

Call to Order

Roll Call

**Pledge of
Allegiance**

Public Hearings

Additions to the Agenda

Public Comment -Agenda Items

Scheduled Matters from the Floor

Bids

Sealed bids noting equipment bid can be mailed or dropped off at City Hall, 121 N. Fourth St., West Branch, MI 48861 by Wednesday, June 27, 2018 at noon. Sealed bids will be opened at that time and submitted to Council at a following meeting for their review and approval.



City of West Branch

121 North Fourth Street, West Branch, Michigan 48661
Phone 989-345-0500 ☺ Fax 989-345-4390 ☺ e-mail clerktreasurer@westbranch.com

Equipment bids for the new DPW truck with plow, plow truck, and mower are due on Friday at 4:30. Once they are opened and gone over, we will email the bids to you as well as any information or recommendations from DPW Superintendent Killackey

Feel free to let us know if you have any questions on them.

Unfinished Business

New Business

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

BILLS	\$49,771.66
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BILLS AS OF 6/13/18	\$49,771.66
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Additions to Bills as of	\$0
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Paid but not approved	\$0
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TOTAL BILLS	\$49,771.66
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**BILLS ARE AVAILABLE
AT THE MEETING
FOR COUNCIL'S REVIEW**

Vendor Name	Amount	Description
ARNOLD SALES	321.47	VARIOUS SUPPLIES
BEEHLER, BLAKE	8.70	REIMBURSEMENT FOR TRAINING LUNCH
BUNTING SAND & GRAVEL PRO INC	96.26	SAND HOUGHTON SIDEWALK MDOT
CHARLES, BRIDGET	26.99	REIMBURSEMENT FOR POPCORN
CHARTER COMMUNICATIONS	319.92	PHONE & INTERNET CITY HALL & DPW
CONSUMERS ENERGY	134.73	ELECTRIC BILLS
CUMMINS BRIDGEWAY LLC 774494	672.98	ANNUAL GENERATOR MAINTENANCE
DLL FINANCIAL SERVICES INC	70.08	POLICE COPIER
ELIASON LAW OFFICE	303.75	
HACH COMPANY	236.15	WWTP SUPPLIES
MERS OF MICHIGAN	15,281.83	RETIREMENT JUNE
MICHIGAN BARK PRODUCTS INC	112.00	MULCH CITY HALL & POLICE
MRWA	455.00	ANNUAL MEMBERSHIP WATER/SEWER
MUSTARDS RETREAT	1,200.00	SMS 7/12/18
MVW & ASSOCIATES INC	995.00	ASSESSOR CONTRACT JULY
MWEA	70.00	AJ WIRTH MEMBERSHIP DUES
NORTH CENTRAL FEED & SUPPLY	72.35	WEED SPRAY
NORTH CENTRAL LABORATORIES	194.07	WWTP SUPPLIES
NYE UNIFORM COMPANY	79.28	POLICE UNIFORMS
OGEMAW COUNTY HERALD ADLINER	881.85	ADS
PEPSI COLA	339.57	IRONS PARK POP
PONTEM SOFTWARE	527.00	ANNUAL MAINTENANCE
PROTEC	267.38	ANNUAL MEMBERSHIP
REPUBLIC SERVICES 237	9,520.73	GARBAGE SERVICES JUNE
SBAM PLAN	14,806.15	BCN JULY
SBAM PLAN	436.61	BCN JULY
SBAM PLAN	109.00	MEMBERSHIP RENEWAL
SCHINDLER ELEVATOR CORPORATION	181.65	WWTP QUARTERLY BILL
SHOWALTER, RUSTY	109.00	MML MILEAGE REIMBURSEMENT
TRACTOR SUPPLY CREDIT PLAN	42.12	VARIOUS SUPPLIES
UNITED STATES POSTMASTER	225.00	FIRST-CLASS PRESORT
UPS	7.20	WATER SAMPLES
WALTERS, KEN	47.54	PETTY CASH REIMBURSEMENT
WELLS FARGO FINANCIAL LEASING	1,500.30	BS & A SOFTWARE
WIRTH II, ANTHONY	120.00	DR VISIT REIMBURSEMENTS AJ & ARIA
TOTAL	49,771.66	

Proclamation # 18-04

WHEREAS, each American Cancer Society Relay For Life event gives everyone an opportunity to fight cancer and help save more lives, and

WHEREAS, Relay For Life is the signature fundraising event for the American Cancer Society to help fund research and provide programs to assist cancer patients and their families, as well as our local communities, and

WHEREAS, Relay For Life events celebrate cancer survivors and caregivers coming together to be recognized for their personal fights against this disease that has taken too much, and

WHEREAS, there is a special Luminaria Ceremony at dusk to honor the memories of those who have lost their battle, celebrate those who have won, and support those whose fight continues, and

WHEREAS, the Relay For Life of Ogemaw County will be held at The Tolfree Wellness Park in West Branch, Michigan on Saturday, July 21-22 from 10 a.m. - 10 a.m. for the purpose of meeting the aforementioned objectives:

NOW, THEREFORE, BE IT PROCLAIMED, that July is named Relay For Life of Ogemaw County month in the City of West Branch and shall be dedicated to fight against cancer, and

BE IT FURTHER PROCLAIMED, that the City Clerk is directed to install this record in the permanent record of the City of West Branch, so that future West Branch citizens may look back with pride at community involvement in this signature event.

Election Commission

Election Commission members are responsible for the appointment of the Board of Election Inspectors for each precinct and have charge of all activities and duties required by statute and the City of West Branch Charter relating to the conduct of elections in the City. The Election Commission is composed of three members including the City Clerk who acts as the Chair and two qualified and registered electors of the City who are not City officers, City employees, or candidates for elective City office. Terms are for two years with appointment in June and commencing July 1 of odd numbered years. Compensation is \$25 per meeting.

