

-- AGENDA --

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL TO BE HELD VIRTUALLY AT  
WEST BRANCH CITY HALL, 121 N. FOURTH ST. ON TUESDAY, SEPTEMBER 7, 2021,  
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 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 Amanda Stang 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
  - A. County Commissioner Mark Surbrook
  - B. Tiffany Schmieder-Kups – EDC updates
  - C. Grace Orr- Street Access Proposal
- V. Public hearing
- VI. Additions to the agenda
- VII. Public comment on agenda items only (limited to 3 minutes)
- VIII. Bids
- IX. Unfinished business
  - A. Naming of M-30 property roads
- X. New business
  - A. Bills
  - B. Resolution 21-20 Fourth St. Budget Amendment
  - C. Lot 13 Purchase offer
  - D. MEDC Water Infrastructure Grant Project
  - E. Request to remove Michigan State Police Flag Pole

- F. Excuse Mayor Frechette from the meeting held August 16, 2021
- XI. Approval of the minutes and summary from the meetings held August 16, & 24, 2021; as well as the minutes from the work session held August 3, 2021
- XII. Consent agenda
  - A. Treasurers report and investment summary
  - B. Landbank Authority minutes from the meeting held June 15, 2021.
  - C. Zoning Board of Appeals minutes from the meeting held August 17, 2021.
  - D. DDA minutes from the meetings held August 4 and August 24, 2021.
  - E. Airport Board meeting minutes from July 21, 2021 & July 30, 2021.
- XIII. Communications
  - A. Charter Communication
  - B. Mid-Michigan Safe Talk Suicide Prevention Training
- XIV. Reports and/or comments
  - A. Mayor
  - B. Council
  - C. Manager
    - 1. 13 Ways to kill a community speed consulting
    - 2. Old Line-X parking lot
    - 3. Survey
- XV. Public comment any topic
- XVI. Adjournment

UPCOMING MEETINGS-EVENTS

September 14 – Planning Commission 6PM  
September 15 – Airport Meeting 12Noon  
September 20 – Council Meeting 6PM  
September 21 – WWTPA Meeting 3:30PM  
September 28 – DDA Meeting 12Noon

In response to the COVID -19 pandemic, City Council meetings will be held in person but still broadcasted virtually. Unvaccinated members of the public may attend with social distancing and facemask requirements. Vaccinated members may attend in person without masks restrictions as per the latest State update.

**Call to Order**

**Roll Call**

**Pledge of  
Allegiance**

# **Scheduled Matters from the Floor**

# **Public Hearings**

# **Additions to the Agenda**

# **Public Comment -Agenda Items**

# Bids

# **Unfinished Business**

# **New Business**

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

BILLS	\$130,879.08
<i>BILLS AS OF 9/3/21</i>	<i>\$130,879.08</i>
<i>Additions to Bills as of</i>	<i>\$0</i>
<i>Paid but not approved</i>	<i>\$501.39</i>

**TOTAL BILLS**

**\$131,380.47**

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

Vendor Name	Amount	Description
ADVANCED CHEMICAL & SUPPLY INC	68.92	WWTP SUPPLIES
BADGER METER	687.08	CELLULAR SERVICE AUGUST
BCN	15,715.70	INSURANCE SEPTEMBER
BCN	508.21	INSURANCE SEPTEMBER
BECKETT & RAEDER	17,253.72	WB M 30 PUD & STREETSCAPE
BELL EQUIPMENT CO	338.66	SWEEPER PARTS
CINTAS	209.98	WWTP SUPPLIES
CINTAS	335.20	UNIFORMS
CITY OF WEST BRANCH	640.76	WATER BILLS AUGUST
CITY OF WEST BRANCH	600.00	SHOWMOBILE
CONSUMERS ENERGY	2,925.12	ELECTRIC
CULLIGAN WATER CONDITIONING	10.50	WATER JUGS
DANFORTH, KRISTINA	200.00	REFUND STAGE DEPOSIT
DTE ENERGY	221.00	GAS
ETNA SUPPLY	1,886.00	WATER SUPPLIES
FLEIS & VANDENBRINK	2,398.00	STATE & FIRST REHAB
FOSTER BLUE WATER OIL LLC	2,484.61	FUEL
FRECHETTE, MICHELLE	83.66	PETTY CASH REFILL
GLOBAL EQUIPMENT COMPANY INC	3,110.94	DPW OFFICE REPLACEMENT ITEMS
GREEN ACE HARDWARE	162.07	VARIOUS SUPPLIES
HACH COMPANY	778.72	WWTP SUPPLIES
HAWLEY, WAYNE	158.05	REFUND HOUSING LOAN PAYMENT
HOME DEPOT	40.92	VARIOUS SUPPLIES
HUTSON INC	150.84	PARTS #75
LEHNER'S COLLISION INC	4,502.05	REPAIRS ON #25
MATTHEWS, LANE	72.95	MEAL REIMBURSEMENT
MEDLER ELECTRIC CO	236.22	DPW SUPPLIES
MERS OF MICHIGAN	24,926.46	RETIREMENT AUGUST
MVW & ASSOCIATES INC	1,000.00	ASSESSOR CONTRACT SEPTEMBER
MVW & ASSOCIATES INC	6,047.00	INSPECTIONS DRAW PHOTOS RES & COMM
OGEMAW COUNTY EMERGENCY DISPATCH AU	25.00	WARRANTS
OGEMAW COUNTY HERALD ADLINER	176.71	ADS
OGEMAW COUNTY REG OF DEEDS	30.00	HAWLEY DISCHARGE MORTGAGE FEE
PITNEY BOWES INC RENTAL ACCT	34.99	MONTHLY RENTAL FEE
REPUBLIC SERVICES 237	27,983.92	GARBAGE SERVICE JULY & AUGUST
SAVE-A LOT	58.13	VARIOUS SUPPLIES
SCHNEIDER, JC	210.89	MEAL REIMBURSEMENT
STANG, AMANDA	112.56	MILEAGE REIMBURSEMENT
TRACTOR SUPPLY CREDIT PLAN	25.98	DPW SUPPLIES
UNUM LIFE INSURANCE CO OF AMERICA	970.73	LT ST DISABILITY & LIFE
WASTE MANAGEMENT INC	231.89	WWTP DUMPSTERS
WEST BRANCH AUTOMOTIVE	132.35	VARIOUS SUPPLIES
WEST BRANCH NAPA AUTO TRUCK	6.59	VARIOUS SUPPLIES
WWTPA	13,126.00	ANNUAL PORTION 21 22 OP FUNDS
<b>TOTAL</b>	<b>130,879.08</b>	

# RESOLUTION #21-20

WHEREAS, City budgeted for the replacement of water line and road reconstruction on S. Fourth St. from Wright St through Morrison St; and

WHEREAS, the expenses in Fund 203, Local Street Fund, were increased to account for the larger estimate for road work on S. Fourth than budgeted for, and

WHEREAS, the revenues in Fund 592, Water Replacement Fund, were increased to account for the transfer in funds from the ARPA grant funds, and

WHEREAS, the expenses in Fund 592, Water Replacement Fund, were increased to account for the larger estimate for water line work on S. Fourth St than budgeted for, and

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

GL NUMBER	DESCRIPTION	2021-22 CURRENT BUDGET	2021-22 AMENDED BUDGET
Fund 203 - LOCAL STREET FUND			
Revenues			
Dept 000.000			
203-000.000-570.400	ACT 51 - STATE OF MICHIGAN	77,000.00	77,000.00
203-000.000-634.400	GRANT	0.00	0.00
203-000.000-664.400	INTEREST INCOME	400.00	400.00
203-000.000-680.400	TRANSFER FROM MAJOR STREET	58,250.00	58,250.00
203-000.000-695.400	MISCELLANEOUS	0.00	0.00
Total Dept 000.000		135,650.00	135,650.00
TOTAL REVENUES		135,650.00	135,650.00
Expenditures			
Dept 451.000 - CONSTRUCTION			
203-451.000-703.700	SALARIES AND WAGES	500.00	500.00
203-451.000-710.700	OVERTIME	0.00	0.00
203-451.000-714.700	MANDATORY MEDICARE	7.00	7.00
203-451.000-715.700	SOCIAL SECURITY (EMPLOYER)	31.00	31.00

203-451.000-718.700	MERS RETIREMENT (EMPLOYER)	2.00	2.00
203-451.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00
203-451.000-724.700	UNEMPLOYMENT INS. BENEFIT	0.00	0.00
203-451.000-801.700	CONTRACTUAL SERVICES	65,000.00	76,260.00
203-451.000-941.700	EQUIPMENT RENTAL	250.00	250.00
203-451.000-956.700	EXPENSES	0.00	0.00
Total Dept 451.000 - CONSTRUCTION		65,795.00	77,055.00

TOTAL EXPENDITURES	124,370.00	135,630.00
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Fund 203 - LOCAL STREET FUND:

TOTAL REVENUES	135,650.00	135,650.00
TOTAL EXPENDITURES	124,370.00	135,630.00
NET OF REVENUES & EXPENDITURES	11,280.00	20.00

Fund 592 - WATER REPLACEMENT FUND

Revenues

Dept 000.000			
592-000.000-664.400	INTEREST INCOME	0.00	0.00
592-000.000-675.400	TRANSFER FROM WATER FUND	200,000.00	200,000.00
592-000.000-675.401	TRANSFER FROM ARPA FUNDS		52,345.00
Total Dept 000.000		200,000.00	252,345.00
TOTAL REVENUES		200,000.00	252,345.00

Expenditures

Dept 000.000			
592-000.000-801.700	CONTRACTUAL SERVICES	156,931.00	226,345.00
592-000.000-994.700	BOND	20,260.00	20,260.00
592-000.000-995.700	INTEREST DUE ON BONDS	5,740.00	5,740.00
Total Dept 000.000		182,931.00	252,345.00
TOTAL EXPENDITURES		182,931.00	252,345.00

Fund 592 - WATER REPLACEMENT FUND:

TOTAL REVENUES	200,000.00	252,345.00
TOTAL EXPENDITURES	182,931.00	252,345.00
NET OF REVENUES & EXPENDITURES	17,069.00	0.00



**MICHIGAN ECONOMIC**  
DEVELOPMENT CORPORATION

August 31, 2021

Mr., John Dantzer (Via electronic mail)  
City Manager  
City of West Branch  
121 N. Fourth Street  
West Branch, Michigan 48661

RE: Environmental **Pre-Agreement Release of Funds for MSC 220070-WRI**

Community Development Block Grant (CDBG) Proposed Water Infrastructure Grant Project

Dear Mr. Dantzer:

The Michigan Economic Development Corporation (MEDC), on behalf of the Michigan Strategic Fund (MSF), received your Finding of Exempt Activity and Exempt Activities Determination Letter. The request to incur non CDBG pre-agreement Engineering costs up to \$400,000 to be performed by Fleis and Vandenbrink, associated with the above mentioned proposed CDBG project, is approved as of the date of this letter.

