

REGULAR MEETING OF THE WEST BRANCH CITY COUNCIL HELD IN THE COUNCIL CHAMBER AT WEST BRANCH CITY HALL, 121 NORTH FOURTH STREET, MONDAY OCTOBER 20, 2003.

Mayor Todd Thompson called the meeting to order at 7:00 p.m.

Present: Mayor Todd Thompson, Council Members Gregory Clark, William Ehinger, Kim Ervans, Paul Frechette, Russell Jackson, Chad Lucas

Absent: None

Other officers Present: Acting City Manager Jane Tennant, Deputy Clerk/Treasurer Debra Heisler, Attorney Ed Crawford, Housing Director Stacy Alley, County Commissioner Beverly Scott, and Police Chief Rodger Williams

All Stood for the Pledge of Allegiance.

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Adrian Dantzer was present representing the IDC. He has someone interested in the lot to the south of the Evergreen Clinic. It would be a medical facility and he asked permission to negotiate a price on the lot.

**MOTION BY THOMPSON, SECOND BY JACKSON TO ALLOW THE IDC TO NEGOCIATE A PRICE ON THE INDUSTRIAL PARK WEST LOT 6 FOR A POSSIBLE MEDICAL CARE FACILITY.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY THOMPSON, SECOND BY LUCAS TO AUTHORIZE THE SALE OF THE PROPERTY AT 417 W. HOUGHTON AVENUE AND TO AUTHORIZE THE MAYOR AND OR CLERK TO SIGN ALL DOCUMENTS PERTAINING TO THIS TRANSACTION.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

**MOTION BY LUCAS, SECOND BY JACKSON TO APPROVE THE MINUTES AND SUMMARY OF THE REGULAR MEETING HELD OCTOBER 6, 2003.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY CLARK, SECOND BY FRECHETTE TO RECEIVE AND FILE MINUTES OF WEST BRANCH INDUSTRIAL DEVELOPMENT CORPORATION HELD JUNE 27, 2003, OGEMAW COUNTY ECONOMIC DEVELOPMENT CORPORATION HELD SEPTEMBER 15, 2003, WEST BRANCH PLANNING COMMISSION HELD SEPTEMBER 23, 2003, WEST BRANCH AIRPORT BOARD HELD SEPTEMBER 17, 1003 AND THE OCTOBER FINANCIAL STATEMENT AND TREASURERS REPORT.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY THOMPSON, SECOND BY CLARK TO APPROVE THE PEDDLERS AND SOLICITORS APPLICATION FROM SURLINE 6<sup>TH</sup> GRADE TO SELL CANDY BARS FOR A FUND RAISER FROM NOVEMBER 1, 2003 TO DECEMBER 1, 2003, WITH A LETTER SENT TO PRINCIPALS AND SUPERINTENDENTS REMINDING THEM OF THE CITY RULES REGARDING CHILDREN GOING DOOR TO DOOR.**

**Yes – Clark, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – Ehinger**

**Motion Carried**

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**MOTION BY LUCAS, SECOND BY THOMPSON TO DENY THE PEDDLERS AND SOLICITORS APPLICATION FROM PRIMETIME MARKETING TO SELL VARIOUS WHOLESALE GOODS.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY EHINGER, SECOND BY ERVANS TO ALLOW STEVE LEONARD FROM THE CHAMBER OF COMMERCE TO SET UP ANOTHER ENCAMPMENT FOR THE WEEKEND OF JULY 4, 2004 IN IRONS PARK WITH THE PROGRAM TO RUN FROM WEDNESDAY THROUGH MONDAY.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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William Jennings Jr. was present on behalf of the West Branch District Library. They are approximately half way to their funding goal for the new addition. They will continue to bring the Council updates on their expansion progress.

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Thad Gray and Trina Edwards, Stephenson Gracik representatives, gave a presentation on the 2002/2003 audit.

**MOTION BY THOMPSON, SECOND BY LUCAS TO APPROVE THE 2003 AUDIT AS PRESENTED.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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County Commissioner Beverly Scott was present and reported that the budget is progressing and they have new co-directors for EMS.

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**MOTION BY LUCAS, SECOND BY THOMPSON TO APPROVE BILLS IN THE AMOUNT OF \$70,618.54**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY THOMPSON, SECOND BY CLARK TO ALLOW ACTING CITY MANAGER TENNANT TO SEND OUT REQUESTS FOR PROPOSAL ON THE RECONSTRUCTION OF NORTH FIRST STREET FROM HOUGHTON AVENUE TO STATE STREET.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY THOMPSON, SECOND BY CLARK TO PLACE AN AD IN THE OGE MAW HEIGHTS YEARBOOK AGAIN THIS YEAR AT A COST OF \$95.00**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY CLARK, SECOND BY LUCAS TO ADOPT THE FOLLOWING RESOLUTION:**

**RESOLUTION #03-24**

WHEREAS, it appears there will be a shortfall in the West Branch Housing Department Fund, and