Duties include:

- Selection of election workers for all elections.
- Monitoring of public accuracy test for all elections.

Experience and skills required:

- ability to be a non-partisan representative of Elections
- understanding of basic election procedure



City of West Branch

121 N. Fourth St., West Branch, MI 48661

Phone 989-345-0500 ☺ Fax 989-345-4390 ☺ email cityhall@westbranch.com

APPLICATION FOR OPEN CITY BOARD OR COMMISSION POSITION

Application for: Election Board/Commission

Name Diane M. Busha

Address 405 N. 4th St., West Branch, MI 48661

Phone (989) 578-9164 (cell/phone)

Email _____

City Resident? Yes ☒ No ☐ How Long? Since 2002

Please list any previous City appointments or offices None.

Please list any relevant employment or professional activities Election
inspector 2002-16.

Other community affiliations/activities you feel would be a benefit to this position _____

Are you aware of the meeting schedule for this Board or Commission, and are you available to attend regularly scheduled meetings?

Aware of schedule? Yes ☒ No ☐ Can attend? Yes ☒ No ☐ Unsure ☐

Why are you interested in serving of the City Board or Commission? Just
another way to be active in our community.

What talents or experience would you bring to the position? Retired social worker, volunteer activities.

What are your primary interests in City Government and City services? Just the Election Board.

Please relate any special goals you may have for the City _____

Any other information you wish to provide for Mayor and Council consideration? _____

Deane R. Busha
Signature

6-20-18
Date

Thank you for your interest in serving as a volunteer Board or Commission member.

Appointments to City Council advisory Board and Commissions are nominated by the Mayor and confirmed by consent of the City Council. If you are applying for a specific and currently open position, you will be notified of City Council's decision once it is made.

If you are submitting an application to be considered in the future as openings occur, you will be contacted by City staff when the vacancy is announced in order to confirm your interest in this specific opportunity.

Upon appointment, you will be required to stop by City Hall to complete a W-4, MI W-4 and an I-9 form along with supplying a copy of your driver's license and social security card or a copy of your passport.

to	Members of the MML Workers' Compensation Fund	from	Michael J. Forster
cc		date	June 25, 2018
pages	1	subject	2018 Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. Three (3) incumbent Trustees have agreed to seek re-election. You also may write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 10. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Workers' Compensation Fund*; the official ballot is located in the left navigation bar under *Online Forms*.

Thank you for your membership in the Worker's Compensation Fund, and for participating in the election of your governing board.

Sincerely,



Michael J. Forster

Fund Administrator

THE CANDIDATES
Two-year terms beginning October 1, 2018



Christine Burns, Village Manager, Village of Spring Lake

Christine has more than 25 years of experience as a municipal official. Christine has been the village manager of Spring Lake since 2012 after serving the City of Cedar Springs for more than five years and the Village of Oxford for nearly two years. She also served the City of Clare for more than 14 years. Chris graduated from Central Michigan University with the BS in BA majoring in Management (1990) and earned her MSA in Public Administration from CMU in 2006. *Fire Up Chips!* Chris is a member of the Michigan Municipal Executives (MME), International City/County Management Association (ICMA) and holds a Certified Master Municipal Clerk designation; she has also served as the President for the West MI Local Government Management Association and has served on the Board of Directors for MME. Christine is seeking re-election to her third term.



Todd Campbell, City Manager, City of Saline

Todd has 20 years of experience as a municipal official, serving the City of Saline for the last 10 years. He has also served as Village Manager for the Village of Homer, Assistant City Manager for the City of Greenville and Assistant City Manager for the City of Sturgis. Todd has a Bachelor of Arts degree from Hope College and a Masters of Public Administration degree from Central Michigan University. Todd is a past president of the Rotary Club of Saline, past president of the Saline Coalition for a Quality Community, a member of the Saline Area Chamber of Commerce Board of Directors, a member of the Saline Main Street Board of Directors and a volunteer football coach for Saline High School. Todd is a member of the Michigan Municipal Executives and the International City Management Association. Todd is seeking election to his first full term.



Lee Kilbourn, Mayor, City of Auburn

Lee Kilbourn has been mayor of Auburn since 2011 and is past president of the Michigan Association of Mayors. He previously served as mayor when elected in 1981. Kilbourn has served on several community organizations and the Auburn-Williams Fire District for 25 years. He is currently a member of the Auburn-Williams Lions Club, the Auburn Downtown Development Authority, and the Auburn-Williams Intergovernmental Committee. Kilbourn graduated from Oral Roberts University with a bachelor's degree in business. He and his wife, Kathy, are second generation owners of their family's 57-year-old furniture business and proud grandparents of two children. Lee is seeking election to his first full term.

Approval of Council Minutes & Summary

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, MONDAY, JUNE 18, 2018.

Mayor Denise Lawrence called the meeting to order at 6:00 p.m.

Present: Mayor Denise Lawrence and Council Members Joanne Bennett, Mike Jackson, Tim Schaiberger, Rusty Showalter, Aaron Tuttle, and Dan Weiler.

Absent: None

Other officers present: Treasurer/Clerk John Dantzer, DDA Chairperson Samantha Fabbri, Planning Commission Chairperson Bob David, and Police Chief Ken Walters.

All stood for the Pledge of Allegiance.

* * * * *

As an addition to the agenda, it was the consensus of Council to add a revised professional service agreement from C2AE, and Resolutions 18-16, 18-17, and 18-18 under new business.

* * * * *

Leah Pauley presented a special event permit for the PTO Color run for 2019.

MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO ACCEPT THE SPECIAL EVENT PERMIT FOR THE PTO COLOR RUN AS PRESENTED FOR 2019.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

The 2018 foreclosed list of properties were presented noting the City has the first right in purchasing the property before it goes to auction with the stipulation that it must be used for a public use or purpose.

MOTION BY BENNETT, SECOND BY SHOWALTER, TO PASS ON THE RIGHT OF PURCHASE AND NOT PURCHASE THE FORELOSED PROPERTY.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO PAY BILLS IN THE AMOUNT OF \$145,264.38

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

The new Police Union contract was presented to Council for approval. Mayor Lawrence asked if the police department employees were in favor of the contract and Chief Walters noted that they were.

MOTION BY SHOWALTER, SECOND BY JACKSON, TO ACCEPT THE NEGOTIATED POLICE DEPARTMENT CONTRACT AS PRESENTED.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

Clerk/Treasurer Dantzer presented his investment recommendation for the reinvestment of a CD coming up for renewal.

MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO APPROVE THE REINVESTMENT OF THE CD INTO CHEMICAL BANK AT AN INTEREST RATE OF 2.3%.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

An offer from Republic Waste for a \$600 refund for poor service was presented to Council. It was noted that the City's original request to them was for \$1,200.

MOTION BY JACKSON, SECOND BY LAWRENCE, TO REJECT THE \$600 REIMBURSEMENT FROM REPUBLIC AND COUNTER WITH THE INITIAL \$1,200.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

MOTION BY LAWRENCE, SECOND BY BENNETT, TO EXCUSE MEMBERS MIKE JACKSON AND AARON TUTTLE FROM THE MEETING THAT WAS HELD ON JUNE 4.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

An amendment to the Fairview and N. Valley Rd professional service agreement with C2AE to add the additional engineering for the replacement of the existing water main on Fairview Rd was presented.

MOTION BY JACKSON, SECOND BY SCHAIBERGER, TO ACCEPT THE REVISED PROFESSIONAL SERVICE AGREEMENT FROM C2AE AS PRESENTED.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None Absent –None Motion carried

* * * * *

MOTION BY SCHAIBERGER, SECOND BY JACKSON, TO APPROVE RESOLUTION 18-16.

RESOLUTION #18-16

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

WHEREAS, during the review it was determined that expenditures in 318 Sewer Debt has exceeded its budget, and

WHEREAS, during the review it was determined that the expenses in funds 248 DDA and 319 Water Debt, have exceeded their revenues, and

WHEREAS, the 248 DDA fund expenses have exceeded its revenue due to an overestimation of revenue and a parking lot step replacement project that was not initially anticipated, and

WHEREAS, the 318 Sewer debt fund revenues were understated and the expenses were understated due to an underestimation of sewer bond payment, and

WHEREAS, the 319 Water debt fund expenses have exceeded its revenue due to an overestimation of revenue, and

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

FUND 248 – DDA

BEGININNG CARRY OVER		20,510
	BUDGET	AMENDED
REVENUE		
400.400 Tax increment financing	44,090	40,000

403.400 Current property tax gen. op.	12,010	11,000
634.400 Grant	0	0
664.400 Interest income	300	25
695.400 Miscellaneous	75	750
TOTAL REVENUE	56,475	51,775

EXPENDITURES

TOTAL EXPENDITURES	55,100	55,100
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ANTICIPATED CARRY OVER	1,375	(3,325)
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FUND 318 – SEWER DEBT

	BUDGET	AMENDED
REVENUE		
625.400 Billings	339,326	360,000
626.400 Penalties	3,019	3,500
627.400 Transfer from Gen Fund	7,438	7,438
664.400 Interest Income	17	35
TOTAL REVENUE	349,800	370,973

EXPENDITURES

Dept. 000.000		
802.700 Contribution Expense	12,255	11,537
994.700 Bond	145,000	162,000
945.700 Interest due on bonds	180,000	180,718
TOTAL EXPENDITURES	337,255	354,255

ANTICIPATED CARRY OVER	12,545	16,718
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FUND 319 – WATER DEBT

	BUDGET	AMENDED
REVENUE		
625.400 Billings	83,327	65,000
626.400 Penalties	637	637
664.400 Interest Income	0	1
698.400 Transfer from water replace	(1,101)	0
TOTAL REVENUES	82,899	65,638

EXPENDITURES

Dept. 000.000		
994.700 Bond	45,000	45,000
945.700 Interest due on bonds	34,055	34,055
TOTAL EXPENDITURES	79,055	79,055

ANTICIPATED CARRY OVER	3,844	(13,417)
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Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

MOTION BY BENNETT, SECOND BY SCHAIBERGER, TO APPROVE RESOLUTION 18-17 AND 18-18.

RESOLUTION #18-17

WHEREAS, the City of West Branch had budgeted for the reconstruction of N. Valley St. and Fairview Rd for the 2017-2018 fiscal year; and

WHEREAS, the City was awarded Federal funding to help in the costs of the engineering and reconstruction of the streets, and

WHEREAS, the Federal funds schedule was altered so that the money would not be available until the spring of 2019; and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby formally commits a total of \$213,000 in Major Street to be spent out of the 2018/2019 budget for the reconstruction of N. Valley St. and Fairview Rd.

