-721.000-720.700	WORKERS COMPENSATION PREMIUM	10.00	10.00			0.00		0.00		10.00	0.00	
101-721.000-724.700	UNEMPLOYMENT INS. BENEFIT	0.00	0.00			0.00		0.00		0.00	0.00	
101-721.000-801.700	CONTRACTUAL SERVICES	0.00	0.00			0.00		0.00		0.00	0.00	
101-721.000-865.700	PROFESSIONAL DEVELOPMENT	1,400.00	1,400.00			0.00		0.00		1,400.00	0.00	
101-721.000-901.700	PRINTING AND PUBLISHING	500.00	500.00			0.00		0.00		500.00	0.00	
101-721.000-956.700	EXPENSES	600.00	600.00			0.00		0.00		600.00	0.00	
Total Dept 721.000 - PLANNING AND ZONING		5,201.00	5,201.00			0.00		0.00		5,201.00	0.00	
Dept 728.000 - ECONOMIC DEVELOPMENT												
101-728.000-945.700	EDC DUES	500.00	500.00			0.00		0.00		500.00	0.00	
Total Dept 728.000 - ECONOMIC DEVELOPMENT		500.00	500.00			0.00		0.00		500.00	0.00	
Dept 729.000 - CODE ENFORCEMENT												
101-729.000-801.700	CONTRACTUAL SERVICES	4,000.00	4,000.00			0.00		0.00		4,000.00	0.00	
Total Dept 729.000 - CODE ENFORCEMENT		4,000.00	4,000.00			0.00		0.00		4,000.00	0.00	
Dept 751.000 - PARKS AND RECREATION												
101-751.000-703.700	SALARIES AND WAGES	18,250.00	18,250.00			4,875.44		4,875.44		13,374.56	26.71	



HAPPY HALLOWEEN!

Trick or Treat hours for 2019

Are

October 31 ~5pm-6pm businesses
downtown and from 6pm to 8pm
residential

Parent or responsible adult should always accompany children

Use a flashlight so you can see & be seen

Stay in a group

*Only trick or treat in well-known neighborhoods & only go to
homes that have a porch light on*

Remain on well-lit streets and always use the sidewalk

Never enter a stranger's home or car for a treat

Obey all traffic & pedestrian regulations

Always walk - never run

Never eat unwrapped food items or open beverages

Have an adult check all treats before you eat any

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, AUGUST 31, 2020.

Mayor Frechette called the meeting to order at 6:01 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: Clerk/Treasurer/Acting Manager John Dantzer, Deputy Clerk/Treasurer Michelle Frechette, DPW Superintendent Mike Killackey and Police Chief Ken Walters.

All stood for the Pledge of Allegiance.

* * * * *

Acting Manager Dantzer presented two asphalt patching bids. Mid Michigan for \$5,793 and Hodgins for \$2,325.

MOTION BY SHOWALTER, SECOND BY POWLEY, TO AWARD THE ASPHALT PATCH WORK BID TO HODGINS IN THE AMOUNT OF \$2,325.00.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY FRECHETTE, TO PAY BILLS IN THE AMOUNT OF \$17,656.99.

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

No – None

Absent – None

Motion carried

* * * * *

Discussion on Coalition of Hope banners going up for suicide awareness month, September 1 – 30, the Veteran’s banners will go up October 1. No design submitted. Acting Manager Dantzer and Superintendent Killackey will allow 20 of the banners to be changed out downtown and across E Houghton Ave. The design must be submitted and contingent on Acting Manager Dantzer’s approval.

MOTION BY JACKSON, SECOND BY SHOWALTER, TO ALLOW THE 20 SUICIDE AWARENESS BANNERS TO GO UP DOWNTOWN SEPTEMBER 1 – 30 AND ACROSS E HOUGHTON AVE CONTINGENT UPON DESIGN APPROVAL BY ACTING MANAGER DANTZER.

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

No – None

Absent – None

Motion carried

* * * * *

Discussion on Ogemaw County Equalization fees. Acting Manager Dantzer feels that the proposed fees are reasonable. The County will be including the City GIS information on the system along with the maps that NEMCOG has been updating.

MOTION BY BENNETT, SECOND BY JACKSON, TO APPROVE THE EQUALIZATION FEES AS PRESENTED FOR THE CITY'S EQUALIZATION AND GIS INFORMATION.

