

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET, MONDAY, JULY 17, 2017.

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

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

Absent: None

Other officers present: City Manager Heather Grace, Treasurer/Clerk John Dantzer, Chief Ken Walters, and County Commissioner Bruce Reetz.

All stood for the Pledge of Allegiance.

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As an addition to the agenda, County Commissioner Bruce Reetz gave a County update. He noted the budget was not approved, they approved the Soldier’s Relief Fund, Randy Booth was hired as the new Equalization Director, they are holding interviews for a part time custodian, and changes to the Commissioner’s health insurance.

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As another addition to the agenda, Manager Grace introduced Mike Killackey as her selection as the new DPW Superintendent.

Mike Killackey introduced himself and discussed his qualifications.

County Commissioner Reetz noted his support for the hire.

Manager Grace noted that he would be taking over after Labor Day.

MOTION BY SCHAIBERGER, SECOND BY WEILER, TO CONFIRM THE APPOINTMENT OF MIKE KILLACKEY AS THE DEPARTMENT OF PUBLIC WORKS SUPERINTENDENT.

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

No – None

Absent –None

Motion carried

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Heather Neuhaus gave a Chamber update and provided information on several upcoming events including: Business after Hours, Chamber Connections, a Business Bureau contest that is currently

underway, Ogemaw County Camping Guide, Ogemaw County Calendar of Events, the Victorian Art Fair, an American Pickers opportunity, and the Ogemaw County Fair.

Ms. Neuhaus also asked for approval of a special event permit to have the Christmas Light Parade on Saturday, December 9, at 7:00 pm.

MOTION BY SHOWALTER, SECOND BY BENNET, TO APPROVE THE SPECIAL EVENT PERMIT TO HOLD THE CHRISTMAS LIGHTS PARADE DOWNTOWN ON SATURDAY, DECEMBER 9 AT 7:00PM.

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

No – None

Absent –None

Motion carried

Ms. Neuhaus also asked for approval to hold a light pole decorating contest downtown in the Fall.

MOTION BY SCHAIBERGER, SECOND BY SHOWALTER, TO APPROVE THE LIGHT POLE DECORATING CONTEST AS PRESENTED.

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

No – None

Absent –None

Ms. Neuhaus also noted she received a letter that the circus that was scheduled to come to town would not be able to come and that she is looking at other alternatives.

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Bids were presented for two projects labeled project B and C for the Homeowner Rehabilitation program. Lee Ann Fischer, the City Housing Third Party Administrator, updated Council on the two projects. She noted that both applicants would repay the loans at a 3% interest fee. It was the consensus of Council to wait for an appraisal until they considered project B.

MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO APPROVE PROJECT C AND AWARD THE BID AS PRESENTED TO SHEPARD CONSTRUCTION NOT TO EXCEED \$51,775.00

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

No – None

Absent –None

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Council reviewed information on the Waiver of First Right of Refusal for foreclosed property.

MOTION BY LAWRENCE, SECOND BY LUCAS, TO WAIVE THE RIGHTS TO ALL PARCELS THAT WERE FORECLOSED ON MARCH 31, 2017.

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

No – None

Absent –None

Motion carried

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It was the consensus of Council to hold a work session on Monday, July 31 at 6:00 pm at City Hall to discuss changes to the noise ordinance

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MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO PAY THE BILLS IN THE AMOUNT OF \$91,011.11

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

No – None

Absent –None

Motion carried

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MOTION BY SCHAIBERGER, SECOND BY SHOWALTER, TO APPROVE THE RESOLUTION FOR CHARITABLE GAMING LICENSE FOR SOLDIERS FIRST AID FROM HOME.

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

No – None

Absent –None

Motion carried

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Manager Grace noted that the assessor’s contract was up for renewal and requested to have a sole source vendor exception to approve MVW and Associates for renewal based on the fact that they were the only one who bid the last time it went out for bid, that they are currently 20% complete of a City wide reassessment project that begun the past year, and that the increase in his bid was only for \$20/month.

Mayor Lawrence asked about the process to make sure all new construction information is being forwarded to the assessor. Manager Grace noted that she is working on a process so the City would work more closely with the County on new construction projects.

Glenda Colclassure noted that she does work side by side with the Building Department and that they would welcome any information on concerns of new projects being done without building permits.

MOTION BY BENNETT, SECOND BY LUCAS, TO APPROVE THE SOLE SOURCE EXCEPTION REQUEST AND TO APPROVE THE CONTRACT AS SUBMITTED TO MVW AND ASSOCIATES.