RESOLUTION #18-18

WHEREAS, the City of West Branch had budgeted for the purchase of equipment for the DPW including a plow truck, pickup truck with plow and salt spreader, and mower for the 2017-2008 fiscal year; and

WHEREAS, the purchased were not finalized in the 2017-2018 fiscal year; and

WHEREAS, the City Council recognizes the importance of replacing the old equipment during the 2018-2019 fiscal year; and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby formally commits a total of \$275,000 in Equipment Funds to be spent out of the 2018/2019 budget for the purchase of the DPW equipment.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

* * * * *

MOTION BY LAWRENCE, SECOND BY SCHAIBERGER, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD JUNE 4, 2018.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; ADMINISTRATIVE BUDGET AMENDMENTS 9882, 9894, 9900, 9901, AND 9902; THE MINUTES FROM THE EMS MEETING HELD APRIL 19, 2018; THE MINUTES FROM THE PLANNING COMMISSION MEETINGS HELD MAY 22 AND JUNE 4, 2018; AND THE MAY POLICE REPORT.

Yes — Bennett, Jackson, Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None

Absent –None

Motion carried

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A Chamber of Commerce upcoming events flier was shared.

An Ogemaw County dispatch fact sheet was shared.

A Community Facilities Grant letter from Congressman John Moolenaar was shared.

A Project Rising Tide overview was shared. Discussion on the project took place.

Joe Clark, Leah Pauley, and Cathy Zimmerman shared thoughts on the program.

It was the consensus of Council to write a letter to the Governor with a copy being sent to the EDC Board on the program.

* * * * *

Member Jackson addressed issues with parking striping throughout town.

Member Showalter noted he was working on an MML update and would have it for the next meeting.

Mayor Lawrence addressed mowing concerns on the lot near the railroad tracks where the old laundromat was. Chief Walters noted that it was on the blight list.

* * * * *

Chief Walters updated Council that the rooster reported last meeting has moved out of town, went over the lights in Irons Park, and addressed the trees on the south side of Houghton Ave.

* * * * *

Michelle Warner introduced herself to Council as the new MSU Extension coordinator and went over the upcoming milage request that will be on the August ballot.

Leah Pauley spoke out on her support for the program.

* * * * *

Mayor Lawrence noted the recent Flag Day ceremony and that it was well attended.

Mayor Lawrence also noted that at a recent Planning Commission meeting an addition to the Mid-Michigan hospital was approved. In addition, they discussed different ways to fill the open seats and that they would like to lower the number of Council Members on the board. Member Jackson also noted that they discussed reducing the total number of seats on the board.

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Joe Clark addressed Council on the trees downtown and requested that they be removed right away even if they were not going to be replaced until a later time.

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Mayor Lawrence adjourned the meeting at 7:15 pm.

Denise Lawrence, Mayor

John Dantzer, Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY
COUNCIL HELD MONDAY, JUNE 18, 2018.

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

Present: Mayor Lawrence, Council Members Bennett, Jackson, Schaiberger, Showalter, Tuttle, and Weiler.

Absent: None

Other officers present: Clerk/Treasurer Dantzer, DDA Chair Fabbri, Planning Chair David, and Chief Walters.

All stood for the pledge of allegiance.

Leah Pauley presented a special event permit for the Surline PTO color fun for 2019.

Council approved the Surline PTO special event permit as presented.

Council passed on the right of purchase of foreclosed property.

Council approved bills in the amount of \$145,264.38

Council approved the new Police contract.

Council approved the reinvestment of a City CD.

Council rejected an offer of reimbursement from Republic Services.

Council excused Member Jackson and Tuttle from the June 4th meeting.

Council approved a revised service agreement with C2AE.

Council approved Resolution 18-16 – budget amendments.

Council approved Resolution 18-17 and 18-18 – committing funds for the 2018-2019 fiscal year.

Council approved the minutes and summary from the regular meeting held June 4, 2018

Council received and filed the Treasurers Report and Investment Summary as well as administrative budget amendments; the minutes from the EMS meeting held April 19, 2018; the minutes from the Planning Commission meeting held May 22, 2018; and the May Police Report.

Communication were shared.

Members Jackson and Showalter, Mayor Lawrence, and Chief Walters gave a report.

Michelle Warner, the MSU Extension Coordinator, introduced herself to Council.

Joe Clark addressed Council on the trees downtown.

Mayor Lawrence duly adjourned the meeting at 7:15 pm.