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

No – None

Absent – None

Motion carried

* * * * *

Discussion on the purchased of a used bucket truck for \$52,000.00. Superintendent Killackey discussed the 2015 truck has 43,000 miles AND 4,000 hours on it, has a current boom inspection and all maintenance records. It is located in Florida and has very little rust.

MOTION BY SHOWALTER, SECOND BY BENNETT, TO APPROVE THE PURCHASE OF THE BUCKET TRUCK FOR \$52,000.00.

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

No – None

Absent – None

Motion carried

* * * * *

Acting Manager Dantzer discussed OPEB (Other Post Employment Benefits) Insurance Buy Out with Council for Retiring Officer Morris.

MOTION BY SHOWALTER, SECOND BY JACKSON, TO ALLOW OFFICER MORRIS THE OPEB INSURANCE BUY OUT.

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

No – None

Absent – None

Motion carried

* * * * *

Acting Manager Dantzer discussed the preliminary site plan for the M-30 housing project. Discussion on lot size , roads, alleys, storm retention ponds. Stage 1 will be townhomes and stage 2 will be mid-range built to suit homes. Still need to workout who pays for what.

* * * * *

Acting Manager Dantzer brought forth a request from Officer Morris to keep his off duty weapon upon retirement. He noted that the gun was not purchased with grant monies. Chief Walters noted it has been allowed in the past.

MOTION BY ZIMMERMAN, SECOND BY SHOWALTER, TO ALLOW OFFICER MORRIS TO KEEP THE OFF DUTY WEAPON UPON HIS RETIREMENT.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY POWLEY, TO APPROVE THE MINUTES, SUMMARY OF MINUTES AND CLOSED SESSION MINUTES FROM THE MEETING HELD AUGUST 17, 2020.

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

No – None

Absent – None

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY JACKSON, TO RECEIVE AND FILE THE TREASURERS REPORT, INVESTMENT SUMMARY, MINUTES FROM THE DDA MEETING HELD JULY 28, 2020, AND THE MINUTES FROM THE AIRPORT BOARD MEETING HELD JULY 15, 2020.

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

No – None

Absent – None

Motion carried

* * * * *

Acting Manager Dantzer shared the Airport Capital Improvement Plan with Council. Mayor Frechette noted that Airport Manager Ben does a great job there.

* * * * *

Mayor Frechette discussed the reappointment of Glenda Colclasure to the Zoning Board of Appeals.

MOTION BY FRECHETTE, SECOND BY BENNETT, TO REAPPOINT GLENDA COLCLASURE TO THE ZONING BOARD OF APPEALS FOR A THREE YEAR TERM TO EXPIRE 8/15/23.

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

No – None

Absent – None

Motion carried

* * * * *

Member Bennett reminded everyone of the Chamber train Ribbon Cutting on Thursday, September 3, 2020 at 9am.

Attorney Meihn stated that he would have something to Council at the next meeting on the leave of Manager Goodroe.

* * * * *

Mayor Frechette adjourned the meeting at 6:41 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, AUGUST 31, 2020.

Mayor Frechette called the meeting to order at 6:01 pm.

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

Absent: none

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

Council approved asphalt patch work bid from Hodgins in the amount of \$2,325.00.

Council approved bills in the amount of \$17,656.99.

Council approved 20 pole banners and a banner over E Houghton Ave for suicide awareness month pending design approval.

Council approved the Ogemaw County Equalization fee schedule.

Council approved the purchase of a bucket truck in the amount of \$52,000.00.

Council approved an OPEB Insurance Buy Out for retiring Officer Morris.

Acting Manager discussed a preliminary site plan on the M-30 Housing project.

Council approved Officer Morris to keep his off duty weapon upon retirement.

Council approved the minutes, summary and closed session minutes from the meeting held August 17, 2020.

Council received and filed the treasurer's report, investment summary, DDA minutes from July 28, 2020 and Airport Board minutes from July 15, 2020.

Acting Manager Dantzer shared the Airport Capital Improvement Plan with Council.

Council approved the reappointment of Glenda Colclasure to the Zoning Board of Appeals.

Member Bennett and Attorney Meihn gave reports.