WHEREAS, in order to prevent this shortfall staff is recommending a budget adjustment in the West Branch Housing Department Fund, and

WHEREAS, some adjustments will effect other funds and staff has considered these adjustments,

NOW, THEREFORE, BE IT RESOLVED, that the West Branch City Council hereby takes proactive steps to maintain balanced budgets in all funds, and

FURTHER BE IT RESOLVED, that the West Branch City Council hereby amends the 2003/2004 budget as follows:

Fund 101 – General Fund

	Budget	Amended
Carry Over	279,575	279,575
Revenue		
446.400 Pen. & Interest	5,500	6,591
678.400 Trans. from Housing	20,631	3,780
683.400 UNIT (Wages)	0	15,760
Total	1,180,667	1,180,667

Fund 245 – Civic Fund

	Budget	Amended
Carry Over	690,656	673,406
Revenue		
666.400 Management Fee	17,250	0
Total	57,250	40,000

Fund 274 – West Branch Housing Department

	Budget	Amended
Carry Over	28,077	66,007
Expenditures		
482 – Administration		
754.700 Legal Expenses	1,000	0
756.700 Bookkeeping/acctg	10,316	1,890
758.700 Misc Admin Expense	10,316	1,890
761.700 Trans to Owners Con.	17,250	0
Total	249,663	214,561

483-Operating & Maintenance

768.700 Snow Removal	1,000	0
Total	91,148	90,148

484 – Taxes & Insurance

774.700 Health Ins/Other Emp	20,007	19,500
Total	35,818	35,311

965.275 – Transfer to Replacement

999-700 Trans. to other accts	34,500	0
Total	34,500	0

Total Expenditures 411,129 340,020

Fund 275 – Housing Replacement

	Budget	Amended
Carry Over	34,832	26,832

Revenue

678.400 Trans from Housing	34,500	0
Total	35,000	500

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY JACKSON, SECOND BY CLARK TO APPROVE THE TAP FEE FOR THE WEST BRANCH ASSEMBLY OF GOD AS FOLLOWS: WATER \$715.00 AND SEWER \$700.00.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY THOMPSON, SECOND BY EHINGER TO TABLE THE SENIOR HOUSING DEVELOPMENT PROJECT UNTIL THE CITY ATTORNEY HAS ADDITIONAL INFORMATION.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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**MOTION BY JACKSON, SECOND BY EHINGER TO APPROVE THE CITY EMPLOYEE RECOGNITION DINNER FOR DECEMBER 19 AND THE SENIOR HOLIDAY CELEBRATION FOR DECEMBER 20.**

**Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson**

**No – None**

**Motion Carried**

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Bids for engineering of South Second Street Parking were reviewed as follows:

- |                                     |             |
|-------------------------------------|-------------|
| 1. Capital Consultants, Gaylord     | \$13,600.00 |
| 2. Lapham & Associates, West Branch | \$18,200.00 |
| 3. Wade Trim, Bay City              | \$18,000.00 |
| 4. Gove, Lansing                    | \$23,000.00 |
| 5. Spicer, Saginaw                  | \$23,500.00 |

Council Member Jackson suggested that the Council throw out the low bid and high bid and accept the bid from Wade Trim.

**MOTION BY LUCAS, SECOND BY THOMPSON TO ACCEPT THE BID FROM LAPHAM & ASSOCIATES FOR THE ENGINEERING OF THE SOUTH SECOND STREET PARKING LOT AT A NOT TO EXCEED AMOUNT OF \$18,200.00**

**Yes – Ehinger, Lucas, Thompson**

No – Clark, Ervans, Frechette, Jackson

Motion Failed

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**MOTION BY FRECHETTE, SECOND BY CLARK TO ACCEPT THE LOW BID FROM CAPITAL CONSULTANTS FOR THE ENGINEERING OF THE SOUTH SECOND STREET PARKING LOT AT A NOT TO EXCEED AMOUNT OF \$13,600.00**

Yes – Clark, Ehinger, Ervans, Frechette, Jackson

No – Lucas, Thompson

Motion Carried

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Bids for Rental Rehabilitation project on 530 Morrison Street were reviewed as follows:

- 1. Sunset Enterprises – West Branch \$14,325.00
- 2. Northern Light Builders – Mio \$14,340.00
- 3. Arrowhead Construction – West Branch \$15,000.00

**MOTION BY THOMPSON, SECOND BY CLARK TO ACCEPT THE LOW BID OF \$14,325.00 FROM SUNSET ENTERPRISES FOR THE RENTAL REHABILITATION PROJECT AT 530 MORRISON STREET.**

Yes – Clark, Ehinger, Ervans, Frechette, Jackson, Lucas, Thompson

No – None

Motion Carried

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**MOTION BY THOMPSON, SECOND BY FRECHETTE TO ADJOURN AT 8:00 P.M.**

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Todd Thompson, Mayor

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Jane Tennant, Clerk

Approved November 3, 2003