Consent Agenda

CASH SUMMARY BY BANK FOR WEST BRANCH
FROM 06/01/2018 TO 06/30/2018

Bank Code		Beginning Balance 06/01/2018	Total Debits	Total Credits	Ending Balance 06/30/2018
Fund	Description				
GEN1	GEN1 - GENERAL CHECKING				
101		565,940.57	15,891.14	98,101.45	483,730.26
150	CEMETERY PERPETUAL CARE	18,913.57	560.00	469.00	19,004.57
209	CEMETERY FUND	3,420.57	2,316.49	3,903.31	1,833.75
248	DDA OPERATING FUND	26,700.43	120.00	4,645.98	22,174.45
251	INDUSTRIAL PARK FUND	3,430.74	0.00	660.90	2,769.84
276	HOUSING RESOURCE FUND	186,603.30	1,817.42	0.00	188,420.72
318	SEWER DEBT FUND	38,975.14	7,923.28	296.56	46,601.86
319	WATER DEBT FUND	57,432.46	6,660.14	62,089.09	2,003.51
571	COLLECTION REPLACEMENT FUND	30,811.33	0.00	0.00	30,811.33
572	PLANT REPLACEMENT FUND (R&I)	8,034.46	164.75	31.27	8,167.94
590	SEWER FUND	205,219.16	14,903.56	39,151.86	180,970.86
591	WATER FUND	179,848.04	4,675.20	67,960.84	116,562.40
592	WATER REPLACEMENT FUND	281,370.02	0.00	0.00	281,370.02
593	SEWER COLLECTION	59,211.07	1,911.19	5,029.22	56,093.04
561	EQUIPMENT FUND	133,815.75	13,360.39	11,818.65	135,357.49
705	IRONS PARK ENTERTAINMENT FUND	5,801.17	0.00	900.00	4,901.17
707	YOUTH SAFETY PROGRAM	744.48	0.00	0.00	744.48
714	RECYCLING CENTER	4,710.64	508.00	603.26	4,615.38
	GEN1 - GENERAL CHECKING	1,810,982.90	70,811.56	295,661.39	1,586,133.07
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND	521,105.73	24,083.68	48,387.43	496,801.98
203	LOCAL STREET FUND	319,202.07	44,109.99	1,379.85	361,932.22
	MAJOR/ LOCAL STREETS	840,307.80	68,193.67	49,767.28	858,734.19
PAY	PAYROLL				
704	PAYROLL CLEARING	8,170.11	77,643.02	79,290.62	6,522.51
	PAYROLL	8,170.11	77,643.02	79,290.62	6,522.51
CHEM	SAVINGS				
101		435,266.57	0.00	0.00	435,266.57
150	CEMETERY PERPETUAL CARE	1,672.44	0.00	0.00	1,672.44
251	INDUSTRIAL PARK FUND	20,848.41	0.00	0.00	20,848.41
571	COLLECTION REPLACEMENT FUND	2,367.59	0.00	0.00	2,367.59
591	WATER FUND	26,112.09	0.00	0.00	26,112.09
592	WATER REPLACEMENT FUND	19,547.44	0.00	0.00	19,547.44
593	SEWER COLLECTION	781.06	0.00	0.00	781.06
561	EQUIPMENT FUND	103,275.16	0.00	0.00	103,275.16
714	RECYCLING CENTER	1,040.76	0.00	0.00	1,040.76
	SAVINGS	610,911.52	0.00	0.00	610,911.52
TAX	TAXES				
701	TAX AGENCY	1,453.92	0.00	0.00	1,453.92
	TAXES	1,453.92	0.00	0.00	1,453.92
	TOTAL - ALL FUNDS	3,271,826.25	216,648.25	424,719.29	3,063,755.21

06/28/2018 11:28 AM
User: MICHELLE
DB: Westbranch City

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH
FROM 06/01/2018 TO 06/30/2018
FUND: ALL FUNDS
INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2018	Total Debits	Total Credits	Ending Balance 06/30/2018
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	114,255.00	0.00	0.00	114,255.00
004.400	CERTIFICATE OF DEPOSIT D	114,822.11	0.00	0.00	114,822.11
	CEMETERY PERPETUAL CARE	<hr/> 229,077.11	<hr/> 0.00	<hr/> 0.00	<hr/> 229,077.11
Fund 251 INDUSTRIAL PARK FUND					
004.300	CERTIFICATE OF DEPOSIT A	100,000.00	0.00	0.00	100,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,000.00	0.00	0.00	100,000.00
	INDUSTRIAL PARK FUND	<hr/> 200,000.00	<hr/> 0.00	<hr/> 0.00	<hr/> 200,000.00
Fund 661 EQUIPMENT FUND					
004.300	CERTIFICATE OF DEPOSIT A	150,000.00	0.00	0.00	150,000.00
004.400	CERTIFICATE OF DEPOSIT B	100,000.00	0.00	0.00	100,000.00
	EQUIPMENT FUND	<hr/> 250,000.00	<hr/> 0.00	<hr/> 0.00	<hr/> 250,000.00
	TOTAL - ALL FUNDS	<hr/> 929,077.11	<hr/> 0.00	<hr/> 0.00	<hr/> 929,077.11

West Branch
JOURNAL ENTRY
JE: 9915

Post Date: 06/20/2018
Entry Date: 06/20/2018
Description: BUDGET POLICY AMENDMENT

Entered By: MICHELLE
Journal: BA

GL #	Description	DR	CR
101-301.000-708.700	SICK LEAVE PAYOUT		1,500.00
101-301.000-713.700	EMP. HEALTH OPTION	1,500.00	
101-345.000-724.700	UNEMPLOYMENT INS. BENEFIT		2.00
101-345.000-704.700	WAGES - PART-TIME	2.00	
101-721.000-715.700	SOCIAL SECURITY (EMPLOYER)		200.00
101-721.000-801.700	CONTRACTUAL SERVICES	200.00	
101-751.000-704.700	WAGES - PART-TIME		50.00
101-751.000-710.700	OVERTIME	50.00	
101-751.000-922.700	PUBLIC UTILITIES		600.00
101-751.000-801.700	CONTRACTUAL SERVICES	600.00	
101-751.000-941.700	EQUIPMENT RENTAL		500.00
101-751.000-801.700	CONTRACTUAL SERVICES	500.00	
202-463.000-727.700	OPERATING SUPPLIES		500.00
202-463.000-801.700	CONTRACTUAL SERVICES	500.00	
202-486.000-715.700	SOCIAL SECURITY (EMPLOYER)		100.00
202-486.000-720.700	WORKERS COMPENSATION PREMIUM		115.00
202-486.000-703.700	SALARIES AND WAGES	215.00	
202-488.000-720.700	WORKERS COMPENSATION PREMIUM		5.00
202-488.000-710.700	OVERTIME	5.00	
248-000.000-703.700	SALARIES AND WAGES		100.00
248-000.000-941.700	EQUIPMENT RENTAL		400.00
248-000.000-801.700	CONTRACTUAL SERVICES	500.00	
590-567.000-717.700	LIFE INSURANCE PREMIUM		50.00
590-567.000-718.700	MERS RETIREMENT (EMPLOYER)		600.00
590-567.000-720.700	WORKERS COMPENSATION PREMIUM		20.00
590-567.000-853.700	TELEPHONE/RADIO COMMUNICATION		50.00
590-567.000-702.700	PROMOTION/BONUS	720.00	
591-000.000-703.700	SALARIES AND WAGES		1,955.00
591-000.000-714.700	MANDITORY MEDICARE		35.00
591-000.000-718.700	MERS RETIREMENT (EMPLOYER)		30.00
591-000.000-727.700	OPERATING SUPPLIES		2,500.00
591-000.000-710.700	OVERTIME	1,200.00	
591-000.000-801.700	CONTRACTUAL SERVICES	1,200.00	
591-000.000-941.700	EQUIPMENT RENTAL	2,120.00	
593-557.000-703.700	SALARIES AND WAGES		200.00
593-557.000-710.700	OVERTIME	200.00	
Journal Total:		9,512.00	9,512.00