This letter provides permission to incur the costs mentioned above only and is not to be construed as permission to conduct any other project activities, including but not limited to, signing contracts, signing purchase orders, or obligating funds in any other manner. If any activities other than those specified above are performed prior to the MEDC's written authorization, the CDBG funding may be jeopardized.

All activities performed prior to final grant approval are solely at the City of West Branch's risk. CDBG Funds will be released for this activity on a reimbursement basis once the grant agreement has been signed. Approval of this request does not imply approval of your proposed CDBG Application, which will be reviewed according to the published program requirements.

Should any questions arise, please contact me at (773) 458-0526 or [@michigan.org](mailto:@michigan.org).

Sincerely,

Bill Povalla

Bill Povalla  
Program Specialist

cc: Kim Carter, via e-mail  
CDBG File  
Lindsay Miller

PURE  MICHIGAN®

MSP officer Craig Johnson has requested the City to allow him to remove the flag pole that is currently at the old State Police Post. In review of the origination of the pole, it was found that the flag pole was purchased and installed by officers in the 1940-1950 time frame. In honor of their donation, Officer Johnson would like to remove the pole and will install it at his home so he can take of it and remove the potential to have a future owner take it down.

I don't see a City use for it and with the City most likely not keeping possession of the building long term, I don't see any issue with its removal. I would recommend approving Officer Johnson to remove the pole and fill in the hole and place grass seed over that area so it will look nice upon the removal

# **Approval of Council Minutes & Summary**

SPECIAL WORK MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON TUESDAY, AUGUST 3, 2021.

Mayor Frechette opened the work session at 6:00 p.m.

Present: Mayor Paul Frechette, Members Joanne Bennett, Mike Jackson, Ellen Pugh, Rusty Showalter and Cathy Zimmerman.

Absent: None

Others present: City Manager John Dantzer, Clerk Amanda Stang, and Chief of Police Ken Walters.

All stood for the Pledge of Allegiance.

Glenn Rowley, Supervisor of Bangor Township shared his experience with opting-in for Marijuana licensing.

Richard Davenport gave his knowledge on Marijuana facilities and the requirements from a construction standpoint.

Solomon Laman and Cort Kwiecinski with Wise Guys Farms, LLC spoke to Council on the matter of grow farms and retail establishments.

Work Session ended at 7:58 pm.

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIRTUALLY IN THE COUNCIL CHAMBERS OF THE WEST BRANCH CITY HALL, 121 N. FOURTH STREET ON MONDAY, AUGUST 16, 2021.

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

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

Absent: Mayor Paul Frechette

Other officers present: City Manager John Dantzer, Chief of Police Ken Walters, MSP Lieutenant Michael Brown, and DPW Superintendent Mike Killackey.

All stood for the Pledge of Allegiance.

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Bobby Dack, Alan Bruder, and Kevin Munson, on behalf of the Ogemaw Orioles baseball organization, addressed Council on future baseball tournaments noting they hold a midnight madness tournament every year and were requesting to get Councils approval to have the noise ordinance of 11:00 extended for their midnight madness tournament each year. It was noted they had 45 teams for the midnight tournament last year which brings lots of people and business to our community.

Member Pugh asked if they use additional fields other than the West Branch fields. Mr. Dack noted they did use the field off of M-55, in Rose City, and at the High School.

Member Zimmerman asked how long they were asking to have the noise ordinance extended to. Mr. Dack noted they would like to have 1:00 a.m.

Member Pugh asked if they were asking for the Ogemaw Outlaws girls' organization as well. Mr. Dack noted that he was only requesting this on behalf of the boy's tournament but wouldn't be surprised if the girls came and asked for the same thing.

Manager Dantzer requested the organization turn in a special event permit each year in order for City staff to keep up with the event.

**MOTION BY PUGH, SECOND BY ZIMMERMAN, TO AUTHORIZE THE OGEMAW ORIOLES TO HOLD THEIR MIDNIGHT BASEBALL TOURNAMENT ONCE A YEAR AND ALLOW THE NOISE ORDINANCE TO BE EXTENDED UNTIL 1:00 A.M. DURING THAT EVENT CONTINGENT UPON A SPECIAL EVENT PERMIT BEING SUBMITTED.**

**Yes – Adair, Bennett, Jackson, Pugh, Showalter, Zimmerman**

**No – None**

**Absent – Frechette**

**Motion carried**

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**Yes – Adair, Bennett, Jackson, Pugh, Showalter, Zimmerman**

No – None

Absent – Frechette

Motion carried

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY ADAIR, TO APPROVE THE TITLE VI NON-DISCRIMINATION PLAN.**

**Yes – Adair, Bennett, Jackson, Pugh, Showalter, Zimmerman**

No – None

Absent – Frechette

Motion carried

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**MOTION BY JACKSON, SECOND BY ADDAIR, TO RESCHEDULE THE SEPTEMBER 6, 2021 MEETING TO SEPTEMBER 7, AT 6:00 DUE TO THE LABOR DAY HOLIDAY.**

**Yes – Adair, Bennett, Jackson, Pugh, Showalter, Zimmerman**

No – None

Absent – Frechette

Motion carried

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Manager Dantzer noted he is in the process of working with the utility companies on the extension of services into the M-30 housing property and they have requested to have the roads named as part of their engineering process. Manager Dantzer noted there were six streets in the development.

Member Pugh asked about who the property was purchased from. Manager Dantzer noted that it was purchased from the Burt Schick family and at the time of purchase, Gerald Lehman addressed Council and asked to have the road going into the property named in Mr. Schick's memory as it was part of his longtime family farm. It was the consensus of Council to name the main road entering the development Schick Dr.

Member Bennett asked if it was known who was on Council at the time the Charter was adopted. Manager Dantzer noted he did not but would look into it.

Member Pugh noted she would like to consider one road to be named after Adrian Dantzer who was instrumental in getting the expressway to run by West Branch.

It was the consensus to have Manager Dantzer look into the original council members at the time of the Charter adoption and bring back to Council at the next meeting.

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**MOTION BY BENNETT, SECOND BY PUGH, TO APPROVE THE MINUTES AND SUMMARY FROM THE MEETING HELD AUGUST 2, 2021.**

**Yes – Adair, Bennett, Jackson, Pugh, Showalter, Zimmerman**

No – None

Absent – Frechette

Motion carried

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MOTION BY SHOWALTER, SECOND BY ADAIR, TO RECEIVE AND FILE THE TREASURER'S REPORT AND INVESTMENT SUMMARY; APPROVE THE DDA MINUTES FROM THE REGULAR AND INFORMATIONAL MEETINGS HELD JULY 27, 2021; APPROVE THE PLANNING COMMISSION MINUTES FROM THE MEETINGS HELD MARCH 9, 2021 AND JUNE 8, 2021; AND THE JULY POLICE REPORT.

Yes – Adair, Bennett, Jackson, Pugh, Showalter, Zimmerman

No – None

Absent – Frechette

Motion carried

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A communication from the Michigan Public Policy Survey was shared.

\* \* \* \* \*

Mayor Pro Tem Jackson noted the Victorian Art fair went well and was heavily attended.

City Manager Dantzer noted that he attended a meeting with MDOT and they are planning on releasing a press release noting they will be having a public meeting on Wednesday, August 25 from 4:00 pm - 7:00 pm to go over the plans for the 2023 Houghton Ave reconstruction project.

City Manager Dantzer also noted the carving of the Smiley water tower was completed in Irons Park.

Police Chief Walters noted everything with the Victorian Art Fair went well with some congestion on Saturday.

Bob Perlberg thanked Council for continuing the virtual meetings for transparency but noted the audio was not very good. Manager Dantzer noted he would look into options to correct the issue.

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Mayor Pro Tem Jackson adjourned the meeting at 6:50 pm.

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Mike Jackson, Mayor Pro Tem

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John Dantzer, City Manager and acting Clerk

SUMMARY OF THE REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIRTUALLY ON MONDAY, AUGUST 16, 2021.

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

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

Absent: Mayor Frechette

Other officers present: City Manager Dantzer, Police Chief Walters, DPW Superintendent Killackey and MSP Lieutenant Brown

Everyone stood for the pledge of allegiance.

Bobby Dack, Alan Bruder, and Kevin Munson, on behalf of the Ogemaw Orioles, spoke to Council on allowing an extension of the noise ordinance once a year for a baseball tournament.

Council approved the extension of the noise ordinance until 1:00 am once a year for the Ogemaw Orioles baseball tournament contingent upon the completion of a special event permit.

Council approved the bid for the Fourth St road project to Sterling Excavating not to exceed \$302,605.

Council approved bills in the amount of \$30,289.93.

MSP Lieutenant Brown, Chief Walters, and Mayor Pro Tem Jackson presented Officer Lane Matthews with a lifesaving award.

Council approved the Ogemaw Hills special event permit as submitted.

Council approved the Ogemaw Healthy Kids special event permit as submitted.

Council approved the Title VI non-discrimination plan.

Council rescheduled the September 6<sup>th</sup> meeting till Tuesday, September 7 at 6:00 pm.

