

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, MONDAY, DECEMBER 4, 2017.

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

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

Absent: Council Member Dave Lucas

Other officers present: City Manager Heather Grace, Treasurer/Clerk John Dantzer, Police Chief Ken Walters, City Attorney Gabrielle Dantzer, DDA Chairman Jason Stroebel, and Planning Commission Chairman Mike Jackson.

All stood for the Pledge of Allegiance.

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MOTION BY LAWRENCE, SECOND BY SCHAIBERGER, TO EXCUSE DAVE LUCAS FROM THE MEETING DUE TO MEDICAL REASONS.

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

No – None

Absent –Lucas

Motion carried

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As an addition to the agenda, Manager Grace presented a resolution needed for a grant for wayfinding signs throughout the City.

MOTION BY SHOWALTER, SECOND BY TUTTLE, TO APPROVE RESOLUTION 17-20

WHEREAS, the City of West Branch desires to begin implementation of the “The Wayfinding Plan for West Branch, Michigan” developed in 2014 with grant funding by “The Loop Group”, a sub-committee of the Downtown Development Authorities (DDA’s) of the City of West Branch, West Branch Township, and Ogemaw Township; and

WHEREAS, the City of West Branch intends to apply for a \$30,000 Wayfinding Signage grant from the Michigan State Housing Development Authority (MSHDA) to assist in this endeavor; and

WHEREAS, the City of West Branch, in its grant application, has indicated its willingness to contribute a match of up to \$36,806 in contractual services expenses to cover the costs associated with the posts for the signage; and

WHEREAS, the City of West Branch, in its grant application, has indicated its willingness to contribute an in-kind match of up to \$7,377.01 in public works labor expenses to cover the costs associated with the installation of the posts and signage; and

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby formally commits a total of \$44,543.01 in General Funds to be spent out of the 2017/2018 budget on the following project "Phase One Wayfinding Signage Plan Implementation Project."

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

No – None

Absent –Lucas

Motion carried

Jason Stroebel presented some questions on the wayfinding signs that were discussed.

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MOTION BY TUTTLE, SECOND BY LAWRENCE, TO GO INTO CLOSED SESSION PURSUANT TO MCL 15.268 (H) & (E) TO DISCUSS MATTERS OF PENDING LITIGATION THAT ARE SUBJECT TO ATTORNEY/CLIENT PRIVELEGE

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

No – None

Absent –Lucas

Motion carried

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MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO RETURN TO OPEN SESSION.

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

No – None

Absent –Lucas

Motion carried

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MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO ALLOW THE CITY ATTORNEY, THE CITY MANAGER, AND ANY OTHER COUNCIL MEMBERS WHO WILL BE PRESENT AT THE MEDIATION ON BEHALF OF THE CITY TO ENTER INTO SETTLEMENTS AS DISCUSSED IN THE CLOSED SESSION .

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

No – None

Absent –Lucas

Motion carried

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Manager Grace noted she did speak to the City attorney about the consent to represent waiver that was discussed at the last meeting and decision was postponed and that she did not see any reason not to recommend signing the waiver.

MOTION BY SCHAIBERGER, SECOND BY SHOWALTER, TO ALLOW COUNCIL MEMBER BENNET TO ABSTAIN FROM VOTING DUE TO A CONFLICT OF INTEREST.

Yes — Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None Absent –Lucas Abstain - Bennet Motion carried

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MOTION BY LAWRENCE, SECOND BY TUTTLE, TO AUTHORIZE THE CITY MANAGER TO SIGN THE CONSENT TO REPRESENTATION; WAIVER OF CONFLICT OF INTEREST.

Yes — Lawrence, Schaiberger, Showalter, Tuttle, Weiler

No – None Absent –Lucas Abstain - Bennet Motion carried

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MOTION BY SHOWALTER, SECOND BY WEILER, TO APPROVE BILLS IN THE AMOUNT OF \$35,039.00.