APPROVED BY: _____

West Branch
JOURNAL ENTRY
JE: 9917

Post Date: 06/25/2018
Entry Date: 06/25/2018
Description: SEWER COLLECTION BUDGET AMENDMENT

Entered By: JOHN
Journal: BA

GL #	Description	DR	CR
593-557.000-703.700	SALARIES AND WAGES	110.00	
593-557.000-715.700	SOCIAL SECURITY (EMPLOYER)	163.00	
593-557.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	273.00	
593-557.000-720.700	WORKERS COMPENSATION PREMIUM	26.00	
593-557.000-922.700	PUBLIC UTILITIES	266.00	
593-557.000-941.700	EQUIPMENT RENTAL		838.00
Journal Total:		838.00	838.00

APPROVED BY: _____

West Branch
JOURNAL ENTRY
JE: 9919

Post Date: 06/26/2018
Entry Date: 06/26/2018
Description: EQUIP RENTAL MAJOR SURFACE MAINTENANCE

Entered By: JOHN
Journal: BA

GL #	Description	DR	CR
202-485.000-924.700	ELECTRICITY	1,780.00	
202-486.000-941.700	EQUIPMENT RENTAL		1,780.00
Journal Total:		1,780.00	1,780.00

APPROVED BY: _____

West Branch
JOURNAL ENTRY
JE: 9920

Post Date: 06/26/2018
Entry Date: 06/26/2018
Description: BUDGET POLICY AMENDMENT

Entered By: MICHELLE
Journal: BA

GL #	Description	DR	CR
			500.00
101-201.000-727.700	OPERATING SUPPLIES	500.00	
101-172.000-704.700	WAGES - PART-TIME		500.00
101-441.000-727.700	OPERATING SUPPLIES	500.00	
101-172.000-704.700	WAGES - PART-TIME		5,000.00
590-567.000-718.700	MERS RETIREMENT (EMPLOYER)	5,000.00	
590-567.000-727.700	OPERATING SUPPLIES		1,150.00
101-721.000-718.700	MERS RETIREMENT (EMPLOYER)	1,150.00	
101-172.000-704.700	WAGES - PART-TIME		250.00
101-301.000-718.700	MERS RETIREMENT (EMPLOYER)	250.00	
101-172.000-704.700	WAGES - PART-TIME		50.00
202-486.000-727.700	OPERATING SUPPLIES	50.00	
202-478.000-703.700	SALARIES AND WAGES		1,900.00
202-486.000-941.700	EQUIPMENT RENTAL	1,900.00	
202-463.000-801.700	CONTRACTUAL SERVICES		
Journal Total:		9,350.00	9,350.00

APPROVED BY: _____

WEST BRANCH AREA WASTEWATER TREATMENT PLANT AUTHORITY

A rescheduled regular meeting of the West Branch Area Wastewater Treatment Plant Authority was held on Monday, April 23, 2018 at the West Branch City Hall.

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

Present: Heather Grace, City of West Branch; Dan Weiler, City of West Branch alternate; Denis Stephens, Ogemaw Township; and Jim Delahanty, West Branch Township.

Absent: Rusty Showalter, City of West Branch

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

* * * * *

Motion by Grace, second by Stephens, to approve the minutes as submitted from the meeting held January 16, 2018.

Yes – Grace, Stephens, Delahanty, Weiler No – None Motion carried

* * * * *

Motion by Grace, second by Delahanty, to approve the invoice from secretary/treasurer Dantzer for the annual pay of \$599.

Yes – Grace, Stephens, Delahanty, Weiler No – None Motion carried

* * * * *

Motion by Grace, second by Weiler, to approve the invoice from Diebold Insurance for the quarterly insurance installment in the amount of \$3,093.00.

Yes – Grace, Stephens, Delahanty, Weiler No – None Motion carried

* * * * *

Motion by Stephens, second by Delahanty, to have the City attorney draw up indemnification agreements for work to be done by the City on Township property and to bill the attorney fees to the Townships.

Yes – Grace, Stephens, Delahanty, Weiler No – None Motion carried

* * * * *

An audit review on the sewer system bond from USDA was submitted. It was noted that some wording in the audit needed to be changed and secretary/treasurer Dantzer noted he would submit the information to the auditor to make sure the wording got changed in next year's audit.

* * * * *

Motion by Delahanty, second by Grace, to appoint Dan Weiler as Vice-Chairman of the Authority.

Yes – Grace, Stephens, Veeder, Weiler

No – None

Motion carried

* * * * *

A water meter presentation was given by the SLC Meter

* * * * *

WWTP Superintendent Dan Robb gave a budget and rate study update.

* * * * *

The Treasurer's report was submitted. It was the consensus to file the report as submitted.

* * * * *

With there being no further business, Chairman Stephens adjourned the meeting at 4:56 p.m.

City of West Branch Planning Commission Meeting
Minutes for June 12, 2018

Meeting called to order at 6:00 pm

Roll Call – Present – Jan Hasty, Evelyn Schenk, Bob David, Lisa Jensen, Kara Fachting, Dan Weiler, Denise Lawrence, Mike Jackson

Pledge

Public Hearings

Public hearing A.