Council discussed possible road names for the housing development property off of M-30. No action was taken in order for Manager Dantzer to have time to gather more information.

Council approved the minutes and summary from the meeting held August 2, 2021.

Council approved the treasurer's report and investment summary; DDA minutes from the meetings held July 27, 2021; the Planning Commission minutes from the meetings held March 9 and June 8, 2021; and the July Police Report.

A communication was shared.

Mayor Pro Tem Jackson, City Manager Dantzer, and Police Chief Walters all gave reports.

Bob Perlberg thanked Council for the optional virtual format that increases transparency but noted the audio is not great.

Mayor Pro Tem Jackson adjourned the meeting at 6:50 pm.

SPECIAL MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN PERSON AND VIA VIDEO  
CONFERENCE IN THE COUNCIL CHAMBERS OF CITY HALL, 121 NORTH FOURTH STREET ON  
TUESDAY, AUGUST 24, 2021.

Mayor Frechette called the meeting to order at 6:00 PM.

Present: Mayor Paul Frechette, Council Members Carol Adair, Joanne Bennett, Mike Jackson,  
Ellen Pugh, and Rusty Showalter.

Absent: Cathy Zimmerman

Other officers present: City Manager John Dantzer and City Clerk Amanda Stang

All stood for the Pledge of Allegiance.

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**MOTION BY JACKSON, SECOND BY SHOWALTER, TO APPROVE RESOLUTION 21-21 TO OPPOSE  
THE ADDITION OF OGEMAW COUNTY TO THE RIFLE RIVER OUTLET DRAINAGE DISTRICT.**

**RESOLUTION TO OPPOSE THE ADDITION OF OGEMAW COUNTY  
TO THE RIFLE RIVER OUTLET DRAIN DRAINAGE DISTRICT**

**RESOLUTION NUMBER 21-21**

WHEREAS, the Rifle River Outlet Drain Drainage District, established in 1917, currently  
consists of lands located solely within Arenac County, and

WHREAS, in compliance with Section 102 of the Drain Code of 1956, being MCL 128.102,  
the Rifle River Outlet Drain Drainage Board will meet on August 30, 2021 to consider a  
proposal that would extend the Drainage District into Ogemaw County, and

WHEREAS, the proposed extension of the Drainage District would substantially increase  
the physical size of the current Drainage District, with Ogemaw County properties  
comprising roughly two-thirds ( $\frac{2}{3}$ ) of the new Drainage District area, and

WHEREAS, the Rifle River Watershed is a natural watershed and the residents of Ogemaw  
County have not altered the course of the waterway, and

WHEREAS, the elected Ogemaw County Drain Commissioner was disqualified from  
participation in the determination of practicability of an extension to the Drainage District  
(MCL 280.103(2)), and

WHEREAS, a special commissioner was appointed to serve as a member of the Drainage Board in place of the elected Ogemaw County Drain Commissioner to determine practicability of an extension to the Drainage District, and

WHEREAS, any municipality affected by the proposed extension of the Drainage District may appear at the Drainage Board meeting to speak for or against the proposal, and

NOW, THEREFORE, BE IT RESOLVED that the West Branch City Council hereby records its official opposition to the proposed expansion of the Rifle River Outlet Drain Drainage District, and

BE IT FURTHER RESOLVED that the City Council respectfully requests that this resolution be included in the official Drainage Board meeting record for August 30, 2021, and

BE IT FURTHER RESOLVED the City Council urges the Rifle River Outlet Drain Drainage Board determine that the drainage of the proposed drain area is not practicable, just, or equitable.

**Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter**

**No – None**

**Absent – Zimmerman**

**Motion carried**

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**MOTION BY BENNETT, SECOND BY FRECHETTE, TO EXCUSE COUNCIL MEMBER CATHY ZIMMERMAN FROM THE MEETING ON AUGUST 24, 2021.**

**Yes — Adair, Bennett, Frechette, Jackson, Pugh, Showalter**

**No – None**

**Absent –Zimmerman**

**Motion carried**

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Mayor Frechette adjourned the meeting at 6:02 Pm.

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Paul Frechette, Mayor

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Amanda Stang, City Clerk

# Consent Agenda

Bank Code Fund	Description	Beginning Balance 09/01/2021	Total Debits	Total Credits	Ending Balance 09/30/2021
GEN1	GEN1 - GENERAL CHECKING				
101					
150	CEMETERY PERPETUAL CARE	705,821.53	43,917.00	0.00	749,738.53
209	CEMETERY FUND	35,966.35	0.00	0.00	35,966.35
243	BROWNFIELD REDEVELOPMENT AUTHORITY FU	7,084.64	0.00	0.00	7,084.64
248	DDA OPERATING FUND	999.95	0.00	0.00	999.95
251	INDUSTRIAL PARK FUND	229,790.82	0.00	0.00	229,790.82
276	HOUSING RESOURCE FUND	10,067.90	0.00	0.00	10,067.90
318	SEWER DEBT FUND	180,104.63	0.00	0.00	180,104.63
319	WATER DEBT FUND	72,890.54	1,705.26	667.44	73,928.36
590	SEWER FUND	62,110.36	414.38	80.02	62,444.72
591	WATER FUND	307,902.88	2,209.63	433.45	309,679.06
592	WATER REPLACEMENT FUND	624,852.27	2,737.34	1,706.96	625,882.65
593	SEWER COLLECTION	602,090.60	0.00	0.00	602,090.60
561	EQUIPMENT FUND	204,969.12	430.01	151.02	205,248.11
704	PAYROLL CLEARING	37,948.95	0.00	0.00	37,948.95
705	IRONS PARK ENTERTAINMENT FUND	24,849.90	0.00	0.00	24,849.90
707	YOUTH SAFETY PROGRAM	5,890.81	560.00	0.00	6,450.81
		15.00	0.00	0.00	15.00
	GEN1 - GENERAL CHECKING	3,113,356.25	51,973.62	3,038.89	3,162,290.98
M/LST	MAJOR/ LOCAL STREETS				
202	MAJOR STREET FUND				
203	LOCAL STREET FUND	643,890.37	0.00	0.00	643,890.37
		321,543.13	0.00	0.00	321,543.13
	MAJOR/ LOCAL STREETS	965,433.50	0.00	0.00	965,433.50
PAY	PAYROLL				
704	PAYROLL CLEARING	21,827.34	0.00	0.00	21,827.34
	PAYROLL	21,827.34	0.00	0.00	21,827.34
CHEM	SAVINGS				
101					
150	CEMETERY PERPETUAL CARE	459,666.59	0.00	0.00	459,666.59
251	INDUSTRIAL PARK FUND	1,681.62	0.00	0.00	1,681.62
571	COLLECTION REPLACEMENT FUND	244.72	0.00	0.00	244.72
591	WATER FUND	0.65	0.00	0.00	0.65
592	WATER REPLACEMENT FUND	26,414.32	0.00	0.00	26,414.32
593	SEWER COLLECTION	19,791.12	0.00	0.00	19,791.12
561	EQUIPMENT FUND	3,183.02	0.00	0.00	3,183.02
		103,529.40	0.00	0.00	103,529.40
	SAVINGS	614,511.44	0.00	0.00	614,511.44
TAX	TAXES				
701	TAX AGENCY	1,210,783.98	266,356.64	59,864.35	1,417,276.27
	TAXES	1,210,783.98	266,356.64	59,864.35	1,417,276.27
	TOTAL - ALL FUNDS	5,925,912.51	318,330.26	62,903.24	6,181,339.53

CASH SUMMARY BY ACCOUNT FOR WEST BRANCH  
 FROM 09/01/2021 TO 09/30/2021  
 FUND: ALL FUNDS  
 INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 09/01/2021	Total Debits	Total Credits	Ending Balance 09/30/2021
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
		250,000.00	0.00	0.00	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	229,972.80	0.00	0.00	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	125,000.00	0.00	0.00	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	250,000.00	0.00	0.00	250,000.00
	TOTAL - ALL FUNDS	854,972.80	0.00	0.00	854,972.80