Mayor Frechette adjourned the meeting at 6:41 pm.

SPECIAL 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, SEPTEMBER 14, 2020.

Mayor Pro Tem Mike Jackson called the meeting to order at 6:00 p.m.

Present: Mayor Pro Tem Mike Jackson, Council Members Joanne Bennett, Ellen Pugh, Rusty Showalter and Cathy Zimmerman.

Absent: Mayor Paul Frechette and Council Member Chris Powley

Other officers present: Clerk/Treasurer/Acting Manager John Dantzer and Attorney Greg Meihn

All stood for the Pledge of Allegiance.

* * * * *

MOTION BY JACKSON, SECOND BY SHOWALTER, TO EXCUSE MAYOR FRECHETTE FROM THE MEETING.

Yes – Bennett, Jackson, Pugh, Showalter, Zimmerman

No – None

Absent – Frechette, Powley

Motion carried

* * * * *

MOTION BY JACKSON, SECOND BY BENNETT, TO GO INTO CLOSED SESSION PURSUANT TO MCL 15.268 (h) TO DISCUSS MATTERS SUBJECT TO ATTORNEY CLIENT PRIVILEGE.

Yes – Bennett, Jackson, Pugh, Showalter, Zimmerman

No – None

Absent – Frechette, Powley

Motion carried

* * * * *

MOTION BY JACKSON, SECOND BY BENNETT, TO RETURN TO OPEN SESSION

Yes – Bennett, Jackson, Pugh, Showalter, Zimmerman

No – None

Absent – Frechette, Powley

Motion carried

* * * * *

Member Pugh noted her concern for the scheduling of Halloween. It was Council's decision to put it on the agenda for the next meeting.

Member Bennett asked about the flag on S. First. Acting Manager Dantzer noted the City was waiting on the court date.

* * * * *

Mayor Pro Tem Jackson adjourned the meeting at 6:26

SUMMARY OF THE SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE ON MONDAY, SEPTEMBER 14, 2020.

Mayor Pro Tem Jackson called the meeting to order at 6:00 pm.

Present: Mayor Pro Tem Jackson, Council Members Bennett, Pugh, Showalter, and Zimmerman.

Absent: Mayor Frechette and Council Member Powley

Other officers present: Clerk/Treasurer/Acting Manager John Dantzer and Attorney Greg Meihn.

Council excused Mayor Frechette from the meeting.

Council went into closed session pursuant to MCL 15.268(h) to discuss matters subject to attorney client privilege.

Council returned to open session

Members Pugh and Bennett gave reports.

Mayor Pro Tem Jackson adjourned the meeting at 6:26 pm.