*Motion by Mike Jackson, second by Bob David to open the public hearing on the Mid-Michigan Medical Center Special use permit application.

All in favor, none opposed. Motion Carried

Mid-Michigan Medical Center application for Special use permit to operate a human care operation in General Business district. Jeff Amadon, general contractor spoke. He noted the addition will provide more privacy, six new emergency room beds, and is 15,000 sq. ft.

*Motion by Jan Hasty, second by Mike Jackson to close public hearing.

All in favor, none opposed, Motion carried.

*Motion by Mike Jackson, second by Kara Fachting to approve permit as presented.

All in favor, none opposed, motion carried.

Public Hearing – B

Jennings, Jennings and Jennings application for zoning amendment to add 'Professional Services'

*Motion by Mike Jackson, second by Bob David to open public hearing.

All in favor, none opposed. motion carried.

Nancy Beldon Spoke on behalf of Jennings, Jennings and Jennings asking the Board to approve amending the current zoning ordinance to allow professional services as a right by special use in the single family residential district.

*Motion by Bob David, second by Lisa Jensen to close public hearing.

All in favor, none opposed. Motion carried.

Jan Hasty abstains from the following vote, citing conflict of interest.

*Motion by Mike Jackson, second by Bob David to close public hearing.

All in favor, none opposed. Motion carried.

*Motion by Mike Jackson, second by Dan Weiler to recommend to City Council to amend the zoning ordinance to allow for professional services as a use allowed by special permit in a residential district.

All in favor, none opposed. Motion carried.

*Motion by Mike Jackson, second by Bob David to approve special use permit for professional services in a residential district for 152 N. 4th St. West Branch, contingent upon approval of zoning ordinance amendment by City Council.

All in favor, none opposed. Motion carried.

Additions to Agenda -

Verizon application for sign variance, proposed sign is 32.6 sq. ft.

*Motion by Lisa Jensen, second by Jan Hasty to approve sign as presented.

All in favor, none opposed. Motion carried.

Public comment - none.

Site Plan

Lahti Fabrication seeking approval for a loading dock in the current parking lot of their building site, allowed as use by right.

*Motion by Mike Jackson, second by Dan Weiler to approve site plan as presented.

All in favor, none opposed. Motion carried.

Unfinished business – Kara Fachting asked about Sandy Rabidue at last planning meeting stated that she would provide additional information at the current meeting regarding benches, flower pots etc.

Other New Business - Evelyn Schenk noted she was still unable to access the minutes for Planning Meeting via the website. Denise Lawrence noted that it was currently being updated and worked on, and that we would soon have an all new website.

Approval of Minutes for the regular meeting held Tuesday May 22, 2018 and Special Meeting held Monday, June 4, 2018

*Motion by Jan Hasty, second by Kara Fachting to approve both. All in favor, none opposed. Motion carried.

Communications – None.

Member reports - Chair. Bob David would like to see fields in the City being trimmed and mowed more frequently, as well as prompting businesses who own fields to keep them mowed according to obnoxious weed/grass length ordinance. Members supported.

Mike Jackson, reminded everyone about the upcoming “Fly in” at the Airport. He also noted the nice attendance at Irons Park for Kids Day.

Jan Hasty – none

Evelyn Schenk – none

Lisa Jensen – Asked to be excused for absence at June 4, 2018 meeting, due to illness.

*Motion by Bob David, second by Mike Jackson to excuse Lisa Jensen for her absence from the June 4, 2018 Planning Meeting.

All in favor, none opposed. Motion carried.

Kara Fachting – none

Dan Weiler – none

Denise Lawrence – The City will host Flag Day ceremony on June 14, 2018 at noon at City Hall.

Member discussion regarding reducing number of Planning Commission members from 9 to 7.
Discussion will be addressed at the next regular meeting on July 10, 2018 at 6:00pm at West Branch City Hall.

Public comment – none

Meeting adjourned at 7:33pm

Minutes taken and typed by Lisa Jensen, Planning Secretary.

The West Branch Community Airport Board met on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan. Chairman Ron Quackenbush called the meeting to order at 12:07 p.m.

Present: Ron Quackenbush, Craig Scott, Gary Klacking, Mike Jackson, Karen Michael, and Ben Evergreen. Absent – Terry Hodges, Denise Lawrence and Heather Grace.

Motion by Scott, second by Jackson, the minutes of the April 18, 2018 meeting be approved as noted. Voice vote. Ayes – all. Motion carried. [5-1-#1]

Motion by Scott, second by Klacking, claims in the amount of \$7,381.17 be approved for payment. Voice vote. Ayes – all. Motion carried. [5-1-#2]

Ben Evergreen, Airport Manager, gave the financial report. The combined account balance is \$252,036.56. The City and County appropriations have been received. Ben stated we are in good financial condition.

Ben stated the Master Plan update grant has been approved. Federal contribution is \$180,000, state contribution is \$10,000 and our contribution is \$10,000. **Motion by Quackenbush, second by Jackson, Airport Board members Quackenbush and Jackson be authorized to sign the airport master plan grant paperwork. Voice vote. Ayes – all. Motion carried. [5-1-#3]**

Ben brought the board up to date on work to begin construction on the T hangars. He also noted a legal opinion that would allow the Airport Board to borrow funds needed for construction of the T hangars.

Ben stated the Airport Fly-In is June 16th. He encouraged placing the flyer included with the board packet in a prominent public place.

The MAPTC training sessions will be held in West Branch, Michigan on June 19 and 20, 2018. The sessions are free and open to airport managers and board members.

