

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, MONDAY, APRIL 16, 2018.

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

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

Absent: None.

Other officers present: City Manager Heather Grace, Treasurer/Clerk John Dantzer, Planning Chairman Bob David, and Police Chief Ken Walters.

All stood for the Pledge of Allegiance.

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Emily Boersen and Andrew Sutherland of the West Branch Public Library gave a library update and passed out information regarding their millage renewal that will be on the August election ballot.

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Bids were presented for the West Branch Assessor. Manager Grace noted that the only bid received was from our current assessor MVW and Associates. She also noted that there was no increase in the bid from the previous year.

MOTION BY BENNETT, SECOND BY SCHAIBERGER, TO APPROVE THE BID FOR THE CITY ASSESSOR FOR THE 2018-2019 FISCAL YEAR TO MVW AND ASSOCIATES AS PRESENTED AT A MONTHLY RATE OF \$995 PER MONTH AND \$18 FOR REAPPRAISAL OF RESIDENTIAL PROPERTIES AND \$25 FOR COMMERCIAL/IINDUSTRIAL PROPERTIES.

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

No – None

Absent –None

Motion carried

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Bids were presented for the West Branch Third Party Housing Administrator. Manager Grace noted that the only bid received was from our current provider, Housing Consultant Services Inc. Manager Grace noted that part of the bid was for the development of a City blight plan and that she would recommend postponing the decision on that portion of the bid to review potential grant funding opportunities.

MOTION BY JACKSON, SECOND BY BENNETT, TO APPROVE THE BID FOR THE THIRD PARTY HOUSING ADMINISTRATOR TO HOUSING CONSULTANT SERVICES INC IN THE AMOUNT OF \$25 PER HOUR FOR OVERSIGHT OF CURRENT MORTGAGES, 18% OF COSTS OF HOME REHABILITATION, AND TO POSTPONE THE DECISION ON THE BLIGHT ELIMINATION PLAN TO LOOK FURTHER INTO POTENTIAL GRANT FUNDING OPPORTUNITIES.

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

No – None

Absent –None

Motion carried

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MOTION BY SHOWALTER, SECOND BY BENNETT, TO KEEP THE DDA AND PLANNING COMMISSION AS TWO SEPARATE BOARDS.

Joe Clark spoke in favor of keeping them two separate boards.

Manager Grace noted that at the last Planning Commission, they voted to recommend to not combine the two boards.

Mayor Lawrence noted that she was originally in favor of combining the boards but no longer is in favor of combining the two.

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

No – None

Absent –None

Motion carried

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MOTION BY SHOWALTER, SECOND BY LAWRENCE, TO APPROVE BILLS IN THE AMOUNT OF \$51,102.17.

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

No – None

Absent –None

Motion carried

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MOTION BY LAWRENCE, SECOND BY JACKSON, TO APPROVE THE MINUTES AND SUMMARY FROM THE REGULAR MEETING HELD APRIL 2, 2018.

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

No – None

Absent –None

Motion carried

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MOTION BY SHOWLATER, SECOND BY SCHAIBERGER, TO RECEIVE AND FILE THE TREASURER’S REPORT AND INVESTMENT SUMMARY; ADMINISTRATIVE BUDGET AMENDMENTS; THE MINUTES FROM THE PLANNING COMMISSION HELD MARCH 27, 2018; THE MINUTES FROM THE AIRPORT BOARD MEETING HELD FEBRUARY 21, 2018; AND THE MARCH POLICE REPORT.

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

No – None

Absent –None

Motion carried

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A communication from the Michigan Energy office was shared.

A communication from Lee Ann Fischer on a wayfinding signage grant update was shared.

The Retirement System Annual Report from the Department of Treasury was shared.

Plans on a potential airport hangar for the West Branch Community Airport was shared.

A Chamber Connections flyer was shared noting a ribbon cutting ceremony for Cricket Wireless

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Council Member Showalter noted a large pothole on N. Valley St and that some ducks had been hit on S. Valley.

Council Member Schaiberger gave an update on the West Branch/Rose City Music Boosters concert.

Manager Grace shared some information on the State budget.

Mayor Lawrence noted her recommended appointment of Dan Weiler, Lisa Saurer, Bridget Charles, and Meredith Schleicher to the Recreation Board.

MOTION BY SHOWALTER, SECOND BY JACKSON, TO APPROVE THE MAYOR’S RECOMMENDED APPOINTMENTS TO THE RECREATION BOARD.

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

No – None

Absent –None

Motion carried

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Pete Fabbri updated Council on a small town rural conference that he recently attended and noted the possibility of hosting the Back to the Bricks Car Cruise in 2019 and a potential rodeo downtown again this summer.

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Chief Walters updated Council on Police Department grants.

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Planning Chairman Bob David reminded Council and encouraged everyone to fill out the City Survey.

Mayor Lawrence adjourned the meeting at 6:37 pm.

Denise Lawrence, Mayor

John Dantzer, Clerk