Consent Agenda

Bank Code	Description	Beginning Balance 09/01/2020	Total Debits	Total Credits	Ending Balance 09/30/2020
GEN1	GEN1 - GENERAL CHECKING				
101		658,876.00	595,781.54	54,942.93	1,199,714.61
150	CEMETERY PERPETUAL CARE	31,276.90	3,000.00	3,000.00	31,276.90
209	CEMETERY FUND	1,614.16	4,000.00	4,814.44	799.72
248	DDA OPERATING FUND	164,110.56	5,221.28	200.00	169,131.84
251	INDUSTRIAL PARK FUND	13,939.80	0.00	370.39	13,569.41
276	HOUSING RESOURCE FUND	232,842.54	956.21	0.00	233,798.75
318	SEWER DEBT FUND	120,345.36	9,877.45	571.64	129,651.17
319	WATER DEBT FUND	43,312.47	3,317.07	311.69	46,317.85
571	COLLECTION REPLACEMENT FUND	131.37	0.00	0.00	131.37
572	PLANT REPLACEMENT FUND (R&I)	11.30	0.00	0.00	11.30
590	SEWER FUND	215,726.41	38,985.30	18,762.78	235,948.93
591	WATER FUND	468,203.48	37,713.62	25,022.11	480,894.99
592	WATER REPLACEMENT FUND	434,164.82	0.00	0.00	434,164.82
593	SEWER COLLECTION	156,304.99	2,469.46	4,383.32	154,391.13
561	EQUIPMENT FUND	132,803.07	6,564.46	54,043.28	85,324.25
704	PAYROLL CLEARING	24,849.90	36,379.70	36,379.70	24,849.90
705	IRONS PARK ENTERTAINMENT FUND	2,951.35	2,000.00	0.00	4,951.35
707	YOUTH SAFETY PROGRAM	15.00	0.00	0.00	15.00
GEN1 - GENERAL CHECKING		2,701,479.48	746,266.09	202,802.28	3,244,943.29
MAJ/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	508,002.05	30,396.47	937.88	537,460.64
203	LOCAL STREET FUND	323,612.58	0.00	1,254.33	322,358.25
MAJOR/ LOCAL STREETS		831,614.63	30,396.47	2,192.21	859,818.89
PAY	PAYROLL				
704	PAYROLL CLEARING	13,505.02	36,379.70	34,784.69	15,100.03
PAYROLL		13,505.02	36,379.70	34,784.69	15,100.03
CHEM	SAVINGS				
101		459,509.28	0.00	0.00	459,509.28
150	CEMETERY PERPETUAL CARE	1,679.59	0.00	0.00	1,679.59
251	INDUSTRIAL PARK FUND	244.28	0.00	0.00	244.28
571	COLLECTION REPLACEMENT FUND	0.86	0.00	0.00	0.86
591	WATER FUND	26,404.32	0.00	0.00	26,404.32
592	WATER REPLACEMENT FUND	19,788.99	0.00	0.00	19,788.99
593	SEWER COLLECTION	3,181.55	0.00	0.00	3,181.55
561	EQUIPMENT FUND	103,481.75	0.00	0.00	103,481.75
SAVINGS		614,290.62	0.00	0.00	614,290.62
TAX	TAXES				
701	TAX AGENCY	1,146,844.51	75,197.39	1,134,365.53	87,676.37
TAXES		1,146,844.51	75,197.39	1,134,365.53	87,676.37
TOTAL - ALL FUNDS		5,307,734.26	888,239.65	1,374,144.71	4,821,829.20

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
 FROM 09/01/2020 TO 09/30/2020
 FUND: ALL FUNDS
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 09/01/2020	Total Debits	Total Credits	Ending Balance 09/30/2020
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	25,000.00	0.00	0.00	25,000.00
	INDUSTRIAL PARK FUND	<hr/> 125,000.00	<hr/> 0.00	<hr/> 0.00	<hr/> 125,000.00
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/> 854,972.80	<hr/> 0.00	<hr/> 0.00	<hr/> 854,972.80

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan. The meeting was called to order at 11:10 a.m. by Chairman Terry Hodges.

Present: Craig Scott, Mike Jackson, Terry Hodges, Brad Neubecker and John Dantzer. Also in attendance was W.B. Airport manager Ben Evergreen.

Absent: Paul Frechette, Frank Goodroe, Gary Klacking.

Motion by Scott, second by Jackson, the meeting minutes of the July 15, 2020 meeting be approved. Voice vote. Ayes – all. Motion carried. [8-1-#1]

Motion by Neubecker, second by Scott, claims in the amount of \$11,178.55 be approved for payment. Voice vote. Ayes – all. Motion carried. [8-1-#2]

Ben Evergreen, Airport Manager, gave the financial report, including an overview of upcoming payments for projects. The combined account balance is \$225,787.46

Ben informed the board of the presence of gypsy moths on the airport property. He stated that there had been some spraying done in the spring.

Ben gave an update on the logging project. The loggers have been active for the last several weeks, as weather permitted. All totaled, it appears that the project is just over half way completed.

Ben updated the board on a previous discussion about liability insurance for the board members. No further communication from the insurance company has occurred.

The Airport Capital Improvement Program was presented to the Board for review. Approval is required to account for upcoming grant expenditures.

Motion by Scott, second by Jackson, for the approval of the ACIP as presented. Voice vote. Ayes – all. Motion carried. [8-1-#3]

Ben explained that the batteries for the airplane tug (owned by Mr. Jennings) that Ben uses to move aircraft around the airport, are aging, and do not hold a charge well. Possible purchase of new batteries was discussed.

Ben updated the board on the pricing to repair the existing bi-fold hangar doors. They are from 17 to 20 years old, and need maintenance. The decision was made to get the worst 6 doors repaired this year, and work on a revolving timeline for future maintenance.