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
PERIOD ENDING 09/30/2021  
% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDT USED
Fund 101							
Revenues							
Dept 000.000							
101-000.000-403.400	CURRENT PROPERTY TAX GEN.OP.	911,489.00	911,489.00	333,058.54	0.00	578,430.46	36.54
101-000.000-404.400	CURRENT PROPERTY TAX REFUSE	182,384.00	182,384.00	66,639.63	0.00	115,744.37	36.54
101-000.000-408.400	PERSONAL PROPERTY TAX LOSS REIMBURSEMENT	65,625.00	65,625.00	0.00	0.00	65,625.00	0.00
101-000.000-446.400	PENALTIES AND INTEREST CUR.TA	9,000.00	9,000.00	61.44	0.00	8,938.56	0.68
101-000.000-448.400	ADMINISTRATIVE FEES ON CUR.TA	33,272.00	33,272.00	9,374.73	0.00	23,897.27	28.18
101-000.000-477.400	CABLE TV FRANCHISE FEES	37,200.00	37,200.00	9,005.05	0.00	28,194.95	24.21
101-000.000-564.400	INDUSTRIAL PARK	1,000.00	1,000.00	166.66	0.00	833.34	16.67
101-000.000-574.400	SALES (STATUTORY)	28,908.00	28,908.00	7,856.65	0.00	21,051.35	27.18
101-000.000-575.400	REVENUE SHARING (CONSTITUTIONAL)	188,706.00	188,706.00	38,873.00	4,819.00	149,833.00	20.60
101-000.000-577.400	LIQUOR LICENSE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-000.000-590.400	SEWER FUND ADMINISTRATION	50,000.00	50,000.00	10,000.00	0.00	40,000.00	20.00
101-000.000-590.401	SEWER COLLECTION ADMIN.	16,000.00	16,000.00	2,666.66	0.00	13,333.34	16.67
101-000.000-591.400	WATER FUND ADMINISTRATION	20,000.00	20,000.00	3,333.34	0.00	16,666.66	16.67
101-000.000-592.400	LOCAL STREET ADMIN. FEE	4,400.00	4,400.00	733.34	0.00	3,666.66	16.67
101-000.000-593.400	MAJOR STREET ADMIN. FEE	9,500.00	9,500.00	1,583.34	0.00	7,916.66	16.67
101-000.000-594.400	CEMETERY ADMIN. FEE	1,000.00	1,000.00	166.66	0.00	833.34	16.67
101-000.000-597.400	DDA ADMINISTRATIVE	2,400.00	2,400.00	400.00	0.00	2,000.00	16.67
101-000.000-664.400	MOTOR VEHICLE FUND	12,000.00	12,000.00	2,000.00	0.00	10,000.00	16.67
101-000.000-672.400	INTEREST INCOME	1,000.00	1,000.00	13.09	0.00	986.91	1.31
101-000.000-695.400	VETERAN BANNER CONTRIBUTIONS	4,000.00	4,000.00	1,600.00	200.00	2,400.00	40.00
101-000.000-695.405	MISCELLANEOUS	14,000.00	14,000.00	1,905.01	0.00	12,094.99	13.61
101-000.000-695.405	REFUSE RECYCLING DONATIONS	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
Total Dept 000.000		1,602,884.00	1,602,884.00	489,437.14	43,892.00	1,113,446.86	30.53
Dept 262.000 - ELECTIONS							
101-262.000-634.400	GRANT	0.00	0.00	290.00	0.00	(290.00)	100.00
Total Dept 262.000 - ELECTIONS		0.00	0.00	290.00	0.00	(290.00)	100.00
Dept 301.000 - POLICE DEPARTMENT							
101-301.000-578.400	IN-SERVICE TRAINING	700.00	700.00	0.00	0.00	700.00	0.00
101-301.000-654.400	TRAFFIC BUREAU	2,000.00	2,000.00	150.00	0.00	1,850.00	7.50
101-301.000-655.400	ACCIDENT REPORTS	350.00	350.00	65.00	0.00	285.00	18.57
101-301.000-656.400	DISTRICT COURT FINES	4,500.00	4,500.00	882.43	0.00	3,617.57	19.61
101-301.000-674.000	CONTRIBUTIONS AND DONATIONS	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-301.000-695.400	MISCELLANEOUS	250.00	250.00	2,957.00	0.00	(2,707.00)	1,182.80
101-301.000-695.401	MISC. ED. & TRAINING 302	650.00	650.00	0.00	0.00	650.00	0.00
Total Dept 301.000 - POLICE DEPARTMENT		11,450.00	11,450.00	4,054.43	0.00	7,395.57	35.41
Dept 441.000 - PUBLIC WORKS DEPARTMENT							
101-441.000-673.400	DDA MAINTENANCE	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
101-441.000-695.400	MISCELLANEOUS	9,605.00	9,605.00	878.23	0.00	8,726.77	9.14
101-441.000-695.410	MDOT REVENUE	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		37,605.00	37,605.00	878.23	0.00	36,726.77	2.34
Dept 528.000 - SOLID WASTE							
101-528.000-674.000	CONTRIBUTIONS AND DONATIONS	5,000.00	5,000.00	1,675.88	0.00	3,324.12	33.52

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
PERIOD ENDING 09/30/2021  
% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101							
Revenues							
Total Dept 528.000 - SOLID WASTE							
		5,000.00	5,000.00	1,675.88	0.00	3,324.12	33.52
Dept 721.000 - PLANNING AND ZONING							
		750.00	750.00	450.00	25.00	300.00	60.00
Total Dept 721.000 - PLANNING AND ZONING							
		750.00	750.00	450.00	25.00	300.00	60.00
Dept 751.000 - PARKS AND RECREATION							
		500.00	500.00	135.00	0.00	365.00	27.00
		900.00	900.00	0.00	0.00	900.00	0.00
Total Dept 751.000 - PARKS AND RECREATION							
		1,400.00	1,400.00	135.00	0.00	1,265.00	9.64
TOTAL REVENUES							
		1,659,089.00	1,659,089.00	496,920.68	43,917.00	1,162,168.32	29.95
Expenditures							
Dept 000.000							
		2,800.00	2,800.00	0.00	0.00	2,800.00	0.00
Total Dept 000.000							
		2,800.00	2,800.00	0.00	0.00	2,800.00	0.00
Dept 101.000 - LEGISLATIVE							
		9,600.00	9,600.00	500.00	0.00	9,100.00	5.21
		140.00	140.00	7.25	0.00	132.75	5.18
		600.00	600.00	31.00	0.00	569.00	5.17
		10.00	10.00	0.00	0.00	10.00	0.00
		1,500.00	1,500.00	1,521.00	0.00	(21.00)	101.40
		7,000.00	7,000.00	748.00	0.00	6,252.00	10.69
		1,750.00	1,750.00	218.77	0.00	1,531.23	12.50
Total Dept 101.000 - LEGISLATIVE							
		20,600.00	20,600.00	3,026.02	0.00	17,573.98	14.69
Dept 172.000 - CITY MANAGER'S OFFICE							
		50.00	50.00	0.00	0.00	50.00	0.00
		73,950.00	73,950.00	10,685.51	0.00	63,264.49	14.45
		1,080.00	1,080.00	154.94	0.00	925.06	14.35
		4,622.00	4,622.00	662.50	0.00	3,959.50	14.33
		19,450.00	19,450.00	1,348.65	0.00	18,101.35	6.93
		205.00	205.00	16.80	0.00	188.20	8.20
		9,200.00	9,200.00	2,743.24	0.00	6,456.76	29.82
		1,200.00	1,200.00	171.22	0.00	1,028.78	14.27
		470.00	470.00	52.08	0.00	417.92	11.08
		318.00	318.00	44.69	0.00	273.31	14.05
		5.00	5.00	0.00	0.00	5.00	0.00
		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
		1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
		600.00	600.00	94.27	0.00	505.73	15.71
		5,500.00	5,500.00	89.00	0.00	5,411.00	1.62
		1,000.00	1,000.00	166.66	0.00	833.34	16.67
		1,500.00	1,500.00	36.41	0.00	1,463.59	2.43

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Fund 101	Expenditures						
Total Dept 172.000 - CITY MANAGER'S OFFICE		121,250.00	121,250.00	16,265.97	0.00	104,984.03	13.42
Dept 201.000 - INTERNAL SERVICES							
101-201.000-702.700	PROMOTION/BONUS	50.00	50.00	0.00	0.00	50.00	0.00
101-201.000-703.700	SALARIES AND WAGES	25,000.00	25,000.00	4,382.15	0.00	20,617.85	17.53
101-201.000-714.700	MANDATORY MEDICARE	365.00	365.00	63.55	0.00	301.45	17.41
101-201.000-715.700	SOCIAL SECURITY (EMPLOYER)	1,563.00	1,563.00	271.69	0.00	1,291.31	17.38
101-201.000-718.700	MERS RETIREMENT (EMPLOYER)	0.00	0.00	13.41	0.00	(13.41)	100.00
101-201.000-720.700	EMPLOYER DEFERRED COMP.	0.00	0.00	31.95	0.00	(31.95)	100.00
101-201.000-724.700	WORKERS COMPENSATION PREMIUM	108.00	108.00	18.32	0.00	89.68	16.96
101-201.000-727.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	1.79	0.00	3.21	35.20
101-201.000-741.700	OPERATING SUPPLIES	4,500.00	4,500.00	144.04	0.00	4,355.96	3.20
101-201.000-801.700	POSTAGE	4,000.00	4,000.00	34.99	0.00	3,965.01	0.87
101-201.000-811.700	CONTRACTUAL SERVICES	3,558.00	3,558.00	0.00	0.00	3,558.00	0.00
101-201.000-865.700	MEMBERSHIP AND DUES	500.00	500.00	0.00	0.00	500.00	0.00
101-201.000-901.700	PROFESSIONAL DEVELOPMENT	500.00	500.00	0.00	0.00	500.00	0.00
101-201.000-956.700	PRINTING AND PUBLISHING EXPENSES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 201.000 - INTERNAL SERVICES		42,149.00	42,149.00	5,545.88	0.00	36,603.12	13.16
Dept 209.000 - PROPERTY ASSESSMENT REVIEW							
101-209.000-703.700	SALARIES AND WAGES	950.00	950.00	0.00	0.00	950.00	0.00
101-209.000-714.700	MANDATORY MEDICARE	15.00	15.00	0.00	0.00	15.00	0.00
101-209.000-715.700	SOCIAL SECURITY (EMPLOYER)	60.00	60.00	0.00	0.00	60.00	0.00
101-209.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00	0.00	0.00	5.00	0.00
101-209.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00	0.00	5.00	0.00
101-209.000-809.700	PROPERTY ASSESSMENT REVIEW	16,850.00	16,850.00	2,000.00	0.00	14,850.00	11.87
101-209.000-865.700	PROFESSIONAL DEVELOPMENT	250.00	250.00	0.00	0.00	250.00	0.00
Total Dept 209.000 - PROPERTY ASSESSMENT REVIEW		18,135.00	18,135.00	2,000.00	0.00	16,135.00	11.03
Dept 215.000 - CITY CLERK							
101-215.000-702.700	PROMOTION/BONUS	50.00	50.00	0.00	0.00	50.00	0.00
101-215.000-703.700	SALARIES AND WAGES	43,300.00	43,300.00	5,811.44	0.00	37,488.56	13.42
101-215.000-714.700	MANDATORY MEDICARE	632.00	632.00	84.27	0.00	547.73	13.33
101-215.000-715.700	SOCIAL SECURITY (EMPLOYER)	2,706.00	2,706.00	360.31	0.00	2,345.69	13.32
101-215.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	15,650.00	15,650.00	1,075.56	0.00	14,574.44	8.87
101-215.000-717.700	LIFE INSURANCE PREMIUM	155.00	155.00	12.60	0.00	142.40	8.13
101-215.000-718.700	MERS RETIREMENT (EMPLOYER)	750.00	750.00	811.70	0.00	(61.70)	108.23
101-215.000-719.700	LONG TERM DISABILITY	1,005.00	1,005.00	38.53	0.00	966.47	3.83
101-215.000-720.700	WORKERS COMPENSATION PREMIUM	186.00	186.00	24.56	0.00	161.44	13.20
101-215.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00	0.00	5.00	0.00
101-215.000-727.700	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
101-215.000-811.700	MEMBERSHIP AND DUES	60.00	60.00	0.00	0.00	60.00	0.00
101-215.000-853.700	TELEPHONE/RADIO COMMUNICATIONS	600.00	600.00	60.00	0.00	540.00	10.00</