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

No – None Absent –Lucas Motion carried

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MOTION BY LAWRENCE, SECOND BY SCHAIBERGER, TO MAKE THE FOLLOWING APPOINTMENTS TO THE PLANNING COMMISSION: KARA FACHTING AS THE RESIDENTIAL SEGMENT REPRESENTATIVE. MIKE JACKSON AS THE COMMERCE SEGMENT REPRESENTATIVE, AND LISA SAURER AS THE RECREATION SEGMENT REPRESENTATIVE FOR THREE YEAR TERMS TO EXPIRE 11/30/20; TO APPOINT ROBERT DAVID AS THE INDUSTRIAL SEGMENT REPRESENTATIVE AND JAN HASTY AS THE EDUCATIONAL SEGMENT REPRESENTATIVE FOR A TWO YEAR TERM TO EXPIRE 11/30/19.

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

No – None Absent –Lucas Motion carried

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MOTION BY LAWRENCE, SECOND BY BENNETT, TO CHOOSE THE OPTION TO HAVE THE MAYOR AND TWO COUNCIL MEMBERS SERVE AS EX OFFICIOS MEMBERS AND TO APPOINT MAYOR DENISE LAWRENCE AND COUNCIL MEMBER DAN WEILER TO SERVE AS THE GOVERNMENTAL

SEGMENT REPRESENTATIVES AND COUNCIL MEMBER TIM SCHAIBERGER TO SERVE AS THE PUBLIC HEALTH SEGMENT REPRESENTATIVE.

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

No – None

Absent –Lucas

Motion carried

It was noted that there was still one opening as the transportation segment representative that would need to be filled and that City staff would republish the opening.

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MOTION BY LAWRENCE, SECOND BY BENNETT, TO APPOINT KIM ERVANS, DAN GRENIER, AND TERRY MCLAREN TO THE IDC FOR A TWO YEAR TERM TO EXPIRE 12/31/19 AND CHARLIE ELLIOT AND MARK DANTZER TO THE IDC FOR A ONE YEAR TERM TO EXPIRE 12/31/18.

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

No – None

Absent –Lucas

Motion carried

It was noted that there was still one opening and that City staff would republish the opening.

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A letter was submitted that was received from Ogemaw County Treasurer noting land that was foreclosed upon and not purchased at auction that could be claimed at no cost by the City.

MOTION BY BENNETT, SECOND BY SHOWALTER, TO ACCEPT PARCELS 052-645-009-00, 052-645-010-00, 052-645-011-00, 052-645-012-00, 052-645-014-00, 052-645-015-00, AND 052-645-016-00.

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

No – None

Absent –Lucas

Motion carried

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MOTION BY BENNETT, SECOND BY SCHAIBERGER, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD NOVEMBER 20, 2017.

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

No – None

Absent –Lucas

Motion carried

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MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY, ADMINISTRATIVE BUDGET AMENDMENTS, THE DDA MINUTES FROM THE MEETING HELD OCTOBER 24, 2017, AND THE EMS MINUTES FROM THE MEETING HELD OCTOBER 19, 2017.

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

No – None

Absent –Lucas

Motion carried

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An MML Capital Conference update was shared.

A thank you received from the MSU Extension was shared.

The meeting summary from the Planning Commission and DDA was shared.

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Member Tuttle noted a street light that was out and asked to have DPW look into it.

Member Showalter noted a house on S. First St that had blight issues and asked to have the blight division take a look at. He also noted he would be speaking on behalf of the City and the MML at the MML training in Cadillac.

Member Bennett noted how nice the downtown looked with the Christmas lights up.

Member Schaiberger also noted how nice the light looked downtown and gave a Kids Club update.

Mayor Lawrence thanked the DPW and Police Dept. for their help in food baskets for Thanksgiving.

Manager Grace commended Clerk/Treasurer John Dantzer and Deputy Clerk/Treasurer Michelle Frechette for their work on this year's audit.

Manager Grace also noted that City staff will be focusing on blight issues that will need to be dealt with in the spring and that she would like to have a subcommittee to look at economic development issues.

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Scott Washburn addressed Council on a parking ticket that he received and his concern that the yellow striping downtown is hard to see and the amount of the ticket for the first offense.

DDA Chairman Jason Stroebel gave an update on recent DDA meetings and issues they are working on.

Bob David thanked commended the DPW for their leaf pickup work.

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Mayor Lawrence adjourned the meeting at 7:48 pm.

Denise Lawrence, Mayor

John Dantzer, Clerk