Motion by Scott, second by Neubecker, to authorize Ben to move forward with the repair of the Bi-Fold Hangar doors. Voice vote: Ayes- all. Motion carried. [8-1-#4]

Ben had mentioned that the hangar doors work on an electric motor, and are inoperable when the power is out. It was recommended that he inquire about a portable generator for short term use in those situations.

Ben reported that during recent severe weather, the new wheeled fuel ladder had been blown across the tarmac. He had a drawing depicting a possible corral for the ladder. The board asked that he find out about the cost of such a structure.

Motion by Scott, second by Hodges, the West Branch Community Airport Board approve the Mead and Hunt invoice. The current amount due was unavailable. Voice vote. Ayes – all. Motion carried. [8-1-#5]

Ben reported that he had driven around the area roads approaching the airport, and most of the signs were clear and in good condition. He proposed the idea of getting the Road Commission or State, as appropriate, to place a new sign on southbound M-76, north of Airport Rd.

Discussion was held regarding the possibility of the Road Commission being asked to clear some ditches on the airport property. The feasibility of ordering an attachment for airport equipment was also discussed.

There being no further business to discuss, Chairman Hodges adjourned the meeting at 11:37 a.m.

Minutes by Mike Jackson, Airport Board Vice Chairman.

WEST BRANCH AREA WASTEWATER TREATMENT PLANT AUTHORITY

A rescheduled regular meeting of the West Branch Area Wastewater Treatment Plant Authority was held on Wednesday, June 17, 2020 at the West Branch City Hall.

Chairman Stephens called the meeting to order at 3:30 p.m.

Present: Paul Frechette, City of West Branch and Denis Stephens, Ogemaw Township.

Absent: Frank Goodroe, City of West Branch and Jim Morris, West Branch Township.

Others in attendance: John Dantzer, Secretary/Treasurer, Wastewater Superintendent Dan Robb, and DPW Superintendent Mike Killackey

* * * * *

There was not a quorum present so no business could take place.

Superintendent Robb went over some new equipment he needed for the plant.

Chairman Stephens adjourned the meeting at 3:40 pm.

WEST BRANCH AREA WASTEWATER TREATMENT PLANT AUTHORITY

A rescheduled regular meeting of the West Branch Area Wastewater Treatment Plant Authority was held on Tuesday, June 23, 2020 at the West Branch City Hall.

Chairman Stephens called the meeting to order at 3:30 p.m.

Present: Paul Frechette, City of West Branch, Jim Morris, West Branch Township and Denis Stephens, Ogemaw Township.

Absent: Frank Goodroe, City of West Branch.

Others in attendance: John Dantzer, Secretary/Treasurer, Wastewater Superintendent Dan Robb, and DPW Superintendent Mike Killackey

* * * * *

Motion by Morris, Second by Frechette, to name Denis Stephens Chairperson.

Yes –Frechette, Morris, Stephens No – None Absent – Goodroe

Motion carried

* * * * *

Motion by Stephens, Second by Frechette, to name Jim Morris Vice Chairperson.

Yes –Frechette, Morris, Stephens No – None Absent – Goodroe

Motion carried

* * * * *

Motion by Stephens, Second by Morris, to name John Dantzer secretary and treasurer.

Yes –Frechette, Morris, Stephens No – None Absent – Goodroe

Motion carried

* * * * *

Secretary/Treasurer Dantzer submitted the proposed 20-21 budget.

REVENUE

625,100	Sewer Debt Revenue - City of West Branch	328,950
625,200	Sewer Debt Revenue - West Branch Township	140,760
625,300	Sewer Debt Revenue - Ogemaw Township	40,290

664.400	Interest Income	1,900
674.100	Contribution – City of West Branch (65.8%)	11,910
674.200	Contribution – West Branch Township (25.8%)	4,670
674.300	Contribution – Ogemaw Township (8.4%)	1,520
Total Revenue		530,000

EXPENDITURES

703.000	Salaries/Wages-Treasurer	600
727.000	Operating Supplies	500
801.300	Contractual Services - Audit	4,000
801.400	Contractual Services – Legal -Local	500
818.000	Building Insurance	14,000
901.000	Printing and Publishing	400
947.000	Bond Payment (Principal & Interest)	510,000

Total Expenditures 530,000

Motion by Frechette, Second by Stephens, to approve the 20-21 budget as presented.