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
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Fund 101							
Expenditures							
101-228.000-801.700	CONTRACTUAL SERVICES	14,500.00	14,500.00	5,685.15	0.00	8,814.85	39.21
101-228.000-956.700	EXPENSES	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
101-228.000-977.700	CAPITAL ACQUISITIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 228.000 - TECHNOLOGY		17,600.00	17,600.00	5,685.15	0.00	11,914.85	32.30
Dept 253.000 - CITY TREASURER							
101-253.000-702.700	PROMOTION/BONUS	50.00	50.00	0.00	0.00	50.00	0.00
101-253.000-703.700	SALARIES AND WAGES	51,000.00	51,000.00	6,973.39	0.00	44,026.61	13.67
101-253.000-714.700	MANDATORY MEDICARE	745.00	745.00	101.12	0.00	643.88	13.57
101-253.000-715.700	SOCIAL SECURITY (EMPLOYER)	3,188.00	3,188.00	432.35	0.00	2,755.65	13.56
101-253.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	6,000.00	6,000.00	400.92	0.00	5,599.08	6.68
101-253.000-717.700	LIFE INSURANCE PREMIUM	155.00	155.00	12.60	0.00	142.40	8.13
101-253.000-718.700	MERS RETIREMENT (EMPLOYER)	950.00	950.00	832.83	0.00	117.17	87.67
101-253.000-719.700	EMPLOYER DEFERED COMP.	1,200.00	1,200.00	171.22	0.00	1,028.78	14.27
101-253.000-720.700	LONG TERM DISABILITY	1,005.00	1,005.00	38.53	0.00	966.47	3.83
101-253.000-724.700	WORKERS COMPENSATION PREMIUM	219.00	219.00	29.40	0.00	189.60	13.42
101-253.000-727.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00	0.00	5.00	0.00
101-253.000-803.700	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
101-253.000-811.700	AUDIT	38,500.00	38,500.00	0.00	0.00	38,500.00	0.00
101-253.000-853.700	MEMBERSHIP AND DUES	75.00	75.00	0.00	0.00	75.00	0.00
101-253.000-855.700	TELEPHONE/RADIO COMMUNICATIONS	600.00	600.00	60.00	0.00	540.00	10.00
101-253.000-956.700	PROFESSIONAL DEVELOPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-253.000-956.700	EXPENSES	250.00	250.00	0.00	0.00	250.00	0.00
101-253.000-956.800	BANKING FEES	2,400.00	2,400.00	0.00	0.00	2,400.00	0.00
Total Dept 253.000 - CITY TREASURER		107,842.00	107,842.00	9,052.36	0.00	98,789.64	8.39
Dept 262.000 - ELECTIONS							
101-262.000-704.700	WAGES - PART-TIME	960.00	960.00	0.00	0.00	960.00	0.00
101-262.000-714.700	MANDATORY MEDICARE	14.00	14.00	0.00	0.00	14.00	0.00
101-262.000-715.700	SOCIAL SECURITY (EMPLOYER)	60.00	60.00	0.00	0.00	60.00	0.00
101-262.000-720.700	WORKERS COMPENSATION PREMIUM	4.00	4.00	0.00	0.00	4.00	0.00
101-262.000-727.700	OPERATING SUPPLIES	560.00	560.00	0.00	0.00	560.00	0.00
101-262.000-801.700	CONTRACTUAL SERVICES	550.00	550.00	0.00	0.00	550.00	0.00
101-262.000-956.700	EXPENSES	200.00	200.00	0.00	0.00	200.00	0.00
Total Dept 262.000 - ELECTIONS		2,348.00	2,348.00	0.00	0.00	2,348.00	0.00
Dept 265.000 - MUNICIPAL PROPERTIES							
101-265.000-703.700	SALARIES AND WAGES	7,000.00	7,000.00	922.15	0.00	6,077.85	13.17
101-265.000-714.700	MANDATORY MEDICARE	102.00	102.00	13.36	0.00	88.64	13.10
101-265.000-715.700	SOCIAL SECURITY (EMPLOYER)	433.00	433.00	57.16	0.00	375.84	13.20
101-265.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	1,000.00	1,000.00	81.29	0.00	918.71	8.13
101-265.000-718.700	MERS RETIREMENT (EMPLOYER)	74.00	74.00	9.79	0.00	64.21	13.23
101-265.000-720.700	WORKERS COMPENSATION PREMIUM	291.00	291.00	38.90	0.00	252.10	13.37
101-265.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00	0.00	5.00	0.00
101-265.000-801.700	CONTRACTUAL SERVICES	5,500.00	5,500.00	54.90	0.00	5,445.10	1.00
101-265.000-853.700	TELEPHONE/RADIO COMMUNICATION	9,105.00	9,105.00	25.25	0.00	9,079.75	0.28
101-265.000-922.700	PUBLIC UTILITIES	2,600.00	2,600.00	449.90	0.00	2,150.10	17.30
101-265.000-941.700	EQUIPMENT RENTAL	13,200.00	13,200.00	2,256.47	0.00	10,943.53	17.09
101-265.000-956.700	EXPENSES	2,200.00	2,200.00	714.33	0.00	1,485.67	32.47
101-265.000-956.700	EXPENSES	50.00	50.00	(999.08)	0.00	1,049.08	(1,998.1

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
PERIOD ENDING 09/30/2021  
% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BUDGT USED
Expenditures							
Total Dept 265.000 - MUNICIPAL PROPERTIES							
		41,560.00	41,560.00	3,624.42	0.00	37,935.58	8.72
Dept 266.000 - LEGAL ASSISTANCE							
101-266.000-801.700	CONTRACTUAL SERVICES	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00
101-266.000-804.700	PROSECUTOR FEES	300.00	300.00	0.00	0.00	300.00	0.00
101-266.000-956.700	EXPENSES	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 266.000 - LEGAL ASSISTANCE							
		26,800.00	26,800.00	0.00	0.00	26,800.00	0.00
Dept 284.000 - COMMUNITY PROMOTIONS							
101-284.000-703.700	SALARIES AND WAGES	3,515.00	3,515.00	221.17	0.00	3,293.83	6.29
101-284.000-710.700	OVERTIME	100.00	100.00	0.00	0.00	100.00	0.00
101-284.000-714.700	MANDATORY MEDICARE	51.00	51.00	3.22	0.00	47.78	6.31
101-284.000-715.700	SOCIAL SECURITY (EMPLOYER)	218.00	218.00	13.71	0.00	204.29	6.29
101-284.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	1,339.00	1,339.00	81.29	0.00	1,257.71	6.07
101-284.000-718.700	MERS RETIREMENT (EMPLOYER)	37.00	37.00	3.35	0.00	33.65	9.05
101-284.000-720.700	WORKERS COMPENSATION PREMIUM	146.00	146.00	7.02	0.00	138.98	4.81
101-284.000-801.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00	0.00	5.00	0.00
101-284.000-881.700	CONTRACTUAL SERVICES	2,000.00	2,000.00	255.00	0.00	1,745.00	12.75
101-284.000-882.700	CHAMBER OF COMMERCE	350.00	350.00	0.00	0.00	350.00	0.00
101-284.000-884.700	RECOGNITION DINNER	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-284.000-901.700	VETERAN BANNER EXPENSE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-284.000-941.700	PRINTING AND PUBLISHING	750.00	750.00	255.68	0.00	494.32	34.09
101-284.000-956.700	EQUIPMENT RENTAL EXPENSES	2,500.00	2,500.00	78.15	0.00	2,421.85	3.13
		4,500.00	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 284.000 - COMMUNITY PROMOTIONS							
		22,511.00	22,511.00	918.59	0.00	21,592.41	4.08
Dept 299.000 - CITY SERVICES							
101-299.000-922.700	PUBLIC UTILITIES	36,500.00	36,500.00	3,138.53	0.00	33,361.47	8.60
101-299.000-980.700	HYDRANT RENTAL (TRANSFER TO WATER)	17,995.00	17,995.00	0.00	0.00	17,995.00	0.00
Total Dept 299.000 - CITY SERVICES							
		54,495.00	54,495.00	3,138.53	0.00	51,356.47	5.76
Dept 301.000 - POLICE DEPARTMENT							
101-301.000-702.700	PROMOTION/BONUS	250.00	250.00	0.00	0.00	250.00	0.00
101-301.000-703.700	SALARIES AND WAGES	242,119.00	242,119.00	28,447.07	0.00	213,671.93	11.75
101-301.000-705.700	CHIEF OF POLICE	66,085.00	66,085.00	9,420.52	0.00	56,664.48	14.26
101-301.000-706.700	COMMUNITY POLICING	100.00	100.00	0.00	0.00	100.00	0.00
101-301.000-708.700	SICK LEAVE PAYOUT	250.00	250.00	0.00	0.00	250.00	0.00
101-301.000-710.700	OVERTIME	8,500.00	8,500.00	1,268.59	0.00	7,231.41	14.92
101-301.000-713.700	EMP. HEALTH OPTION	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-301.000-714.700	MANDATORY MEDICARE	4,500.00	4,500.00	567.70	0.00	3,932.30	12.62
101-301.000-715.700	SOCIAL SECURITY (EMPLOYER)	19,078.00	19,078.00	2,427.42	0.00	16,650.58	12.72
101-301.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	35,230.00	35,230.00	2,209.23	0.00	33,020.77	6.27
101-301.000-717.700	LIFE INSURANCE PREMIUM	1,155.00	1,155.00	70.56	0.00	1,084.44	14.15
101-301.000-718.700	MERS RETIREMENT (EMPLOYER)	50,837.00	50,837.00	7,193.16	0.00	43,643.84	11.41
101-301.000-719.700	EMPLOYER DEFERED COMP.	7,500.00	7,500.00	856.10	0.00	6,643.90	9.12
101-301.000-720.700	LONG TERM DISABILITY	2,300.00	2,300.00	209.67	0.00	2,090.33	12.37
101-301.000-724.700	WORKERS COMPENSATION PREMIUM	8,359.00	8,359.00	1,034.39	0.00	7,324.61	0.06
	UNEMPLOYMENT INS. BENEFIT	325.00	325.00	0.19	0.00	324.81	