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

No – None

Absent –None

Motion carried

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MOTION BY SHOWALTER, SECOND BY LAWRENCE, TO APPROVE RESOLUTION 17-12

RESOLUTION #17-12

WATER AND SEWER RATES

WHEREAS, the West Branch City Council is authorized by Ordinance to set water and sewer rates by resolution, and

WHEREAS, the rates are established to cover all financial obligations of the water system and the sewer system, and

WHEREAS, the West Branch City Council and staff have performed an in depth review of the rate structures;

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby sets rates for the water and sewer systems as follows:

Water O & M

1. First 10,000 gallons or any part thereof (minimum charge) \$22.14
2. Over 10,000 gallons \$2.22/thousand

Water Debt

1. \$1.30/thousand gallons

Sewer O & M

1. First 10,000 gallons or any part thereof (minimum charge) \$49.27
2. Over 10,000 gallons \$4.93/thousand

Sewer Collection

1. First 10,000 gallons or any part thereof (minimum charge) \$7.66
2. Over 10,000 gallons \$.77/thousand

Sewer Replacement and Improvement

1. First 10,000 gallons or any part thereof (minimum charge) \$.82
2. Over 10,000 gallons \$.08/thousand

Sewer Debt

1. \$6.26/thousand gallons

FURTHER BE IT RESOLVED, that in order to maintain financial stability in the water and sewer funds the West Branch City Council hereby establishes a 1% increase annually on October 1 for the Water O & M rates, Sewer O & M rates, Sewer Collection rates, Sewer Replacement & Improvement rates.

Member Showalter noted that the increase was needed to protect the future of the water and sewer system. He also noted that the resolution came to be because the City went several years without any rate increases and when the wells had to be replaced, the City did not have money in a rainy day fund to pay for it.

Manager Grace noted that they are working on a water and sewer rate analysis and that when it is complete, they would be submitting to Council recommendations for updated water/sewer rates and that it could cause them to increase even more.

Mayor Lawrence noted that they did have meetings with people in the past who recommended the rates that should be charged and that the previous administration in charge ignored those findings.

Member Weiler asked about the possibility of going to monthly billings and Manager Grace noted that is one option under consideration.

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

No – None

Absent –None

Motion carried

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MOTION BY LAWRENCE, SECOND BY SCHAIBERGER, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD JULY 5, 2017.

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

No – None

Absent –None

Motion carried

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MOTION BY SHOWALTER, SECOND BY SCHAIBERGER, TO APPROVE THE TREASURER’S REPORT AND INVESTMENT SUMMARY, THE MINTUES FROM THE PLANNING COMMISSION MEETING HELD JUNE 27, 2017, AND THE JUNE POLICE REPORT.

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

No – None

Absent –None

Motion carried

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Communications including letters from Charter Communications, an MML medical marijuana discussion, a US Fish & Wildlife lamprey treatment notice, and the MML workers compensation ballot were reviewed.

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Member Weiler noted that Jason Stroebel did take his seat at the last Planning Commission meeting. He also noted concerns over the brush policy and that people are putting brush out earlier and earlier.

Member Bennett noted the Industrial Park had some areas that needed to be mowed and there was a part of Iron Park that needed to be mowed. Member Weiler noted he already talked to Superintendent Brindley about Irons Park and was told that area was too wet and they could not get a mower into it without getting stuck.

Member Lucas asked about the school property on State St. Manager Grace noted she has heard they are continuing to work on exchanging property with Coke but that new ownership of the Coke building has prolonged that discussion.

Member Schaiberger noted the need to remove the white lines where the no parking signs were added to prevent any confusion.

Member Weiler asked about the painting of the curbs and if the City police were enforcing it yet. Manager Grace noted they are working on getting the curbs painted and Chief Walters noted they have just been issuing warnings.

Member Showalter noted he has received a request to add the reason why the no parking spots were added on each new post.

Mayor Lawrence noted the Children's garden has requested three picnic tables.

Mayor Lawrence also noted the downtown luau was well attended and reminded everyone of the upcoming City carnival.

Manager Grace noted the City received a letter recognizing it for lowering its workers compensation factor for nine years in a row.

Manager Grace commended Chief Walters for his work in selling forfeited and seized property in order to purchase safety equipment for the officers.

Manager Grace commended Surline School for changes that are coming that will dramatically increase the safety of the school.

Chief Walters updated Council on the safety equipment purchased and also commended the school for the increased security measures being implemented.

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Bruce Reetz noted his concern for parking around the post office due to the elimination of parking spaces near them. He also noted that the Smiley water tower is in need of a cleaning.

Scott Washburn addressed concerns on the condition of Fourth St. and noted his approval of the no parking added to State St. Manager Grace noted that she does agree there are several roads in drastic need of repair but that those roads also have water or sewer infrastructure under them that would need to be replaced at the same time and that they do not have funding for both at this time.

Eric Young asked what the new DPW Superintendent's salary would be. Manger Grace noted it would be \$61,500 and that it was comparable to the formers DPW Superintendents pay.

Glenda Colclassure noted her concerns for one of the rehabilitation projects that were presented earlier in the meeting because it may be put the City at too much of a risk.

Jozann Burgin asked about a sidewalk replacement program and it was noted there is a policy in place where owners can request to have their sidewalks replaced by sharing in the cost with the City.

Ray Franz presented himself to Council and announced his running for the 35th Senate district.

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Mayor Lawrence adjourned the meeting at 7:26 pm.

Denise Lawrence, Mayor

John Dantzer, Clerk