Yes –Frechette, Morris, Stephens No – None Absent – Goodroe

Motion carried

* * * * *

Motion by Frechette, Second by Stephens, to approve the minutes from the meetings held December 17, 2019 and June 17, 2020.

Yes –Frechette, Morris, Stephens No – None Absent – Goodroe

Motion carried

* * * * *

Motion by Frechette, Second by Stephens, to approve the March and June Diebold payments in the amount of \$3,232.00.

Yes –Frechette, Morris, Stephens No – None Absent – Goodroe

Motion carried

* * * * *

Motion by Stephens, Second by Morris, to approve the 19-20 secretary/treasurer invoice in the amount of \$599.00.

Yes –Frechette, Morris, Stephens

No – None

Absent – Goodroe

Motion carried

* * * * *

Motion by Morris, Second by Frechette, to approve the Sterling Excavating invoices in the amount of \$2,760.68 and 2,427.84.

Yes –Frechette, Morris, Stephens

No – None

Absent – Goodroe

Motion carried

* * * * *

Superintendent Robb discussed his request to purchase a screen washer compactor from the Replacement and Improvement account.

Motion by Frechette, Second by Morris, to approve the purchase of the screen washer compactor in the amount of \$14,500.00

Yes –Frechette, Morris, Stephens

No – None

Absent – Goodroe

Motion carried

* * * * *

Chairperson Stephens adjourned the meeting at 3:45 pm.



West Branch Police Department

Chief Kenneth W. Walters

130 Page St.

West Branch, Michigan 48661

Phone: 989-345-2627 Fax: 989-345-0083

E-mail: police@westbranch.com

9/8/2020

Honorable Mayor and Council,

This is the August month end report. The department handled 123 calls for service and further made one arrest for Malicious Destruction of Property. The department also requested six arrest warrants for court appearances. The jail remains under Covid-19 restrictions and is still currently accepting only felonies and violent misdemeanors.

During the month of August, the department attended the school safety meeting for the district. We were very pleased that safety measures I recommended, regarding an active shooter emergency, were adopted and put into place.

August 31st was the first day back to school for students. Although an influx of parents driving their children to and from school has occurred due to COVID, the new parking lot has helped with traffic backups on State St. The situation is not perfect, but is much better than last year.

Respectfully,

A handwritten signature in black ink, consisting of several fluid, connected strokes, positioned above a horizontal line.

Chief Kenneth W. Walters

Offense Count Report

Report Criteria:

Start Offense	End Offense		
01000	99009		
AUGUST 2020	TOTAL 2020	TOTAL 2019	TOTAL 2018
08/01/2020-08/31/2020	01/01/2020-08/31/2020	01/01/2019-12/31/2019	01/01/2018-12/31/2018