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
PERIOD ENDING 09/30/2021  
% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDT USED
Fund 101							
Expenditures							
101-301.000-727.700	OPERATING SUPPLIES	4,500.00	4,500.00	130.49	0.00	4,369.51	2.90
101-301.000-801.700	CONTRACTUAL SERVICES	10,000.00	10,000.00	66.08	0.00	9,933.92	0.66
101-301.000-811.700	MEMBERSHIP AND DUES	825.00	825.00	115.00	0.00	710.00	13.94
101-301.000-817.700	UNIFORMS	4,000.00	4,000.00	22.50	0.00	3,977.50	0.56
101-301.000-853.700	TELEPHONE/RADIO COMMUNICATION	5,000.00	5,000.00	749.37	0.00	4,250.63	14.99
101-301.000-941.700	EQUIPMENT RENTAL	9,500.00	9,500.00	1,500.00	0.00	8,000.00	15.79
101-301.000-955.700	DATA PROCESSING	4,500.00	4,500.00	75.00	0.00	4,425.00	1.67
101-301.000-956.700	EXPENSES	950.00	950.00	0.00	0.00	950.00	0.00
101-301.000-956.702	POLICE SAFETY EXPENSE	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
101-301.000-956.707	FORFEITURE EXPENSE	400.00	400.00	0.00	0.00	400.00	0.00
101-301.000-957.700	EDUCATION AND TRAINING LOCAL	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-301.000-957.701	EDUCATION 302	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-301.000-968.700	STING	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 301.000 - POLICE DEPARTMENT							
		502,263.00	502,263.00	56,363.04	0.00	445,899.96	11.22
Dept 336.000 - FIRE							
101-336.000-703.700	SALARIES AND WAGES	125.00	125.00	0.00	0.00	125.00	0.00
101-336.000-714.700	MANDATORY MEDICARE	5.00	5.00	0.00	0.00	5.00	0.00
101-336.000-715.700	SOCIAL SECURITY (EMPLOYER)	5.00	5.00	0.00	0.00	5.00	0.00
101-336.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00	0.00	0.00	5.00	0.00
101-336.000-975.700	BUDGETED PERCENTAGE	26,984.00	26,984.00	0.00	0.00	26,984.00	0.00
Total Dept 336.000 - FIRE							
		27,124.00	27,124.00	0.00	0.00	27,124.00	0.00
Dept 345.000 - CROSSING GUARDS							
101-345.000-702.700	PROMOTION/BONUS	50.00	50.00	0.00	0.00	50.00	0.00
101-345.000-704.700	WAGES - PART-TIME	7,125.00	7,125.00	256.49	0.00	6,868.51	3.60
101-345.000-714.700	MANDATORY MEDICARE	104.00	104.00	3.72	0.00	100.28	3.58
101-345.000-715.700	SOCIAL SECURITY (EMPLOYER)	441.00	441.00	15.90	0.00	425.10	3.61
101-345.000-718.700	MERS RETIREMENT (EMPLOYER)	10.00	10.00	0.00	0.00	10.00	0.00
101-345.000-720.700	WORKERS COMPENSATION PREMIUM	235.00	235.00	9.32	0.00	225.68	3.97
101-345.000-724.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.16	0.00	4.84	3.20
101-345.000-956.700	EXPENSES	100.00	100.00	0.00	0.00	100.00	0.00
Total Dept 345.000 - CROSSING GUARDS							
		8,070.00	8,070.00	285.59	0.00	7,784.41	3.54
Dept 441.000 - PUBLIC WORKS DEPARTMENT							
101-441.000-702.700	PROMOTION/BONUS	250.00	250.00	0.00	0.00	250.00	0.00
101-441.000-703.700	SALARIES AND WAGES	65,000.00	65,000.00	10,847.24	0.00	54,152.76	16.69
101-441.000-708.700	SICK LEAVE PAYOUT	200.00	200.00	0.00	0.00	200.00	0.00
101-441.000-710.700	OVERTIME	1,700.00	1,700.00	0.00	0.00	1,700.00	0.00
101-441.000-714.700	MANDATORY MEDICARE	974.00	974.00	160.11	0.00	813.89	16.44
101-441.000-715.700	SOCIAL SECURITY (EMPLOYER)	4,129.00	4,129.00	684.64	0.00	3,444.36	16.58
101-441.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	17,251.00	17,251.00	1,422.95	0.00	15,828.05	8.25
101-441.000-717.700	LIFE INSURANCE PREMIUM	600.00	600.00	63.28	0.00	536.72	10.55
101-441.000-718.700	MERS RETIREMENT (EMPLOYER)	51,476.00	51,476.00	6,516.03	0.00	44,959.97	12.66
101-441.000-719.700	EMPLOYER DEFERED COMP.	3,570.00	3,570.00	603.99	0.00	2,966.01	16.92
101-441.000-720.700	LONG TERM DISABILITY	1,820.00	1,820.00	193.45	0.00	1,626.55	10.63
101-441.000-724.700	WORKERS COMPENSATION PREMIUM	2,480.00	2,480.00	401.15	0.00	2,078.85	16.18
101-441.000-727.700	UNEMPLOYMENT INS. BENEFIT	5.00	5.00	0.00	0.00	5.00	0.00
101-441.000-727.700	OPERATING SUPPLIES	7,000.00	7,000.00	509.35	0.00	6,490.65	7.28
101-441.000-801.700	CONTRACTUAL SERVICES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
PERIOD ENDING 09/30/2021  
% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	YTD BALANCE 09/30/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 09/30/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101							
Expenditures							
101-441.000-817.700	UNIFORMS	2,200.00	2,200.00	170.99	0.00	2,029.01	7.77
101-441.000-853.700	TELEPHONE/RADIO COMMUNICATION	5,650.00	5,650.00	625.38	0.00	5,024.62	11.07
101-441.000-865.700	PROFESSIONAL DEVELOPMENT	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-441.000-941.700	EQUIPMENT RENTAL	12,000.00	12,000.00	2,616.91	0.00	9,383.09	21.81
101-441.000-956.700	EXPENSES	600.00	600.00	0.00	0.00	600.00	0.00
101-441.000-956.708	INSURANCE CLAIM EXPENSE	0.00	0.00	415.82	0.00	(415.82)	100.00
Total Dept 441.000 - PUBLIC WORKS DEPARTMENT		181,905.00	181,905.00	25,231.29	0.00	156,673.71	13.87
Dept 444.000 - SIDEWALKS							
101-444.000-801.700	CONTRACTUAL SERVICES	13,253.00	13,253.00	0.00	0.00	13,253.00	0.00
Total Dept 444.000 - SIDEWALKS		13,253.00	13,253.00	0.00	0.00	13,253.00	0.00
Dept 528.000 - SOLID WASTE							
101-528.000-703.700	SALARIES AND WAGES	16,500.00	16,500.00	3,356.27	0.00	13,143.73	20.34
101-528.000-714.700	MANDATORY MEDICARE	241.00	241.00	48.66	0.00	192.34	20.19
101-528.000-715.700	SOCIAL SECURITY (EMPLOYER)	1,021.00	1,021.00	208.08	0.00	812.92	20.38
101-528.000-716.700	BC/BS HEALTH INSURANCE PREMIUM	2,236.00	2,236.00	284.58	0.00	1,951.42	12.73
101-528.000-718.700	MERS RETIREMENT (EMPLOYER)	218.00	218.00	50.37	0.00	167.63	23.11
101-528.000-720.700	WORKERS COMPENSATION PREMIUM	1,023.00	1,023.00	189.91	0.00	833.09	18.56
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	168,000.00	168,000.00	0.00	0.00	168,000.00	0.00
101-528.000-801.800	CONTRACTUAL SERVICES RECYCLE	7,500.00	7,500.00	337.84	0.00	7,162.16	4.50
101-528.000-922.700	PUBLIC UTILITIES	950.00	950.00	129.62	0.00	820.38	13.64
101-528.000-941.700	EQUIPMENT RENTAL	18,000.00	18,000.00	1,520.37	0.00	16,479.63	8.45
Total Dept 528.000 - SOLID WASTE		221,194.00	221,194.00	6,125.70	0.00	215,068.30	2.77
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
101-537.000-720.700	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
101-537.000-975.700	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	2,800.00	2,800.00	0.00	0.00	2,800.00	0.00
101-721.000-714.700	MANDATORY MEDICARE	41.00	41.00	0.00	0.00	41.00	0.00
101-721.000-715.700	SOCIAL SECURITY (EMPLOYER)	173.00	173.00	0.00	0.00	173.00	0.00
101-721.000-720.700	WORKERS COMPENSATION PREMIUM	5.00	5.00	0.00	0.00	5.00	0.00
101-721.000-865.700	PROFESSIONAL DEVELOPMENT	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-721.000-901.700	PRINTING AND PUBLISHING	500.00	500.00	56.51	0.00	443.49	11.30
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		5,319.00	5,319.00	56.51	0.00	5,262.49	1.06

REVENUE AND EXPENDITURE REPORT FOR WEST BRANCH  
 PERIOD ENDING 09/30/2021  
 % Fiscal Year Completed: 25.21