Motion by Scott, second by Jackson, the June 20, 2018 West Branch Community Airport board meeting time be changed to 1:00 p.m. Voice vote. Ayes – all. Motion carried. [5-1-#4]

Chairman Quackenbush adjourned the meeting at 12:30 p.m.

Minutes by Gary R. Klacking
Board Secretary

Communications

John Dantzer

From: pjfab1@aol.com
Sent: Tuesday, June 26, 2018 12:55 PM
To: tworaudy@msn.com
Cc: waltersk@westbranch.com; clerktreasurer@westbranch.com;
jhodges@teamhodges.com; joeclark@morseclark.com
Subject: Back to the Bricks Promo Tour 2019

Rhonda Rau
Lead Organizer, Back to the Bricks Promo Tour

Hello Rhonda,

Congratulations on another great tour! I have heard that the 2018 Promo Tour was a great success and many car owners really enjoyed the drive across the Mackinaw Bridge, how fun!

West Branch is very interested in hosting the tour in 2019. Of course, we will roll out the red carpet and make it a very memorable event for not only the Promo Tour attendees but our community as well! We have truly enjoyed having the tour come here in previous years.

Consider this an invitation to make West Branch a host city for 2019. Our community will welcome you and our enthusiasm will continue to impress you!

Please contact me with any questions or information.

Sincerely,

Peter Fabbri
Vice President, West Branch Area Retail Merchants Association
989-345-5226

CC.
Chief Walters, Acting City Manager City of West Branch
John Dantzer, Clerk/Treasurer City of West Branch
Jeff Hodges, Team Hodges Dealership
Joe Clark, President, West Branch Area Retail Merchants Association



**West Branch Area
Chamber of Commerce**

422 W. Houghton Ave, West Branch 989-345-2821

www.wbacc.com

Thursday, June 13, 2018

Dear Chamber Members,

The West Branch Area Chamber of Commerce 2018 Board Nominations are underway. Any member in good standing can be nominated to serve on the Board.

October of 2018 Phil Stephens and Michelle Frechette have both served their six year terms and there will be two Chamber Board of Directors seats open.

The names of the following individuals were submitted to the Board of Directors by the nominating committee to serve on the West Branch Area Chamber of Commerce for the six year term starting October 1, 2018, and expiring October 30, 2024:

Nikki Biermann from Mercantile Bank ; Scott Bell from the Lapham Associates.

In adherence to the West Branch Chamber bylaws, the Chamber Board President of the West Branch Area Chamber of Commerce is notifying all Chamber members of the above slate for the Board of Directors.

If any member would like to propose alternatives to the above slate they must do so by petition bearing the genuine signatures of at least 5 members in good standing of the West Branch Area Chamber of Commerce. Also, by filling out Chamber Board Application. Such petitions can be dropped off at the West Branch Chamber of Commerce attention to Nominating Committee no later than June 29th, 2018.

If you have any additional questions please contact the West Branch Area Chamber of Commerce. Thank you.

Phil Stephens, Chamber Board President



**West Branch Area
Chamber of Commerce**

Submit by June 29, 2018

West Branch Chamber of Commerce Member of the Board Job Description

1. Serves a minimum of 1 six year term on the Board.
2. Accountable to the Chamber Board of Directors.
3. Attends board meetings and important related meetings on a regular basis. The Full Board of Directors meets the 3rd Thursday of every month at 8 am at Forward Conference Center and Summer months at the West Branch Country Club. Meetings last 1 ½- 2 hours
4. Makes a serious commitment to participate actively in Chamber.
5. Set overall policy of the organization
6. Determine the goals/ plans of the Chamber of Commerce
7. Volunteers for and willingly accepts assignments and completes them thoroughly and on time.
8. Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.

CANDIDATE INFORMATION

Name:
Employer:
Position/Title:
Address:
City/State/Zip:
Telephone:
Email:

Number of Years with Present Employer:

Educational Background:

Work History:

Chamber Participation:

Community Activities:

Other Memberships, Achievements, etc.

Board Candidate Questionnaire

1. Why do you want to be a board member?

1. Will you be engaged – giving your time, energy and resources to support the work and mission of the West Branch Area Chamber of Commerce?

2. What skills, connections, resources and expertise do you have to offer and are willing to use on behalf of the organization?

3. Why is being part of the Chamber important to you and your organization?

4. Will you be an advocate for the Chamber by recruiting new members, fundraising, and speaking positively about the work of the organization?

**PETITION FOR SEAT ON BOARD OF DIRECTORS
WEST BRANCH AREA CHAMBER OF COMMERCE**

TO: Heather Neuhaus, Executive Director, Phil Stephens, President, Board Chair,
West Branch Area Chamber of Commerce

We, the following (5) members of the West Branch Area Chamber of Commerce hereby
nominate _____, a member in good standing of the
West Branch Area Chamber of Commerce, for election to the Board of Directors of the
West Branch Area Chamber of Commerce.

Only one (1) signature per membership is permitted.

1. _____
Signature

Printed Name of Person Signing

Position Held By Person Signing

Member Company Name

2. _____
Signature

Printed Name of Person Signing

Position Held By Person Signing

Member Company Name

3. _____
Signature

Printed Name of Person Signing

Position Held By Person Signing

Member Company Name

4. _____
Signature

Printed Name of Person Signing

Position Held By Person Signing

Member Company Name

5. _____
Signature

Printed Name of Person Signing

Position Held By Person Signing

Member Company Name

Statement of Nominee

I accept this nomination and wish to stand for election to the Board of Directors of the
West Branch Area Chamber of Commerce. If elected, I agree to honor and follow the
Chamber's Bylaws and all requirements, policies and procedures applicable to members
of the Board of Directors.

Signature of Nominee

Date signed

Reports

Mayor

Council

City Manager

**Public
Comment
-Any
Topic**

Adjournment