Offense	Description	AUGUST 2020	TOTAL 2020	TOTAL 2019	TOTAL 2018
11001	SEXUAL PENETR'N PENIS/VAGINA CSC1	0	0	0	1
11002	SEXUAL PENETR'N PENIS/VAGINA CSC3	0	2	0	0
11007	SEXUAL CONTACT FORCIBLE CSC2	0	0	0	1
11008	SEXUAL CONTACT FORCIBLE CSC4	0	1	1	5
13001	NONAGGRAVATED ASSAULT	0	16	22	15
13002	AGGRAVATED/FELONIOUS ASSAULT	0	1	0	1
13003	INTIMIDATION/STALKING	1	2	5	2
20000	ARSON	0	1	1	0
22001	BURGLARY - FORCED ENTRY	0	1	2	4
22002	BURGLARY - ENTRY W/OUT FORCE/INTENT	0	1	0	1
22003	BURGLARY - UNLAWFUL ENTRY(NO INTENT	0	2	3	1
23003	LARCENY - THEFT FROM BUILDING	2	5	3	7
23005	LARCENY - THEFT FROM MOTOR VEHICLE	1	2	7	2
23007	LARCENY - OTHER	1	5	10	10
24001	MOTOR VEHICLE THEFT	0	0	0	1
25000	FORGERY/COUNTERFEITING	0	0	1	0
26001	FRAUD - FALSE PRETENSE/SWINDLE/CONF	1	1	1	0
26002	FRAUD - CREDIT CARD/ATM	0	1	3	2
26006	FRAUD - BAD CHECKS	0	0	0	2
27000	EMBEZZLEMENT	0	0	0	1
28000	STOLEN PROPERTY	1	1	0	0
29000	DAMAGE TO PROPERTY	2	4	9	10
30002	RETAIL FRAUD - THEFT	0	1	3	8
35001	VIOLATION OF CONTROLLED SUBSTANCE	0	1	2	3
36002	SEXUAL PENETR'N NONFORCIBLE OTHER	0	0	1	0
36004	SEX OFFENSE - OTHER	0	0	1	4
38001	FAMILY - ABUSE/NEGLECT NONVIOLENT	0	0	0	1
38002	FAMILY - NONSUPPORT	0	0	0	1
38003	FAMILY - OTHER	0	0	0	1
41002	LIQUOR VIOLATIONS - OTHER	0	0	1	0
42000	DRUNKENNESS	0	0	1	2
48000	OBSTRUCTING POLICE	0	3	0	1
49000	ESCAPE/FLIGHT	0	0	1	0
50000	OBSTRUCTING JUSTICE	0	14	48	65
53001	DISORDERLY CONDUCT	0	2	7	1
53002	PUBLIC PEACE - OTHER	0	0	1	0
54001	HIT & RUN MOTOR VEHICLE ACCIDENT	1	4	14	9
54002	QUIL OR OUID	1	4	6	7
54003	DRIVING LAW VIOLATIONS	4	16	34	37
55000	HEALTH AND SAFETY	0	0	14	38
57001	TRESPASS	0	10	11	6
58000	SMUGGLING	0	0	1	0
70000	JUVENILE RUNAWAY	0	1	2	1
70001	Incorrigible	0	1	1	0
70004	Juvenile Issues	0	0	0	1
73000	MISCELLANEOUS CRIMINAL OFFENSE	3	15	6	2

Offense Count Report

Report Criteria:

Start Offense	End Offense		
01000	99009		
AUGUST 2020	TOTAL 2020	TOTAL 2019	TOTAL 2018
08/01/2020-08/31/2020	01/01/2020-08/31/2020	01/01/2019-12/31/2019	01/01/2018-12/31/2018

Offense	Description	AUGUST 2020	TOTAL 2020	TOTAL 2019	TOTAL 2018
90001	Vehicle Lockouts	9	60	128	112
90002	Motorist Assists	1	10	35	29
90003	Assist E.M.S.	11	80	204	146
90005	City Ordinance Violations	5	30	32	37
90007	Parking Complaints	0	1	6	1
90008	ANIMAL COMPLAINTS	0	2	8	13
90009	Maplewood Manor Alarm / Criminal History Checks	0	0	4	1
91001	Delinquent Minors	0	0	3	9
91002	Runaway	0	0	2	0
91004	Abandoned Vehicle	2	2	4	0
92003	Walk Away (Ment. & Host.)	0	1	1	3
92004	Insanity	0	22	28	11
93001	PROPERTY DAMAGE ACCIDENT/PI	3	22	53	45
93002	Accident, Non-Traffic	2	6	20	17
93004	Parking Violations	0	1	0	1
93006	Traffic Policing	1	8	16	11
93007	Traffic Safety Public Relations	1	6	9	8
93008	Inspections/Investigations -Breathalyzer	0	3	1	4
94001	Valid Alarm Activations	0	3	0	3
94002	False Alarm Activations	3	36	87	59
95001	Accident, Fire	0	1	4	3
95003	Inspection, Fire	0	0	3	0
95004	Hazardous Condition	0	2	6	9
97003	Accident, Other Shooting	0	1	0	0
97006	Accident, All Other	1	2	1	0
98000	Other Types Not Listed	0	0	1	0
98002	Inspections/Investigations -Motor Vehicles	0	1	3	0
98003	Inspections/Investigations -Property	1	5	11	5
98004	Inspections/Investigations -Other	1	3	6	2
98006	Civil Matters/Family Disputes	12	52	66	47
98007	Suspicious Situations/Subjects	23	138	149	168
98008	Lost/Found Property	0	6	14	16
98009	Inspections/Investigations -Drug Overdose	0	0	4	1
99001	Suicide	0	0	1	1
99002	Natural Death	0	3	5	1
99003	Missing Persons	0	0	1	1
99004	Natural Disaster	0	1	0	0
99007	PR Activities	2	18	6	17
99008	General Assistance	20	146	273	287
99009	General Non-Criminal	7	38	31	23
Totals:		123	828	1449	1345