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Fund 101							
Expenditures							
Dept 728.000 - ECONOMIC DEVELOPMENT							
101-728.000-945.700 EDC DUES		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 728.000 - ECONOMIC DEVELOPMENT		1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Dept 751.000 - PARKS AND RECREATION							
101-751.000-703.700 SALARIES AND WAGES		24,500.00	24,500.00	5,069.21	0.00	19,430.79	20.69
101-751.000-710.700 OVERTIME		3,650.00	3,650.00	439.74	0.00	3,210.26	12.05
101-751.000-714.700 MANDATORY MEDICARE		411.00	411.00	79.89	0.00	331.11	19.44
101-751.000-716.700 SOCIAL SECURITY (EMPLOYER)		1,742.00	1,742.00	341.55	0.00	1,400.45	19.61
101-751.000-718.700 BC/BS HEALTH INSURANCE PREMIUM		4,750.00	4,750.00	406.54	0.00	4,343.46	8.56
101-751.000-720.700 MERS RETIREMENT (EMPLOYER)		375.00	375.00	80.42	0.00	294.58	21.45
101-751.000-724.700 WORKERS COMPENSATION PREMIUM		775.00	775.00	164.64	0.00	610.36	21.24
101-751.000-727.700 UNEMPLOYMENT INS. BENEFIT		5.00	5.00	0.00	0.00	5.00	0.00
101-751.000-801.700 OPERATING SUPPLIES		5,000.00	5,000.00	146.93	0.00	4,853.07	2.94
101-751.000-922.700 CONTRACTUAL SERVICES		2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-751.000-933.700 PUBLIC UTILITIES		6,000.00	6,000.00	1,317.31	0.00	4,682.69	21.96
101-751.000-941.700 PLAYGROUND EQUIPMENT MAIN. EQUIPMENT RENTAL		3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 751.000 - PARKS AND RECREATION		12,000.00	12,000.00	3,435.14	0.00	8,564.86	28.63
Dept 851.000 - INSURANCE AND RISK MANAGEMENT							
101-851.000-716.700 BC/BS HEALTH INSURANCE PREMIUM		959.00	959.00	539.00	0.00	420.00	56.20
101-851.000-818.700 INS. PREMIUM - LIABILITY		14,536.00	14,536.00	14,164.51	0.00	371.49	97.44
Total Dept 851.000 - INSURANCE AND RISK MANAGEMENT		15,495.00	15,495.00	14,703.51	0.00	791.49	94.89
Dept 965.000 - TRANSFERS							
101-965.000-973.700 425 AGREEMENTS		22,000.00	22,000.00	288.97	0.00	21,711.03	1.31
Total Dept 965.000 - TRANSFERS		22,000.00	22,000.00	288.97	0.00	21,711.03	1.31
Dept 965.209 - TRANSFER TO CEMETERY							
101-965.209-999.701 TRANS. FROM ECON. ADVANCEMENT		16,411.00	16,411.00	8,200.00	0.00	8,211.00	49.97
Total Dept 965.209 - TRANSFER TO CEMETERY		16,411.00	16,411.00	8,200.00	0.00	8,211.00	49.97
TOTAL EXPENDITURES		1,672,937.00	1,672,937.00	180,372.87	0.00	1,492,564.13	10.78
Fund 101:							
TOTAL REVENUES		1,659,089.00	1,659,089.00	496,920.68	43,917.00	1,162,168.32	29.95
TOTAL EXPENDITURES		1,672,937.00	1,672,937.00	180,372.87	0.00	1,492,564.13	10.78
NET OF REVENUES & EXPENDITURES		(13,848.00)	(13,848.00)	316,547.81	43,917.00	(330,395.81)	2,285.87

*Ogemaw County  
Land Bank Authority  
Meeting Minutes  
06/15/2021*

Caren Piglowski called the meeting to order at 10:15 a.m. Present: Sue Delahanty, Liz Steinhurst, Caren Piglowski and Denise Simmons.

Committee meeting minutes of 04/13/2021 were reviewed. Motion by Sue Delahanty, support by Liz Steinhurst to approve the minutes. Ayes all, motion approved.

Caren Piglowski discussed the activity since the last meeting was held. The City of West Branch paid the property taxes on the project parcel, the deed was recorded to transfer property to the Land Bank from the City of West Branch, insurance was added to cover the liability on the property, the deed was recorded to transfer the property from the Land Bank back to the City of West Branch, insurance is being cancelled on the property and the City of West Branch has been invoiced for expenses related to this activity.

Information was included in the meeting packet regarding different aspects of Land Banks, how they acquire property and what a Land Bank can and cannot do.

Lance Vervoort was present to discuss blight properties in Mills Township. Discussion continued regarding grant funding that may be available and if the Land Bank could accept a donation from Mills Township to assist with the blight issues on foreclosed properties.

Caren Piglowski will contact Eric Schertzing and Jeff Huntington with an invitation to attend the next Land Bank meeting to discuss different options available to the Land Bank.

Next meeting to be held August 10, 2021 at 10:00 a.m.

Meeting adjourned 10:55 a.m.

Minutes prepared by Caren Piglowski

MEETING OF THE WEST BRANCH ZONING BOARD OF APPEALS HELD IN THE  
COUNCIL CHAMBER OF CITY HALL, 121 NORTH FOURTH STREET, ON  
TUESDAY, AUGUST 17, 2021

Chairperson Kara Fachting called the meeting to order at 6:00 p.m.

Present: Jozann Burgin, Glenda Colclasure, Kara Fachting, Mike Jackson and Thom Jones.

Absent: None

Others present: City Manager John Dantzer

\* \* \* \* \*

Chairperson Fachting opened the public hearing at 6:02 to take comment on the variance submitted by Michael Garavaglia to allow a setback variance at his property at 214 Court St. of 8' on each side instead of the current requirement of 15'.

Mr. Garavaglia noted the reason for the request was that his property was originally zoned as a single-family residential property but during the last zoning rewrite, the zoning was changed to office/service district which changed the side setbacks from 8' to 15'. Mr. Garavaglia further noted his property is a narrow lot at only 50' wide and that with two 15' setbacks only leaves him 20' in width to build in.

Member Jackson noted he was as a member of the Planning Commission that worked on the zoning rewrite and the reason for the change from single family residential to office/service was to allow for the option for those properties to be able to be used for commercial uses since that area was being built up with medical type of businesses due to the hospital moving to M-30. He noted in hindsight, one unattended consequence was that it eliminated some of the rights of the owners of the residential properties and probably should have been zoned differently. He further noted, these properties should have possibly been zoned as mixed use and he would make a recommendation to the Planning Commission to look at doing a zoning amendment to change the zoning in this area.

Member Colclasure asked if the setback request was for an 8' or 10' setback. Mr. Garavaglia noted that he hadn't finalized the plans but could make 10' work. Member Colclasure noted her recommendation to consider allowing the 8' setback which would give him some room to move the house a little if needed.

Member Burgin asked what the current setback to the property line was on the North side of the house which was the closest side to a neighboring house. Mr. Garavaglia noted it was currently about 10'

Chairperson Fachting asked about the percentage of lot coverage. The Board discussed the computation and determined it to be approximately 30% coverage which was way under the maximum allowed of 80%

Mr. Garavaglia asked about the potential zoning change from office/service to mixed use and how that may potentially affect his property. Member Jackson noted the change would have to be done through a zoning amendment by the Planning Commission and that his property could then be used for either residential or commercial uses but if it was used for residential, would only have to follow residential setbacks. He further noted if it were in place currently, this variance would not have been needed.

With no one else wishing to be heard, at 6:13, Chairperson Fachting asked to have the public hearing closed

\* \* \* \* \*

**MOTION BY JACKSON, SECOND BY JONES, TO CLOSE THE PUBLIC HEARING.**

**Yes – Burgin, Colclasure, Fachting, Jackson, and Jones.**

**No – None**

**Absent – None**

**Motion carried**

\* \* \* \* \*

**MOTION BY JACKSON, SECOND BY JONES, TO APPROVE THE VARAIANCE FOR 214 COURT ST TO ALLOW SIDE SETBACKS AT 8' AND A FRONT AND READ SETBACK OF 15' BECAUSE THE UNNECESSARY HARDSHIP WAS NOT CAUSED BY THE HOMEOWNER AND WAS DUE TO A ZONING CHANGE WHICH WOULD HAVE PREVENTED THE OWNER FROM USING HIS PROPERTY AS OTHER RESIDENTIAL PROPERTY OWNERS ARE ALLOWED.**

**Yes – Burgin, Colclasure, Fachting, Jackson, and Jones.**

**No – None**

**Absent – None**

**Motion carried**

\* \* \* \* \*

Member Fachting asked if they needed to vote on officers since it had been some time since their last meeting. It was the consensus of the Board to continue with the same officers.

\* \* \* \* \*

Chairperson Fachting adjourned the meeting at 6:15 p.m.

SPECIAL MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY  
HELD AT THE WEST BRANCH CITY HALL, 121 N FOURTH ST. ON WEDNESDAY, AUGUST 4,  
2021.

The meeting was called to order by Chairperson Samantha Fabbri at 6:00 pm.

Present: Joanne Bennett, Joe Clark, Samantha Fabbri, Autum Hunter, Sandy Rabidue, Erin Resteiner, Ken Walters, and Cathy Zimmerman.

Absent: Anthony Bair

Others present: City Manager John Dantzer

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY RADIDUE, TO APPROVE THE MINUTES  
FROM THE REGULAR AND INFORMATIONAL MEETINGS HELD JULY 27, 2021.**

**Yes – Bennett, Clark, Fabbri, Hunter, Rabidue, Resteiner, Walters, and  
Zimmerman**

**No – None**

**Absent – Bair**

**Motion carried.**

\* \* \* \* \*

Tim Knutsen of Beckett and Raeder gave a presentation on the downtown streetscape plan.

It was the consensus of the Board to have Mr. Knutsen proceed with the drawings with option B as the preferred option including medium sized trees, window pane style concrete design, colored concrete accents, raised flower beds under the trees, and arch style light poles with built in banner brackets and hanging flower baskets brackets. Mr. Knutsen noted that he would try and get an updated plan completed for their review and the next regularly scheduled meeting.

\* \* \* \* \*

The meeting was adjourned at 7:30 pm.

REGULAR MEETING OF THE WEST BRANCH DOWNTOWN DEVELOPMENT AUTHORITY  
HELD AT THE WEST BRANCH CITY HALL, 121 N FOURTH ST. ON TUESDAY, AUGUST 24,  
2021.

The meeting was called to order by Chairperson Samantha Fabbri at 12:04 pm.

Present: Anthony Bair, Joanne Bennett, Joe Clark (arrived at 12:06), Samantha Fabbri,  
Autum Hunter, Ken Walters, and Cathy Zimmerman.

Absent: Sandy Rabidue and Erin Resteiner

Others present: City Manager John Dantzer

\* \* \* \* \*

**MOTION BY FABBRI, SECOND BY BENNETT, TO EXCUSE MEMBERS CLARK,  
RABIDUE, AND RESTEINER FROM THE MEETING.**

**Yes – Bair, Bennett, Fabbri, Hunter, Walters, and Zimmerman**

**No – None                      Absent – Clark, Rabidue, Resteiner                      Motion carried.**

\* \* \* \* \*

As an addition to the agenda, an invoice for \$600 was submitted from the City for the  
showmobile setup.

**MOTION BY FABBRI, SECOND BY BENNETT, TO APPROVE THE BILLS IN THE  
AMOUNT OF \$600.00.**

**Yes – Bair, Bennett, Clark, Fabbri, Hunter, Walters, and Zimmerman**

**No – None                      Absent – Rabidue, Resteiner                      Motion carried.**

\* \* \* \* \*

**MOTION BY BENNETT, SECOND BY FABBRI, TO APPROVE THE MINUTES FROM  
THE SPECIAL MEETING HELD AUGUST 4, 2021.**

**Yes – Bair, Bennett, Clark, Fabbri, Hunter, Walters, and Zimmerman**

**No – None                      Absent – Rabidue, Resteiner                      Motion carried.**

\* \* \* \* \*

Chairperson Fabbri gave a summary of the meeting held with MDOT on Monday, August 23<sup>rd</sup> noting some of the streetscape plans would need to be changed because the City is considered historic eligible and some of the choices were not in line with SHPO requirements.

Tim Knutsen of Beckett and Raeder gave an updated presentation on the downtown streetscape plan in response to the SHPO requirements.

\* \* \* \* \*

Chairperson Fabbri noted the radio station 105.5 is back as an online based station and they will continue to have a local focus.

Member Clark noted he thought the Houghton Ave reconstruction was a step backwards.

Member Bair noted the number of cases of positive COVID cases were again increasing and he wouldn't be shocked to see some mandates come down after the holiday.

Manager Dantzer noted he received notice from the Christmas Designers, which is who the Board purchased the Christmas decorations from, that there will be increased shipping costs on all orders.

\* \* \* \* \*

The meeting was adjourned at 12:57 pm.

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 12:17 p.m. by Chairman Terry Hodges.

Present: Craig Scott, Mike Jackson, Terry Hodges and John Paul Frechette.  
Absent: Breck Gildner, Brad Neubecker and John Dantzer. Also, in attendance was W.B. Airport manager Ben Evergreen, Horton Township Supervisor Karen Michael and Ogemaw County Sheriff Brian Gilbert.

**Motion by Jackson, second by Scott, the meeting minutes of the June 16, 2021 meeting be approved. Voice vote. Ayes – all. Motion carried. [7-1-#1]**

**Motion by Jackson, second by Hodges, claims in the amount of \$66,723.06 be approved for payment. Voice vote. Ayes – all. Motion carried. [7-1-#2]**

Ben gave the financial report, with a combined account balance is \$270,103.59.

Discussion was held regarding the lease between the Airport and Tim Searfoss for the hangar and property. Ben provided information regarding comparable rates.

**Motion by Jackson, second by Hodges that the lease be submitted to Mr. Searfoss. Voice vote. Ayes – all. Motion carried. [7-1-#3]**

Discussion was held regarding the clearing of additional acreage for the farming area.

**Motion by Jackson, second by Hodges to authorize an amount not to exceed \$5,000.00 for the purposes of land clearing. Voice vote. Ayes – all. Motion carried. [7-1-#4]**

Discussion was held regarding hunting on the airport property being farmed. It was decided to not allow it for at least the 2021 season.

Ben notified the Board about federal grants that were pending for the Airport. Two COVID grants, totaling \$35,000 were available.

Ben presented an updated Capital Improvement Plan to The Board.

**Motion by Hodges, second by Frechette to approve the Capital Improvement Plan. Voice vote. Ayes – all. Motion carried. [7-1-#5]**

Discussion was held regarding the painting of the fuel tanks and columns. Manager Evergreen was authorized to prepare and submit an RFP for the work.

Sheriff Gilbert addressed The Board, proposing the creation of a list of volunteer pilots, that may provide aerial assistance local law enforcement. Manager Evergreen agreed to contact local pilots and pass on the information.

No further business remaining, Chairman Hodges adjourned the meeting at 1:12 p.m.

Minutes by Michael Jackson, Board Secretary.

The West Branch Community Airport Board held a special meeting on this date in the Conference Room, West Branch Community Airport Terminal, West Branch, Michigan. The meeting was called to order at 2:00 p.m. by Chairman Terry Hodges.

Present: Craig Scott, Mike Jackson, Terry Hodges and John Dantzer. Absent: Brad Neubecker, Breck Gildner and Paul Frechette. Also, in attendance was W.B. Airport manager Ben Evergreen, Mark Beck of Gallagher Dairy Farms and Tim Searfoss.

Mr. Beck gave an update on the farming on the airport property, as well as a discussion of the bid process going forward. Manager Evergreen presented options to advertise the bid in the local media.

**Motion by Scott, second by Jackson to approve the advertising option as presented. Voice vote. Ayes – all. Motion carried. [7-2-#1]**

Mr. Searfoss presented his counter proposal to the Board, regarding the lease for his property and hangar. The changes he requested were agreed upon, regarding average market value and an out clause.

**Motion by Scott, second by Jackson to approve the amended lease agreement with Tim Searfoss. Voice vote. Ayes – all. Motion carried. [7-2-#2]**

**Motion by Dantzer, second by Hodges, claims in the amount of \$1,063.91 be approved for payment. Voice vote. Ayes – all. Motion carried. [7-2-#3]**

No further business remaining, Chairman Hodges adjourned the meeting at 2:32 p.m.

Minutes by Michael Jackson, Board Secretary.

# Communications



August 26, 2021

T1 P171 \*\*\*\*\*AUTO\*\*ALL FOR AADC 480

City of West Branch  
121 N. Fourth Street  
West Branch, MI 48661-1217



Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

This letter will serve as notice that on or around September 27, 2021, Spectrum Mid America, LLC ("Spectrum"), will launch the following channel additions to your line-up:

- **POP TV** features programs & movies focused on popular culture. **POP TV** will be available on Spectrum Choice 15, Stream, and Lifestyle Tier channels 84 & 761 (HD).
- **Smithsonian Channel** features programming inspired by the Smithsonian Institution's museums, research facilities and magazines. **Smithsonian Channel** will be available on Spectrum Choice 15 and Lifestyle Tier channels 164 & 750 (HD).
- **CBS Sports TV** provides in-depth coverage of all your favorite sports, including NFL football, NCAA football and basketball, tennis, golf and auto racing. **CBS Sports TV** will be available on Spectrum Choice 15 channels 224 & 714 (HD).

Charter Communications customers in your community are already receiving information regarding this new channel addition.

Should you have any questions related to this change, please do not hesitate to contact me at (810) 652-1422.

Sincerely,

*Karen Coronado*

Karen Coronado  
Manager, State Government Affairs, Michigan  
Charter Communications

Sign up  
for  
**SafeTALK**

# FREE Suicide Prevention Training

LivingWorks safeTALK is designed for  
anyone age 15 or older

safeTALK helps participants recognize a person with thoughts of suicide and connect them with resources who can help them in choosing to live.

## safeTALK participants will learn to:

- Notice and respond to situations where suicide thoughts may be present
- Recognize that invitations for help are often overlooked
- Move beyond the common tendency to miss, dismiss, and avoid suicide
- Apply the TALK steps: Tell, Ask, Listen, KeepSafe
- Know community resources and how to connect someone to them



A **FREE** fun and interactive nutrition program will be available at the same time as safeTALK for children **5-12** years old. Program taught by MidMichigan Health's nurse educator. **Snacks provided.**

**Date:** Friday, September 10<sup>th</sup>, 2021

**Time:** Session #1 8:30am -11:30am  
Session #2 1:00pm - 4:00pm

**Location:** MidMichigan Medical Arts Center - Front Lobby  
335 E. Houghton Ave, West Branch, MI 48661

Registration is limited and required  
Please register by calling  
Angela (989) 717-7293 or  
email: [info@coalitionofhope.net](mailto:info@coalitionofhope.net)



# **Reports**

**Mayor**

**Council**

**City Manager**

# Speed Consulting: It's Back!

*No lengthy planning documents. No extensive engagement processes. No money spent on consultants. **Just an hour of our time and yours.***

**This fall, we're giving your mayor, council, and members of senior administration the chance to connect for an hour (free of charge) with Doug Griffiths, Heather Thomson, and the rest of the 13 Ways team.**

Use the time to discuss a particular challenge your community is facing or ask for our take on an opportunity you're currently trying to leverage. Whatever topic(s) you choose, we simply ask that you tell us ahead of time some of the details around your current situation, and we'll discuss it with you and provide advice over the course of an hour spent together online.

There's no obligation to follow up with us once it's over, but we are always here if you need further help.

## **How Does It Work?**

1. Apply here: [www.13ways.ca/speed-consulting](http://www.13ways.ca/speed-consulting)
2. If selected, we'll contact you to set up a time for the engagement to take place. We'll encourage you to invite your mayor, council, and members of senior administration. That way, discussion will be well-rounded and allow for multiple perspectives to be discussed and presented.

**Public  
Comment  
-Any  
Topic**

# Adjournment