CODE ENFORCEMENT:		August 2020:		OUTCOME:	
Date	Address	Violation			
8/1/2020	218 N 5th Street	Burning complaint/ wood pallets- Checked the area, unfounded			Closed
8/4/2020	134 S 2nd Street (Recheck)	Blight and grass taken care of- In compliance			Closed
8/7/2020	Pocket Park	Two subjects climbing inside fountain (11pm) Ordered out/ warning given- picked up by designated driver			Closed
8/13/2020	378 State Street	Blight/ Junk vehicle complaint- Photos taken- Registration expired June 2020- Spoke with owner of vehicle Plans on selling vehicle- Not in violation of ordinance as of now			Closed
8/14/2020	600 S Valley Street	Lawn violation- Photos taken- Spoke w/ Manager Tom Glover- will take care of it			Open
8/14/2020	Wright Street/ S 7th Street	Brush violation- Ogemaw County/ Photos taken- Spoke with County maintenance- will move			Open
8/14/2020	700 Columbus Street	Lawn violation- Photos taken- Notice sent out			Open
8/14/2020	284 N Burgess Street	Lawn violation- Photos taken- Notice sent out			Open
8/14/2020	350 N 4th Street (Recheck)	Blight followup- Some previous blight removed/ additional blight added- Signs of burning in barrel- Called owner no answer/ spoke with new tenants- updated them on previous issues and blight ordinance- Additional notice sent Additional photos taken			Open
8/14/2020	Irons Park	Curfew violation- 3 juveniles located in park after curfew- turned over to parents/guardians- Warning given			Closed
8/15/2020	158 N 2nd Street	Loud music complaint- Contact made with home owner, asked to turn down music			Closed
8/19/2020	700 Columbus Street (Recheck)	Lawn cut/ In compliance			Closed
8/19/2020	600 S Valley Street (Recheck)	Lawn cut/ In compliance			Closed
8/19/2020	119 Fremont Street	Lawn violation complaint/ checked property- Not in violation as of now			Closed
8/19/2020	214 Court Street	Lawn violation- Photos taken- 2 previous notices (5/25/2020 & 6/22/2020)- Northern Mow & Trim cut in compliance			Closed
8/19/2020	224 Court Street	Lawn violation- Photos taken- (Verbal notice on 5/21/2020 & written notice on 7/6/2020)- While taking photos the owner came out and stated he would cut it today- advised contactor would be cutting it tomorrow if not done today			Open
8/19/2020	225 N Valley Street	Lawn violation- Photos taken- Notice sent			Open
8/19/2020	249 N Valley Street	Lawn violation- Photos taken- Notice sent			Open
8/19/2020	224 Court Street (Recheck)	Lawn cut- In compliance			Closed
8/20/2020	284 N Burgess Street (Recheck)	Lawn cut- In compliance			Closed

8/25/2020	1845 S 1st Street Apt 216	Noise complaint- Loud television- asked to turn down, complied			Closed
8/27/2020	225 N Valley Street (Redneck)	Lawn cut- In compliance			Closed
8/27/2020	249 N Valley Street (Redneck)	Lawn cut- In compliance			Closed
8/27/2020	607 S Valley Street (Update)	Per Dan Wynn Foster Blue Water Oil demolition of the 607 S Valley Street property will begin in the next week			Closed
Corporal Joseph Adams:		Date: 8-28-2020			
West Branch Police Department					

Communications

Reports

Mayor

Council

City Manager

WWTP City Cell phones

4 phones at \$53.83 each per month with corresponding City email at \$6.00 each per month

$$53.83 + 6.00 = 59.83 \times 4 = 239.32 \text{ per month}$$

Total savings per year by cancelling is \$2,871.84

**Public
Comment
-Any
Topic**

Proposed Motion to go into Closed Session to Discuss

Attorney Client Privileged Matters

I move to go into Closed Session pursuant to MCL 15.268 (H) to discuss matters that are subject to Attorney Client Privilege.

Adjournment